

**YUBA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES**  
**Minutes of the July 21-22, 2009**  
**Summer Planning Session and Regular Meeting**

The Yuba Community College District Board of Trustees met on Tuesday, July 21, 2009 at Woodland Community College, Woodland, California and Wednesday, July 22, 2009 at Yuba College, Marysville, California for a two-day Summer Planning Session and for the Regular Meeting at Yuba College on July 22, 2009.

**1. SUMMER PLANNING SESSION**

Chairman Flory called the Summer Planning Session to order at 9:16 a.m.

Present: Jim Buchan, Alan Flory, Brent Haste, George Nicholau, Ben Pearson, Leela Rai, Xavier Tafoya  
Absent: None

**BOARD SUMMER PLANNING SESSION - July 21, 2009**

The District is currently entering the third year of its four-year plan, and the second year of operation as a multi-college district. The Board examined the Ten Year Academic and Classified Management Staffing Trends chart which reflects the general fund position changes from 2000-2001 to present as follows: an increase of one administrative position, sixteen faculty positions, and a decrease of one classified position. This includes the transition to multi-college status. The Board had full discussion on information from Barbara Beno, President of the Accrediting Commission for Community and Junior Colleges (ACCJC) stating that 22 of 110 community colleges are on sanction; 21 of the 22 community colleges on sanction have deficiencies in the area of Planning Using Assessment Results and 16 of the 22 have deficiencies in the area of Program Review. The Board also reviewed recommendations from the past three YCCD accreditation visits indicating the need for institutional research capability, and discussed the need for college research positions.

The Board examined its Strategic Directions for needed updates and revisions, and received updates from executive staff members on progress toward meeting the Board's 2007-2011 Strategic Directions, goals to be accomplished in 2009-2010, and plans for the fourth and final year of this planning cycle. Dr. Espinoza also provided an overview of the YCCD Board of Trustees 2007-2011 Strategic Directions in comparison with state and federal agendas, noting that the Board's directives are in keeping with the priorities/goals set by other agencies.

Vice Chancellor Alt provided a PowerPoint presentation on Fiscal Management Practices and shared with the Board his strategies for budget development. He noted that the district budget should be linked with the Board's Strategic Directions and Institutional Effectiveness Model, and that each college and the District Office would be developing their budgets as directed by the Board and Executive Team. Discussion took place regarding the need to address unfunded liability, double-digit reserves, and the need for compressed scheduling.

The Board also discussed the mission of the District and its colleges, including program mix (Basic Skills, ESL, Career Technical, Associate Degree, Transfer, Travel Abroad), and service priorities to address both access and success of students. Chancellor Harrington noted that the Board had wanted to discuss Travel Abroad as a follow-up from the May Board meeting. She shared that the Committee working on this project is seeking direction and asked the Board's guidance as to whether or not they should continue their work. It was the consensus of the Board that while this is a good program, it should be a lower priority than other projects due to the budget crisis. Board members discussed offering courses through Community Education until such time as the budget improves.

Chairman Flory adjourned the Planning Session at 2:35 p.m.

## **BOARD SUMMER PLANNING SESSION - July 22, 2009**

Chairman Flory called the Summer Planning Session to order at 9:04 a.m.

Present: Jim Buchan, Alan Flory, Brent Hastey, George Nicholau, Ben Pearson, Leela Rai, Xavier Tafoya  
Absent: None

The second day of the two-day Summer Planning Session included an in-depth review of the Measure J Bond Construction Program Budget and Implementation Update presented by Mr. Craig Fernandez of AECOM. Discussion took place regarding construction of the fire water loop and the central plant at Yuba College. Dr. Adrian Lopez, Director of Public and Governmental Relations provided an update on public communication and signage related to Measure J projects.

The Board also shared information gathered from the Spring Community College League of California (CCLC) Trustees Conference as follows:

- (1) Chairman Flory reported on *Leading Through Fiscal Crisis; Facility Bonds; Energy Efficient Partnerships and Accreditation*.
- (2) Trustee Buchan reported on *Preparing for Negotiations: Collective Bargaining Values & Strategies*.
- (3) Trustee Tafoya reported on *Textbook Affordability*.
- (4) Trustee Hastey reported on *CEOs in Multi-College Districts*.
- (5) Trustee Rai reported on *Communications During a Crisis; Effective Trusteeship: Beyond Your Code of Ethics; Selecting, Supporting & Ensuring the Success of a New President; and Board Accountability for Student Success*.

Review of new and revised Board Policies was postponed to the August meeting.

Chairman Flory adjourned the Summer Planning Session at 2:07 p.m. The Board enjoyed a short break and convened to Closed Session at 3:00 p.m.

**YUBA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES**  
**Minutes of the July 22, 2009 Regular Board Meeting**

Board Chair, Alan Flory, called the meeting to order at 4:05 p.m.

Present: Jim Buchan, Alan Flory, Brent Hasteley, George Nicholau, Ben Pearson, Leela Rai, Xavier Tafoya and Stephen Frothingham, Student Trustee  
Absent: None

2. **CLOSED SESSION**

- A. Conference with Legal Counsel – Existing Litigation  
Pursuant to Government Code section 54956.9  
Gary Schoessler v. Yuba Community College District, et.  
Yuba County Superior Court Case No. 07-0000464 YCSCCV
- B. Conference With Real Property Negotiator  
Pursuant to Government Code 54956.8  
Property: Located West of Husted Road and North of “E” Street in Williams, CA.  
Assessor’s Parcel Number (APN) for the Parent Parcel is 016-070-101.  
District Negotiators: Dr. Willard Wright, Dr. Angie Fairchilds, George Parker, Lisa Allred (AALRR)  
Negotiating parties: Vann & Ruggieri Land Investments, LLC: Steve Tofft, Owners  
Representatives  
Under Negotiation: Negotiating Parameters
- C. Conference with Labor Negotiator – District Negotiator: Al Alt  
Pursuant to Government Code 54957.6  
Employee Organization: District Management

3. **REGULAR SESSION**

A. Call to Order

Chairman Flory announced that the Board met in Closed Session to discuss items listed on the Closed Session agenda. No action was taken.

B. Approval of Agenda

Chairman Flory announced the following changes to the agenda since printing:

DELETED - Item 12.F. – Approve Resolution Reducing the Number of Classified Employees

MOVE - Item 8–Budget Update and Item 9–Legislative Update to be addressed under Item 13–Information

REMOVE FROM CONSENT FOR DISCUSSION - Items 11.A.(1), 11.B.(1), 11.B.(2), and 11.C.1.(a)

**Moved, Seconded (Hasteley/Rai), Carried that the Board approve the agenda with the changes noted.**

4. **APPROVAL OF MINUTES**

**Moved, Seconded (Tafoya/Buchan), Carried that the Board approve the Minutes of the June 17, 2009 Work Session and Regular Meeting.**

5. **MEASURE J BOND CONSTRUCTION**

- A. Measure J Bond Construction – Consent

No items.

B. Measure J Bond Construction - Action

(1) Five Year Construction Plan

The Five-Year Construction Plan is presented annually to reflect additions, deletions or modifications of District construction projects. The Plan will be submitted to the Systems Office for statewide planning purposes and to reflect the construction plans of the District at a local level.

**Moved, Seconded (Hastey/Rai), Carried that the Board approve the Five Year Plan as recommended by the Vice Chancellor Administrative Services.**

C. Measure J Bond Construction – Information

(1) Monthly Measure J Bond Construction Projects Update

Mr. Craig Fernandez, AECOM, provided the monthly update on Measure J Projects.

6. **OPEN AGENDA AND PUBLIC COMMENT**

Mr. Stacey Wilson, a private citizen, addressed the Board to express concern that his recent application for employment in the Yuba Community College District was rejected due to the absence of his signature as required on the application form.

Professor Lisa Jensen-Martin, YCFA President, addressed the Board to express concern about the budget crisis and faculty involvement in determining which courses will best meet the needs of students. She requested a meeting of the Yuba College President, Academic Senate and YCFA representatives be held to discuss a plan to address these issues. Chairman Flory requested Chancellor Harrington facilitate that meetings with the faculty occur.

ESL Professor, Francesca Hulin, addressed the Board to express concern regarding use of BSI funds to support the Director of Planning, Research and Student Services position at Yuba College.

7. **REPORTS**

A. Trustee Reports

The Board welcomed new Yuba College President, Dr. Kay Adkins, and new Vice Chancellor of Administrative Services, Al Alt.

Trustee Frothingham reported that he applied for the California Community College Trustees (CCCT) Student Trustee position, and has been encouraging students to attend board meetings.

Trustees Pearson, Flory and Tafoya attended a meeting of the Colusa County Board of Supervisors at which \$600,000 was approved for the new Colusa County facility in Williams.

Trustees Buchan, Flory, and Nicholau attended the welcome reception for Dr. Kay Adkins, Yuba College President.

Trustee Hastey reported that the Board's Summer Planning Session has been very informative.

Trustee Flory introduced Colusa County Supervisor, Mark Marshall, and stated that the District looks forward to a long and prosperous partnership between Yuba College and Colusa County.

B. Board Foundation Liaisons Report

Trustee Buchan reported that a Foundation Meeting is scheduled to be held later in the week. A report will be provided at the August Board meeting.

C. Yuba College Academic Senate Report

Yuba College Academic Senate, Vice President, Tim May, reported that he attended the welcome reception for Dr. Adkins. He stated that at the June Board meeting, Professor Helen Nickolson requested that the Board delay filling the Vice Chancellor Administrative Services and Yuba College President positions as a cost saving measure. Professor May stated that accreditation does not require the hiring of a President and that the position could be handled with interim support. He expressed concern that students may not be able to get the courses needed for their programs should the District cut classes, and stated that faculty should be involved in determining the course schedule as they are the most familiar with the course pattern needed by students. He suggested that the Board implement a hiring freeze and delay the hiring of the Yuba College Director of Planning, Research and Student Services.

D. Woodland Community College Academic Senate Report

Woodland Community College (WCC) Academic Senate President, George Galamba, reported that WCC has established an ad hoc committee to prioritize class cuts should it become necessary. A budget and planning committee is also in place consisting of faculty, classified staff, administration and students.

E. Classified Exclusive Representative Report

Ms. Donna Veal-Spenser, CSEA President, provided an update on activities of the classified staff since the last meeting. Ms. Spenser noted that she plans to attend the upcoming CSEA Conference in August.

F. Chancellor's Report

Chancellor Harrington welcomed President Adkins and extended her personal thanks to Dr. Trutna for all of his work during the interim between Presidents. She welcomed Supervisor Marshall and thanked him and Supervisor Kim Vann in particular for their support of the collaborative effort to establish a permanent facility in Colusa County. She also thanked President Fairchilds for her tireless work on this effort. Chancellor Harrington reported that she met with Trustee Frothingham to discuss his role as student trustee and support his attendance at the Student Trustee Conference. She also attended the schematic design kick-off meeting for the Sutter County Facility, and recently met with a member of Senate President pro Tem, Darrell Steinberg's staff to discuss budget issues and the need for Career and Technical Education (CTE) programs. She noted she has been involved in many meetings and discussions at the state level regarding the budget. Responding to comments made by Professor May, Chancellor Harrington clarified that accreditation standards require that the position of President, whether interim or permanent, have no other duties other than those of president. Filling the position on an interim basis by another administrator would necessitate refilling the vacated position. This was researched and determined to have no cost savings to the District. With regard to the budget process, each College President is working through the shared decision making process at their respective college to determine how that college's budget should be allocated. Chancellor Harrington noted that the District will receive 2009-2010 funding for 7858 FTES but is currently producing over 8400 FTES. The District must reduce 500 to 700 FTES in order to accomplish the cuts in state funding and the workload reduction. Decisions about courses to be reduced will be made by each college, working with the appropriate groups. She added that the Board reviewed the District's ten-year staffing trends which reflects that the District currently has the same number of general fund administrators as in 2001.

G. Yuba College President's Report

President Adkins stated that she is honored to have been selected as the new President for Yuba College and is very happy to be here. Of special note, she announced that welding instructor Dan Turner, adjunct faculty member Gary Lederer, and Dean of Applied Arts, Dr. Ed Davis, will serve as presenters at the National Welding Educators Conference in Chicago.

H. Woodland Community College President's Report

President Fairchilds welcomed Supervisor Marshall and Colusa County Superintendent of Schools, Kay Spurgeon (who had just arrived). She provided an update on activities of students and staff since the last meeting. Of special note, the college successfully competed for a Green Corp Grant through the Sacramento Employment and Training Agency (SETA) and the North Central Counties Consortium (NCCC) to develop a

green/tech sustainability certificate. The college will receive approximately \$95,000 for program development and books for students.

8. **BUDGET UPDATE**

This item was addressed under Item 13 – INFORMATION

9. **LEGISLATIVE UPDATE**

This item was addressed under Item 13 - INFORMATION

10. **FTES UPDATE**

Dr. Espinoza provided the Spring Final FTES Update, comparing the final 2007-2008 FTES of 8000.50 to the final 2008-2009 FTES of 8431.23. The District will carry over 746.93 FTES from Summer 2009 (from a total of 783.70 FTES for Summer 2009) to be applied to 2009-2010 FTES. She noted the colleges will need to reduce FTES in 2009-2010 to match the state's reduced workload FTES target.

11. **CONSENT CALENDAR**

Chairman Flory noted the following items were removed from the Consent Calendar for discussion: Items 11.A.(1); 11.B.(1), 11.B.(2), and 11.C.(1)(a).

**Moved, Seconded (Tafoya/Hastey), Carried that the Board approve the Consent Calendar with the amendments noted.**

A. Categorically Funded Positions

(1) **REMOVED FOR DISCUSSION** - Approve Short-Term Classified Employees (Temporary Classified and Non-Academic/Non-Classified) – Assembly Bill 500

(2) Permanent Employment

Academic

a. Georganna O'Keefe-Schwering – CalWORKs Counselor/Coordinator – Yuba College

b. Elizabeth Lara-Medrano - CalWORKs Counselor/Coordinator – Woodland Community College

Classified

c. Nicole Sawyer – Clerical Assistant – Yuba College

(3) Other Categorizedly Funded Consent

a. Permission to Begin the Hiring Process – Classified Employee

b. Permission to Begin the Hiring Process – Classified Employee

B. District Funded Positions

(1) **REMOVED FOR DISCUSSION** - Approve Short-Term Classified Employees (Temporary Classified and Non-Academic/Non-Classified) – Assembly Bill 500

(2) **REMOVED FOR DISCUSSION** - Permanent Employment – Management

a. Erik Cooper – Director of Planning, Research/Student Success – Yuba College

C. District and Categorizedly Funded Positions

- (1) Other District and Categorically Funded Consent
  - a. **REMOVED FOR DISUCSSION** - Approve YCCD Management Position/Range List, effective July 1, 2009

D. **OTHER**

- (1) Approval of Warrants
- (2) Approval of 2009-2010 Agreement for Legal Services with Atkinson, Andelson, Loya, Ruud & Romo (AALRR).
- (3) Approval of Agreement with Sutter County Health and Human Services for Yuba College Youth Empowerment Strategies for Success California Independent Living Program (YESS-CA ILP).
- (4) Approval of Agreement with Sutter County Health and Human Services and Yuba College Foster Parent Training (Foster Kinship Care Education – FKCE)
- (5) Approval of Child and Adult Care Food Program Renewal Grant
- (6) Approval of 2009-2010 General Child Care and Development (CCTR) Grant
- (7) Approval of 2009-2010 California State Preschool Program (CSPP) Grant
- (8) Approve appointment of Kuldeep Kaur to serve as District Representative on the Northern California Community College Self-Insurance Agency (NCCC SIA)
- (9) Approval authorization to sign purchase orders

**Discussion:**

- 11.A (1) Categorically Funded Positions - Approve Short-Term Classified Employees (Temporary Classified and Non-Academic/Non-Classified) – Assembly Bill 500.

Chairman Flory inquired whether or not a permanent employee could replace a temporary employee in a layoff situation. Vice Chancellor Alt stated that a permanent employee can replace a temporary position. Chancellor Harrington noted that AB 500 positions are authorized up to the number of hours indicated and are called upon to work only as needed.

**Moved, Seconded (Rai/Buchan), Carried that the Board approve the Short-Term Classified Employees (Temporary Classified and Non-Academic/Non-Classified)-Assembly Bill 500 list as presented.**

- 11.B (1) District Funded Positions - Approve Short-Term Classified Employees (Temporary Classified and Non-Academic/Non-Classified) – Assembly Bill 500.

Chairman Flory stated that his concern was answered with the previous item.

**Moved, Seconded (Hastey/Tafoya), Carried that the Board approve the Short-Term Classified Employees (Temporary Classified and Non-Academic/Non-Classified)-Assembly Bill 500 list as presented.**

- 11.B (2) District Funded Positions – Permanent Employment – Management  
(a) Erik Cooper – Director of Planning, Research/Student Success – Yuba College.

Chancellor Harrington shared with the Board that this position at Yuba College has been vacant for about three years. The District has a research position that has been filled for two years. WCC's Research Analyst position was filled for one year and has been vacant for one year. She expressed concern that the colleges are behind in collecting assessment data for the upcoming accreditation visit, and added that information from ACCJC President, Barbara Beno, identifies that 22 of 110 community colleges are on sanction. Of these, 21 have deficiencies in the area of Planning Using

Assessment Results, and 16 have deficiencies in the area of Program Review. She further noted that ACCJC/WASC recommendations to YCCD tracking back to the 1993 accreditation visit indicate the need for research and assessment. Chancellor Harrington added that this is a new day and a new era in accreditation, and recommended that the Board approve the position.

**Motion was made by Trustee Tafoya and Seconded by Trustee Buchan that the Board approve Erik Cooper – Director of Planning, Research/Student Success – Yuba College.**

Trustee Frothingham inquired about the three types of sanction (Warning, Probation and Show Cause) and asked Chancellor Harrington if the college were to undergo an accreditation visit at this time, would the college be found out of compliance. Chancellor Harrington stated the college would most likely be found out of compliance.

Chairman Flory called for the vote.

**Motion Unanimously Carried that the Board approve Erik Cooper – Director of Planning, Research/Student Success – Yuba College.**

11.C (1)(a) Mgmt Position Approve YCCD Management Position/Range List, effective July 1, 2009.

Chairman Flory recommended that the Board adopt the list of positions with no changes to the salary compensation chart.

**Moved, Seconded (Hastey/Buchan), Carried that no adjustment be made to the YCCD Management Salary schedule and that the List of Authorized Management Positions and the associated salary schedule be adopted as provided.**

12. **ACTION**

A. Approve Monthly Unrestricted Budget Report for May 2009

**Moved, Seconded (Buchan/Tafoya), Carried that the Board approve the budget revisions as presented.**

B. Approve Updated Resolution Authorizing Participation In the Retiree Health Benefit Program Joint Powers Agency (JPA) Board Member Appointment

Vice Chancellor Alt noted that approval of this item will update the names of District representatives on the amended JPA Agreement approved by the Board in July 2007.

**Moved, Seconded (Tafoya/Hastey), Carried that the Board approve the resolution with the changes to representatives for the District to Al Alt as the primary representative and Kuldeep Kaur as the alternate.**

C. Resolution Authorizing Application for Safe Drinking Water State Revolving Fund American Recovery and Reinvestment Act Funding, and Permission to Proceed to Bid.

Vice Chancellor Alt acknowledged President Fairchilds, Craig Fernandez and AECOM staff for their work in submitting for ARRA funding for this project.

**Moved, Seconded (Hastey/Buchan), Carried that the Board adopt the resolution authorizing Yuba Community College District to proceed with application for State of California Department of Public Health, Safe Drinking Water State Revolving Fund, American Recovery and Reinvestment act funding and authorizing the Chancellor as signatory authority to sign and submit application for such funding; and that the Board authorize District Staff to proceed to bid the Well Replacement-Waterline Connection Project at Woodland Community College, pending award of State of California Department of Public Health, Safe Drinking Water State Revolving Fund, American Recovery and Reinvestment Act funding.**

D. Colusa County Resolution

Chancellor Harrington again commended President Fairchilds, and District partners in Colusa County, for their support of the collaborative effort to establish a permanent facility in Colusa County. President Fairchilds noted that residents of Colusa County have long awaited an educational facility. Trustee Tafoya expressed his thanks to Kay Spurgeon, Colusa County Superintendent of School, and Colusa Supervisor Mark Marshall.

**Moved, Seconded (Pearson/Tafoya), Carried that the Board adopt the Resolution in mutual agreement with the Colusa County Board of Supervisors' action.**

E. Approve Resolution Reducing Number of Management Employees

Vice Chancellor Alt shared with the Board that the reason behind this action is the reduction of AmeriCorps Early Learning School Readiness funding. The employee has been notified and is aware of this action.

**Moved, Seconded (Buchan/Tafoya), Carried that the Board adopt the resolution to reduce .12 FTE Classified Supervisor.**

13. **INFORMATION**

**Item 8 – Budget Update**

Vice Chancellor Alt provided a PowerPoint presentation on the 2009-2010 Budget. Although budget information continues to be a moving target, information from the CCLC reflects \$4,496,470 in reductions to YCCD at this time. The Chancellor's Executive Team (CHEX) will review this information and its impact to the District and develop appropriate allocation of reductions to each of the three district units. The District and colleges will respectively make reductions to their own units. Professor Galamba inquired if reductions would take place next semester. Vice Chancellor Alt noted that this would be the timetable for permanent employees. However, reductions to temporary employees may take place sooner. Ms. Spenser inquired if furloughs would be considered. Vice Chancellor Alt stated that furloughs are a negotiable item.

**Item 9 – Legislative Update**

Dr. Lopez provided an update on legislative issues. He noted that the District is continuing its efforts with partnership opportunities for federal stimulus dollars.

14. **ADJOURNMENT**

Chairman Flory adjourned the meeting at 6:53 p.m.

Respectfully submitted,



Nicki Harrington, Ed.D.  
Board Secretary