LAKE TAHOE COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

REGULAR MEETING	Tuesday, January 28, 2014 Lake Tahoe Community College Room L104 5:30 p.m. Closed Session 6:20 p.m. Open Session

MINUTES

Present:	Trustee Molly Blann, Board President Roberta Mason, Trustee Dr. Karen Borges, Clerk Kerry David, Trustee Dr. Fritz Wenck
Staff:	Jeff DeFranco, Pete Dixon, Christi Ellingford, Kurt Green, Marty Green, Dr. Tom Greene, Sue (Saia) Gochis, Dr. Kindred Murillo, Dr. Michelle Risdon, Treva Thomas
Absent:	Student Trustee Nicholas Behney
Guests:	Jonathan Moore , John Glynn
Call to Order	Board President Robert Mason called the meeting to order at 5:30 p.m. and announced items to be discussed in Closed Session.
Recess to Closed Session	The meeting recessed to Closed Session at 5:30 p.m.
Recess	Board President Mason called a recess at 6:20 p.m.
Reconvene to Open Session	The meeting reconvened to Open Session at 6:30 p.m.
Announcement of Reportable Actions taken by Board of Trustees In Closed Session	None
Opening Ceremonies	Board President Roberta Mason led the Pledge of Allegiance and welcomed guests in the audience.
Hearing of thePublic on ItemsNot on the Agenda	None

ADOPTED MINUTES

Health & Welfare Benefits Analysis Report Presented by John Glynn

John Glynn, of J. Glynn & Company, was brought to the campus through the California Education Coalition for Health Care Reform (CECHCR) at the request of the Benefits Committee. The committee was comprised of classified staff, faculty, confidential staff, directors, and administrators. The committee was asked to complete an analysis of existing benefits and make recommendations to the District. The committee met on multiple occasions and selected J. Glynn & Company to conduct a "second look analysis" of the college's health and welfare benefits package through Tri County Schools Insurance Group (TCSIG). The purpose of "second look" was to do a market study and determine if the college's current health and welfare benefit package was competitive from a cost to value standpoint. The final report recommended that the District stay with its current provider, Tri County Schools Insurance Group (TCSIG). John Glynn presented the results and findings, previously shared with the Benefits Committee.

Professional Development Leave Report - Cristi Ellingford

Cristi Ellingford's professional development leave provided an opportunity to expand her competence in the areas of crisis counseling, legal issues related to disability, deaf services, and access to the DRC application process for online students. Attached is a copy of Ms. Ellingford's report.

Link to presentation materials:
https://www.boarddocs.com/ca/ltcc/Board.nsf/files/9FF6B87E2AD2/$file/Professional%20Development%20Leave%20Report--Spring%202013_Ellingford.docx.pdf

https://www.boarddocs.com/ca/ltcc/Board.nsf/files/9FF6ER7E8F2A/$file/Professional%20Development%20Leave%20Presentation_Ellingford.pdf

Professional Development Leave Report - Treva Thomas

Treva Thomas' professional development leave provided her the opportunity to gain a more comprehensive understanding of best practices for online and blended instructional delivery theory, research, and assessment. Further it helped her develop a more comprehensive understanding of online and blended course delivery in support of her becoming a more capable and effective facilitator in the learning process. Attached is a copy of Ms. Thomas' report.

Link to presentation materials:

https://www.boarddocs.com/ca/ltcc/Board.nsf/files/9FFS3N649FED/$file/Professional%20Development%20Leave%20Report--Spring%202013_Thomas.pdf

https://www.boarddocs.com/ca/ltcc/Board.nsf/files/9FJPXY66BF11/$file/Professional%20Development%20Leave%20Presentation_Thomas.pptx.pdf

Enrollment Report

Dr. Greene stated that this report represents the standard update on Winter term enrollment to include a review of the weekly enrollment report which will be presented to the Board of Trustees at the meeting. This report will also include an update on projected FTES for the 2013-14 Academic Year.

Approval of Minutes of November 12, 2013 - Regular Meeting

Moved: **DAVID**/Seconded: **BORGES**

Passed unanimously to approve the Minutes of November 12, 2013 - Regular Meeting

Link to minutes:

https://www.boarddocs.com/ca/ltcc/Board.nsf/files/9FP6MR78FBF8/$file/2013.11.12%20-%20BOT%20Minutes.pdf

Votes	
Molly Blann	Y
Dr. Karen Borges	Y
Kerry David	Y
Roberta Mason	Y
Dr. Fritz Wenck	Y

Consent Agenda

Moved: **BLANN**/Seconded: **WENCK**

Passed unanimously to approve the Consent Agenda as presented:

Votes	
Molly Blann	Y
Dr. Karen Borges	Y
Kerry David	Y
Roberta Mason	Y
Dr. Fritz Wenck	Y

- Acceptance of Gifts and Donations from Carson City Fire Department.

- Approval of Fees for Spring Quarter 2014

Link:
https://www.boarddocs.com/ca/ltcc/Board.nsf/files/9FF5MB7BAB3F/$file/Fees%20List%20-%20Spring%202014.pdf

https://www.boarddocs.com/ca/ltcc/Board.nsf/files/9FF5MG7BAD48/$file/Fees%20List%20-%20SBJPA%20Spring%202014.pdf

- Approval of Community Education Courses and Associated Fees

Link:
https://www.boarddocs.com/ca/ltcc/Board.nsf/files/9FKRNU6558BB/$file/Community%20Education%20Courses%20and%20Associated%20Fees.pdf

- Revised Professional Development Leave Program for 2013/14

Link:
https://www.boarddocs.com/ca/ltcc/Board.nsf/files/9FKRW765F66D/$file/Revised%20Professional%20Development%20Leave%20Program%20for%202013-14.pdf

- Ratification of Regular Payroll for the Month of December, 2013
- Ratification of Supplementary Payrolls for the Month of December, 2013
- Ratification of Warrant Batch Number 4069, Revolving Cash Fund Reimbursement Report Number 5, in the amount of $1,598.10

Link:
https://www.boarddocs.com/ca/ltcc/Board.nsf/files/9FESJB690B7E/$file/RCF%201%2028%2014%20Backup.pdf

- Ratification of Regular Warrant Batch Numbers 4060, 4062-4068, 4070-4074, 4076-4079 and 4081-4084.

Link:
https://www.boarddocs.com/ca/ltcc/Board.nsf/files/9FETQ86C5680/$file/REG%20Warrants%204060_4062-4068_4070-4074_4076-4079_4081-4084.pdf

- Ratification of Student Financial Aid Warrant Batch Number 4080
- Approval of Declaration of Miscellaneous Surplus Property

Link:
https://www.boarddocs.com/ca/ltcc/Board.nsf/files/9FERXV679841/$file/PhoneSurplusMST%20back%20up.pdf

- Approval of Personnel Action Number 7-2013/14

UNADOPTED MINUTES

Review of Proposed Revisions to the 2014/15 College Catalog (Second Reading)

Moved: **BORGES**/Seconded: **BLANN**

Passed unanimously to approve Proposed Revisions to the 2014/15 College Catalog.

Votes	
Molly Blann	Y
Dr. Karen Borges	Y
Kerry David	Y
Roberta Mason	Y
Dr. Fritz Wenck	Y

Consideration of Approval of Fiscal Year 2013/2014 Mid-Year Revised Budget

Moved: **DAVID** /Seconded: **BORGES**

Passed unanimously to approve the Fiscal Year 2013/2014 Mid-Year Revised Budget.

Links:
https://www.boarddocs.com/ca/ltcc/Board.nsf/files/9FN9ME80E171/$file/13-14%20Budget%20Comparison_FNL.pdf

https://www.boarddocs.com/ca/ltcc/Board.nsf/files/9FN9ND80F514/$file/13-14_RevisedBudget_Fund_11_Revenues_FNL.pdf

https://www.boarddocs.com/ca/ltcc/Board.nsf/files/9FN9NP80F96D/$file/13-14_Rev_3Year_Unrestricted_Budget_Sum_FNL.pdf

https://www.boarddocs.com/ca/ltcc/Board.nsf/files/9FN9P380FCB0/$file/13-14_Rev_3Year_Restricted_Budget_Sum_FNL.pdf

https://www.boarddocs.com/ca/ltcc/Board.nsf/files/9FN9TG814EB9/$file/Unrestricted_Revenue_Appropriations_EFB_Graph.pdf

https://www.boarddocs.com/ca/ltcc/Board.nsf/files/9FNBBD062EDD/$file/13_14_Reserves_vs_expenditures_AdoptedRevised.pdf

https://www.boarddocs.com/ca/ltcc/Board.nsf/files/9FNBBJ063115/$file/13_14_Funds_33_41_74_FNL.pdf

Votes	
Molly Blann	Y
Dr. Karen Borges	Y
Kerry David	Y
Roberta Mason	Y
Dr. Fritz Wenck	Y

Consideration of Approval of Non-Resident Tuition and Non-Resident Capital Outlay Fee for Fiscal Year 2014/15

Moved: **WENCK**/Seconded**: BORGES**

Passed unanimously to approve the Non-Resident Tuition and Non-Resident Capital Outlay Fee for Fiscal Year 2014/15.

Link: https://www.boarddocs.com/ca/ltcc/Board.nsf/files/9FF8DM018D82/$file/Non%20Resident%20Tuition%20Schedule.pdf

Votes	
Molly Blann	Y
Dr. Karen Borges	Y
Kerry David	Y
Roberta Mason	Y
Dr. Fritz Wenck	Y

Consideration of Approval of the Contract with AP Architects for Prop 39 Parking Lot Lighting Retrofit

Moved: **BLANN**/Seconded: **BORGES**

Passed unanimously to approve the Contract with AP Architects for Prop 39 Parking Lot Lighting Retrofit.

Votes	
Molly Blann	Y
Dr. Karen Borges	Y
Kerry David	Y
Roberta Mason	Y
Dr. Fritz Wenck	Y

Consideration of Approval of Addendum to the Master Planning Contract with AP Architects for the District's Public Safety Training Center

Moved: **DAVID** /Seconded: **BORGES**

Passed unanimously to approve the Addendum to the Master Planning Contract with AP Architects for the District's Public Safety Training Center.

Votes	
Molly Blann	Y
Dr. Karen Borges	Y
Kerry David	Y
Roberta Mason	Y
Dr. Fritz Wenck	Y

Consideration of Approval of Personal Services Contract for Sign Language Interpretation for Winter 2014

Moved: **BORGES/**Seconded: **BLANN**

Passed unanimously to approve the Personal Services Contract for Sign Language Interpretation for Winter 2014.

Votes	
Molly Blann	Y
Dr. Karen Borges	Y
Kerry David	Y
Roberta Mason	Y
Dr. Fritz Wenck	Y

Consideration of Approval of VMWare Software Renewal with Integral Networks

Moved: **BLANN**/Seconded: **WENCK**

Passed unanimously to approve the VMWare Software Renewal with Integral Networks.

Votes	
Molly Blann	Y
Dr. Karen Borges	Y
Kerry David	Y
Roberta Mason	Y
Dr. Fritz Wenck	Y

Consideration of Approval of Proposed Agenda Topics For Joint Board Meeting Between Lake Tahoe Unified School District (LTUSD) and Lake Tahoe Community College (LTCC)

Moved: **DAVID**/Seconded: **BLANN**

Passed unanimously to approve of the Proposed Agenda Topics For Joint Board Meeting Between Lake Tahoe Unified School District (LTUSD) and Lake Tahoe Community College (LTCC) amended to 2hrs length and soccer introduction.

Votes	
Molly Blann	Y
Dr. Karen Borges	Y
Kerry David	Y
Roberta Mason	Y
Dr. Fritz Wenck	Y

Board Member Reports and Comments

Trustee Blann commented on the following items:

- Attended the strategic planning session and believed it was good for the community the faculty.

Trustee David commented on the following items:

- Attended South Tahoe High School theater production

Trustee Dr. Wenck commented on the following items:

- Announced his son might be teaching a course with Pat Leonard – Heffner

President Mason commented on the following items:

- Announced her excitement for the March 5, 2014, 40th Anniversary press conference
- Commented on meeting Ben Wad, the new LTCC soccer coach, at the informal meet and greet at the pizza parlor

Trustee Dr. Borges commented on the following items:

- She attended the strategic planning session and believed it was good for the community the faculty.

Academic Senate

Academic Senate President Dr. Risdon commented on the following items:

- Announced the next Senate meeting is Friday January 30 , 2014

Administrator Comments

Dean Dr. Boyar commented on the following items:

- Dr. Boyar commended the badge pinning ceremony of the fire academy.

The next meeting of the Lake Tahoe Community College District Board of Trustees is scheduled for Tuesday, February 11, 2014 at 6:15 p.m., in room L104 on the College campus.

The meeting adjourned at 8:10 p.m.

Signed by Dr. Kindred Murillo
Secretary
Board of Trustees
Marty Green

ADOPTED AND ORDERED INTO THE MINUTES

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Dr. Kindred Murillo, Secretary Date