LAKE TAHOE COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

Regular Meeting	Tuesday, June 28, 2011 Lake Tahoe Community College Room L104 6:00 p.m. Closed Session 6:30 p.m. Open Session

MINUTES

Present:	Molly Blann, Karen Borges, Roberta Mason, Bryan Swartout, Frederick Wenck
Absent:	Kerry David
Staff:	Julie Booth, Frances Brady, Kurt Green, Tom Greene, Diane Lewis, Steve Maradian, Cynthea Preston, Michelle Risdon
Guests:	Jacob Hurd
Call to Order	Board President Frederick Wenck called the meeting to order at 6:00 p.m. and announced items to be discussed in Closed Session.
Recess to Closed Session	The meeting recessed to Closed Session at 6:01 p.m.
Recess	Frederick Wenck called a recess at 6:35 p.m.
Reconvene to Open Session	The meeting reconvened to Open Session at 6:40 p.m.
Opening Ceremonies	Board President Frederick Wenck led the Pledge of Allegiance to the Flag and welcomed guests in the audience.
Hearing of the Public on Items Not on the Agenda	None
Enrollment Report	Tom Greene noted the weekly enrollment reflected an error in dates and should reflect July 24, 2011. The daily comparisons reflect a closing gap and there are roughly 100 more enrollments than last year. *(Attachment A)*
August 2011 Board Meeting & Retreat Dates	The Board discussed the planning of the annual Board Retreat. The Board will tentatively hold August 19th, 2011 on their calendars and will cancel the meeting for August 23rd.

ADOPTED MINUTES

Consent Agenda

Moved Blann/Seconded Mason/Passed unanimously to approve the Consent Agenda as presented:

- Approval of Resolution Number 20—2010/11 Intrafund Appropriation Transfer
- Approval of Regular Warrant Batch Number 1148, 1149, 1150, 1152
- Approval of Personnel Action Number 22—2010/11
  -Employment of adjunct instructors for Summer Session & Fall Quarter 2011
  -Child Development Center Teacher (P/T)
  -Approval of 2011/12 Salary Schedules for Classified Employees
- Approval of Reduced Teaching Load for Full-Time Faculty Member
- Approval of Additional Fee for Fall Quarter 2011
- Adoption of Resolution Number 21—2010/11, Declaring and Election be Held in its Jurisdiction Consolidation with Other Districts Requesting Election Services
- Approval of Certification of Signatures with EDCOE
- Approval of Minutes—April 12, 2011
- Approval of Minutes—April 26, 2011
- Approval of Minutes—May 10, 2011
- Approval of Minutes—May 11, 2011 (Special Meeting)
- Approval of Minutes—May 19, 2011 (Special Meeting)
- Approval of Minutes—May 24, 2011

(Attachments B, C, D, E, F, G, H, I, J, K, L, M, N)

Consideration of Adoption of 2011/12 Tentative Budget

Moved Mason/Seconded Borges/Passed unanimously to adopt the 2011/12 Tentative Budget as presented.

(Attachment O)

Consideration of Adoption of Resolution 19-2010/11, for Workers' Compensation Coverage for Volunteer Personnel

Moved Blann /Seconded Borges/Passed unanimously to adopt Resolution 19—2010/11, for Workers' Compensation Coverage for Volunteer Personnel as presented. *(Attachment P)*

The insurance company recommends Workers' Compensation coverage for volunteer personnel. There are no additional fees for this coverage.

Consideration of Approval of Renewal of District Property and Liability Insurance Program for Fiscal Year 2011/12

Moved Mason/Seconded Blann/Passed unanimously to approve Renewal of District Property and Liability Insurance Program for Fiscal Year 2011/12 as presented. *(Attachment Q)*

The increase of $4,500.00 was noted in discussion.

Consideration of Approval of Five-Year Capital Outlay Plan, 2013-17

Moved Mason/Seconded Borges/Passed unanimously to approve the Five-Year Capital Outlay Plan for 2013-17 as presented. *(Attachment R)*

If revisions to the plan are recommended, it will be brought to the Board for consideration prior to the document being submitted to the Chancellor's Office.

Consideration of Approval of District Bank Accounts and Signatories

Moved Blann/Seconded Mason/Passed unanimously to approve District Bank Accounts and Signatories as presented. *(Attachment S)*

Consideration of Approval of Revised Art Studio Technician (2-D) Job Description

Moved Mason/Seconded Borges/Passed unanimously to approve Revised Art Studio Technician (2-D) Job Description as presented. *(Attachment T)*

Consideration of Approval of SB 1440 Compliant Transfer Degrees, Sociology & Mathematics

Moved Blann/Seconded Borges/Passed unanimously to approve the SB 1440 Compliant Transfer Degrees, Sociology & Mathematics as presented. *(Attachment U)*

Board Member Reports and Comments

Molly Blann commented on the following items:

- Attended *Chicago* and congratulated everyone for their efforts
- Enjoyed the graduation ceremony and thanked those who planned the event, it was well attended and very moving
- The Fire Academy ceremony was a success and congratulated Virginia Boyar
- Thanked Diane Lewis for her efforts with the Board of Trustees
- Thanked Steve Maradian for doing a job well done and for taking on such large and unpopular tasks

Roberta Mason commented on the following items:

- Thanked Dr. Maradian for inviting Eliot Engel to speak at the graduation ceremony
- Tahoe Resource Conservation District will be providing $8,000 worth of support for the Demo Garden interns. There are two positions that will be employed by TRCD and supervised by LTCC and TRCD and STPUD is supporting the Demo Garden with a $2000 contributio
- Attended the Little Hoover conference last week, the conference hosted discussion about how to retain students
- Thanked Dr. Maradian for his efforts during a difficult year and for helping the Board to lead smoothly into the next year
- Expressed concern over the Snow Ball fest and would like more information regarding the event details

Dr. Wenck commented on the following items:

- Attended *Chicago* and thought it was well attended
- Attended graduation and enjoyed the ceremony
- Echoed appreciation for Dr. Maradian and for the hard tasks that were sent his way, Fritz presented Steve with a gift and card

Classified Staff Organization Comments

Diane Lewis commented on the following items:

- Thanked Dr. Maradian for his efforts
- Echoed appreciation to the Board for their hard work and dedication

Administrator Comments

Cynthea Preston commented on the following items:

- Thanked Steve Maradian for his efforts and dedication to the students
- The NASA group have returned safely and Cathy Cox and her students felt very privileged to have had this opportunity, they are working hard to finalize their website while giving presentations to the community

Kurt Green commented on the following items:

- Enrollment for ISSI is up to 530 students

Tom Greene commented on the following items:

- Thanked Diane Lewis for her efforts in CEA
- Echoed appreciation for Dr. Steve Maradian and wished him well
- The guide to integrated planning is a document that modifies some district planning processes. This was presented to College Council last week and will be brought to the Board at a future time
- The first reading of the Strategic Plan was approved by the College Council last week
- The final edits of the Self Study are taking place and the document will be brought to the board following final editing

- A multi-term schedule will be used for the ERP implementation; this allows more students to register for Summer and Fall terms, offer additional courses and gives the students an opportunity to see their academic approach further in advance. This will improve efficiencies, evaluate enrollment data and streamline other systems
- SB 70 grant was approved for $66k and will be implemented next year

Marc Sabella commented on the following items:

- Thanked Diane Lewis for her efforts as CEA President

Interim President Report and Comments

Steve Maradian commented on the following items:

- The "Snow Ball Festival" idea is being considered, it was noted that the Board has concerns
- Thanked the Board for a remarkable year and for their team efforts and commitment to the institution
- Thanked the administration for their hard work and commitment to LTCC
- Datatel is coming together and the college community is working hard to have a successful implementation
- Many improvements and reorganizations have taken place
- Strategic plan, master plan and others have done well under the leadership of Tom and the administrative leaderships
- Appreciated the Board for being involved with the students and for attending the events in support of the LTCC community
- Teaching, Learning, Challenging and Changing are a combined effort from everyone and appreciated his time here
- Graduation was a success and Eliot Engel was impressed with the institution

Next Meeting Date

The next regular meeting of the Lake Tahoe Community College District Board of Trustees is scheduled for Tuesday, July 12, 2011 at 6:00 p.m., in room L104 on the College campus.

Adjournment

The meeting adjourned at 8:09 p.m.

Signed by Steve Maradian
Secretary
Board of Trustees
Julie Booth

ADOPTED AND ORDERED INTO THE MINUTES

_____ July 26, 2011

Steve Maradian, Secretary Date

ADOPTED MINUTES