

LAKE TAHOE COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

Regular
Meeting

Tuesday, March 8, 2011
Lake Tahoe Community College
Room L104
5:30 p.m. Closed Session
6:15 p.m. Open Session

MINUTES

Present: Molly Blann, Karen Borges, Kerry David, Roberta Mason, Bryan Swartout, Frederick Wenck

Staff: Julie Booth, Kurt Greene, Tom Greene, Diane Lewis, Steve Maradian, Cynthea Preston, Michelle Risdon, Lori Thorne

Guests: Jonathan Moore, Cheri Jones, Harvey Gunderman

Call to Order Board President Frederick Wenck 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 5:31 p.m.

Recess Frederick Wenck called a recess at 6:50 p.m.

Reconvene to Open Session The meeting reconvened to Open Session at 6:55 p.m.

Opening Ceremonies 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 Frederick Wenck thanked Lori Thorne for her outstanding service and commitment to the Board and presented her with a card.

NASA - Reduced Gravity Education Flight Program Report Cathy Cox presented on the NASA Reduced Gravity Education Flight Program which was awarded to LTCC students and Physics Instructor, Cathy Cox. In June 2011 the students will be visiting NASA's Johnson Space center, in Houston Texas where they will undergo three days of in-flight training, followed by two days aboard the KC135 aircraft that is typically used to train weightlessness to astronauts that will be going space.

ADOPTED MINUTES

Dr. Cox reviewed the proposal details that this amazing opportunity will bring to LTCC and the local community. LTCC will have an opportunity to promote the program, including building a website as required by NASA, establishing a Science Club at LTCC, and visiting local schools to promote science to youth in the community. The students were encouraged to attend the next board meeting so the board could personally congratulate them. (*Attachment A*)

***Writers' Series
Review Report***

Suzanne Roberts presented on the success of the 10th year of the Writer's Series at LTCC. There have been more than 30 writers thus far, all with very multiculturally diverse backgrounds. The writer's event on Friday, March 4th was a huge success with over 85 people in attendance and was well received by the students and community.

Suzanne updated the council on upcoming events in addition to the partnership with the Ridge Resort who will be providing accommodations to the writers moving forward. The program has served over 2500 people within the Writer's Series over the last 10 years, and is growing with popularity.

Michelle Risdon thanked Suzanne for her efforts and contributions to this program. Michelle also noted that the Writer's Series is no longer funded through the Foundation, and encouraged the community to contribute to these efforts.

***Board of Trustees
Self-Evaluation and
Superintendent
President
Evaluation
Summary***

Dr. Wenck reported the results of the Board's Self-Evaluation and identified several areas of improvements: allotting more time for institutional goals and issues, increase the participation of legislation issues that affect the institution, assure the budget is aligned properly with goals, create trust throughout the campus, and encourage the staff and faculty to present opportunities and activities that contribute to student success at LTCC.

Dr. Wenck also reported on the Interim Superintendent President's evaluation and noted four specific tasks that the Board asked Dr. Maradian to focus on:

1. ERP and Datatel implementation – The Board is appreciative of the institutional focus on this project.
2. Leadership and direction on the Self Study report – The Board will continue to monitor the progress in this area.
3. Review possible recommendations for reorganizational efforts of the College's scarce resources – Dr. Maradian will be updating the council on these items in his Presidential report.
4. Leadership with new individuals – The Board is aware this is a work in progress and is predicated on reorganization.

ADOPTED MINUTES

Consent Agenda

Moved David/Seconded Borges/Passed unanimously to approve the Consent Agenda as presented:

- Approval of Minutes – January 25, 2011 Regular Meeting
- Approval of Minutes – February 8, 2011 Regular Meeting
- Approval of Regular Monthly Payroll for the Month of February 2011
- Approval of Supplementary Payroll for the Month of February 2011
- Adoption of Resolution Number 9–2010/11 Budget Revisions
- Approval of Regular Warrant Batch Numbers 1095, 1098, and 1099
- Approval of Financial Aid Warrant Batch Number 1100
- Approval of Additional Fees for Spring 2011
- Approval of Personnel Action Number 14-2010/11

(Attachments B, C, D, E, F, G, H, I, J)

Review of Proposed Revisions for the 2011/12 College Catalog (First Reading)

Dr. Greene reviewed proposed revisions for the 2011/12 College Catalog. This item will be included on the agenda of the next regular Board meeting for a second reading and consideration of action. Dr. Greene noted that there were a number of courses that needed to undergo Title V revisions and wanted to publicly thank the faculty for their input on this process. The document is available in the Instruction Office for review.

(Attachment K)

Consideration of adoption of Resolution Number 10-2010/11

Moved Mason/Seconded Blann/Passed unanimously to approve Resolution Number 10-2010/11 in support of California Community College Budget Priorities and Principals as presented.

(Attachment L)

Consideration of adoption of Fiscal Year 2011/12 Budget Guidelines

Steve Maradian reported on the budget scenarios guidelines presented, and commended the budget managers for their hard work on developing these two scenarios and for putting this information together. Dr. Maradian noted that the fiscal scenario three is not being considered at this time. Roberta noted the current employment levels text which is in bold and expressed the need to keep this item met.

Moved David/Seconded Blann/Passed unanimously to approve the Adoption of Fiscal Year 2011/12 Budget Guidelines as presented.

(Attachment M)

ADOPTED MINUTES

***Board Member
Reports and
Comments***

Bryan Swartout commented on the following items:

- The 1st Annual Basketball Shootout Tournament was a successful event and well attended. The Sacramento Kings has offered LTCC a “Promotional Night,” Sunday, April 3rd, 2011 with discounted tickets. This information will be available in detail in the LTCC Times
- Mr. Swartout and Jacob Hurd met with Tom Greene last week to discuss ideas on how to revitalize the student center
- A video game tournament will be hosted this weekend
- Congratulated Cathy Cox on the NASA achievement
- Thanked Lori Thorne for her service to the Board and to the students

Karen Borges commented on the following items:

- The Writers Series was a successful event and commended those who made these events successful
- Participated in the technology workshops and appreciated this opportunity
- Echoed a great deal of appreciation to Lori Thorne for her services
- Expressed appreciation to Denise Russell for her efforts running the bookstore at LTCC

Kerry David commented on the following items:

- Congratulated the students on the basketball shootout
- Echoed appreciation of Lori for her time and efforts to the Board
- Congratulated Cathy Cox and the students for this achievement

Molly Blann commented on the following items:

- Appreciated the calendar of events provided in the Board packets
- Echoed a great deal of appreciation to Lori Thorne for her services

Roberta Mason commented on the following items:

- Appreciated the updated phone cards provided in the Board packets
- Appreciated the rock ensemble ticket that was provided
- Presidential search is underway and the committee is reviewing applications all week. On March 24th those who are selected will be contacted for interviews.
- Demo Garden Advisory Committee met last week. The Green Garden series will continue the Green Thumb Series of speakers weekly during the summer and also continues to develop new programs
- Enjoyed the Poetry reading
- Roberta noted that LTCC will be keeping track of how many schedules are being disposed of at the post office

ADOPTED MINUTES

Dr. Wenck commented on the following items:

- Echoed appreciation to Lori for all of her hard work and efforts
- Enjoyed hearing about Cathy Cox and the NASA program award
- Will be at the Datatel Launch on March 17th from 9-10am and encouraged the board to attend
- Looking for four tickets to the theatre production “Almost, Main” and encouraged people to attend
- Expressed appreciation for the calendar of events provided in the Board packet

***Academic Senate
Comments***

Michelle Risdon commented on the following items:

- Echoed appreciation to Lori for all of her help both with the Board and with her efforts outside of this arena
- Congratulated Cathy Cox in her remarkable efforts with the NASA achievement
- Congratulated Suzanne Roberts for her efforts outside of the classroom
- Inspired by the events and extra curricular activities that are continuing regardless of the difficult financial barriers we are facing
- SB1440 is still developing and the Academic Senate will be tracking the progress
- First round of faculty development programs are underway, there were 17 fulltime and 6 adjunct faculty members who applied for this program

***Classified Staff
Organization
Comments***

Diane Lewis commented on the following items:

- The Classified Professional Development workshops are underway and will continue over the next several months.
- Virginia Boyar will come and do a “True Colors” presentation on Friday, May 13th and will be using this as a kick off to CEA Appreciation Week
- Elections for a new CEA Vice President elect are underway
- Acknowledged that the Classified staff wanted to report the anxiety and stress the staff is feeling while accepting more responsibilities with less resources.

ADOPTED MINUTES

**Administrator
Comments**

Kurt Green commented on the following items:

- The production “Almost, Maine” opens on Friday, March 17th
- March 17-19th a local photographer Jim Hildinger will be showing in the Halden Gallery and will include a silent auction
- Interviews for the Distance-Ed Coordinator will be held next week
- Suzanne Roberts won the Eda Kriseova Fellowship, in non-fiction writing and will attend Prague July 2-29th

Cynthea Preston commented on the following items:

- Thanked the Board for the approval of both classified and faculty staff development
- Appreciated our staff and faculty on continuing the student based efforts despite the difficult budgetary times we are facing
- Commended Cathy Cox and Suzanne Roberts for their efforts and amazing achievements

Tom Greene commented on the following items:

- Echoed appreciation on Cathy Cox’s achievements with the NASA award
- The accreditation visit will now be Oct. 24-27th 2011
- Updated the board on the ERP & Title III Project Kickoff March 17th from 9-10 am. Tom encouraged the board to read the Project Charter; it is a comprehensive report on the ERP process, impacts, and timelines and is a comprehensive resource on the project. Tom thanked Cheri Jones for her hard work and dedication on this project as well for her efforts on the Project Charter
- Thanked Lori for her efforts moving forward with Datatel and for supporting the students and the Instruction Office
- Thanked Denise Russell for her support with the textbook loan program and her efforts at LTCC

ADOPTED MINUTES

***Interim President
Report and
and Comments***

Steve Maradian commented on the following items:

- Echoed appreciation on Cathy Cox's NASA presentation
- The ERP project is underway and the Project Implementation Team is working hard and updates will be announced as they progress
- The budget is moving along, and documents will be submitted moving forward for approval and Steve continues to monitor the Sacramento budget impacts
- Continues to work on the reorganizational efforts of LTCC and has asked individuals to take on expanded responsibilities in hopes improve communication in administrative areas, personnel, and is looking at the foundation in terms of improvement and will soon be bringing recommendations forward
- Looking at alternative funding sources, and there is a great deal of opportunity to collaborate with other Community Colleges
- Acknowledged the faculty and staff for their efforts and for going above and beyond what is expected of them
- Acknowledged the ideas of connecting with the community; AMGEN will be here in May and he continues to work towards the success of this event
- Continues to stay active with the local Chamber of Commerce

***Next
Meeting
Date***

The next regular meeting of the Lake Tahoe Community College District Board of Trustees is scheduled for Tuesday, March 22, 2011, at 6:00 p.m., in room L104 on the College campus.

Adjournment

The meeting adjourned at 8:15 p.m.

Signed by Steve Maradian
Secretary
Board of Trustees
Julie Booth

ADOPTED AND ORDERED INTO THE MINUTES

Steve Maradian, Secretary

March 22, 2011

Date

ADOPTED MINUTES