



MINUTES

REGULAR MEETING
of the
BOARD of DIRECTORS
December 9, 2010
7:00 A.M.

MISSION STATEMENT: Enhancing Educational Excellence

Present: Don Nydam, Gloria Harrison, Cheryl Cox, Lynn Baldi, Claire Marie Teeters, Donna Ferracone, Joanna Averett, Marie Alonzo, David Raley, Daniel Bahner, Alisa Moore, Gordon Clopine, Betty Jo Wood

Absent: Cheryl Bardowell, Judi Battey, Charlie Ng, Ray Quinto, James Ramos, Bob Temple, Gene Wood

Guests: Ericka Paddock, Director of Student Life; Kaylee Hrisoulas, President, ASCHC; Kaitlin Bridge, editor, *The Advisor* student newspaper; Mr. Chris Walsh, ASCHC Director of Internal Affairs

1. Call to Order & Opening Comments – Don Nydam

Don offered congratulations to Donna Ferracone on her election as a San Bernardino Community College District trustee. He reminded the board that this is a season of giving, and that we are privileged to be in the business of giving all year long. He stated that, under the great leadership we've had through the years we have done, and will do, great things. He thanked the board and wished everyone a happy season.

2. College Happenings – Gloria Harrison

Noted were the following

The accreditation team visit went very well and the report has been submitted. The official report from the commission has been received and we have the opportunity to correct it for any errors. It was a very positive report and, although Gloria is not at liberty to state what it says, she is happy with the findings. She included Dr. Cheryl Marshall, Dr. Rebecca Warren-Marlatt, and the committees who worked diligently to make the corrections and note the findings. She also took note of the student involvement, and its importance, and stated that she felt the process had been a good learning experience for them, as well. She called it an "all out effort by this campus...a lot of work on top of what we normally do. She added that we also had to participate in the recommendations made to the District, resulting in the framing of a District Strategic Plan. The charge now is to prove that we can sustain the practices put into place in the Plan. She stated that she and Dr. Marshall will be visiting the committee in mid-January, and will only be given five minutes to speak, apart from answering questions the committee may have. Gloria noted that the campus has undergone a great cultural change in processes and documentation, and that it is extremely important that we get off sanction.

She stated that the recent accreditation visit to our Respiratory Program was laudatory, but that one of the questions of the visiting team was, "What is the status of your accreditation?"

She reported that the District will be installing Donna Ferracone as a trustee at the meeting to be held Dec. 9, and that a new Dean of Math, English, Reading & Instructional Support will be approved, as well as a new faculty person in Computer Information Systems (CIS).

Gloria reported that the College has received a 3.1 million dollar, Title V grant, with the sum to be dispersed over the next five years. The grant will help to provide a transfer center. Transfer rates are dismal across the nation. At this point, Daniel Bahner invited the Directors to attend an information meeting about the grant & transfer center plans on campus at Noon on December 10. He noted that the program will include training people in grant writing, and having a centralized grant writing area. The grant includes funding for a transfer center, a bi-lingual councilor, interventions, and specialized assistance to students. Gloria continued by stating that this is on top of everything we are presently doing. We're looking for additional revenue sources for what we have to do. She concluded this part of her report by saying, "We know that the budget is bad, but we don't have anything as a target yet. We're in a wait n see period, until the new governor is sworn in. We're still walking on pudding."

Gloria introduced Alisa Moore, the new Director of Marketing and Public Relations for both the District and CHC. She is joining the Board as a staff member. Alisa's typical schedule includes being on our campus three days a week. Gloria enthused, "We're lucky to have worked out that deal." and closed by saying that one goal is to achieve a new uniform look to everything on the campus.

Alisa told the Board that one other component to the Title V grant is a new honors program. This was a program started by Daniel Bahner. The honors program is targeted to students with a high GPA, and it has been in progress since 2006. We now have a "critical mass" sufficient to create the program. The grant will provide half the salary of a person to head this up. There is also a transfer advocacy program, which is faculty-driven, that will assist in transfer preparation. It will create a mentoring and advocacy program. It is designed to change the culture of the campus, to identify us as a premier transfer college. Alisa added that having both programs attracts a high caliber of students, and encourages present students to strive toward higher goals. David Raley expressed concern that we may be overlooking the basic skills & core classes. Marie responded, "We need to take advantage of what we can get." Don thanked Daniel for all his efforts in spearheading this grant, adding that this goal meets our vision & our educational plan statements

Gloria reported that SB 1440 was passed by the state legislature. It guarantees acceptance by state universities of students coming from California community colleges with an AA or AS degree. The academic senates throughout the state are working to revise their curricula to fit a template. Daniel Bahner stated that we already have six model curricula that work perfectly to provide transferable units. The question is whether or not the CSUs will come on board. It makes a big difference to an employer if the student can say, "I have an AA degree", as opposed to "I have two years of college."

Gloria reported that there is discussion of regionalizing programs. Programs such as nursing, science and fire are very expensive. They include labs, field work, etc. The time, funding and energy required are much higher than for a history course, for example. Should they be funded differently?

Don encouraged that the resources are there...we just have to go after them, asking ourselves what we can better do to identify the needs and fund them.

Donna cautioned that we must be sure of is that what we decide is based upon forethought and planning. We don't want to look back two years from now and wonder, "Why did we fund that?"

3. **Minutes of the Meeting of September 16, 2010**

It was Moved by Gordon Clopine, Seconded by Marie Alonzo, and unanimously carried, to accept the minutes, with two corrections on page one. In Gloria's report, second point, the number of females was corrected to 52%. In the last paragraph, the fourth sentence was corrected to read "...prepare these students...."

4. **Recommendation of Prospective Director**, William M. Nassar - Don Nydam

Don reported that the executive committee is creating a matrix of a diverse board, in attempt to reach a balance on our own. It is also putting together a list of expectations of board members. Don presented the executive committee recommendation of Bill Nassar, who was presented by Cheryl Bardowell. Bill is a financial planner. Joanna Averett, who also works with Bill on the Estate Planning Council, stated, "He's interested in seeing education grow in this area." She added that Cheryl is respected on the Council as an estate planner, and has been "hitting at everyone's heels" about how important CHC is, and that Bill wants to be on our board to support the college.

It was Moved by Don, Seconded by Marie, and unanimously carried to elect Bill Nassar as a Director of the Foundation.

5. **Financials / Treasurer's Report** - Charlie Ng

- (a) Gifts to College ~ *See Enclosed Report*
- (b) Balance Sheet Previous Year Comparison
- (c) Financial Recap

The reports were straight-forward, and there were no questions. David Raley noted that there had been two book loans repaid, and asked if students were acknowledged when they've repaid a loan. There is a letter sent to those students, commending them and wishing them well.

David suggested scheduling a meeting of the finance committee. Marie Alonzo stated that she'd like to join. It was also suggested that perhaps Bill Nassar should be asked.

6. **Strategic Plan Update** - Charlie Ng / Marie Alonzo

Charlie reported that a half-day workshop (8:00 AM – Noon) has been scheduled at the Nydam home. He charged, "All committee members must be in attendance. We will start making some decisions." Collected data will be discussed, and a plan will be formed, with the hope of presenting it to the board in March.

7. **Resource Development Report** - Cheryl Bardowell

In her absence, Cheryl provided a written report, including comparisons showing increases in every category of number of donors and number of dollars over the last two federal fiscal years, a report on potential legislative changes to the tax benefits of charitable gifts, and an update on current San Manuel grant activities and a proposal currently under consideration by the Tribe.

Gloria added that a recent annual mailing, to over 12,000 people was bringing in new dollars, including first-time alumni givers. Daniel added that the report displayed quite a lot of good work, with some really high percentages of increase. Don stated, "There is no reason we can't set high goals. The potential is there, and Cheryl is not afraid to make an ask."

8. **Upcoming Dates of Note** – Annual Gala Dinner & Auction – April 9, 2011

Donna Ferracone, chair of the Gala committee, reported that the committee has already had its initial meeting, with the next one scheduled for January. Don suggested we set a realistic goal for this year, adding "Let's think big...\$150,000.00." Gloria and Donna reminded directors that each one has the responsibility of buying/selling a table, and providing a basket, gift cards, or cash in the amount of \$50.00. They are also encouraged to suggest to Cheryl Bardowell potential sponsors. Alisa recommended having a Face Book page up before Gala date, to advertise our auction offerings, etc.

9. **Other** –

Don asked if the board would want to have a luncheon once or twice a year to include estate planners – perhaps something District-wide, at the Hilton, with trustees, members of the Estate Planning Council, etc.

Lynn Baldi stated that the Foundation needs a Face Book account, apart from the College. Alisa reported that she is attending a seminar in January with that in mind, which will cover such topics as the Foundation's responsibility of monitoring the content of the page. . Joanna said she'd be happy to share what the National EPC had learned about maintaining a social networking page over the last two years.

Ericka Paddock introduced our ASCHC guests: Kaylee Hrisoulas, Pres of ASCHC; Kaitlin Bridge, editor of CHC newspaper; Chris Walsh, VP of External Affairs of ASCHC. Ericka encourages all to access CHC website, link to student life. Each shared briefly their ASCHC positions, their transfer plans and their career goals.

David reported that there will be a Textbook Committee meeting on January 26 on the CHC campus. Glen Kuck will be invited. David is continuing research on textbooks costs and the alternatives to purchasing hard copy books.

Daniel Bahner invited the board to the "SOUPAPALOOZA" Soup Fest on January 28. The Professional Development Committee is sponsoring the event, to be held from 11:00 AM to 1:00 PM in the LRC Multi-Purpose Room. He will forward the flyer, which will be e-mailed to Directors.

10. **Adjournment** - Don Nydam

Again, Don thanked the board, and wished everyone a happy holiday season.

Next Meeting Date: REGULAR MEETING - Thursday, March 17 - 7:00 A.M.

Learning Resource Center (LRC) Multi-Purpose Room LR-226