

College of the Sequoias Community College District  
Measure I  
Citizens' Oversight Committee

Tuesday, August 10, 2010  
5:30 pm

College of the Sequoias  
Administration Office, Room 1  
915 South Mooney Boulevard  
Visalia, CA 93277

Members Present: Betty Anthony, Mary Lou Burbery, Phil Cox, Bob Line, Tom Link, Jerry Long

Members Absent: Dr. Robert Aguilar, Bob Bricker, Dena Cochran, Norma Freeborn, Robert Honsby, Denae Moreno.

COS Representatives Present:

Bill Scroggins, Superintendent/President  
Eric Mittlestead, Dean, Facilities and Planning  
Josh McDonnell, Consultant, Quad Knof

COS Representatives Absent:

Shirley Rankin, Executive Assistant to the Superintendent/President  
Annette Bishop, Executive Assistant to the Vice President, Academic Services

**1. Call to Order**

Committee Chair Bob Line called the meeting to order at 5:45 pm

**2. Public Comments**

Bob Line introduced Pamela Flores, who took minutes in Shirley's absence. Phil stated that Shirley does a wonderful job taking minutes for this committee.

Bob reported a student representative needs to be appointed to replace Robert Honsby.

**3. Approval of Minutes of May 11, 2010**

Phil Cox moved to approve the minutes as submitted. Betty Anthony seconded the motion. Motion carried.

**4. Items not on the Agenda:**

Bob Line stated he presented the annual report to the Board of Trustees at the June meeting in Hanford. The Board moved to accept the report. Bob commended the committee for a great job in compiling the data. He reminded the committee that this would be something they will have to do each year.

**5. Financial Report/Progress Report on Measure I Projects**

Dr. Scroggins asked members to refer to the quarterly report handout. He reported on the following:

**1A:** Modernization of the Kern Building: The building houses business classes on the lower floor and Language classes on the upper floor. The remodel is on hold, awaiting State Bond funding to complete the project. These renovations are included in the Five-Year Plan.

**1B:** Work is nearly complete on upper floor (east side) of the Tule Building. This includes updates to the Language Arts Department office, the Puente Center and a break room for faculty. The project was under budget, allowing for \$200K to be transferred to line item 16/17, the General/Contingency Fund.

**2:** The Board approved the purchase of the final two properties located between Laurel and Tulare Avenues. They will be vacated on or before September 30, 2010.

**2A:** It was reported at the last committee meeting that it was more cost effective to demolish the structures, rather than auction them off.

**2B:** Eric Mittlestead stated there would be a slight delay in the next step, demolition of the structures due to hazardous materials within the houses. An abatement company will be hired to assess, then, clear out all toxins (lead paint, asbestos, Freon) before anything can be torn down. Anything usable will be removed and recycled before the homes are demolished. Once the debris is cleared, construction on the parking lot will begin. Depending on costs at that time, it will be determined whether decomposed granite or asphalt will be used. Dr. Scroggins stated the average purchase price per home was \$120K.

**4A:** Ongoing

**4B:** Upgrades for 25 Smart Classrooms are complete and final testing is in progress to ensure the equipment will be ready for the August 17 first day of classes. The project finished under budget by \$75K, which was transferred to line item 4C.

**4C:** Dr. Scroggins gave a brief overview of Career Pathways, a technology based project. It enables students an opportunity to explore career options via the web and provides them with information to formulate a Student Education Plan (SEP), assists with choosing appropriate classes, and will direct graduating students toward job openings. Most of the equipment has been purchased and programming/installation will be completed soon. Once operational, students will access this program through the Career Center in Student Services, Sequoia building.

**5:** Completed

**6:** Completed. \$100K was given to Kaweah Delta to purchase the Da Vinci Surgical System to be used by our nursing students.

**7:** Code Blue/ Burglar Alarms/ Lighting are nearly complete. Dr. Scroggins explained the Purple Tree system consists of alarm boxes installed in every classroom and office to alert the college of an emergency. He stated they were activated during an “unplanned” test over the summer. He said that even with a couple of glitches, the system worked to get people out of the buildings. Eric Mittlestead stated all Code Blue phones would be in service by the end of August.

**8A:** Solar panels on the Nursing Building were funded through state funds. Money from that project was moved to line item 11C, gym amenities.

**8B:** Energy Management System, software system that controls heating/ventilating system, is 90% complete. Eric stated the project would be 100% completed by September. Dr. Scroggins estimates the new system saves the District approximately \$50K per year in energy costs.

**8C:** COP (Certificate of Participation) – Loans the District took out a few years ago (for the parking lot and other renovations). Continual payments are made with Measure I funds.

**9A:** Payback of local funds for John Muir Building - Completed

**9B:** Replacement of glass blocks with Kalwall in John Muir building. Josh McDonnell reported the project is behind schedule and will start right after Thanksgiving break.

**10:** Track Renovations: Plans to install an 8-lane track proved too expensive. It has been decided to go forth with original scope of the project, which includes a full-size soccer field and a sprint lane for dual track meets.

**11A:** Gymnasium: Funds from Measure I are paying for the local costs for concession stand and a furniture consultant. Dr. Scroggins announced the gym would be open for tours at Convocation on August 13 and ready for students when classes begin on August 16. Betty Anthony asked about an “Open House” for community members. Dr. Scroggins answered it was likely to occur within the next month, plans were underway to find a date that was convenient for the donors to attend.

**12AB:** Parking Lot on Noble has been completed.

**13:** Scheduled Maintenance: Larger projects that are a part of the District’s Maintenance Plan. Due to State Budget Crisis, there are no “matching funds” available for the \$120K per year provided through Measure I funds. Dr. Scroggins expressed gratitude for these funds, which allow the District to make repairs and continue with upkeep of the college.

**14A-C:** Theater Remodel has been completed.

**15:** Observation Rooms, Equipment and Furniture for ImagineU Children’s Discovery Museum. The District has committed \$50K for their new site. COS students will be working in partnership with ImagineU. Phil Cox voiced concern that the money may not be spent appropriately and pointed out that they are still in their old building. Dr. Scroggins announced they had a new director.

**18:** Cash flow projects

Dr. Scroggins summarized: Of the \$28 million bond authorization, the District sold another \$5 million earlier this year. There is still \$5 million yet to be sold but the District is holding out for better rates. That money will likely fund the Kern Building project; unless it is determined other projects are bigger priorities.

**Bob Line asked members if they had any questions or concerns about the report:**

Jerry Long asked how COS was being affected by the State Budget not being passed. Dr. Scroggins replied K-12 institutions continued to get State allocations, however, COS does not. The last time the District received money from the State was in May, requiring the District to take a “municipal lease” from Valley Business Bank to continue operations until the State budget is passed.

Bob Line inquired about plans/timeline for students to be trained on the Da Vinci Surgical System. Dr. Scroggins replied that all nursing students will have a rotation to learn the basics about the system. Additionally, during their fourth semester, students who decide to specialize in Surgical Care will receive further training.

TomLink asked about “Hall of Fame” and was assured the Foundation will present the event this spring.

Josh McDonnell promoted the Foundation’s fundraiser on September 2, a performance by the Doobie Brothers. He stated sponsorships were still available.

6. **Progress Report on Purchase of Houses Located Between Laurel and Tulare Avenues:** Covered in Item 5
  
7. **Committee Members Report on Feedback from the Community:** Bob Line stated some topics were already covered in Item 5.
  - **Mary Lou Burbery** commented the new Gym looks good and the landscaping has added so much to it.
  - **Phil Cox** reported he had heard rumbles from the community about the lack of classes for the numbers of students at COS. The committee was reminded the funds from Measure I are for specific projects, not general operation costs. Bob Line stressed the importance of committee members spreading the word, the correct information, back out to the community.
  - **Jerry Long** asked about the increase in student population from last year. Dr. Scroggins reported there is a 6% increase in students, with 3 ½ % fewer classes. The average number of units each student is taking has increased from 9.1 units from last fall to 9.7 units this fall. The historical average is about 8 to 8 ½ units.
  - **Eric Mittlestead** stated he has had dialogue with neighbors to the southwest of the homes recently acquired by the District. They have expressed concern about the potential for rodents living in the empty houses and yards “escaping” to their properties. Clark Pest Control has been consulted and a pest management plan will be in place before demolition to head-off any problems. Additionally, fencing has been installed to deter vagrants and there has been discussion about increasing lighting to prevent vandalism, as well.
  - **Bob Line** inquired about Dr. Aguilar’s status on the committee. Dr. Scroggins reported he had made contact with Dr. Robert Aguilar’s staff who confirmed he is unable to remain on the committee. Dr. Scroggins stated he will ask the Foundation Board members to appoint a replacement, as Dr. Aguilar serves as the Foundation’s representative.
  
8. **Date of Next Meeting**
  - It was tentatively set for Tuesday, November 9, 2010.
  
9. **Items for Next Agenda**
  - Bob Line would like to have a report from the Student Representatives highlighting students’ opinions of the new facilities, remodeled buildings, and new parking lots. He suggested ASB might conduct a survey or provide another method of formal feedback regarding the changes on campus made possible through Measure I funds.
  - Dr. Scroggins asked the committee to consider meeting less frequently, after the November meeting, due to most projects nearing completion. Dr. Scroggins stated the committee is required to meet a minimum of twice yearly. It could take 10 years for all the funds to be spent, and the committee will continue to meet for one year after that occurs to finish all paperwork. Scheduling meetings for twice a year will be discussed at the next meeting.
  
10. **Adjourn**
  - **Meeting was adjourned at 7:41 pm.**