

TEACHERS COLLEGE OF SAN JOAQUIN GOVERNING BOARD
TEACHERS COLLEGE OF SAN JOAQUIN / LAFAYETTE ROOM
2857 TRANSWORLD DRIVE / STOCKTON, CA
DECEMBER 18, 2018 / 12:00 P.M.
REGULAR MEETING
MINUTES

PRESENT: Anthony Gutierrez, Chair; Carl Toliver, Vice-Chair; Dr. Dennis Brennan, Trustee; Dr. Gary Dei Rossi, Trustee; Dr. Janwyn Funamura, Trustee; Vernon Gebhardt, Trustee; Lisa Tiwater, Trustee; Dr. Rick Wentworth, Trustee; Dr. Diane Carnahan, Teachers College of San Joaquin (TCSJ), President.

ABSENT: Mark Thiel, Trustee.

OTHERS PRESENT: Jane Steinkamp, Assistant Superintendent; Dr. Sylvia Turner, Michele Badovinac, Dr. Crescentia Thomas, Danielle Silva, Katie Burns, Girlie Hale, Stephanie Gase, Sarah Oblin, Oscar Salgado, Judene Violante, TCSJ staff; Terrell Martinez, Rachele Tyler, SJCOE Staff; Victoria De Prater, Recorder.

I. CALL TO ORDER:

Chair Gutierrez called the meeting to order at 12:00 p.m. Trustee Gebhardt led the Pledge of Allegiance.

II. ADDITIONS TO THE AGENDA:

There were no additions to the agenda.

III. COMMENTS:

There were no comments from the audience.

IV. PRESIDENT'S REPORT: Dr. Carnahan presented the Board with an updated "TCSJ by the Numbers" handout. She reviewed the numbers and statistics currently associated with the TCSJ programs and departments. She extended her kudos to the TCSJ staff. A current copy of the SJCOE Outlook newsletter was given to each Board Member and Dr. Carnahan highlighted an article that showcased "STEMLand" an exhibit at the Children's Museum of Stockton sponsored and created by TCSJ. Dr. Carnahan spoke of Preview Day at TCSJ which was held in early December for prospective students to get a glimpse of what it's like to attend TCSJ. She stated that it was a very successful event. Lastly, Dr. Carnahan introduced new staff members Oscar Salgado and Sarah Oblin. She informed the Board that they were hired in early October to fill the vacancies in the Admissions department and are both welcome additions to TCSJ.

V. ITEMS SCHEDULED FOR ACTION:

1. Minutes: On a motion from Rick Wentworth, second by Carl Toliver, the Board approved the minutes from the September 25, 2018 meeting as presented.

AYES: Gutierrez, Toliver, Brennan, Dei Rossi, Funamura, Gebhardt, Tiwater, and Wentworth

NOES: None

ABSTAIN: None

2. 2018-2019 First Interim Financial Report: On a motion from Rick Wentworth, second by Carl Toliver, the Board approved the 2018-2019 First Interim Financial Report as presented.

AYES: Gutierrez, Toliver, Brennan, Dei Rossi, Funamura, Gebhardt, Tiwater, and Wentworth

NOES: None

ABSTAIN: None

3. Environmental Literacy M.Ed.: On a motion from Dennis Brennan, second by Gary Dei Rossi, the Board approved the addition of the Environmental Literacy M.Ed. concentration to Teachers College of San Joaquin.

AYES: Gutierrez, Toliver, Brennan, Dei Rossi, Funamura, Gebhardt, Tiwater, and Wentworth

NOES: None

ABSTAIN: None

4. Teachers College of San Joaquin Policies and Procedures: On a motion from Carl Toliver, second by Rick Wentworth, the Board approved the revision to the *Additional Fees* policy as presented.

AYES: Gutierrez, Toliver, Brennan, Dei Rossi, Funamura, Gebhardt, Tiwater, and Wentworth

NOES: None

ABSTAIN: None

On a motion from Rick Wentworth, second by Carl Toliver, the Board approved the addition of the *Intern Supervised Clinical Practice* policy as presented.

AYES: Gutierrez, Toliver, Brennan, Dei Rossi, Funamura, Gebhardt, Tiwater, and Wentworth

NOES: None

ABSTAIN: None

VI. ITEMS SCHEDULED FOR INFORMATION:

5. Board Trustee Attendance: Dr. Dei Rossi reviewed the *Expectations of Board Trustees* regarding attendance in the Teachers College of San Joaquin (TCSJ) Trustee Handbook. He facilitated discussion about adding more detail to the policy and also adding it to the TCSJ By-laws. Dr. Dei Rossi suggested that the Governance

Committee address the change to the Board Trustee Handbook and the addition to the TCSJ By-laws at the next committee meeting scheduled in March.

6. Committee Reports: Trustee Brennan reviewed items discussed at the recent Academic Affairs Committee meeting which included the addition of the Environmental Literacy master's concentration, updates on the *Residency@TCSJ* grant from the California Commission on Teaching Credentialing, and the TCSJ building update.

Dr. Wentworth shared information from the recent Finance Committee meeting. He informed the Board that the Committee reviewed and approved the First Interim Budget Report, the revised policies and procedures and received information on grant updates.

Dr. Dei Rossi updated the Board on items discussed at the Governance Committee meeting. He stated that as of this meeting, TCSJ has a full board with nine trustees, but the Committee is still accepting recommendations for prospective trustees should there be any vacancies. Dr. Dei Rossi informed the Board that the three trustees whose terms expire on June 30, 2019 have all agreed to extend their terms for an additional four years. These terms will expire on June 30, 2023. Dr. Dei Rossi then updated the Board on the status of the commencement speaker for the June 2 graduation ceremony. He stated that a speaker has been selected but cannot confirm until the end of February 2019.

7. Teachers College of San Joaquin Building Update: Dr. Carnahan informed the Board that four bids have been received for the TCSJ building remodel but as of yet, a bid has not been selected. She stated that the lowest bid looks very viable. The company has considerable experience in renovations/remodels. Once the bid is selected, the plan is to begin work mid-January.
8. Strategic Plan Update: Dr. Carnahan informed the Board that the TCSJ Leadership team has met and has been working on the Strategic Plan initiatives that are directly related to their specific departments. She stated that the plan is an evolving document which requires continual changes and updates. Dr. Carnahan notified the Trustees that she has arranged a Strategic Plan Workshop for Board Members to attend on March 26, 2019, 9:30a - 11:30a. The workshop will be held prior to the Governing Board Meeting scheduled that same day.
9. Program Department Update: Dr. Carnahan updated the Board on the current search for a Student Information System to replace the student database currently used at TCSJ. A Request for Proposal (RFP) was sent out to 11 vendors; two vendors submitted bids by the due date. These bids were declined as IT and TCSJ felt that the requirements were not sufficiently met. Dr. Carnahan stated that TCSJ will actively contact other companies for more information. Dr. Carnahan enquired if Trustees are interested in a Governing Board Workshop. The workshop would mirror the previous workshop held September 2017 and would be held at an offsite location. The Trustees expressed their interest. Dr. Carnahan and Dr. Dei Rossi agreed to pursue dates and locations and report back to the Board at a later meeting with more details.

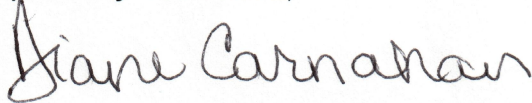
VII. CLOSING COMMENTS FOR BOARD MEMBERS:

- The next Academic Affairs Committee meeting will be held February 26, 2019, 12:30 p.m., at Teachers College of San Joaquin, 2857 Transworld Drive, Stockton, CA.
- The next Governance Committee meeting will be held March 5, 2019, 12:00 p.m., at Teachers College of San Joaquin, 2857 Transworld Drive, Stockton, CA.
- The next Finance Committee meeting will be held March 12, 2019, 12:00 p.m., at Teachers College of San Joaquin, 2857 Transworld Drive, Stockton, CA.
- The next Audit Committee meeting will be held March 12, 2019, 12:00 p.m., at Teachers College of San Joaquin, 2857 Transworld Drive, Stockton, CA.
- A Strategic Plan Workshop will be held for Governing Board Trustees, March 26, 2019, 9:30 a.m., at Teachers College of San Joaquin, 2857 Transworld Drive, Stockton, CA.
- The next Teachers College of San Joaquin Governing Board regular meeting will be held March 26, 2019, 12:00 p.m., at 2857 Transworld Drive, Stockton, CA.
- The Teachers College of San Joaquin commencement ceremony will be held June 2, 2019, 1:00 p.m., Atherton Auditorium, Delta College, Stockton, CA.

VIII. ADJOURNMENT:

There being no further business, the meeting was adjourned at 1:30 p.m.

Respectfully submitted,



Diane Carnahan, Ed.D.
Secretary to the Board / TCSJ President