

Santiago Canyon College Foundation
Board of Directors **Regular Meeting**
July 7, 2016
8:05 A.M. – 9:30 A.M.
8045 E. Chapman Ave., Orange, CA 92869
Room E-107 Conference Room

Santiago Canyon College Foundation Mission Statement

The mission of the Santiago Canyon College Foundation is to sponsor various gift-giving opportunities, increase public awareness, and participate in campaigns needed to provide for the scholarships, programs, and capital needs of the College.

MINUTES

I. **CALL TO ORDER**

The meeting was called to order at 8:10 a.m. by the Foundation President Larry Cohn.

II. **ROLL CALL**

Board Members in Attendance: Larry Cohn, Dr. Betty Cotton, Dr. Jim D'Agostino, Mary McMullin, Shelly Parsons, Michelle Scolaro, Craig Shipcott and Bill Underwood

Ex-Officio Voting Members in Attendance: Dr. John Hernandez, Karen Bustamante

Staff in Attendance: Julie Restivo

Guest: Cindy Swift

III. **APPROVAL OF THE AGENDA**

A. Amendments and Corrections (if any)

No amendments or corrections were noted to the Agenda.

B. Approval of Agenda

Shelly Parsons moved to approve the agenda, Bill Underwood seconded and the motion was carried without dissent.

IV. **APPROVAL OF MINUTES – April 14, 2016**

There were no corrections to the regular meeting minutes of April 14, 2016. Bill Underwood moved to approve the minutes, Craig Shipcott seconded and the motion was carried without dissent.

V. **CONSENT CALENDAR**

A. Treasurer's Reports – Financial Statements for March 2016 to May 2016

Bill Underwood moved to approve the Consent Calendar, Shelly Parsons seconded and the motion was carried without dissent.

VI. **PUBLIC COMMENTS**

There were no Public Comments

VII. **ACTION/NEW BUSINESS**

A. Appointment of New Board Members – Dr. Jim D'Agostino and Mary McMullin, July 2016-2019

Larry Cohn introduced and welcomed Dr. Jim D'Agostino and Mary McMullin as new SCCF Board Members. An electronic vote was taken for Dr. Jim D'Agostino in May and Mary McMullin in June, with board members unanimously voting to confirm their appointments.

B. Action – Approval of Adopted Budget 2016-2017

John Hernandez presented the Adopted Budget for 2016-2017 as reflected through June 22, 2016. There were few changes from the Unapproved Budget presented at the April 14, 2016 meeting. The goal is to be fully reliant on current income, not prior- year carry over. Bill Underwood questioned how certain line items on the Financial Statements were determined. He suggested

that the newly-formed Investment Committee meet with Raul Gonzalez, SCCF accountant, for an overview of accounting processes, possibly in August.

Bill Underwood moved to approve the Adopted Budget 2016-2017, Craig Shipcott seconded and the motion was carried unanimously.

C. Approval of 2016-2017 Grant Funding Requests

John Hernandez gave an overview of the approval process for grant funding requests. The funds available for distribution come from the Foundation short-term pool account held at Morgan Stanley. The annual draw-down from Morgan Stanley is 4% of corpus. Many of the requests are eligible for funding from other resources such as Student Equity and state allocation increases.

- Bill Underwood asked for clarification of the \$9,519 “Draw-Down Miscellaneous Pooled Scholarships”, listed under “On-Going Scholarship Commitments.” John explained it is part of the invested-pool endowment with Morgan Stanley.
- Shelly Parsons asked why the EOPS request was changed from \$2,000 to \$0. EOPS was allocated over \$40,000 through the Student Equity funds and their budget has been fully restored by the State to the pre-recession level
- Karen Bustamante gave an overview of the SCC Food Bank, which is based on the Fullerton College model. Soft start-up will begin in fall 2016 and the food bank will be located in the kiosk next to the softball field. The program will be available to enrolled students only. According to a survey taken there are approximately 500 students that are in need. Student Equity funds will cover a part-time/short-term person to work.
- Mary McMullin recommended an increase in the Theatre Arts Production budget. John commented that unused resources could be redeployed for that purpose, if they become available, depending on ending balance.
- Betty Cotton recommended an increase in Classified Awards from \$1,250 to \$1,500, to match Faculty Excellence funding. If funds allow, will increase in 2016-2017.

Betty Cotton moved to approve the 2016-2017 Grant Funding Requests, Shelly Parsons seconded and the motion was carried unanimously.

D. Approval of 2016-2017 Conference Travel Funding

The Conference Travel Funding request submitted by Narges Rabii-Rakin for the ORIAS- UC Berkley World History Conference Summer 2017 may be an eligible request for funding through Student Equity.

Shelly Parsons moved to approve the 2016-2017 Conference Travel Funding request at this time, Betty Cotton seconded and the motion was carried unanimously.

VIII. INFORMATIONAL ITEMS & ORAL REPORTS

A. Informational Presentation – College Branding Recommendations – Cindy Swift

Cindy Swift, Physics Professor, gave a PowerPoint presentation on the college branding recommendations. Cindy is the faculty representative on the Ad Hoc Marketing Committee. The new branding logo is “What Happens Here Matters.” The committee is working on ways to bring the brand to life on campus and within the community.

B. College President’s Report

- Full Time Equivalents (FTES) for summer 2015 was 495. We met our overall enrollment FTES target for 2015-16 with a modest increase of 9.90. District adopted budget will be presented at the August Board of Trustees meeting. State funding for community colleges was favorable, but new allocations were mostly earmarked. Not much increase in general funding.
- Facilities –Renovations of the D-building’s first and second floors will be completed by August 5, 2016. Establishing a Certified Nursing Assistant program classroom space which should be completed by July 30. Parking lots will be refreshed and include new speed bumps. The gym floor is also being refinished.

- Budget – Approximately \$500,000 will be SCC’s 2015-2016 ending balance. On-going financial commitments will draw down this ending balance.
 - Underfunded OEC adjunct budget - \$400,000
 - Underfunded cosmetology - \$100,000
 - Maintenance contracts - \$200,000
 - Licenses- ACCJC fee and City of Orange landscaping contribution fees - \$120,000
- Student Services Staff transitions effective July 1, 2016:
 - John Hernandez – Interim President
 - Ruth Babeshoff – Interim VP of Student Services
 - Jennifer Coto – Interim Dean of Counseling & Student Support Services
 - Lorrie Jordan – Interim Dean of Student Affairs
 - Karen Bustamante – Interim College Advancement/Foundation Director, (current position will be backfilled)
- Dr. Marilyn Flores, VP of Academic Affairs, is on the July 8, 2016 Board of Trustees Docket for approval.
- Hiring of faculty has been completed, 9 vacancies were filled along with 6 new positions.

C. Board President’s Report

Shelly Parsons gave her written report of highlights of activities as the 2015-2016 SCCF Board President. The report will be included with the minutes of this meeting.

- Fall SCCF Executive Board Meetings, Location E-107:

August 25	4:00-5:30
September 22	4:00-5:30
October 27	4:00-5:30
November 17	4:00-5:30

D. Foundation Board Committee Reports

Michelle Scolaro reported that the Marketing Committee met on June 15, 2016. Discussed having a community event in the parking lot in the fall but has been postponed at this time. Next meeting will be scheduled at the end of August.

E. Foundation Staff Update

- Reported on gifts in the last quarter of the fiscal year, including results from giving day in April.
- Events:
 - Fall 2016 – Launch of Art Gallery – Alumni Show
 - Retreat – Thursday, November 3, 2016
 - April 21, 2017 – 17th Annual Hawks Golf Tournament, Tustin Ranch Golf Course
 - Fall 2017 – Possible new event (craft, flea market)
- Continuing Emphases:
 - Board member building
 - Revenue – building through expanded appeals (annual, scholarship, planned), grants, targeted cultivation
- New Programs:
 - President’s Circle launch in fall 2017
 - Follow-up with retirees/emeritus program
- Search for Interim Development Coordinator continues, expect to hire by end of August/early September

ADJOURNMENT

The next **REGULAR** meeting of the SCC Foundation Board of Directors will be held on Thursday, **October 13, 2016**, 8:00 a.m. to 9:30 p.m. in E-107

CALENDAR OF EVENTS

Santiago Canyon College Events

- Conference for Community College Advancement – October 5-7, 2016, San Diego
- SCCF Retreat – Thursday, November 3, 2016, 4:30 p.m. to 8:00 p.m., Room TBD
- Holiday Showcase - Saturday, November 19, 2016, time TBD, Room H-106
- Community Science Night – Friday, March 17, 2017
- Hawks 17th Annual Golf Tournament – Friday, April 21, 2017, 10:00 a.m., Tustin Ranch Golf Club
- Scholarship Donor Reception – Thursday, May 25, 2017, 4:00 p.m., Library
- Scholarship Ceremony – Thursday, May 25, 2017, 5:30 p.m., Strenger Plaza
- Student Art Exhibition – Thursday, May 25, 2017, 6:30 p.m., Library

City of Orange Partnership Events

- Treats in the Streets Autumn Festival – Thursday, October 27, 2017, 4:00 p.m., Orange Plaza
- Veterans Day Tribute – Friday, November 11, 2017, 2:00 p.m., Veterans Memorial at Depot Park
- Tree Lighting Ceremony & Candlelight Choir Procession – Sunday, December 4, 2017, 3:30 p.m., Orange Plaza
-