

CITRUS COMMUNITY COLLEGE DISTRICT

AGENDA OF REGULAR MEETING OF THE BOARD OF TRUSTEES

MEETING: Organizational Meeting in December

DATE: Tuesday, December 3, 2013

TIME: 4:15 p.m.

PLACE: Community Room, CI 159
1000 West Foothill Boulevard, Glendora, California 91741-1899

AGENDA:

A. PLEDGE OF ALLEGIANCE

B. BOARD OF TRUSTEES

Susan M. Keith, President
Patricia Rasmussen, Vice President
Joanne Montgomery, Clerk/Secretary
Edward C. Ortell, Member
Barbara R. Dickerson, Member (Incoming)
Mariana Vega, Student Trustee

C. OATH OF OFFICE

D. COMMENTS: MEMBERS OF THE AUDIENCE

Members of the public may request the opportunity to address the Board regarding items on and not on the agenda. To do so, please complete the "*Request to Address Board of Trustees*" form and give it to the Recording Secretary of the Board (Christine Link). Public input is limited to five (5) minutes per person, so that everyone who wishes to speak to the Board has an opportunity to speak, and so that the Board can conduct its business in an efficient manner.

The Brown Act prohibits the Board from discussing or taking action in response to any public comments that do not address an agenda item.

E. REPORTS

Geraldine M. Perri, Superintendent/President
Arvid Spor, Vice President of Student Services/Interim Vice President of Academic Affairs
Robert L. Sammis, Director of Human Resources
Carol R. Horton, Vice President of Finance and Administrative Services
Lisa Villa, Academic Senate President
Robert Coutts, Classified Employees

**Mariana Vega, Student Trustee
Members of the Board of Trustees**

F. MINUTES

1. Approval of the Regular Meeting Minutes of November 12, 2013

G. CLOSED SESSION PER THE FOLLOWING SECTIONS OF THE GOVERNMENT CODE:

- 1. Per Section 54957.6: Conference with Labor Negotiator, Robert L. Sammis, District Chief Negotiator - Employee Organization: Citrus College Faculty Association CTA/NEA (CCFA).**
- 2. Per Section 54957.6: Conference with Labor Negotiator, Robert L. Sammis, District Chief Negotiator - Employee Organization: Citrus College Adjunct Faculty Federation, (CCAFF) Local 6352.**
- 3. Per Section 54957.6: Conference with Labor Negotiator, Robert L. Sammis, District Chief Negotiator - Employee Organization: California School Employees Association (CSEA) Citrus College Chapter Local 101.**
- 4. Per Section 54957: Public Employee Discipline/Dismissal/Release.**
- 5. Per Section 54956.9 Conference with Legal Counsel - Anticipated Litigation:**

(A) Significant exposure to litigation pursuant to subdivisions (a) and (d) (2) of Section 54956.9: One Potential Case -

(1) Existing facts and circumstances pursuant to 54956.9 (e)(1) and (e) (5)

H. INFORMATION AND DISCUSSION

- 1. Audit Report Presentations – Carol R. Horton, Vice President of Finance and Administrative Services (Page 7)**
- 2. Code of Ethics/Standards of Practice – Susan M. Keith, President, Board of Trustees (Page 8)**
- 3. Student Services Committee – Administrative Procedure Revision – Arvid Spor, Ed.D., Vice President of Student Services/Interim Vice President of Academic Affairs (Page 12)**

I. ACTION ITEMS

1. Consent Items

Routine items of business placed on the consent agenda already have been carefully screened by members of the staff and reviewed in advance by Board members. Upon request of any Board member, an item on the consent agenda may be considered separately at its location on the meeting's agenda.

Recommendation: Moved by _____ and seconded by _____ to approve the CONSENT ITEMS as listed (with the following exceptions):

Remove from consent list: _____, _____, _____, _____, _____, _____

Business Services

- a. Authorization is requested to approve the attached list of independent contractor/consultant agreements as submitted. (Page 18)
- b. Authorization is requested to approve facility rentals and usage. (Page 20)
- c. Authorization is requested to approve A & B Warrants for October 2013. (Page 22)
- d. Authorization is requested to approve purchase orders for October 2013. (Page 24)

Academic Affairs

- e. Authorization is requested to approve the new courses, modified courses, and modified program (Page 30)

Personnel Recommendations

- f. Authorization is requested to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees. (Page 34)
- g. Authorization is requested to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees. (Page 63)

- h. Authorization is requested to approve the employment of short-term, hourly, substitutes, volunteers, and professional experts. (Page 65)

I. ACTION (continued)

General

- 2. Authorization is requested to elect _____ for the office of President of the Board of Trustees for the period from December 1, 2013, through November 30, 2014. (Page 81)
- 3. Authorization is requested to elect _____ for the office of Vice President of the Board of Trustees for the period from December 1, 2013, through November 30, 2014. (Page 82)
- 4. Authorization is requested to elect _____ for the office of Clerk/Secretary of the Board of Trustees for the period from December 1, 2013, through November 30, 2014. (Page 83)
- 5. Authorization is requested to elect _____ to represent the Citrus College Board of Trustees on the Citrus College Foundation Board of Directors and Executive Board. (Page 84)
- 6. Authorization is requested to select _____ as an Annual Representative to the Los Angeles County School Trustees Association for 2014. The Representative shall perform duties as described in Standing Rule #7: (a) vote on all association matters; (b) communicate between the executive board, the association, and the local board; and (c) serve on the Legislative Committee. (Page 85)
- 7. Authorization is requested to select _____ as the governing board's voting representative to elect members to the Los Angeles County Committee on School District Organization in October/November 2014. (Page 86)
- 8. Authorization is requested to select _____ and _____ as the Board of Trustees ad-hoc committee for 2014 to recommend the instrument or process to be used in Board self-evaluation. (Page 87)
- 9. Authorization is requested to select _____ and _____ as the Board of Trustees ad-hoc committee to recommend candidates for appointment to the Measure G Citizens' Oversight Committee. (Page 89)

10. Authorization is requested to select _____ as the Board's representative for the 2015 Accreditation Self Study, Standard IV: Leadership and Governance – Standard IVB: Board and Administrative Organization. (Page 90)

11. Authorization is requested to set the date, time, and place for regular meetings of the Board of Trustees for the period of December 1, 2013, through November 30, 2014, as follows:

Date: 1st & 3rd Tuesdays

Time: 4:15 p.m.

Place: Citrus Community College District, Center For Innovation, Community Room (CI 159) or Administration Building, Board Room (AD 109)

(Page 91)

Business Services

12. Authorization is requested to approve the Annual Financial and Compliance Audit Report of all District funds from Vicenti, Lloyd & Stutzman, certified public accountants, for the fiscal year ending June 30, 2013. (Page 93)

13. Authorization is requested to approve the specified signatures for Citrus Community College District business functions and bank accounts for the period of December 3, 2013 through November 30, 2014. (Page 94)

14. Authorization is requested to approve the Certification of Signatures for Citrus Community College District and the sending of the form to the County Superintendent of Schools Office after signatures are obtained. (Page 98)

Academic Affairs

15. Authorization is requested to approve Faculty 2014-2015 Sabbatical Leave recommendations as follows:

David Ryba Fall 2014 Semester

James Woolum Spring 2015 Semester

Thomas Eiland Spring 2015 Semester

(Page 100)

Personnel Recommendations

16. Authorization is requested to accept the rank order of the full-time faculty positions identified by the Faculty Needs Identification Committee. Consistent with the District's forecasted hiring obligation for fall 2014, it is requested that the Board of Trustees authorize recruitment of full-time faculty positions 1 through 6 effective fall 2014. It is also requested that the Board of Trustees authorize the recruitment of additional full-time faculty members based on the final full-time faculty obligation calculation. (Page 101)

Student Services

17. Authorization is requested to approve revised 2013-2014 Academic Calendar. (Page 102)
18. Authorization is requested to approve the second and final reading of BP 5140 – Disabled Student Programs and Services; BP 3500 – Campus Safety; BP 3515 – Reporting of Crimes; and BP 3540 – Sexual and Other Assaults on Campus. (Page 104)

At this time, the board may adjourn to closed session to discuss Item No. G.

J. ADJOURNMENT

Dates to Remember:

December 22-January 2, 2014	Winter Holidays – Campus Closed
January 16, 2014	HOLIDAY – Martin Luther King Day
January 21, 2014	Board of Trustees Meeting
February 4, 2014	Board of Trustees Meeting

If requested, the agenda shall be made available in appropriate alternate formats to persons with a disability, as required by Section 202 of the American with Disabilities Act of 1990 (42 U.S.C. Section 12132), and the rules and regulations adopted in implementation thereof. The agenda shall include information regarding how, for whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires a modification or accommodation in order to participate in the public hearing.

To make such a request, please contact Christine Link, the Recording Secretary to the Board of Trustees at (626) 914-8821 no later than 12 p.m. (noon) on the Monday prior to the Board meeting.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
DATE	December 3, 2013	Resolution	_____
SUBJECT:	Audit Report Presentations	Information	X _____
		Enclosure(s)	_____

BACKGROUND

The District's auditors, Vicenti, Lloyd and Stutzman, Certified Public Accountants, will present the 2012-2013 audit reports.

This item was prepared by Judy Rojas, Administrative Assistant, Administrative Services.

RECOMMENDATION

No action required; information only.

Carol R. Horton _____
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ H.1. _____

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
DATE	December 2, 2013	Resolution	_____
SUBJECT:	Code of Ethics/Standards of Practice	Information	X
		Enclosure(s)	X

BACKGROUND

BP/AP 2715 Code of Ethics/Standards of Practice (copy enclosed) dictates that the Board of Trustees review its Code of Ethics policy at its annual organizational meeting.

This item was prepared by Christine Link, Executive Assistant, Superintendent/President's Office.

RECOMMENDATION

Information only; no action required.

Geraldine M. Perri, Ph.D.
Recommended by

Moved / Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.2.

CITRUS COMMUNITY COLLEGE DISTRICT BOARD

BP 2715 CODE OF ETHICS/STANDARDS OF PRACTICE

References: ACCJC Accreditation Standards IV.B.1.a, e, and h

Board members are responsible to:

- hold the educational welfare of all students of the District as a primary concern;
- ensure open, mutually supportive and accountable participation of students, faculty and staff in the governing process;
- devote time, thought, and study to the duties and responsibilities of a Community college Board so that they may render effective and creditable service;
- work with fellow Board members in a spirit of harmony and cooperation in spite of differences of opinion that arise during vigorous debates of points of issue;
- base decisions upon all available facts in each situation; vote by honest conviction in every case, unswayed by partisan bias of any kind; and abide by and uphold the final majority decision to the Board;
- remember at all times that an individual Board member has no legal authority outside the meetings of the Board and conduct relationships with the community college staff, the local citizenry, and all media of the community on the basis of this fact;
- resist every temptation and outside pressure to use their position as a community college Board member to personally benefit or benefit any other individual or agency apart from the total interest of the community college district;
- prevent conflicts of interest;
- recognize that it is as important for the Board to understand and evaluate the educational program of the community college as it is to plan for the business of college operation;
- bear in mind under all circumstances that the primary function of the Board is to establish the policies by which the community college is to be administered;
- welcome and encourage active cooperation by citizens, organizations, and the media with respect to establishing policy on current college operations and proposed future developments;
- support state and national community college trustees associations;
- act as advocate on behalf of the entire community to which it is accountable;
- clearly define and articulate its role as a Governing Board;
- use appropriate channels of communication;
- create and maintain a spirit of true cooperation and a mutually supportive relationship with its Superintendent/President;
- strives to differentiate between external and internal processes in the exercise of its authority;

- engage in a regular and ongoing process of in-service training and continuous improvement;
- debate issues fully and openly and vote their conscience to support the decision or policy made;
- exemplify ethical behavior and conduct that is above reproach;
- maintain the confidentiality of closed sessions;
- ensure public input regarding matters that come before the Board while adhering to the law and spirit of the open meeting laws and regulations; and
- strive, step-by-step, toward ideal conditions for the most effective community college board service to the community, in the spirit of teamwork and devotion to public education as the greatest instrument for the preservation and the perpetuation of our representative democracy.

(Violations of BP 2715 are addressed under AP 2715)

Board Approved	04-07-09
Desk Review	01/18/12
Desk Review	03/19/13

CITRUS COMMUNITY COLLEGE DISTRICT BOARD

AP 2715 CODE OF ETHICS/STANDARDS OF PRACTICE

Violations of Board Policy 2715: Code of Ethics/Standards of Practice will be addressed by the President of the Board, who will first discuss the violation with the Board member to reach a resolution. If resolution is not achieved and further action is deemed necessary, the Board President may appoint an ad hoc committee composed of two Board members to examine the matter and recommend further courses of action to the Board. Sanctions will be determined by the Board officers (or committee) and may include a recommendation to the Board of Trustees to censure the Board member. If the President of the Board of Trustees is perceived to have violated BP 2715, the Vice President of the Board of Trustees is authorized to pursue resolution. The Board may issue a public statement at a Board meeting to express concern of an individual trustee's behavior. The Board may vote to censure a trustee's behavior. The Board President will state the expectations and standards of Board behavior and the Board member's action that failed to comply with Board policy.

The Superintendent/President and Board President are authorized to consult with legal counsel when they become aware of or are informed about actual or perceived violations of BP 2715, including but not limited to conflicts of interest, open and public meetings, confidentiality of closed session information, and use of public resources. Violations of law may be referred to the District Attorney or Attorney General. Board members that violate BP 2715 are subject to sanctions and censure.

The Board of Trustees will review its Code of Ethics policy at its annual organizational meeting.

Board Approved	05/19/09
Desk Review	01/18/12
Desk Review	03/19/13

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	
DATE	December 3, 2013	Resolution	
SUBJECT:	Student Services Committee – Administrative Procedure – Revisions	Information	X
		Enclosure(s)	X

BACKGROUND

The District’s Board policies and procedures are regularly reviewed and updated to align with the recommendations developed in conjunction with the Community College League of California (CCLC).

The following Administrative Procedures has been revised. The corresponding Board Policy was desk reviewed with no changes. Both items have been reviewed and approved by constituent groups on various dates and by the Steering Committee on November 25, 2013.

AP 5055 – Enrollment Priorities

Attached to the Administrative Procedure, for information only, is the corresponding Board Policy.

This item was prepared by Tonya Ryan, Administrative Assistant, Student Services.

RECOMMENDATION

Information only; no action required.

Arvid Spor, Ed.D.
Recommended by

/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. H.3.

CITRUS COMMUNITY COLLEGE DISTRICT STUDENT SERVICES

AP 5055 ENROLLMENT PRIORITIES

References: Education Code Sections 66025.8, 66025.9, 66025.92 and 76001; Title 5 Sections 51006, 55000, 55530, 55531, 55532, 56232, 58106, and 58108; 42 U.S. Code Section 12101

Enrollment in courses and programs may be limited to students meeting established prerequisites and co-requisites. (See BP and AP 4260 ~~itled~~ Prerequisites and Co-requisites.)

Enrollment may be limited due to the following:

- health and safety considerations;
- facility limitations;
- faculty workload;
- availability of qualified instructors;
- funding limitations;
- regional planning;
- legal requirements; and
- contractual requirements.

~~Citrus Community College~~ The District has established priorities for student registration which enables students to complete their educational goals in a timely manner and allows for special assistance to those students identified in the Education Code and Title 5.

When enrollment must be limited, ~~priorities for determining who may enroll are~~ the order of priority shall be:

- a. For students who have completed assessment, orientation and a student educational plan and who are in good standing (continuing or returning students not on academic or progress probation for two or more consecutive semesters):
 - i. Verified veterans or members of the armed forces, CalWORKs students, and verified foster youth or former foster youth under the age of 24, Disabled Student Programs and Services (DSPS) students and Extended Opportunity Programs and Services (EOPS) students;
 - ii. Students enrolled in the Honors Program and taking the approved number of Honors courses;
 - iii. Student athletes;
 - iv. Students in the Early Decision Program;

- v. Continuing students based on units completed and current enrollment. Continuing students that have been continuously enrolled prior to the fall 2014 semester are exempted from the educational plan requirement; and
- vi. New and returning students based on application date.
- b. For students who have not completed assessment, who have not completed an orientation, who have not developed a student educational plan, who are not in good academic standing, or who have exceeded the 100-unit limitation:
 - i. Verified veterans or members of the armed forces, CalWORKs students, and verified foster youth or former foster youth under the age of 24, Disabled Student Programs and Services (DSPS) students and Extended Opportunity Programs and Services (EOPS) students;
 - ii. Students enrolled in the Honors Program and taking the approved number of Honors courses;
 - iii. Student athletes;
 - iv. Continuing students, based on units completed and current enrollment; and
 - v. New and returning students based on application date.

Continuing, new, or returning students that did not declare a program of study after completing 15 degree applicable units or prior to the end of the 3rd semester of enrollment will have a hold placed on their record until a program of study is declared.

- a. ~~Disabled Student Programs and Services (DSPS) students, Extended Opportunity Programs and Services (EOPS) students, verified veteran students, verified foster youth students, and verified former foster youth students under the age of 24;~~
- b. ~~Students enrolled in the Honors Program and taking the approved number of Honors courses;~~
- c. ~~Student athletes;~~
- d. ~~Students in the Early Decision Program;~~
- e. ~~Continuing students, based on units completed and current enrollment. Those students with the greatest number of completed units register first;~~
- f. ~~New and returning students who have completed the matriculation components of admissions, orientation and assessment, or who are exempt or refused these components and have formally completed the refusal of matriculation services form based on application date; and~~
- g. ~~All other new and returning students based on application date.~~

A student may obtain an exemption for assessment, orientation, and/or student educational plan in accordance with AP 5050 Matriculation. In order to receive

consideration for To receive priority registration, a student must be identified as eligible complete assessment, orientation, and a student educational plan or obtain an exemption before registration appointments are generated each term.

Registration priority specified above shall be rescinded at the first registration opportunity after a student:

- a. Is placed on academic or progress probation or any combination thereof as defined in BP and AP 4250 Probation, Dismissal, and Reinstatement for two consecutive semesters; or
- b. Has earned one hundred (100) or more degree-applicable units at Citrus College.

For purposes of this section a unit is earned when a student receives a grade of A, B, C, D or P as defined in BP and AP 4230 Grading and Academic Record Symbols. The following exemptions apply:

- a. Students may petition for a one time exemption from the 100 unit limit requirement through the Counseling Department.
- b. The following units do not count toward the 100-unit limit:
 - i. Units for non-degree applicable English as a Second Language, basic skills courses as defined by the Vice President of Academic Affairs, and special classes as defined in Title 5 Section 55000(x), and
 - ii. Units earned through credit by examination, advanced placement, International Baccalaureate, or other similar programs.

The District shall notify students who are placed on academic or progress probation of the loss of enrollment priority after a second consecutive semester on academic or progress probation for as long as the student remains on probation. The District shall also notify students who have earned 75 or more units that enrollment priority will be lost when the student reaches the 100-unit limit.

Students may appeal the loss of enrollment priority when the loss is due to extenuating circumstances. Extenuating circumstances are verified cases of accidents, illnesses or other circumstances beyond the control of the student, or when a student with a disability applied for, but did not receive a reasonable accommodation in a timely manner. The Dean of Admissions and Records or his/her designee will determine the appeal in his/her sole discretion.

Students who have demonstrated significant academic improvement may also appeal the loss of priority enrollment status. Significant academic improvement is defined as achieving no less than the minimum grade point average and progress standard established in AP 4250 Probation.

Concurrent enrollment students (K-12) will be assigned a registration appointment in accordance with Education Code Section 76001.

Any student who is a member of an active or reserve military service and who receives orders compelling a withdrawal from courses will be reinstated to their previous priority status upon their return.

Requirements of a student educational plan shall not become operative until the District develops a mechanism to provide electronic student educational plans but no later than registration for the fall 2014 semester.

Board Approved	07/21/09
Revised	05/01/12
Revised	12/04/12
<u>Revised</u>	<u>10/24/13</u>

Constituent approvals:

- Student Services Committee – 10/24/13
- Academic Senate – 11/13/13
- ASCC – 11/19/13
- CSEA – 11/08/13
- Management Team – 11/06/13
- Supervisor Confidential Team – 10/29/13
- Steering – 11/25/13

NOTE: This procedure is legally advised. New language is indicated by underline, deleted language is indicated by ~~strikethrough~~, and subsequent changes to language are indicated by shading.

CITRUS COMMUNITY COLLEGE DISTRICT STUDENT SERVICES

BP 5055 ENROLLMENT PRIORITIES

References: Title 5 Sections 51006, 58106, and 58108

All courses of the District shall be open to enrollment, subject to a priority system that may be established. Enrollment may also be limited to students meeting properly validated prerequisites and co-requisites, or due to other practical considerations.

The Superintendent/President shall establish procedures defining enrollment priorities, limitations, and processes for student challenge, which shall comply with Title 5 regulations.

Board Approved	07/21/09
<u>Desk Review – No Changes</u>	<u>08/28/13</u>

Constituent approvals:
Student Services Committee – 09/05/13
Academic Senate – 10/23/13
ASCC – 10/15/13
CSEA – 10/03/13
Management Team – 10/02/13
Supervisor Confidential Team – 10/01/13
Steering – 11/25/13

NOTE: **This procedure is legally advised. New language is indicated by underline, deleted language is indicated by ~~strikethrough~~, and subsequent changes to language are indicated by shading.**

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	December 3, 2013	Resolution	_____
SUBJECT:	Independent Contractor/Consultant Agreements	Information	_____
		Enclosure(s)	X

BACKGROUND

Independent contractor/consultant agreements within budget.

This item was prepared by Judy Rojas, Administrative Assistant, Administrative Services.

RECOMMENDATION

Authorization is requested to approve the attached list of independent contractor/consultant agreements as submitted.

Carol R. Horton
Recommended by

/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ I.1.a. _____

INDEPENDENT CONTRACTOR AGREEMENT
Board of Trustees Meeting – December 3, 2013

<u>CONTRACTOR CONSULTANT/ DEPARTMENT</u>	<u>RATE</u>	<u>FUNDING SOURCE</u>	<u>PERIOD</u>	<u>SERVICE</u>
<u>COMMUNITY EDUCATION</u>				
Carter, Jethro	40% of Fees	Fees	5/17/14-5/17/14	Think Healthy, Be Thin, Stay Thin
Carter, Jethro	40% of Fees	Fees	4/5/14-4/5/14	Self-Hypnosis for Stress Reduction
Francis, Pamela	50% of Fees	Fees	1/4/14-1/4/14	Swedish Massage
Francis, Pamela	50% of Fees	Fees	2/22/14-2/22/14	Acupressure Facial
Francis, Pamela	50% of Fees	Fees	4/5/14-4/5/14	Acupressure for Headaches and Backaches
Jackson, Michelle	40% of Fees	Fees	2/15/14-2/15/14	Makeup 101
Jackson, Michelle	40% of Fees	Fees	5/3/14-5/3/14	Makeup 101
Jackson, Michelle	40% of Fees	Fees	2/15/14-2/15/14	Teen Makeup & Skin Care
Jackson, Michelle	40% of Fees	Fees	6/7/14-6/7/14	Teen Makeup & Skin Care
Jackson, Michelle	40% of Fees	Fees	2/15/14-2/15/14	Makeup & Skin Care Workshop
Jackson, Michelle	40% of Fees	Fees	6/7/14-6/7/14	Makeup & Skin Care Workshop
Jackson, Michelle	40% of Fees	Fees	5/3/14-5/3/14	Skin 101-Looking Good, Being Healthy
KGP Consulting, LLC	40% of Fees	Fees	3/25/14-5/1/14	Online Certification Program in Medical Billing
KGP Consulting, LLC	40% of Fees	Fees	4/2/14-4/9/14	Medical Front Office
KGP Consulting, LLC	40% of Fees	Fees	4/16/14-4/16/14	Start a Medical Billing Service
Krusemark, LeeAnne	50% of Fees	Fees	2/6/14-2/6/14	Make Money with a Typing Word Processing Business
Krusemark, LeeAnne	50% of Fees	Fees	2/6/14-2/6/14	Beginners Guide to Getting Published
Krusemark, LeeAnne	50% of Fees	Fees	2/6/14-2/6/14	Meet the Publisher- Get Your Manuscript Critiqued
Krusemark, LeeAnne	50% of Fees	Fees	2/6/14-2/6/14	Self Publishing vs Traditional Publishing
Krusemark, LeeAnne	50% of Fees	Fees	2/6/14-2/6/14	Cash in With a Successful Home- Based Business
Miller, Betsy	40% of Fees	Fees	2/24/14-5/21/14	Ceramics Workshop
Moran, Elaine	40% of Fees	Fees	3/5/14-3/5/14	Get Paid to Shop
Morehead, Jenai	40% of Fees	Fees	6/7/14-6/14/14	Grant Writing and Fund Development
Morehead, Jenai	40% of Fees	Fees	3/4/14-3/25/14	Grant Writing and Fund Development
Morehead, Jenai	40% of Fees	Fees	1/7/14-1/28/14	Nonprofit Development
Morehead, Jenai	40% of Fees	Fees	5/6/14-5/27/14	Nonprofit Development
Nicholson, Kellie	40% of Fees	Fees	3/11/14-3/25/14	Bartend Like A Rock Star
Notary Public Seminars	40% of Fees	Fees	1/25/14-1/25/14	Become a Notary in One Day
Notary Public Seminars	40% of Fees	Fees	1/25/14-1/25/14	Renew Your Notary Commission
Pappas, Margaret	50% of Fees	Fees	2/8/14-2/8/14	Unclutter Your Mind
Phillips, Donna	40% of Fees	Fees	3/6/14-3/6/14	Secrets for Successful Yard Sales
Rounds, Miller & Associates	40% of Fees	Fees	1/22/14-1/22/14	Building Your Web Site on \$5 a Month
Rounds, Miller & Associates	40% of Fees	Fees	2/12/14-2/12/14	Become a Professional Organizer
Rounds, Miller & Associates	40% of Fees	Fees	1/22/14-1/22/14	Clutterology
Rounds, Miller & Associates	40% of Fees	Fees	2/12/14-2/12/14	How to Sell Your Ideas & Inventions
Tupurins, Sandra	40% of Fees	Fees	3/15/14-3/15/14	Increase Your Success as a First Time Home Buyer
Yoon, Edward	40% of Fees	Fees	1/25/14-2/1/14	Retirement Planning Today
Yoon, Edward	40% of Fees	Fees	5/13/14-5/20/14	Retirement Planning Today
<u>FINE AND PERFORMING ARTS</u>				
Wordell, Ryan	\$350.00max	District	12/16/13-12/16/13	Photography

Note: A standard District agreement for Independent Contractor/Consultant will be completed for each consultant

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	December 3, 2013	Resolution	_____
SUBJECT:	Facility Usage/Rentals	Information	_____
		Enclosure(s)	X _____

BACKGROUND

Facility usage agreements that have been prepared and are being submitted to the Board for their approval for the rental and/or use of various campus facilities.

This item was prepared by Judy Rojas, Administrative Assistant, Administrative Services.

RECOMMENDATION

Authorization is requested to approve facility rentals and usage.

Carol R. Horton _____
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ I.1.b. _____

**Use of Facilities
December 3, 2013**

ORGANIZATION	FACILITY	ACTIVITY	DATE(S)	CHARGE
TELACU	Recording Arts Studio	Basic Tracking	10/21, 10/22, 10/24, 10/26 & 10/28/13	\$2,000.00
Jireh Music Foundation Inc.	Recording Arts Studio	Basic Tracking	11/1/2013	\$100.00
Evan Mohler	Recording Arts Studio	Transfer, Edit and Remix	11/1/2013	\$100.00
Vicki Wishner	Recording Arts Studio	Piano Demo	11/2/2013	\$200.00
Ari Babayance	Recording Arts Studio	Vocal Piano Demo	11/4/2013	\$500.00
Ken Song	Recording Arts Studio	Basic Tracking	11/6/2013	\$1,000.00
Azusa High School	Stadium and Locker Rooms	Football Game	11/15/2013	\$2,600.00 plus additional labor if required
ITT Technical Institute	Performing Arts Center	Graduation	1/7/2014	\$2,000.00 plus additional labor if required
Glendora Lassie League	Campus Center	Fundraiser	4/12/2014	\$1,260.00 plus additional labor if required
Whitcomb High School	Performing Arts Center and West Patio	Graduation	5/27/2014	\$900.00 plus additional labor if required

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE	December 3, 2013	Resolution	<u> </u>
SUBJECT:	A & B Warrants	Information	<u> </u>
		Enclosure(s)	<u>X</u>

BACKGROUND

A & B Warrants for October 2013. "A" warrants provide payment for employees. "B" warrants provide payments to vendors.

This item was prepared by Lucia Blades, Accounting Supervisor.

RECOMMENDATION

Authorization is requested to approve A & B Warrants for October 2013.

Carol R. Horton _____
Recommended by

_____/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. _____ I.1.c. _____

CITRUS COMMUNITY COLLEGE DISTRICT		
APPROVAL OF A & B WARRANTS		
October, 2013		
B WARRANT AMOUNT PAID TO VENDORS		\$3,352,188.51
GRANT AMOUNT PAID TO STUDENTS		\$902,349.18
NUMBER OF A WARRANTS ISSUED TO EMPLOYEES	REGISTER NUMBER	AMOUNT
175	C1C	\$1,585,276.90
409	C5C-C	\$674,036.54
22	C5C-N	\$34,842.89
10	C3C-C	\$12,376.79
470	C3C-N	\$254,148.15
9	282-C	\$8,999.35
33	282-N	\$7,052.87
2	289-N	\$46.75
1	296-C	\$503.80
8	296-N	\$536.53
1	C2D-C	\$2,993.00
295	C2D-N	\$1,333,759.68
1,435		\$3,914,573.25
ske		
11/25/2013		

Includes 10/01/2013 - 10/31/2013

PO

Number	Vendor Name	Site		Fund/Object	Amount
14-22990	Home Depot	9250	Blanket PO	01-4300	1,000.00
14-23048	Hopkins Fulfillment Service	9673	Textbook	01-4300	26.75
14-23082	An Subs Inc.	3120	Blanket PO	01-4700	700.00
14-23329	Grainger, Inc.	0030	Safety Supplies	01-4300	84.55
14-23381	An Subs Inc.	3120	Blanket PO	01-4700	700.00
14-23451	Kimble Chase Custom Glass Shop	0311	Supplies	01-4300	465.53
14-23457	Pearson Clinical Assessment	3270	Supplies	01-4300	460.36
14-23567	Genweigh, LLC	0311	Balance	01-6400	1,366.86
14-23633	California Industrial	9370	Boiler-Cafeteria	41-6405	19,686.50
14-23643	Snap Marketing, LLC	9250	Recycle Bins	01-4300	1,084.82
14-23662	Fullerton College	9010	CSSO Registration Fee	01-5200	20.00
14-23663	Walrus Music Publishing	0280	Supplies	01-4300	771.03
14-23682	Amazon.com	3070	Games-ESL Lab	01-4300	330.88
14-23693	Hero Enterprises, Inc.	0280	Music Scores	01-4300	1,814.11
14-23694	Jeff's Sporting Goods	9350	Baseball Supplies	01-4300	1,091.85
14-23695	Plaza Produce	9010	Blanket PO	01-4300	150.00
14-23696	Avis Rent A Car	9240	Rental Vans	01-5610	2,432.88
14-23697	Sehi Computer Products Inc	9151	Printer	01-6400	856.74
14-23698	Amazon.com	9300	Fuser Replacement	01-4300	162.40
14-23699	Original Watermen	9330	Supplies	39-4300	178.45
14-23700	Alert Services	9350	Baseball Supplies	01-4300	336.74
14-23701	EVT Automobile Equipment, Inc.	3020	Inspection	01-5600	1,096.45
14-23702	Brian Marsh	3370	Caption Services	01-5800	150.00
14-23703	Mr. B's Tees	9350	Mens's Basketball Clothing	01-4300	983.72
14-23704	R & R Custom Signs	9070	Graphics for Ford Ranger	01-4300	1,525.54
14-23705	Apple Inc	9673	iPad	01-6400	873.91
14-23706	Tele Express Business Sys Inc.	9370	Cameras-LI	41-6400	13,109.39
14-23707	Total Seminars, LLC	0350	License Fee	01-5800	2,000.00
14-23709	Owl Bookshop	3200	Blanket PO	01-4300	1,767.00
14-23710	Denville Scientific	0030	Supplies	01-4300	260.32
14-23711	Denville Scientific	9673	Supplies	01-4300	1,891.94
14-23712	MW Design	9673	Supplies	01-4300	1,381.96
14-23713	Webb Design	9375	Kitchen Design	42-5800	7,975.00
14-23714	Mission Restaurant Supply	WA	Microwave-SS210	01-6400	290.40
14-23715	Ohio Casualty Insurance	9375	Takeover AD Building Agreement	42-6200	2,063,706.63
14-23716	Office Depot	3200	Blanket PO	01-4300	1,200.00
14-23717	American Thermoform Corp	9250	Braille Paper	01-4300	38.53
14-23718	Climatec Building Technologies	9370	Energy Conservation Project-Central Plant,02-1314	41-6100	195,780.00
14-23719	Communications Center	9070	Radio Programming	01-5800	810.00
14-23720	Alcan Technologies, Inc.	9250	Security Alarms-SS	41-6400	7,184.58
14-23721	Hillyard, Inc.	9195	Supplies	01-4300	518.76
14-23722	Amsterdam Printing & Litho	3120	Supplies	01-4300	154.94
14-23723	Bio Express.com	9673	Supplies-Summer Research	01-4300	614.27
14-23724	Demco Inc.	9260	Supplies	01-4300	184.06
14-23725	XM Satellite	9470	Radio Service	59-5800	183.31
14-23726	Walters Wholesale Electric Co.	9370	Electrical Components-Gym Ventilation	41-6400	1,000.40

PO Number	Vendor Name	Site		Fund/Object	Amount
14-23727	DSA Los Angeles Basin Region	9375	DSA Fees-Voc Tech Dyno Rooms	42-5800	1,207.00
14-23728	Triarch Incorporated	0030	General Biology Supplies	01-4300	160.16
14-23729	Malmark, Inc.	0280	Supplies	01-4300	299.60
14-23730	Mrs. Nelson's Toy & Book Shop	9260	Blanket PO	01-6300	500.00
14-23731	AAA Flag & Banner Mfg. Co.	9260	Supplies	01-4300	245.25
14-23732	SurveyMonkey.com LLC	9260	Online Survey Service	01-5840	204.00
14-23733	Audio Control Industrial	0281	Interfaces	01-4300	776.83
14-23734	CDW-G	9170	A/V Equipment	01-6400	1,146.68
14-23735	The Children's Project	3120	Supplies	01-4300	617.76
14-23736	Oracle America	9100	Annual Software Support	01-5840	27,254.08
14-23737	Rusty's Signs	9250	Signage-Golf Range	01-4300	163.50
14-23738	Sehi Computer Products Inc	9100	Supplies	01-4300	1,368.41
14-23739	Oracle America	9100	Oracle Software Support	01-5840	57,588.96
14-23740	Carolina Biological Supply	0030	Supplies	01-4300	101.75
14-23741	Jeff's Sporting Goods	0060	Baseball Game Balls	01-4300	2,339.08
14-23742	Sehi Computer Products Inc	9151	Printer	01-4300	193.48
14-23743	Apple Inc	9030	Computer	01-6400	1,249.13
14-23744	Sehi Computer Products Inc	0311	Scanner	01-4300	424.36
14-23745	Hardy Diagnostics	0030	Microbiology Supplies	01-4300	139.62
14-23746	Owl Bookshop	3200	Blanket PO	01-4300	1,767.00
14-23747	Ultrasonic Cleaning Systems	3020	Cleaning Supplies	01-4300	323.45
14-23748	Grainger, Inc.	3020	Locks and Tools	01-4300	986.23
14-23750	Augusoft Inc	9330	Lumens Annual Subscription	39-5840	10,000.00
14-23751	Learning Resources Network	9330	On-Line Classes	39-5800	415.00
14-23752	Learning Resources Network	9330	On-Line Classes	39-5800	495.00
14-23753	Gatlin Education Services	9330	On-Line Classes	39-5800	2,195.00
14-23754	Education To Go	9330	On-Line Classes	39-5800	650.00
14-23755	Wear U AT	0070	Women's Basketball Uniform	01-4300	948.30
14-23756	Buddy's All Star's	9350	Volleyball Back Packs	01-4300	591.60
14-23757	LBI-Boyd Wallcoverings	3370	CTE	01-4300	1,285.50
14-23758	Board of Governors	9230	Registration	72-5200	1,030.00
14-23759	Commercial A+ Services	9040	Storm Drain Inspections-CC	01-5800	4,120.00
14-23760	Bainbridge Environmental	9375	Asbestos & Lead Consulting - PC Dental	42-5800	3,150.00
14-23761	R2A Architecture	9375	Update FPP for Hayden Hall for FUSION	42-5120	10,000.00
14-23762	Plaza Produce	3370	Advisory Event	01-4300	1,848.91
14-23763	Gaylord Bros.	9260	Supplies	01-4300	205.36
14-23764	Educational Computer Systems	9050	American Express Processing	01-5880	40,000.00
14-23765	USA Tees.com	3210	Supplies-Science Program	01-4300	564.35
14-23766	Knorr Systems Inc.	9376	Pool Filter	41-6405	12,992.97
14-23767	Grainger, Inc.	9370	Fans-Gym	41-6400	4,225.93
14-23768	Clean Sweep Supply Co.	9270	Supplies	01-4300	613.67
14-23769	Other World Computing	0280	Supplies	01-4300	101.08
14-23770	Clean Source	9270	Supplies	01-4300	2,284.76
14-23771	VWR International LLC	0030	Microbiology Supplies	01-4300	313.37
14-23772	Laguna Clay	0010	Supplies	01-4300	750.52
14-23773	Genesee Scientific	0030	Microbiology Supplies	01-4300	75.70
14-23774	SC Fuels	9190	Gasoline	01-4360	10,893.40

PO Number	Vendor Name	Site		Fund/Object	Amount
14-23775	Division of State Architect	9375	DSA Fees - Tech C Remodel	42-5800	1,000.00
14-23776	OCLC Western	9170	Library Catalog System	01-6400	12,500.00
14-23777	Apple Inc	3370	Computer	01-6400	4,521.32
14-23778	Battery Sales Unlimited	9190	Batteries	01-4300	322.64
14-23779	La Verne Power Equipment	9470	Honda Push Vacuum	59-6400	1,037.67
14-23780	Follett Library Resources	9320	AV Audio Books	01-6300	114.43
14-23781	Movies Unlimited	3160	AV Media DVD	01-6300	86.26
14-23782	Dell Computer Corp	9100	Hard Drive	01-6400	425.08
14-23783	Global CTI Group Inc.	9100	Shortel Licenses A&R	01-5840	4,419.94
				01-6400	250.82
14-23784	Board of Registered Nursing	3200	Continuing Education Provider Certificate	01-5800	200.00
14-23786	Higher Education Marketing	9100	Subscription	01-4300	215.00
14-23787	Advantage Distribution	9110	Repair HP Printer	01-5630	680.62
14-23788	Costco Wholesale	9020	Microwave	01-4300	110.49
14-23789	R & D Business Interiors	9680	Furniture Relocation	01-5800	650.00
14-23790	Collegenet.com	9100	Software License - Collegenet	01-5840	11,876.60
14-23791	Troxell Communications, Inc	9100	Projector Mounts	01-4300	645.28
14-23792	Toshiba Direct Gov.	9100	Notebook Computers	01-6400	3,088.89
14-23793	Best Buy	9350	Kindle	01-4300	130.79
14-23794	Amazon.com	0030	Supplies	01-4300	130.43
14-23795	Scantron	0310	Scantron Answer Sheets	01-4300	165.90
14-23796	Northwest Media, Inc.	3120	Education	01-4300	371.58
14-23797	Oriental Trading Company Inc.	3120	Supplies	01-4300	63.77
14-23798	Positive Promotions	3120	Supplies	01-4300	190.21
14-23799	Active Parenting	3120	Supplies	01-4300	479.84
14-23800	Desoto Sales, Inc.	9040	Supplies	01-4300	882.90
14-23801	Carrier Corporation	9040	Dry Cooling Retrofit	01-5800	3,255.00
14-23802	Sargent-Welch Scientific	0030	Biology Supplies	01-4300	136.31
14-23803	Sehi Computer Products Inc	9220	Printer	01-6400	882.49
14-23804	Iparq	9070	Additional iPermits - Employees	01-4300	74.00
14-23805	Sehi Computer Products Inc	9099	Printer	01-6400	267.60
14-23806	Signature Flooring Inc.	9370	Install Flooring-VT 323	41-5800	6,200.00
14-23807	Tomark Sports Inc.	9195	Softball Line Chalk	01-4300	47.43
14-23808	Sehi Computer Products Inc	0250	Supplies	01-4300	204.38
14-23809	Apple Inc	0072	Publications	01-6400	9,177.78
14-23810	Denault Commercial Hardware	9270	Supplies	01-4300	1,087.82
14-23811	Unisource Worldwide Inc.	9270	Supplies	01-4300	550.73
14-23812	Hillyard, Inc.	9270	Supplies	01-4300	4,296.82
14-23813	San Dieguito Printers	9220	Schedules-Continuing Ed. Winter/Spring	01-5850	14,849.64
14-23814	Fisher Scientific	0030	Biology Supplies	01-4300	232.16
14-23815	Sigma-Aldrich	0030	Biology Supplies	01-4300	86.39
14-23816	Iparq	9070	IPARQ Citation Equipment	01-6400	3,288.70
14-23818	Colley Auto Cars, Inc.	9190	Vehicle	41-6405	25,110.20
14-23819	CASBO Professional Development	9050	Workshop	01-5200	205.00
14-23820	Caliber Commercial Pool	9195	Repair	01-5610	600.00
14-23821	Amazon.com	3020	Books	01-4300	126.31
14-23822	B & B Enterprises	3370	Magazine Ad	01-5800	460.00

PO Number	Vendor Name	Site		Fund/Object	Amount
14-23823	Hodge Products Inc.	3020	Locks-Auto Labs	01-4300	172.65
14-23824	Amazon.com	3020	Tools-Diesel Lab	01-4300	541.87
14-23825	Carolina Biological Supply	0030	Biology Supplies	01-4300	143.69
14-23826	www.hometownrentals.net	3370	Table Linen Rental	01-5800	290.00
14-23827	Office Depot	0010	Fall Semester Supplies	01-4300	155.86
14-23828	AMATYC	9673	Registration Fee	01-5800	50.00
14-23829	Williamson-Dickie Mfg. Co.	9190	Uniforms	01-5550	310.64
14-23830	Samuel French	0080	Play Scripts	01-4300	166.33
14-23831	Grainger, Inc.	3020	Auto Lab Tools	01-4300	87.92
14-23832	Celestron	0310	Telescope Part	01-4300	25.39
14-23833	Jeff's Sporting Goods	9350	Women's Softbal Supplies	01-4300	543.20
14-23834	Dramatists Play Service Inc.	0080	Play Scripts	01-4300	285.60
14-23835	B & H Photo Video	0072	Digital Camera	01-6400	1,905.32
14-23836	Hillyard LA Service	9270	Supplies	01-4300	1,818.34
14-23837	Amazon.com	9290	Supplies	01-4300	19.35
14-23838	Systems Technology Associates	9100	Support Agreement Renewal	01-5840	3,721.37
14-23839	El Appetiz Gourmet Pizza	3120	Food Supplies	01-4700	255.10
14-23840	Guardian Power Protection	9100	Batteries	01-6400	3,893.98
14-23841	Stover Seed Company	9195	Supplies	01-4300	3,542.50
14-23842	Demco Inc.	9260	Supplies	01-4300	323.08
14-23843	Carolina Biological Supply	0030	Supplies	01-4300	45.18
14-23844	CASBO Professional Development	9050	Workshop	01-5200	510.00
14-23845	Gas Control Technologies, Inc.	9370	Repairs	41-5600	11,780.00
14-23846	Ward's Natural Science	0030	Supplies	01-4300	69.45
14-23847	Signature Designs	0310	Cabinet-PS	01-6400	1,225.00
14-23848	D & D Golf Car Service	9250	Cart Charger Repairs	01-5630	295.50
14-23849	Walmart	9300	Supplies	01-4300	65.60
14-23851	Owl Bookshop	9081	Blanket PO	01-7600	3,000.00
14-23852	Sehi Computer Products Inc	0010	Printer	01-4300	193.48
14-23853	Sehi Computer Products Inc	9100	Printer-AOD Office	01-4300	193.48
14-23854	Amazon.com	0310	Supplies	01-4300	38.85
14-23855	Office Depot	9660	Blanket PO	01-4300	5,000.00
14-23856	SOS Light Bulbs	9040	Supplies	01-4300	137.47
14-23857	D & D Golf Car Service	9190	Cart Repair Part	01-4300	309.56
14-23858	Newark Element 14	9040	Supplies	01-4300	433.07
14-23859	ZZYZX, Inc.	3370	Theatre Lighting 3D Software	01-6400	2,178.15
14-23860	College Source	9290	Site License Renewal	01-5800	2,443.00
14-23861	Spicers Paper Inc	WA	Paper-Warehouse Stock	01-4300	2,142.72
14-23862	Performance Elevator Inc.	9370	Elevator Repair-LB	41-5600	8,858.00
14-23863	BSN Sports	0060	PE Class Supplies	01-4300	5,010.49
14-23864	BSN Sports	0060	Coolers	01-4300	592.42
14-23865	Amazon.com	9673	Supplies	01-4300	16.97
14-23866	Pocket Nurse	3200	Blanket PO	01-4300	1,767.00
14-23867	Foundation For CA Colleges	9230	Registration Fee	01-5200	195.00
14-23868	Pocket Nurse	3200	Oxygen Unit	01-6400	7,365.15
14-23869	Glendora Trophy	9363	ABCD Award Engraving	01-4300	12.86
14-23870	CASBO Professional Development	9050	1099 Reporting Concepts Workshop	01-5200	205.00
14-23871	Home Depot	0310	Supplies	01-4300	139.99
14-23872	OPT Telescopes	0310	Supplies	01-4300	75.56

PO

Number	Vendor Name	Site		Fund/Object	Amount
14-23873	Carolina Biological Supply	0030	Supplies	01-4300	308.02
14-23874	Alcan Technologies, Inc.	9375	Blanket PO	42-6200	1,000.00
14-23875	Freedom Scientific	3270	Software Update	01-5840	2,625.81
14-23876	Vector Resources Inc	9100	Wireless License	01-5840	629.50
14-23877	CASBO Professional Development	9050	Registration	01-5200	205.00
14-23878	1 Up Graphics	9344	Supplies	01-4300	523.20
14-23879	Continental West Services	9370	Water Softener-CC	41-6405	14,684.48

Total Number of POs **195** **Total** **2,755,434.68**

Fund Summary

Fund	Description	PO Count	Amount
01	General Fund	167	330,599.17
39	Community Education	6	13,933.45
41	Capital Outlay Projects Fund	12	320,612.45
42	Revenue Bond Construction Fund	7	2,088,038.63
59	Golf Driving Range	2	1,220.98
72	Student Representation Fee	1	1,030.00
Total			<u><u>2,755,434.68</u></u>

PO Changes

New PO	Amount	Fund/ Object	Description	Change Amount
14-23221	1,417.00	01-5800	General Fund/Oth Contracted Services	.00
14-23224	2,400.00	01-5800	General Fund/Oth Contracted Services	.00
14-23225	2,800.00	01-5800	General Fund/Oth Contracted Services	.00
14-23372	546.96	01-4300	General Fund/Materials and Supplies	-546.96
14-23372	546.96	01-6300	General Fund/Books & Media	546.96
14-23408	320.79	01-4300	General Fund/Materials and Supplies	117.18
14-23449	1,482.15	01-4300	General Fund/Materials and Supplies	.00
14-23460	279.90	01-4300	General Fund/Materials and Supplies	45.56
14-23470	204.55	01-4300	General Fund/Materials and Supplies	42.68
14-23476	395.42	01-6410	General Fund/Equipment-Capitalized	86.49
14-23504	4,888.12	01-4300	General Fund/Materials and Supplies	184.64
14-23568	275.08	01-5810	General Fund/Contracted Services-Serv A	76.58
14-23656	300.00	01-5200	General Fund/Mileage & Car Allowances	.00
14-23681	3,566.58	41-6400	Capital Outlay Projects Fun/Equipment-Capitalized	929.30
Total PO Changes				<u><u>1,482.43</u></u>

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	December 3, 2013	Resolution	_____
SUBJECT:	Curriculum Committee Actions: Approval of New Courses, Modified Courses, Inactivated Courses, and Modified Programs	Information	_____
		Enclosure(s)	X

BACKGROUND

As per Title 5, new courses, modified courses, inactivated courses, new programs, modified programs, and inactivated programs are submitted for approval to the Board of Trustees on a regular basis.

This list represents work completed by the Curriculum Committee on October 17, 2013 and November 14, 2013.

This item was prepared by Kathy Bueno, Administrative Secretary II, Academic Affairs.

RECOMMENDATION

Authorization is requested to approve the new courses, modified courses, inactivated courses, and modified programs.

Arvid Spor, Ed.D.
Recommended by

_____/_____
Moved Seconded

Aye__Nay__Abstained__

Approved for Submittal

Item No._____.1.e._____

NEW COURSES		
Course Subject And Number	Course Title	Justification
COS 185	Skin and Nail Care	A continuation of the science and theory of professional skin and nail care introduced in COS 141.
COS 191	Hair Design	A continuation of the science and theory of professional hairstyling techniques and procedures introduced in COS 141.
COS 201	Texture	A continuation of the science and theory of professional permanent waving and straightening procedures introduced in COS 141.
CS 232	Programming Concepts and Methodology II	Application of software engineering techniques to the design and development of large programs.
NC 313	ESL: Grammar – Intermediate 2	Teaches high-intermediate English language learners English grammar used in more complex life functions.
NC 400	ESL and Citizenship	Teaches high beginning English language skills through U.S. civics and preparation to complete the USCIS interview and exams.

MODIFIED COURSES		
Course Subject And Number	Course Title	Justification
AUTO 156	Automotive Electrical/Electronic Systems I	Updated methods of instruction, entrance skills, and textbook.
BUS 150	Business English	Updated student learning outcomes, course objectives, distance education, methods of instruction, outside assignments, and library resources.
CHEM 104	College Chemistry	Updated course objectives, lab content, methods of assessment, entrance skills, course assignments, and library resources.
CHEM 211L	Organic Chemistry Laboratory	Updated student learning outcomes, course objectives, methods of assessment, entrance skills, requisites, library resources, and course assignments.
CHEM 220	Organic Chemistry	Updated course objectives, major

		course concepts, entrance skills, library resources, and course assignments.
CHEM 221L	Organic Chemistry Laboratory	Updated student learning outcomes, objectives, methods of assessment, entrance skills, requisites, and course assignments.
ENGL 104	Advanced Rhetoric: The Classical Essay	Updated student learning outcomes, and distance education methods of instruction.
FOR 104	Introduction to Outdoor Recreation	Updated student learning outcomes, library resources, and course assignments.
HIST 127	Spanish Civilization	Updated TOP code, major concepts, methods of assessment, distance education, and course assignments.
KIN 141	Lifeguard Training	Course reactivation. Updated SAM code, and textbook.
KIN 144	Water Safety Instructor	Course reactivation. Updated textbook, and entrance skills.
MUSP 100	Concert Choir I – Beginning	Updated lecture/lab, major concepts, and lab content.
MUSP 110	Vocal Ensemble I Beginning	Updated lecture/lab, student learning outcomes, major concepts, and lab content.
MUSP 111	Vocal Ensemble II	Updated lecture/lab, major concepts, lab content, methods of assessment, methods of instruction, library resources, and course assignments.
REAL 212	Real Estate Practice	Course reactivation. Updated student learning outcomes, objectives, methods of assessment, distance education, requisites, library resources, and course assignments.
REC 125	Digital Audio Technology I	Updated student learning outcomes, textbook, and entrance skills.
REC 140	Music Theory for Engineers	Updated course description, TOP code, student learning outcomes, objectives, and course assignments.
SPAN 101	Spanish I	Updated student learning outcomes, major concepts, methods of instruction, textbooks, entrance skills, and course assignments.
SPAN 102	Spanish II	Updated student learning outcomes, major concepts, textbooks, entrance skills, and course assignments.
SPAN 127	Spanish Civilization	Updated student learning outcomes,

		methods of assessment, distance education, library resources, and course assignments.
THEA 240	Introduction to Live Video Event Production	Updated lab hours to arranged lab hours.

INACTIVATED COURSES		
Course Subject And Number	Course Title	Justification
COMM 280	Magazine Production Staff	Course has not been offered for several years.
ENGL 120	Introduction to Women's Literature	Course has not been offered.
ENGL 296	Introduction to Folklore	Course has not been offered for several years.
OFF 057	Computer Keyboarding	Course no longer needed.

MODIFIED PROGRAMS	
Program Title	Justification
Design and Drafting Technology A.S. Degree	Updated degree title and areas of emphasis.
Commercial Dance Certificate of Achievement	Certificate units were reduced from 60 to 26-28 units.

**ACADEMIC EMPLOYEES - ADJUNCT
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
DECEMBER 3, 2013**

NAME	DESCRIPTION	ASSIGNMENT	BEGIN	END	RATE
Adams, James	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Adams, James	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.
Afshari, Maryam	Counseling - Non Credit	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Aghyarian, Meray	Instructor - ESL	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Allagier, Jennifer	Instructor - Dance	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Al-Sabea, Taha	Instructor - Economics	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Alverson, David	Instructor - Recording Arts	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Amaya, Hector	Instructor - History, Humanities, Philosophy	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Amaya-Anderson, Beatriz	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Andaya, Sophie	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Andaya, Sophie	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.
Asfari, Maryam	Counselor - Non Credit	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Avila, Naomi	Counselor - Career Technical & Continuing Education	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Ayala, Eduardo	Instructor - Biology	Hourly as needed	02/19/14	06/30/14	\$45.80/hr.
Ayala, Eduardo	Biology Proctors - Disabled Students Programs & Services	Hourly as needed	02/19/14	06/30/14	\$45.80/hr.
Azpeitia, Maria	Instructor - ESL/English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.

**ACADEMIC EMPLOYEES - ADJUNCT
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
DECEMBER 3, 2013**

NAME	DESCRIPTION	ASSIGNMENT	BEGIN	END	RATE
Baca, Richard	Instructor-Communications	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Baldridge, Todd	Instructor - EMT	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Barnes, Allan	Instructor - Photography	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Bartelt, John	Instructor - Child Development	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Baxter, Susan	Instructor - Child Development	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Beach, Kristine	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Beatty, David	Instructor - Music	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Birmingham, Thomas	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Blynn-Avanosian, Sylvia	Instructor - Spanish	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Bobo, Michael	Instructor - Humanities	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Bollman, Jeri	Instructor - Child Development	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Botello, Rochelle	Instructor - Art	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Boylan, John	Instructor - Music	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Brennan, Donna	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Brennan, Donna	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.
Brown, Malaika	Instructor - Psychology	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Buckalew, James	Instructor - Speech	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Burns, Linda	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Butler, Sean	Instructor - Philosophy	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Calderon, Joseph	Instructor - Music	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.

**ACADEMIC EMPLOYEES - ADJUNCT
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
DECEMBER 3, 2013**

NAME	DESCRIPTION	ASSIGNMENT	BEGIN	END	RATE
Cao, Alvin	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Cao, Alvin	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.
Carvajal, Everado	Instructor - History, Philosophy	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Cashell, Judy	Instructor - Child Development	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Caudle, Michael	Instructor - Recording Arts	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Caughman, Luis	Instructor - Art	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Chai, Haley	Instructor-Chinese	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Chai, Janet	Instructor - ESL/English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Chavez-Appel, Mercedes	Instructor - Speech	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Chou, Ni Hua	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Chou, Ni Hua	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.
Christensen, Niel	Instructor - Political Science	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Chui, Pamela	Instructor - ESL	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Cloughly, Cecilia	Instructor - German	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Cordova-Caddes, Andrea	Instructor - Dance	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Coson, Murniz	Instructor - Economics	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Cotter, Steve	Instructor - Music	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Cowgill, Darian	Instructor - Recording Arts	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Cross, Peter	Biology Proctors - Disabled Students Programs & Services	Hourly as needed	02/19/14	06/30/14	\$45.80/hr.

**ACADEMIC EMPLOYEES - ADJUNCT
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
DECEMBER 3, 2013**

NAME	DESCRIPTION	ASSIGNMENT	BEGIN	END	RATE
Culliver, Katherine	Instructor - Speech	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Culp, Jean	Instructor - History	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Curran, Keith	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Cusick, Tanya	Instructor - Dental	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
D'Amato, Jennifer	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
D'Amato, Jennifer	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.
Daves-Schneider, Lida	Instructor - German	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Davis, Charles	Instructor - Music	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Deatrick, Steven	Instructor - Recording Arts	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Deets, Kristin	Instructor - Speech	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Demita, John	Instructor - Theatre Arts	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Demonaco, John	Instructor-EMER	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
DeSantis, Marco	Instructor - Music	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Desmond, Yae	Instructor - Japanese	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Dhillon, Dalvir	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Dhillon, Dalvir	Home Health Aide Curriculum Development - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.
Dhillon, Dalvir	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.
Doolittle, Jan	Instructor - Child Development	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Dougall, Natalie	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.

**ACADEMIC EMPLOYEES - ADJUNCT
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
DECEMBER 3, 2013**

NAME	DESCRIPTION	ASSIGNMENT	BEGIN	END	RATE
Durfield, Amber	Instructor - English/ESL	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Elias, Brian	Instructor - Administration of Justice	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Elias, Brian	Instructor-EMER	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Espinosa, Timothy	Intern/Volunteer - Disabled Students Programs & Services		01/01/14	06/30/14	
Evans, Sara	Instructor - Anthropology	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Fair, Charles	Instructor - Geography	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Fehr, Jody	Instructor - ESL/English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Ferguson, Mark	Instructor - EMT	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Fernandez, Genevieve	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Fisher-Phillips, Jamie	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Fleischer, Beatriz	Instructor - Spanish	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Foisia, L.E.	Instructor - ESL	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Garcia, Victor	Instructor - Spanish	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Ghandhi, Louise	Instructor - Cultural Geography	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Gold, Peter	Instructor - Administration of Justice	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Gonzales, Rina	Instructor - Dental	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Gonzalez-Bohorquez, Valentin	Instructor - Spanish	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Guillen, Nelida	Instructor - Spanish	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Hackworth, Catherine	Instructor - Music	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Hall, James	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.

**ACADEMIC EMPLOYEES - ADJUNCT
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
DECEMBER 3, 2013**

NAME	DESCRIPTION	ASSIGNMENT	BEGIN	END	RATE
Hemphill, Kathi	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Hemphill, Kathi	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.
Herndon, Jenny	Biology Proctors - Disabled Students Programs & Services	Hourly as needed	02/19/14	06/30/13	\$45.80/hr.
Holmes, Alison	Instructor - Art	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Hong, Andrew	Instructor - ESL	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Hullings, Ginger	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Hullings, Ginger	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.
Hunt, Stephan	Instructor - Administration of Justice	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Hynes, Thomas	Instructor - Music	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Ie, Eileen	Instructor - Sociology	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Iskander, Christine	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Jaimes, Franciella	Instructor - Speech	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Jennings, Sanae	Instructor - Japanese	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Jonas, Vida	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Joshua, Stacey	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Kang, Eun	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Kang, Leah	Instructor - Music	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Kawai, Julie	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Kelly, Donna	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.

**ACADEMIC EMPLOYEES - ADJUNCT
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
DECEMBER 3, 2013**

NAME	DESCRIPTION	ASSIGNMENT	BEGIN	END	RATE
Kennelley, Erika	Instructor - Speech	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Killen, Monica	Instructor - Ethnic Studies	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Kuroki, Mikage	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Lam, Wood	Instructor - ESL/English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Larson, Robin	Instructor - Theatre Arts	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Latty, Malaika	Instructor - Art	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Leano, Esther	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Lee, Bianca	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Levine, Brianne	Instructor - Psychology	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Lewis, David	Instructor - History	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Liksey, Renee	Instructor - Dance	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Linville, Brian	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Logan, Stephanie	Instructor - History	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Long, Stacy	Instructor-Communications	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Love, Jamie	Instructor - Humanities, Philosophy	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Loya, Henry	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Mack, Sandee	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Mack, Sandee	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.
Mackins, Allan	Instructor - Political Science	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Mahmood, Anwar	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.

**ACADEMIC EMPLOYEES - ADJUNCT
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
DECEMBER 3, 2013**

NAME	DESCRIPTION	ASSIGNMENT	BEGIN	END	RATE
Mahmood, Anwar	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.
Maloney, Ryan	Instructor - Music	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Martinez, Suzanne	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
McGarry, Michael	Instructor - History	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
McWilliams, Stuart	Instructor - EMT	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Milbrandt, Dave	Instructor - Political Science	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Miller, Robert	Instructor - History	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Milliken, Keely	Instructor - Music	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Misanchuk, Rosemarie	Instructor - Art	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Mixson, Vonetta	Instructor - Music	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Molina, Lorena	Instructor - Spanish	Hourly as needed	02/17/14	06/30/14	\$45.80/hr.
Monge, Melissa	Counselor - Student Success and Support Program	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Mumford, Mike	Instructor-EMER	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Myers, Kimberly	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Myrtetus, Juliet	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Naiyer, Zakaria	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Nelson, Mark	Instructor - Photography	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Nelson, Maureen	Instructor - Speech	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Nelson, Stephen	Instructor - History	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.

**ACADEMIC EMPLOYEES - ADJUNCT
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
DECEMBER 3, 2013**

NAME	DESCRIPTION	ASSIGNMENT	BEGIN	END	RATE
Nikodym, Holly	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Nikodym, Holly	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.
Null, Nick	Instructor - ESL/English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Nuttall, Adora	Instructor - Child Development	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Nwangwu, Helen	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Nwangwu, Helen	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.
Okubo, Emi	Instructor - Japanese	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Orso, Robert	Instructor - Photography	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Ottaviano, Lori	Instructor - Sociology	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Ozminkowski, Mariusz	Instructor - Speech	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Page, Rita	Instructor - History	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Palacios, Roberto	Instructor - Spanish	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Palacios, Roberto	Instructor - Spanish	Hourly as needed	02/17/14	06/30/14	\$45.80/hr.
Palos, Lelaine	Counselor - Student Success and Support Program	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Parry, Erica	Instructor - Dental	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Parsons, Karla	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Parsons, Karla	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.
Payne, Renee	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Payne, Renee	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.

**ACADEMIC EMPLOYEES - ADJUNCT
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
DECEMBER 3, 2013**

NAME	DESCRIPTION	ASSIGNMENT	BEGIN	END	RATE
Pecoraro, Susan	Instructor - Child Development	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Perez, Anissa	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Perez, Anissa	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.
Peterson, LaRynda	Instructor - Psychology	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Piqueiras, Eduardo	Instructor - Anthropology	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Porter, Kim	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Porter, Kim	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.
Prewitt, Dezzie	Instructor - Economics	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Provencher, Henry	Instructor - Administration of Justice	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Quinones, Nancy	Instructor - Ethnic Studies	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Ramirez, Colleen	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Ramirez, Colleen	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.
Ramos Bernal, Natasha	Instructor - Political Science	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Ramos, Christopher	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Ramos, Michael	Instructor - Psychology	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Randolph, Stephanie	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Randolph, Stephanie	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.
Rashidi, Waleed	Instructor-Communications	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Reed, Jeanine	Instructor - ESL/English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.

**ACADEMIC EMPLOYEES - ADJUNCT
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
DECEMBER 3, 2013**

NAME	DESCRIPTION	ASSIGNMENT	BEGIN	END	RATE
Resch, Amy	Instructor - Psychology	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Resto, Luivette	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Rickman, Tracy	Instructor - EMT	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Rizk, Sharon	Instructor - Psychology	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Robles, Andrew	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Rodriguez, Nelly	Instructor - Speech	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Romero, Vienessa	Instructor - ESL	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Rosales, Aurora	Instructor - Psychology	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Ross, Lisa	Instructor - Political Science	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Rusch, Lori	Instructor - Art	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Salvi, Lisa	Instructor - Anthropology	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
San Antonio, Vivian	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
San Antonio, Vivian	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.
Satana, Citally	Counselor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Scarpino, Matthew	Instructor - Theatre Arts	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Seccombe, June	Instructor - ESL/English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Shaw, Tammie	Instructor - Psychology	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Shear, Michelle	Instructor - Dance	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Shearer, Margaret	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Shima, Kevin	Instructor - Recording Arts	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.

**ACADEMIC EMPLOYEES - ADJUNCT
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
DECEMBER 3, 2013**

NAME	DESCRIPTION	ASSIGNMENT	BEGIN	END	RATE
Shrope-Austin, David	Instructor - Speech	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Simpson, LaKisha	Instructor - Child Development	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Skiles, Ryan	Instructor - Music	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Slay, Kevin	Instructor - Theatre Arts	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Smith, Daniella	Instructor - ESL	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Smith, David	Instructor - Philosophy	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Smythe, Colville	Instructor - English	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Steinmetz, John	Instructor - Music	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Stetson, Stephanie	Instructor - Music	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Stoup, Nicholas	Instructor - Music	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Suarez, Francisco	Counselor - Non Credit	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Sun, Sam	Instructor - Music	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Sushel, Michael	Instructor - Music	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Tate, Erin	Instructor - Psychology	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Taylor Bryan	Instructor - Music	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Tufano, Andrew	Instructor - Speech	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Tyck, Robert	Instructor - Recording Arts	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Udeozor, Valerie	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Udeozor, Valerie	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.
Uhl, Suzanne	Instructor - Speech	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.

**ACADEMIC EMPLOYEES - ADJUNCT
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
DECEMBER 3, 2013**

NAME	DESCRIPTION	ASSIGNMENT	BEGIN	END	RATE
Urell, Mary Kathryn	Counselor - Student Success and Support Program	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Urita-Lopez, Haydee	Instructor - Ethnic Studies	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Valverde, Yesenia	Instructor - Dance	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Waddington, Alan	Instructor - Music	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Weber, Daniel	Counselor - Basic Skills Initiative Grant	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Weiss, Neil	Instructor - Theatre Arts	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Wessel, Mark	Instructor - Art	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
West, Cress Anne	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
West, Cress Anne	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.
White, Jake	Instructor - Economics	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Wickman, Mary	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Wickman, Mary	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.
Williams, Monique	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Williams, Monique	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.
Wills, Laura	Instructor - Anthropology	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Wong, Kerwin	Instructor - Administration of Justice	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Woolery, Laurie	Instructor - Theatre Arts	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Woolsey, Ronald	Instructor - History	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Wozencroft, Paulette	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.

**ACADEMIC EMPLOYEES - ADJUNCT
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
DECEMBER 3, 2013**

NAME	DESCRIPTION	ASSIGNMENT	BEGIN	END	RATE
Wozencroft, Paulette	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.
Yang, Rebecca	Instructor-Chinese	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Ybarra, Laura	Instructor - Art	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Yeh, Lauren	Counselor - Non Credit	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Young, Kee	Instructor - Nursing	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Young, Kee	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$45.80/hr.
Ysais, Melissa	Instructor - Child Development	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Zarate, Eloy	Instructor - History	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Zawahreh, Luai	Instructor - Economics	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.
Zeman, William	Instructor - History	Hourly as needed	01/01/14	06/30/14	\$45.80/hr.

**ACADEMIC EMPLOYEES - FULL-TIME
EXTRA DUTY, STIPEND ASSIGNMENTS
DECEMBER 3, 2013**

NAME	DESCRIPTION	ASSIGNMENT	BEGIN	END	RATE
Allahbachayo, Salima	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/01/14	06/30/14	\$51.73/hr.
Barajas, Noemi	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/01/14	06/30/14	\$51.73/hr.
Boquiren, Conchita	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/01/14	06/30/14	\$51.73/hr.
Bowman, Deborah	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/01/14	06/30/14	\$51.73/hr.
Bowman, Deborah	Home Health Aide Curriculum Development - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$51.73/hr.
Ellis, Jeanette	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/01/14	06/30/14	\$51.73/hr.
Grauso, Lynda	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/01/14	06/30/14	\$51.73/hr.
Greene, David	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/01/14	06/30/14	\$51.73/hr.
Greene, David	Home Health Aide Curriculum Development - Health Sciences	Hourly as needed	01/02/14	06/30/14	\$51.73/hr.
Jaquette, Timothy	Instructor - Recording Arts	Hourly as needed	01/01/14	06/30/14	\$51.73/hr.
Paredes, Natalie	Family Medical Leave - 100%		01/14/14	01/31/14	No Pay
Paredes, Natalie	Family Medical Leave - 50%		02/03/14	Not to exceed 12 weeks	No Pay
Smedley, Deanna	Counselor - Counseling	Hourly as needed	01/01/14	06/30/14	\$51.73/hr.
Tucker, Gail	CNA Instructional Support Skills Lab - Health Sciences	Hourly as needed	01/01/14	06/30/14	\$51.73/hr.
Vilter, Daniel	Instructor - Theatre Arts	Hourly as needed	01/01/14	06/30/14	\$51.73/hr.

**ACADEMIC EMPLOYEES
FALL 2013 ADJUNCT
DECEMBER 3, 2013**

Name	Department/Discipline	Placement	LHE Rate
Cruz Santoyo, Maria	English as a Second Language	2-5	\$1,142
Dominguez, Cynthia	Mathematics	3-1	\$1,152
Young, Keening	Nursing	3-4	\$1,152

**ACADEMIC EMPLOYEES
WINTER 2014 FULL-TIME
FACULTY
DECEMBER 3, 2013**

Name	Department/Discipline	Placement	LHE Rate
Afzali, Ana Maria	Spanish	4-14	\$1,669
Anderson, Brian T.	Mathematics	3-14	\$1,614
Anson, Melanie Rich	Speech	4-14	\$1,669
Arredondo, Dora H.	Dental	1-14	\$1,454
Barajas, Noemi	Nursing	3-6	\$1,216
Bautista, Susan Robledo	Cosmetology	1-13	\$1,454
Boquiren, Conchita Fortes	Nursing	4-14	\$1,669
Borja, Patrick M	Accounting	4-14	\$1,669
Boxley, Jackie Louise	Kinesiology	1-12	\$1,405
Brawner, Mary Jo	Kinesiology	3-14	\$1,614
Brown, Ricky J.	Psychology	4-13	\$1,619
Castillo, Claudia	Counseling	2-14	\$1,559
Clark, Jeremy Blake	Automotive	1-14	\$1,454
Dominguez, Victoria Lorene	Mathematics	4-7	\$1,321
Duffy, Dyane Kerry	Art	4-14	\$1,669
Durfield, Timothy Richard	Business	5-13	\$1,669
Eiland, Thomas T.	English	3-14	\$1,614
Eisel, Gunnar G	Music	2-14	\$1,559
Eisel, Roberta S	English	3-14	\$1,614
Everest, Robert B.	Mathematics	4-14	\$1,669

**ACADEMIC EMPLOYEES
WINTER 2014 FULL-TIME
FACULTY
DECEMBER 3, 2013**

Name	Department/Discipline	Placement	LHE Rate
Everett, Ann Victoria	Cosmetology	1-7	\$1,156
Flores, Richard A.	Computer Information Systems	5-14	\$1,669
Galvan, Alexander	Music	2-14	\$1,559
Garate, Elisabeth	Spanish	4-14	\$1,669
Ghidella, Richard A.	Business/Real Estate	4-14	\$1,669
Glover, Patty J	Cosmetology	1-14	\$1,454
Goedhart, Christine Marie	Biology	5-6	\$1,669
Gomez, Steven Alan	Kinesiology	3-14	\$1,614
Gonzalez, Rudy	Mathematics	2-12	\$1,460
Goodman, Robert H.	Biology	3-14	\$1,614
Graciano, Albert M	Cosmetology	1-14	\$1,454
Green, Martin L	Music	1-14	\$1,454
Gunderson, Mark B.	English	3-14	\$1,614
Gunstream, Marilyn E.	Kinesiology	4-14	\$1,669
Gutierrez, Jesus Eduardo	Mathematics	2-11	\$1,410
Guttman, Kenneth	Psychology	4-14	\$1,669
Hadsell, Clifford W	Health Sciences	4-14	\$1,669
Hahn, Shelley R	Child Development	2-14	\$1,559
Hartman, Steve J	Kinesiology	4-14	\$1,669
Hernandez, Salvador Albert	Cosmetology	1-14	\$1,454

**ACADEMIC EMPLOYEES
WINTER 2014 FULL-TIME
FACULTY
DECEMBER 3, 2013**

Name	Department/Discipline	Placement	LHE Rate
Hoehne, William Alan	Music	4-14	\$1,669
Jackson, Matt Fernand	Art	3-14	\$1,614
James, Rhoda A M	Office Technology	4-14	\$1,669
Johnson, Sandra L	Art	3-14	\$1,614
Juncosa, Barbara	Biology	4-7	\$1,321
Kim, Andrew Taehyung	Psychology	4-11	\$1,520
Kondo, Arnold K	Biology	4-14	\$1,669
Korn, Dennis R	Automotive/History	4-14	\$1,669
Langford, W. Bruce	Music	3-14	\$1,614
Lawrence, Patricia C.	English	4-14	\$1,669
Low, Joyce	Mathematics	3-14	\$1,614
Lubisich, Senya L.	History	4-14	\$1,669
McGarry, Anna Elizabeth	Spanish	4-14	\$1,669
McLeod, Jennifer Suzann	Counseling	4-13	\$1,619
Medrano, Esmeralda	Mathematics	3-13	\$1,564
Miles, Terrence D.	Chemistry	4-20	\$1,669
Morrish, Maria Olga	Cosmetology	1-9	\$1,255
Munoz, Gino	Music	1-12	\$1,405
Nguyenhuu, Rick Hung	Mathematics	4-14	\$1,669
Odegaard, Eric R.	English	3-7	\$1,266

**ACADEMIC EMPLOYEES
WINTER 2014 FULL-TIME
FACULTY
DECEMBER 3, 2013**

Name	Department/Discipline	Placement	LHE Rate
Odrich, Steve I.	Mathematics	4-14	\$1,669
O'Neil, Margaret C.	Communications	3-14	\$1,614
Overly, David P	English	4-14	\$1,669
Peters, Gerhard D.	Political Science	4-12	\$1,569
Rachford, Maryann	Art	4-14	\$1,669
Ramos, Gloria B.	Physics	4-14	\$1,669
Richard, Levi J	Business	4-14	\$1,669
Riderer, Lucia	Physics	4-14	\$1,669
Rivadeneira, Justina E	Counseling	3-14	\$1,614
Ross, Glen H	Political Science	4-14	\$1,669
Rubio, Mariano	Automotive	1-7	\$1,156
Saldana, Rudy	Philosophy	2-14	\$1,559
Salwak, Dale F	English	4-14	\$1,669
Scott, Chris Makoto	Mathematics	3-14	\$1,614
Shrope, Douglas	Music	1-14	\$1,454
Silva, Andrew Grant	Kinesiology	1-7	\$1,156
Slack, Robert V	Music	4-14	\$1,669
Smolin, Robert K.	Accounting	4-14	\$1,669
Solheim, Bruce Olav	History	4-14	\$1,669
Solis, Roberto	Computer Information Systems	4-14	\$1,669

**ACADEMIC EMPLOYEES
WINTER 2014 FULL-TIME
FACULTY
DECEMBER 3, 2013**

Name	Department/Discipline	Placement	LHE Rate
Styles, Christine	Economics	4-11	\$1,520
Swan, Alfie Alexander	Mathematics	4-14	\$1,669
Swatzel, James Paul	Mathematics	2-14	\$1,559
Telesca, Lisa V	English	3-14	\$1,614
Tippins, Ralph E	Mathematics	4-14	\$1,669
Trad, Mohamad	Mathematics	4-14	\$1,669
Van Horn, Tasha	Speech	2-14	\$1,559
Villa, Elizabeth Ruth	Counseling	4-14	\$1,669
Villeneuve, Anna Maglona	English	4-14	\$1,669
Volonte, Daniel S.	Theatre Arts	3-14	\$1,614
Waddington, Brian D.	History	1-14	\$1,454
Walz, Sheryl Samoff	Sociology	2-14	\$1,559
White, Gailynn	Sociology	4-14	\$1,669
Woolum, James W	Administration of Justice	3-14	\$1,614
Wurst, Clifton M	Kinesiology	2-14	\$1,559
Zhuang, Ying	Mathematics	4-14	\$1,669

**ACADEMIC EMPLOYEES
WINTER 2014 ADJUNCT
DECEMBER 3, 2013**

Name	Department/Discipline	Placement	LHE Rate
Allgaier, Jennifer Dawson	Dance	4-6	\$1,307
Arzoumanian, Arineh	Engineering	1-1	\$1,046
Ayala, Eduardo	Biology	1-1	\$1,046
Azpeitia, Maria Elena	English	2-5	\$1,142
Baca, Richard Joseph	Communication	2-5	\$1,142
Betancourt, Carmen	Cosmetology	1-6	\$1,141
Blynn-Avanosian, Sylvia	Spanish	4-6	\$1,307
Bobo, Michael D.	Humanities	1-6	\$1,141
Chai, Janet	English	1-3	\$1,046
Chui, Pamela H.	English as a Second Language	1-3	\$1,046
Cotter, Steven M	Music	1-6	\$1,141
Culliver, Katherine Esther	Speech	3-5	\$1,202
Curran, Keith	English	1-6	\$1,141
Dery, Kenneth Jacques	Biology	4-6	\$1,307
Dinneen, Gregory S.	Kinesiology	1-5	\$1,093
Durfield, Amberly Nicole	English as a Second Language	4-3	\$1,207
Farnum, Martin Francis	Chemistry	4-6	\$1,307
Fehr, Jody M.	English as a Second Language	2-2	\$1,099
Handy, Steven L	Kinesiology	1-5	\$1,093
Harfouche, Youssef Georges	Biology	1-5	\$1,093

**ACADEMIC EMPLOYEES
WINTER 2014 ADJUNCT
DECEMBER 3, 2013**

Name	Department/Discipline	Placement	LHE Rate
Holmes, Alison Lynn	Art	1-6	\$1,141
Horton, Julian	Kinesiology		
Johnson, David M.	Physical Science	2-5	\$1,142
Kang, Eun Suk	English	4-6	\$1,307
Kennelley, Erika F.	Speech	1-5	\$1,093
Lam, Wood C.	English as a Second Language	2-6	\$1,197
Leano, Esther Jaimie	English	1-4	\$1,046
Lee, Monica Jean Ale	Biology	2-6	\$1,197
Lofthouse, Peter Charles	Kinesiology	1-5	\$1,093
McDaniels, Maria Carmella	Child Development	1-6	\$1,141
McDonald, Tamara Nicole	Kinesiology	1-5	\$1,093
McLaughlin, Marina Deneb	English as a Second Language	1-5	\$1,093
Mixson, Vonetta Nivon	Music	2-6	\$1,197
Molina, Lorena	Spanish	1-1	\$1,046
Montes, Monica Michelle	Biology	2-5	\$1,142
Myrtetus, Juliet Horvath	English	1-1	\$1,046
Nelson, Maurene Frances	Speech	1-6	\$1,141
Palacios, Roberto	Spanish	1-1	\$1,046
Provencher, Henry W.	Administration of Justice	1-6	\$1,141
Ramos, Christopher M.	English	4-6	\$1,307

**ACADEMIC EMPLOYEES
WINTER 2014 ADJUNCT
DECEMBER 3, 2013**

Name	Department/Discipline	Placement	LHE Rate
Ramos, Michael	Psychology	2-5	\$1,142
Rath, Carolyn A.	Physical Science	1-1	\$1,046
Resto-Ometeotl, Luivette	English	3-6	\$1,255
Robles, Andrew L.	English	1-6	\$1,141
Rodriguez, Nelly	Speech	4-4	\$1,207
Rusch, Lori Fuller	Art	1-4	\$1,046
Simpson, Lakisha Delores	Child Development	1-6	\$1,141
Slay, Kevin D.	Theatre Arts	3-4	\$1,152
Smith, Daniella Alexandra	English as a Second Language	1-3	\$1,046
Stepp-Bolling, Cassandra Taia	Biology	1-4	\$1,046
Tate, Erin M	Psychology	2-6	\$1,197
Tufano, Andrew A.	Speech	1-6	\$1,141
Victor, Christopher K.	Kinesiology	1-6	\$1,141
Waddington, Alan W	Music	1-6	\$1,141
Wessel, Mark S.	Art	2-6	\$1,197
Wheeler, Andrew J.	Kinesiology	1-4	\$1,046
Zindihn, Sara	Kinesiology	1-1	\$1,046

**LAB SUPERVISORS
2013-2014
DECEMBER 3, 2013**

Name	Adjunct or Full Time	Department	Begin	End	Placement	Hourly Rate
Calderon, Joseph	A	Music	01/01/14	06/30/14	1-3	\$31.52
Long, Stacy	A	Communications	01/01/14	06/30/14	1-3	\$31.52
Rashidi, Waleed	A	Communications	01/01/14	06/30/14	1-3	\$31.52
Silva, Daniel	A	Music	01/01/14	06/30/14	1-3	\$31.52
Waddington, Alan	A	Music	01/01/14	06/30/14	1-3	\$31.52

**ACADEMIC EMPLOYEES
WINTER 2014 NON CREDIT
DECEMBER 3, 2013**

Name	Department/Discipline	Placement	Hourly Rate
Ascencio, David	Non Credit	1-3	\$42.24
Cho, Young	Non Credit	1-3	\$42.24
Church, Luke	Non Credit	1-2	\$40.31
Fallat, Paul	Non Credit	1-3	\$42.24
Fernando, Jody	Non Credit	1-3	\$42.24
Johnson, Clay	Non Credit	1-3	\$42.24
Johnson, Clay	ESL Coordinator - Non Credit		\$42.24
Kim, Jung	Non Credit	1-2	\$40.31
Mercado, Andrew	Non Credit	1-3	\$42.24
Mira, Linda	Non Credit	1-3	\$42.24
Perez, Nelida	Non Credit	1-3	\$42.24
Reyes, Laura	Non Credit	1-3	\$42.24
Sailors, Bernetta	Non Credit	1-3	\$42.24
Starke, Dianne	Non Credit	1-3	\$42.24

**ACADEMIC EMPLOYEES
 SPRING 2014 NON CREDIT
 DECEMBER 3, 2013**

Name	Department/Discipline	Placement	Hourly Rate
Ascencio, David	Non Credit	1-3	\$42.24
Cho, Young	Non Credit	1-3	\$42.24
Church, Luke	Non Credit	1-2	\$40.31
Fallat, Paul	Non Credit	1-3	\$42.24
Fernando, Jody	Non Credit	1-3	\$42.24
Johnson, Clay	Non Credit	1-3	\$42.24
Johnson, Clay	ESL Coordinator - Non Credit		\$42.24
Kim, Jung	Non Credit	1-2	\$40.31
Mercado, Andrew	Non Credit	1-3	\$42.24
Mira, Linda	Non Credit	1-3	\$42.24
Perez, Nelida	Non Credit	1-3	\$42.24
Reyes, Laura	Non Credit	1-3	\$42.24
Sailors, Bernetta	Non Credit	1-3	\$42.24
Starke, Dianne	Non Credit	1-3	\$42.24
Toda, Jim	Non Credit	1-3	\$42.24

COACHES - HEAD 2013-2014
SPRING 2014
DECEMBER 3, 2013

FULL-TIME FACULTY

2013-14 (Spring 2014)

NAME	SPORT	\$	SEASON	SPRING RELEASE TIME
Boxley, Jackie	Softball	\$4,619	SP	2.5 hours
Gomez, Steve	Baseball	\$4,619	SP	2.5 hours
Silva, Andrew	W. Swim	\$4,619	SP	2.5 hours

ADJUNCT FACULTY

NAME	SPORT		SEASON
Horton, Julian	M. Golf	\$8,599	SP

VOLUNTEER HEAD COACHES

Bruce-Oliver, Fred	M. Soccer
Clements, Kenny	M. Water Polo
Horton, Julian	W. Golf
Jung, Shin	W. Volleyball
Longyear, Alicia	Cross Country
Silva, Andrew	W. Water Polo

**CLASSIFIED EMPLOYEES
EMPLOYMENT/CHANGE OF STATUS
DECEMBER 3, 2013**

NAME	CLASS/DEPT/PRCT	REASON/MOS.	BEGN/END	RANGE & STEP	MONTHLY RATE
Dickson, Todd	100% Campus Safety Officer III (Campus Safety)	Temporary Upgrade	1/1/14 thru 6/30/14	33-4 (32-4+11)	\$3,980.47
Diliberto, Angelo	100% Custodian (Custodial)	Employment	1/6/14	23-1 (22-1+11)	\$2,686.13
Felt, Amanda	49% Custodian (Custodial)	Employment	1/6/14	23-7 (22-7+11)	\$1,763.83
Franks, Lawrence	100% Custodian (Custodial)	Employment	3/1/14	23-7 (22-7+11)	\$3,599.67
Macias, Benjamin	Campus Safety Supervisor (Campus Safety)	Temporary Upgrade	1/1/14 thru 6/30/14	9-3	\$5,488.00
Nevarez, Jaime	49% Custodian (Custodial)	Employment	1/6/14	22-1	\$1,284.09

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	December 3, 2013	Resolution	
SUBJECT:	Short-Term, Hourly, Substitutes, Volunteers, and Professional Experts	Information	
		Enclosure(s)	X

BACKGROUND

Enclosed are personnel actions with regard to the employment of short-term, hourly, substitutes, volunteers, and professional experts.

This item was prepared by Kai Wattree-Jackson, Human Resources Technician II, and Sandra Coon, Administrative Assistant

RECOMMENDATION

Authorization is requested to approve the employment of short-term, hourly, substitutes, volunteers, and professional experts.

Robert L. Sammis
Recommended by

Moved / Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. I.1.h. _____

**CLASSIFIED SUBSTITUTES
DECEMBER 3, 2013**

NAME	CLASS/DEPT	REASON/MOS.	BEGN/END	RANGE & STEP	MONTHLY RATE
Orantes, Michelle	Bookstore Operations Coordinator (Bookstore)	Serve as substitute during employee absences	1/1/14 thru 6/30/14	36-1	\$21.36/hr

**SHORT-TERM, HOURLY
DECEMBER 3, 2013**

NAME	CATEGORY	DESCRIPTION	DEPARTMENT	HOURLY RATE/TOTAL	BEGIN/END DATE
Alvarado, Nilda	Food Service Assistant I	During Unassigned time	Cafeteria	\$15.44/hr	1/16/14 thru 6/30/14
Anderson, Ronda	Student Services Support	Assist at front counter	Admissions and Records	\$14/hr	1/2/14 thru 1/10/14 & 2/3/14 thru 2/28/14
Anguiano, German	Campus Services	Grill Cook	Cafeteria	\$14/hr	1/16/14 thru 6/30/14
Ayala, Ava	Performing Arts Support	Backstage assistance	Performing Arts	\$9/hr	1/2/14 thru 6/30/14
Batcheller, Sarah	Student Services Support	Provide technical assistance	Performing Arts	\$14/hr	1/2/14 thru 6/30/14
Benjamin, Stacy	Fiscal Support	Ticketing Box office support	Performing Arts	\$14/hr	1/2/14 thru 6/30/14
Bowman, Leigh	Student Services Support	Assist at front counter	Admissions and Records	\$14/hr	1/2/14 thru 1/10/14 & 2/3/14 thru 2/28/14
Braggins, Andrew	Student Services Support	Provide technical assistance	Performing Arts	\$14/hr	1/2/14 thru 6/30/14
Burge, Justin	Performing Arts Support	Backstage assistance	Performing Arts	\$9/hr	1/2/14 thru 6/30/14
Bush, Erin	Fiscal Support	Ticketing Box office support	Performing Arts	\$14/hr	1/2/14 thru 6/30/14
Bush, Teresa	Fiscal Support	Ticketing Box office support	Performing Arts	\$14/hr	1/2/14 thru 6/30/14

**SHORT-TERM, HOURLY
DECEMBER 3, 2013**

Calderon, Joshua	Student Services Support	Provide technical assistance	Performing Arts	\$14/hr	1/2/14 thru 6/30/14
Corbett, Jennifer	Performing Arts Support	Backstage assistance	Performing Arts	\$9/hr	1/2/14 thru 6/30/14
Cortez, Jorge	Campus Services	Assist as needed with facility rentals	Facility Rentals	\$14/hr	1/1/14 thru 6/30/14
Cordova, Stacy	Fiscal Support	Ticketing Box office support	Performing Arts	\$14/hr	1/2/14 thru 6/30/14
Dickey, Shannon	Performing Arts Support	Backstage assistance	Performing Arts	\$9/hr	1/2/14 thru 6/30/14
Dinneen, Greg	Campus Services	Assist as needed with facility rentals	Facility Rentals	\$14/hr	1/1/14 thru 6/30/14
Ferrer, Martin	Student Services Support	Provide technical assistance	Performing Arts	\$14/hr	1/2/14 thru 6/30/14
Flores, Nathaniel	Performing Arts Support	Backstage assistance	Performing Arts	\$9/hr	1/2/14 thru 6/30/14
Gomez, Paula	Performing Arts Support	Backstage assistance	Performing Arts	\$9/hr	1/2/14 thru 6/30/14
Hans, Megan	Administrative Support	Provide general clerical services	Performing Arts	\$13/hr	1/1/14 thru 6/30/14
Hansen, Paula	Performing Arts Support	Backstage assistance	Performing Arts	\$9/hr	1/2/14 thru 6/30/14
Hernandez, Conrad	Performing Arts Support	Backstage assistance	Performing Arts	\$9/hr	1/2/14 thru 6/30/14

**SHORT-TERM, HOURLY
DECEMBER 3, 2013**

Hernandez, Johnny	Performing Arts Support	Backstage assistance	Performing Arts	\$9/hr	1/2/14 thru 6/30/14
Hill, Matthew	Student Services Support	Provide technical assistance	Performing Arts	\$14/hr	1/2/14 thru 6/30/14
Hughes, Andrew	Campus Services	Assist as needed with facility rentals	Facility Rentals	\$14/hr	1/1/14 thru 6/30/14
Inda, Kathryn	Performing Arts Support	Backstage assistance	Performing Arts	\$9/hr	1/2/14 thru 6/30/14
Jackson, Byron	Campus Services	Assist as needed with facility rentals	Facility Rentals	\$14/hr	1/1/14 thru 6/30/14
Jacob, Erin	Performing Arts Support	Backstage assistance	Performing Arts	\$9/hr	1/2/14 thru 6/30/14
Jeng, Helen	Program Coordinator	During Unassigned time	Kinesiology	\$30.94/hr	1/6/14 thru 1/17/14 & 1/17/14 thru 2/7/14
Johnson, Kara	Student Services Support	Provide technical assistance	Performing Arts	\$14/hr	1/2/14 thru 6/30/14
Jonz, James	Student Services Support	Provide technical assistance	Performing Arts	\$14/hr	1/2/14 thru 6/30/14
Kasnetsis, Stephanie	Fiscal Support	Ticketing Box office support	Performing Arts	\$14/hr	1/2/14 thru 6/30/14

**SHORT-TERM, HOURLY
DECEMBER 3, 2013**

Khalil, Karim	Student Services Support	Provide technical assistance	Performing Arts	\$14/hr	1/2/14 thru 6/30/14
Kniss, Matthew	Performing Arts Support	Backstage assistance	Performing Arts	\$9/hr	1/2/14 thru 6/30/14
Kofmehl, Jocelyn	Student Services Support	Provide technical assistance	Performing Arts	\$14/hr	1/2/14 thru 6/30/14
Knous, Hannah	Performing Arts Support	Backstage assistance	Performing Arts	\$9/hr	1/2/14 thru 6/30/14
Lopez, Erick	Student Services Support	Provide technical assistance	Performing Arts	\$14/hr	1/2/14 thru 6/30/14
Macias, Lorenzo	Campus Services	Assist as needed with facility rentals	Facility Rentals	\$14/hr	1/1/14 thru 6/30/14
Michel, Frank	Food Service Team Leader	During Unassigned time	Cafeteria	\$23.50/hr	1/16/14 thru 6/30/14
Nystrom, Alec	Performing Arts Support	Backstage assistance	Performing Arts	\$9/hr	1/2/14 thru 6/30/14
Padilla, Maria	Student Services Support	Assist at front counter	Admissions and Records	\$14/hr	1/2/14 thru 1/10/14 & 2/3/14 thru 2/28/14
Palma, Alma	Food Service Assistant II	During Unassigned time	Cafeteria	\$17.05/hr	1/16/14 thru 6/30/14
Polzin, Alyssa	Performing Arts Support	Backstage assistance	Performing Arts	\$9/hr	1/2/14 thru 6/30/14

**SHORT-TERM, HOURLY
DECEMBER 3, 2013**

Riggs, Ariana	Performing Arts Support	Backstage assistance	Performing Arts	\$9/hr	1/2/14 thru 6/30/14
Robles, Alicia	Fiscal Support	Ticketing Box office support	Performing Arts	\$14/hr	1/2/14 thru 6/30/14
Ramos, Julio	Performing Arts Support	Backstage assistance	Performing Arts	\$9/hr	1/2/14 thru 6/30/14
Reyes, Jennifer	Student Services Support	Assist at front counter	Admissions and Records	\$14/hr	1/2/14 thru 1/10/14 & 2/3/14 thru 2/28/14
Rodriguez, Alexander	Student Services Support	Provide technical assistance	Performing Arts	\$14/hr	1/2/14 thru 6/30/14
Rodriguez, Guadalupe	Student Services Support	Assist at front counter	Admissions and Records	\$14/hr	1/2/14 thru 1/10/14 & 2/3/14 thru 2/28/14
Rodriguez, Jose Mari	Performing Arts Support	Backstage assistance	Performing Arts	\$9/hr	1/2/14 thru 6/30/14
Rodriguez, Michelle	Student Services Support	Provide technical assistance	Performing Arts	\$14/hr	1/2/14 thru 6/30/14
Rodriguez, Michelle	Performing Arts Support	Backstage assistance	Performing Arts	\$9/hr	1/2/14 thru 6/30/14
Rosales, Eveline	Student Services Support	Assist at front counter	Admissions and Records	\$14/hr	1/2/14 thru 1/10/14 & 2/3/14 thru 2/28/14
Smith, Megan	Performing Arts Support	Backstage assistance	Performing Arts	\$9/hr	1/2/14 thru 6/30/14

**SHORT-TERM, HOURLY
DECEMBER 3, 2013**

Sorteberg, Rachel	Fiscal Support	Ticketing Box office support	Performing Arts	\$14/hr	1/2/14 thru 6/30/14
Thomas, Brandon	Campus Services	Assist as needed with facility rentals	Facility Rentals	\$14/hr	1/1/14 thru 6/30/14
Torres, Vanessa	Fiscal Support	Ticketing Box office support	Performing Arts	\$14/hr	1/2/14 thru 6/30/14
Tran, Steven	Student Services Support	Provide technical assistance	Performing Arts	\$14/hr	1/2/14 thru 6/30/14
VanKlavren, John	Campus Services	Assist as needed with facility rentals	Facility Rentals	\$14/hr	1/1/14 thru 6/30/14
Vasquez, Alyn	Student Services Support	Assist at front counter	Admissions and Records	\$14/hr	1/2/14 thru 1/10/14 & 2/3/14 thru 2/28/14
Walls, Christopher	Campus Services	Assist as needed with facility rentals	Facility Rentals	\$14/hr	1/1/14 thru 6/30/14
Worman, James	Student Services Support	Provide technical assistance	Performing Arts	\$14/hr	1/2/14 thru 6/30/14

**VOLUNTEERS, NON-ACADEMIC
DECEMBER 3, 2013**

VOLUNTEER NAME	DEPARTMENT	BEGIN DATE	END DATE
Lu, Liu	Volunteer (Institutional Research)	12/4/13	3/3/14
Rusth, Gary	Volunteer (Veteran Center)	1/1/14	12/31/14
Stear, Eileen	Volunteer (Career Technical)	12/4/13	6/30/14
Vaniman, Alyssa	Athletic Student Trainer Volunteer (Kinesiology)	12/4/13	6/30/14

**VOLUNTEER COACHES
DECEMBER 3, 2013**

VOLUNTEER NAME	SPORT	BEGIN DATE	END DATE
Dean, Rebecca	Volleyball Assistant	1/1/14	6/30/14
Jung, Shin	Volleyball Coach	1/1/14	6/30/14
Lossif, Italia	W Water Polo Assistant	1/1/14	6/30/14
McCain, Alexandria	W Swimming Assistant	1/1/14	6/30/14
Rios, Kelly	Volleyball Assistant	1/1/14	6/30/14
Waddington, Alan	Cross Country Assistant	1/1/14	6/30/14

**WINTER/SPRING 2014
COMMUNITY EDUCATION
CLASSIFIED EMPLOYEES
DECEMBER 3, 2013**

NAME	DEPARTMENT	PLACEMENT	HOURLY RATE
Miyabe, Joyce	Community Education	1-3	\$42.24
Richardson, Patricia	Community Education	1-2	\$40.31

**PROFESSIONAL EXPERT
December 3, 2013**

Name	Description	Department	Rate	Begin/End
Aldrete, Marcos	Baseball Program Assistant	Kinesiology	\$5,563.00/ttl.	01/01/14 to 06/30/14
Baca, Candelaria	Lifeguard	Kinesiology	\$11.00/hr.	02/08/14 to 08/14/14
Bowser, Deborah	Mental Health Therapist	College Advancement-Development / Foundation	\$40.00/hr.	01/01/14 to 06/30/14
Bruins, Allison	Writing Café Facilitator	Bridges to Success	\$11.50/hr.	01/01/14 to 09/30/14
Cervantes, Ebiut	Audio Engineer	Fine & Performing Arts	\$32.00/hr.	01/01/14 to 06/30/14
Christianson, Monica	Operation VETS Project Director	Student Affairs	\$4968.60/mth.	12/04/13 to 12/31/13
Christianson, Monica	Veterans Center Director	Student Affairs	\$5,388.00/mth.	01/01/14 to 06/30/14
Christianson, Monica	Mental Health Therapist	Student Affairs	\$40.00/hr.	01/01/14 to 06/30/14
Christianson, Monica	Mental Health Therapist	Health Center	\$40.00/hr.	01/01/14 to 06/30/14

**PROFESSIONAL EXPERT
December 3, 2013**

Name	Description	Department	Rate	Begin/End
Clark, Rachael	Aerobic Leader	Continuing Education	\$30.33/hr.	01/06/14 to 06/12/14
Cope, James	Environmental Health & Safety Supervisor	Risk Management	\$45.63/hr.	01/01/14 to 06/30/14
Cortez, Brittany	Writing Café Facilitator	Bridges to Success	\$11.50/hr.	01/01/14 to 09/30/14
Curtis, Allison	Nurse Practitioner	Health Center	\$40.00/hr.	01/01/14 to 06/30/14
Deatrick, Steven	Audio Engineer	Fine & Performing Arts	\$32.00/hr.	01/01/14 to 06/30/14
Everman, Lowell Allen	Accompanist - Piano	Fine & Performing Arts	\$25.00/hr.	01/01/14 to 06/30/14
Fisher, Nancy	Associate Nurse	Health Center	\$37.50/hr.	01/01/14 to 06/30/14
George, Irene	Aerobic Leader	Continuing Education	\$30.33/hr.	01/06/14 to 06/12/14
Harrington, Michael	Facilities Planning Coordinator	Administrative Services	\$79.60/hr.	01/01/14 to 06/30/14

**PROFESSIONAL EXPERT
December 3, 2013**

Name	Description	Department	Rate	Begin/End
Henry, Fiona	Lifeguard	Kinesiology	\$11.00/hr.	02/08/14 to 08/14/14
Herrera, Deanna	Writing Café Facilitator	Bridges to Success	\$11.50/hr.	01/01/14 to 09/30/14
Hirsch, Corey	Musician Services (Music Arranging for instrumental performances)	Fine & Performing Arts	\$300.00/add'l (for a total of \$1,500.00/ttl.)	09/29/13 to 10/10/13 (correction to November 12, 2013)
Hoffman, Jennifer	Certified Food Manager	Concessions	\$17.00/hr.	01/01/14 to 06/30/14
Johnstone, Steve	Football Program Assistant	Kinesiology	\$4,418.00/ttl.	01/01/14 to 06/15/14
Keslake, Gregory	Audio Engineer	Fine & Performing Arts	\$32.00/hr.	01/01/14 to 06/30/14
Lipscomb, Allen	Mental Health Therapist	Health Center	\$40.00/hr.	01/01/14 to 06/30/14
Lopez, Sujae	Skills Lab Support	Health Sciences	\$15.00/hr.	01/06/14 to 06/30/14
Loucks, Trina	Accompanist - Piano	Fine & Performing Arts	\$25.00/hr.	01/01/14 to 06/30/14
McCarns-Yolland, Jonathan	Audio Engineer	Fine & Performing Arts	\$32.00/hr.	01/01/14 to 06/30/14
Monaster, Patricia	Writing Café Facilitator	Bridges to Success	\$11.50/hr.	01/01/14 to 09/30/14

**PROFESSIONAL EXPERT
December 3, 2013**

Name	Description	Department	Rate	Begin/End
Morales, Maria	Lifeguard	Kinesiology	\$11.00/hr.	02/08/14 to 08/14/14
Murphy, Bonnie	Aerobic Leader	Continuing Education	\$30.33/hr.	01/06/14 to 06/12/14
Pacheco, Eduardo	Football Program Assistant	Kinesiology	\$5,563.00/ttl.	01/01/14 to 06/15/14
Peek, MD, Corbett Grant	Physician	Health Center	\$65.00/hr.	01/01/14 to 06/30/14
Pierce, James	Chief Engineer	Maintenance	\$50.56/hr.	01/01/14 to 06/30/14
Razo, Lynda	Aerobic Leader	Continuing Education	\$30.33/hr.	01/06/14 to 06/12/14
Rodarte-Saldana, Elizabeth	CTE Transition Technician I	Curriculum, Career/Technical & Continuing Ed	\$20.00/hr.	01/01/14 to 06/30/14
Roth, Michelle	Curriculum & Data Assistant	Foster & Kinship Care Education	\$13.00/hr.	01/01/14 to 06/30/14
Shinall, Mackenzie	Lifeguard	Kinesiology	\$11.00/hr.	02/08/14 to 08/14/14
Stear, Eileen	CTE Transition Technician II	Curriculum, Career/Technical & Continuing Ed	\$35.00/hr.	01/13/14 to 06/30/14 (correction to November 12, 2013)
Thorpe, Susan	Associate Nurse	Health Center	\$37.50/hr.	01/01/14 to 06/30/14
Turk, Wendi	Accompanist - Piano	Fine & Performing Arts	\$25.00/hr.	01/01/14 to 06/30/14

**PROFESSIONAL EXPERT
December 3, 2013**

Name	Description	Department	Rate	Begin/End
Van Winkle, Chris	Community Education Watercolor	Continuing Education	\$1,000.00/ttl	02/14/14 to 02/18/14
Van Winkle, Chris	Community Education Watercolor	Continuing Education	\$1,000.00/ttl.	04/14/14 to 04/18/14
Van Winkle, Chris	Community Education Watercolor	Continuing Education	\$1,000.00/ttl.	06/16/14 to 06/20/14
Viverto, Willaim	Baseball Program Assistant	Kinesiology	\$5,982.00/ttl.	01/01/14 to 06/30/14
Walker, MD, Ann	Physician	Health Center	\$65.00/hr.	01/01/14 to 06/30/14
Watkins, Gary	Football Program Assistant	Kinesiology	\$4,418.00/ttl.	01/01/14 to 06/15/14
Williams, Derek	Audio Engineer	Fine & Performing Arts	\$32.00/hr.	01/01/14 to 06/30/14
Wright, Linda	Aerobic Leader	Continuing Education	\$30.33/hr.	01/06/14 to 06/12/14
Younghans, David Timothy	Audio Engineer	Fine & Performing Arts	\$32.00/hr.	01/01/14 to 06/30/14
Zandihn, Sara	Women's Swim Program Assistant	Kinesiology	no more than \$2,760.26/ttl.	01/01/14 to 06/30/14

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE:	December 3, 2013	Resolution	_____
SUBJECT:	Selection of President of the Board of Trustees	Information	_____
		Enclosure(s)	_____

BACKGROUND

An organizational meeting is held annually in December in order to select trustees for the various positions for the Board of Trustees.

The current President of the Board of Trustees is Susan M. Keith.

This item was prepared by Christine Link, Executive Assistant, Superintendent/President's Office.

RECOMMENDATION

Authorization is requested to elect _____ for the office of President of the Board of Trustees for the period from December 1, 2013, through November 30, 2014.

Geraldine M. Perri, Ph.D.
Recommended by

_____/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. 1.2.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE:	December 4, 2013	Resolution	_____
SUBJECT:	Selection of Vice President of the Board of Trustees	Information	_____
		Enclosure(s)	_____

BACKGROUND

An organizational meeting is held annually in December in order to select trustees for the various positions for the Board of Trustees.

The current Vice President of the Board of Trustees is Patricia Rasmussen.

This item was prepared by Christine Link, Executive Assistant, Superintendent/President's Office.

RECOMMENDATION

Authorization is requested to elect _____ for the office of Vice President of the Board of Trustees for the period from December 1, 2013, through November 30, 2014.

Geraldine M. Perri, Ph.D.
Recommended by

_____/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. 1.3.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	December 3, 2013	Resolution	_____
SUBJECT:	Selection of Clerk/Secretary of the Board of Trustees	Information	_____
		Enclosure(s)	_____

BACKGROUND

An organizational meeting is held annually in December in order to select trustees for the various positions for the Board of Trustees.

The current Clerk/Secretary of the Board of Trustees is Joanne Montgomery .

This item was prepared by Christine Link, Executive Assistant, Superintendent/President's Office.

RECOMMENDATION

Authorization is requested to elect _____ for the office of Clerk/Secretary of the Board of Trustees for the period from December 1, 2013, through November 30, 2014.

Geraldine M. Perri, Ph.D.
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. 1.4.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X _____
DATE:	December 3, 2013	Resolution	_____
SUBJECT:	Selection of Representative of the Board of Trustees on the Citrus College Foundation	Information	_____
		Enclosure(s)	_____

BACKGROUND

An organizational meeting is held annually in December in order to select trustees for the various positions for the Board of Trustees.

The current representative is Patricia Rasmussen.

This item was prepared by Christine Link, Executive Assistant, Superintendent/President's Office.

RECOMMENDATION

Authorization is requested to elect _____ to represent the Citrus College Board of Trustees on the Citrus College Foundation Board of Directors and Executive Board.

Geraldine M. Perri, Ph.D.
Recommended by

/ _____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. 1.5.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE:	December 3, 2013	Resolution	
SUBJECT:	Selection of Representative of the Board of Trustees to the Los Angeles County School Trustees Association	Information	
		Enclosure(s)	

BACKGROUND

The Los Angeles County School Trustees Association (LACSTA) is an organization of school boards founded in 1937. About 90 percent of the 94 school and community college districts in Los Angeles County, as well as the County Board of Education, are members of LACSTA.

LACSTA serves as a vital resource for school board members, providing them with training, informational support and opportunities to network with other school board members. Each year, LACSTA presents a number of interactive programs on issues in education. LACSTA also cooperates with the California School Boards Association and other organizations whose purpose is the betterment of education.

The current representative is Susan M. Keith.

This item was prepared by Christine Link, Executive Assistant, Superintendent/President's Office.

RECOMMENDATION

Authorization is requested to select _____ as an Annual Representative to the Los Angeles County School Trustees Association for 2014. The Representative shall perform duties as described in Standing Rule #7: (a) vote on all association matters; (b) communicate between the executive board, the association, and the local board; and (c) serve on the Legislative Committee.

Geraldine M. Perri, Ph.D.
Recommended by

_____/_____
Moved Seconded

Approved for Submittal

Aye __ Nay __ Abstained __

Item No. I.6.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE:	December 4, 2012	Resolution	
SUBJECT:	Selection of Representative of the Board of Trustees on the Los Angeles County Committee on School District Organization	Information	
		Enclosure(s)	

BACKGROUND

The Los Angeles County Committee on School District Organization (County Committee) is an independent, 11-member body. Its members are elected to four-year terms by representatives of Los Angeles County school district governing boards. County Committee activities are coordinated by staff of the Los Angeles County Office of Education.

By statutory authority, the County Committee reviews school district reorganization proposals, including proposals to transfer territory between school districts and to unify or create new school districts. The County Committee makes decisions to approve or disapprove proposals to transfer territory. For proposals to unify or create new school districts, the County Committee makes a recommendation for approval or disapproval to the California State Board of Education. The County Committee reviews a school district reorganization proposal when it receives a petition that the Los Angeles County Superintendent of Schools has determined to be sufficient and signed as required by law.

The current representative is Edward C. Ortell.

This item was prepared by Christine Link, Executive Assistant, Superintendent/President's Office.

RECOMMENDATION

Authorization is requested to select _____ as the governing board's voting representative to elect members to the Los Angeles County Committee on School District Organization in October/November 2014.

Geraldine M. Perri, Ph.D.
Recommended by

/_____
Moved Seconded

Approved for Submittal

Aye __ Nay __ Abstained __

Item No. 1.7.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	December 3, 2013	Resolution	_____
SUBJECT:	Board Self-Evaluation Ad-Hoc Committee	Information	_____
		Enclosure(s)	X

BACKGROUND

In accordance with Board Policy 2745, Board Self Evaluation (enclosed), the Board of Trustees of the Citrus Community College District are committed to assessing its own performance as a Board in order to identify its strengths and weaknesses and areas in which it may improve its functioning.

An ad-hoc committee of the Board of Trustees will determine the instrument or process to be used in Board self-evaluation which will occur in April.

The current ad-hoc committee is Joanne Montgomery and Gary L. Woods.

This item was prepared by Christine Link, Executive Assistant, Superintendent/President.

RECOMMENDATION

Authorization is requested to select _____ and _____ as the Board of Trustees ad-hoc committee for 2014 to recommend the instrument or process to be used in Board self-evaluation.

Geraldine M. Perri, Ph.D.
Recommended by

Moved / Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. 1.8.

CITRUS COMMUNITY COLLEGE DISTRICT BOARD

BP 2745 BOARD SELF-EVALUATION

References: ACCJC Accreditation Standards IV.B.1.e and g

The Board of Trustees is committed to assessing its own performance as a Board in order to identify its strengths and areas in which it may improve its functioning.

To that end, the Board of Trustees has established the following processes:

An ad-hoc committee of the Board shall be appointed at the Annual Organizational Meeting to determine the instrument or process to be used in Board self-evaluation which shall occur at the end of the spring term. Any evaluation instrument shall incorporate criteria contained in these Board Policies regarding Board operations, as well as criteria defining Board effectiveness promulgated by recognized practitioners in the field.

The process for evaluation shall be recommended to and approved by the Board of Trustees.

If an instrument is used, all Board members will be asked to complete the evaluation instrument and submit it to the Superintendent/President's Office.

A summary of the evaluations will be presented and discussed at a Board session scheduled for that purpose. The results will be used to identify accomplishments in the past year and goals for the following year.

Board approved 01/13/09

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE	December 3, 2013	Resolution	<u> </u>
SUBJECT:	Measure G Citizens' Oversight Committee Board Ad-Hoc Committee	Information	<u> </u>
		Enclosure(s)	<u> </u>

BACKGROUND

As a result of the passage of Measure G, the Citrus College Facilities Bond, in March 2004, the Board of Trustees, as required, established a bond oversight committee that is charged with informing the public, at least annually, concerning the District's expenditure of Measure G bond proceeds and shall consist of a minimum of seven (7) members appointed by the Board of Trustees.

Two positions on the Bond Oversight Committee expire in September in the following areas: At-Large Community (Helen Storland, unable to serve another term), and Student Representative (only serves one year –Tyler Hernandez). A Board Ad-Hoc Committee must be formed to review applications and make recommendations for the Board's action.

The current ad-hoc committee is Patricia Rasmussen and Joanne Montgomery.

This item was prepared by Christine Link, Executive Assistant, Superintendent/President's Office.

RECOMMENDATION

Authorization is requested to select _____ and _____ as the Board of Trustees ad-hoc committee to recommend candidates for appointment to the Measure G Citizens' Oversight Committee.

Geraldine M. Perri, Ph.D.
Recommended by

Moved / Seconded

Approved for Submittal

Aye __ Nay __ Abstained __

Item No. 1.9

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	December 3, 2013	Resolution	
SUBJECT:	Selection of Representative of the Board of Trustees on the 2015 Accreditation Self Study	Information	
		Enclosure(s)	

BACKGROUND

Citrus College is accredited by the Accrediting Commission for Community and Junior Colleges (ACCJC) of the Western Association of Schools and Colleges (WASC), an institutional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and the U.S. Department of Education.

Each college affiliated with ACCJC must undergo periodic evaluation of their programs and services through self study and peer review in a six year cycle. Citrus received reaffirmation of its accreditation in January 2010 and a midterm report was filed with the ACCJC on October 5, 2012. The college is now preparing for its next comprehensive evaluation in 2015.

In order for the Board to have input into the self study representation is necessary.

This item was prepared by Christine Link, Executive Assistant, Superintendent/President's Office.

RECOMMENDATION

Authorization is requested to select _____ as the Board's representative for the 2015 Accreditation Self Study, Standard IV: Leadership and Governance – Standard IVB: Board and Administrative Organization.

Geraldine M. Perri, Ph.D.
Recommended by

_____/_____
Moved Seconded

Approved for Submittal

Aye ___ Nay ___ Abstained ___

Item No. 1.10.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	December 3, 2013	Resolution	
SUBJECT:	Board Meeting Date, Time, and Location	Information	
		Enclosure(s)	X

BACKGROUND

The Board of Trustees historically meets on the first and third Tuesday of each month. Customarily, the Board has only one meeting per month during the summer. Meetings are held in the Center For Innovation, Community Room (CI 159) or Administration Building, Board Room (AD 109), 1000 West Foothill Boulevard, Glendora, at 4:15 p.m.

Attached is the proposed calendar for 2014.

This item was prepared by Christine Link, Executive Assistant, Superintendent/President's Office.

RECOMMENDATION

Authorization is requested to set the date, time, and place for regular meetings of the Board of Trustees for the period of December 1, 2013, through November 30, 2014, as follows:

Date: 1st & 3rd Tuesdays
 Time: 4:15 p.m.
 Place: Citrus Community College District, Center For Innovation, Community Room (CI 159) or Administration Building, Board Room (AD 109)

Geraldine M. Perri, Ph.D.
Recommended by

_____/_____
Moved Seconded

Approved for Submittal

Aye ___ Nay ___ Abstained ___

Item No. I.11.

**CITRUS COMMUNITY COLLEGE DISTRICT
Board of Trustees Meeting Calendar 2014**

Meeting Date
4:15 p.m. @ CI 159 or AD 109
January 21, 2014
February 4, 2014
March 18, 2014
April 8, 2014
May 6, 2014
May 27, 2014 <i>Retiree & Tenuree Reception</i>
June 17, 2014 <i>Board Self Evaluation Work Session</i>
July 15, 2014
August 12, 2014 <i>Board Goal Setting Work Session</i>
September 9, 2014
October 7, 2014
October 21, 2014
November 18, 2014
December 2, 2014 <i>Reorganization Meeting</i>

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE	December 3, 2013	Resolution	<u> </u>
SUBJECT:	Annual Financial and Compliance Audit	Information	<u> </u>
		Enclosure(s)	<u> X </u>

BACKGROUND

The annual financial and compliance audit, as required by Education Code Section 84040, is the final examination of the annual financial statements' fairness and reliability. The audit is conducted by certified public accountants licensed by the State Board of Accountancy.

This item was prepared by Rosalinda Buchwald, Director of Fiscal Services.

RECOMMENDATION

Authorization is requested to approve the Annual Financial and Compliance Audit Report of all District funds from Vicenti, Lloyd & Stutzman, certified public accountants, for the fiscal year ending June 30, 2013.

Carol R. Horton
Recommended by

 /
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. 1.12.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	December 3, 2013	Resolution	_____
SUBJECT:	Authorization of Specified Signatures for Business Functions and Bank Accounts	Information	_____
		Enclosure(s)	X

BACKGROUND

The governing board of each community college district is required to hold an annual organizational meeting, and a list of specified signatures for Citrus Community College District business functions and bank accounts must be approved at that meeting. In accordance with Educational Code Section 35143/72000, the timing for the annual organizational meeting is as follows: within a 15-day period that commences with the date upon which a governing board member elected at that election takes office or in years which no regular election for governing board members is conducted, the organizational meeting shall be held during the same 15-day period on the calendar

This item was prepared by Judy Rojas, Administrative Assistant, Administrative Services.

RECOMMENDATION

Authorization is requested to approve the specified signatures for Citrus Community College District business functions and bank accounts for the period of December 3, 2013 through November 30, 2014.

Carol Horton
Recommended by _____

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. 1.13.

GENERAL SIGNATURE AUTHORIZATION

1. To sign warrants requiring one signature:

Geraldine M. Perri, Ph.D., Superintendent/President
Mrs. Carol R. Horton, Vice President of Finance and Administrative Services
Ms. Rosalinda Buchwald, Director of Fiscal Services

2. To sign order for salary placement, notices of employment, and other related documents requiring one signature:

Geraldine M. Perri, Ph.D., Superintendent/President
Mrs. Carol R. Horton, Vice President of Finance and Administrative Services
Ms. Rosalinda Buchwald, Director of Fiscal Services
Mr. Robert L. Sammis, Director of Human Resources

3. To witness and sign personnel oaths and forms pertaining to certification requiring one signature:

Geraldine M. Perri, Ph.D., Superintendent/President
Mrs. Carol R. Horton, Vice President of Finance and Administrative Services
Ms. Rosalinda Buchwald, Director of Fiscal Services
Mr. Robert L. Sammis, Director of Human Resources

4. To sign all documents pertaining to general certification requiring one signature only:

Geraldine M. Perri, Ph.D., Superintendent/President
Mrs. Carol R. Horton, Vice President of Finance and Administrative Services
Ms. Rosalinda Buchwald, Director of Fiscal Services
Mr. Robert L. Sammis, Director of Human Resources

5. To sign on behalf of the Board, official documents and contracts with the stipulation that contracts in excess of \$15,000 must have Board approval prior to execution (Education Code Section 81640), requiring one signature only:

Geraldine M. Perri, Ph.D., Superintendent/President
Mrs. Carol R. Horton, Vice President of Finance and Administrative Services
Mr. Robert Iverson, Director of Purchasing and Warehouse

DISTRICT BANK ACCOUNT SIGNATURE AUTHORIZATION

DISTRICT BANK ACCOUNTS

1. Revolving Cash Funds, Wells Fargo Bank, Glendora; one original signature required:

Geraldine M. Perri, Ph.D., Superintendent/President
Mrs. Carol R. Horton, Vice President of Finance and Administrative Services
Ms. Rosalinda Buchwald, Director of Fiscal Services

2. Clearing account, Pacific Western Bank, Glendora, one original signature required:

Geraldine M. Perri, Ph.D., Superintendent/President
Mrs. Carol R. Horton, Vice President of Finance and Administrative Services
Ms. Rosalinda Buchwald, Director of Fiscal Services

ASSOCIATED STUDENTS BANK ACCOUNTS

1. Associated Students of Citrus College (checking), Pacific Western Bank, Glendora; two signatures required (one District and one Auxiliary Services), one of which must be an original signature:

Geraldine M. Perri, Ph.D., Superintendent/President
Mrs. Carol R. Horton, Vice President of Finance and Administrative Services
Ms. Rosalinda Buchwald, Director of Fiscal Services
Martha McDonald, Dean of Students
Ms. Adrienne Thompson, Student Activities Supervisor

CITRUS COLLEGE BOOKSTORE/CAFETERIA BANK ACCOUNTS

1. Citrus College bookstore (checking and savings), Pacific Western Bank, Glendora; two signatures required (one District and one Auxiliary Services), one of which must be an original signature:

Geraldine M. Perri, Ph.D., Superintendent/President
Mrs. Carol R. Horton, Vice President of Finance and Administrative Services
Ms. Rosalinda Buchwald, Director of Fiscal Services
Martha McDonald, Dean of Students
Eric Magallon, Bookstore Supervisor

2. Citrus College Cafeteria (checking and savings), Pacific Western Bank, Glendora; two signatures required (one District and one Auxiliary Services), one of which must be an original signature:

Geraldine M. Perri, Ph.D., Superintendent/President
Mrs. Carol R. Horton, Vice President of Finance and Administrative Services
Ms. Rosalinda Buchwald, Director of Fiscal Services
Martha McDonald, Dean of Students
Philomena O'Shea, Cafeteria Supervisor

CITRUS COLLEGE GOLF DRIVING RANGE ACCOUNT

1. Range at Citrus (checking and savings), Pacific Western Bank, Glendora;
two original signatures required:

Geraldine M. Perri Ph.D., Superintendent/President

Mrs. Carol R. Horton, Vice President of Finance and Administrative Services

Ms. Rosalinda Buchwald, Director of Fiscal Services

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	December 3, 2013	Resolution	
SUBJECT:	Certification of Signatures	Information	
		Enclosure(s)	X

BACKGROUND

The governing board of each community college district is required to hold an annual organizational meeting, and the attached "Certification of Signatures" form must be approved at that meeting. In accordance with Education Code Section 35143/72000, the timing for the annual organizational meeting is as follows: within a 15-day period that commences with the date upon which a governing board member elected at that election takes office or in years in which no regular election for governing board members is conducted, the organizational meeting shall be held during the same 15-day period on the calendar.

This item was prepared by Judy Rojas, Administrative Assistant, Administrative Services.

RECOMMENDATION

Authorization is requested to approve the Certification of Signatures for Citrus Community College District and the sending of the form to the County Superintendent of Schools Office after signatures are obtained.

Carol R. Horton _____
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. I.14.

Citrus Community College District

DISTRICT

CERTIFICATION OF SIGNATURES

As clerk/secretary to the governing board of the above named district, I certify that the signatures shown below in Column 1 are the verified signatures of the members of the governing board. I certify that the signatures shown in Column 2 are the verified signatures of the person or persons authorized to sign notices of employment, contracts and orders drawn on the funds of the district. These certifications are made in accordance with the provisions of Education Code Sections:

K-12 Districts: 35143, 42632, and 42633

Community College Districts: 72000, 85232, and 85233

If persons authorized to sign orders as shown in Column 2 are unable to do so, the law requires the signatures of the majority of the governing board.

These approved signatures are valid for the period of: December 1, 2013 to November 30, 2014

In accordance with governing board approval dated December 3, 2013.

Signature _____ Clerk (Secretary) of the Board

NOTE: Please TYPE name under signature.

Column 1

Signatures of Members of the Governing Board

Table with 10 rows for Column 1 signatures. Each row includes fields for SIGNATURE, TYPED NAME, and TITLE. The first row is for the President of the Board of Trustees/Education. The remaining rows are for members of the Board of Trustees/Education.

Column 2

Signatures of Personnel and/or Members of Governing Board authorized to sign Orders for Salary or Commercial Payments, Notices of Employment, and Contracts:

Table with 10 rows for Column 2 signatures. Each row includes fields for SIGNATURE, TYPED NAME, and TITLE. The first row is for Geraldine M. Perri, Ph.D., Superintendent/President. The remaining rows are for Carol R. Horton, Robert Iverson, Rosalinda Buchwald, and Robert L. Sammis.

If the Board has given special instructions for signing warrants or orders, please attach a copy of the resolution to this form.

Number of Signatures required: Table with 2 columns and 2 rows. Columns: ORDERS FOR SALARY PAYMENTS, ORDERS FOR COMMERCIAL PAYMENTS. Rows: NOTICES OF EMPLOYMENT, CONTRACTS.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	December 3, 2013	Resolution	
SUBJECT:	Sabbatical Leave Recommendations for 2014-2015	Information	
		Enclosure(s)	X

BACKGROUND

As per Board Policy, the Academic Senate's Sabbatical Leave Committee met and recommended the faculty listed below for sabbatical leaves in 2014-2015. As a part of Administrative Procedure 7210 Sabbatical Leave, a suitable bond indemnifying the Board of Trustees against loss must be obtained for those traveling out of the country.

This item was prepared by Jerry Capwell, Administrative Assistant, Academic Affairs.

RECOMMENDATION

Authorization is requested to approve Faculty 2014-2015 Sabbatical Leave recommendations as follows:

David Ryba	Fall 2014 Semester
James Woolum	Spring 2015 Semester
Thomas Eiland	Spring 2015 Semester

Arvid Spor, Ed.D.
Recommended by

/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. 1.15.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	x
DATE	December 3, 2013	Resolution	_____
SUBJECT:	Authorization of Full-Time Faculty Positions for Academic Year 2014-2015	Information	_____
		Enclosure(s)	_____

BACKGROUND

The Faculty Needs Identification Committee has identified 19 full-time faculty positions for the 2014 fall semester.

The 19 positions identified by the Faculty Needs Identification Committee (in ranking order) are:

Rank	Position	Rank	Position
1	Nursing	11	Public Services
2	Counselor/DSPS Specialist	12	Child Development
3	Career Counselor	13	Economics
4	General Biology	14	Counselor/DSPS Specialist
5	Dance	15	Nursing
6	Kinesiology	16	History
7	English	17	Art
8	Generalist Counselor	18	ESL Coordinator
9	Emerging Tech Librarian	19	Generalist Counselor
10	STEM Biology		

This item was prepared by Sandra Coon, Confidential Administrative Assistant, Human Resources.

RECOMMENDATION

Authorization is requested to accept the rank order of the full-time faculty positions identified by the Faculty Needs Identification Committee. Consistent with the District's forecasted hiring obligation for fall 2014, it is requested that the Board of Trustees authorize recruitment of full-time faculty positions 1 through 6 effective fall 2014. It is also requested that the Board of Trustees authorize the recruitment of additional full-time faculty members based on the final full-time faculty obligation calculation.

Robert L. Sammis
Recommended by

Moved / Seconded

Approved for Submittal

Aye ___ Nay ___ Abstained ___

Item No. I.16.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	December 3, 2013	Resolution	
SUBJECT:	Academic Calendar Committee – 2013-2014 Academic Calendar	Information	
		Enclosure(s)	X

BACKGROUND

The 2013-2014 Academic Calendar was previously Board approved on November 20, 2012. Given new information about the assignment of census date and to align fall and spring semesters, the spring 2014 semester start date would need to change to Monday, February 17, 2014 in order to meet the March 3, 2014 census date. The change was vetted with the Chancellor's Office to make sure that it was a proper change without any affects. The calendar change has been made to WingSpan/Banner and the class schedule web sites, pending Board approval. All required constituent groups have reviewed and approved the 2013-2014 Academic Calendar revision on various dates. This item was approved by Steering on November 25, 2013.

This item was prepared by Gerald Sequeira, Dean of Admissions and Records.

RECOMMENDATION

Authorization is requested to approve revised 2013-2014 Academic Calendar.

Arvid Spor, Ed.D.
Recommended by

/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. 1.17.



Academic Calendar 2013-2014

Fall Semester 2013 201420 Aug 23-Dec 14

August 13						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
September 13						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
October 13						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
November 13						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
December 13						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- Legal/Local Holidays
- Flex Day
- Fall 2013
Aug 23-Dec 14
- Final Exams
- Winter 2014
Jan 6-Feb 13
- Semester Break
- Spring 2014
Feb 17-Jun 14
- Spring Vacation
Apr 14-19
- Commencement
Jun 14, 2014
- Summer 2014
Jun 23-Aug 14

Winter Session 2014 201425 Jan 6-Feb 13

January 14						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
February 14						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

Revised 9-17-13

Spring Semester 2014 201430 Feb 17-Jun 14

February 14						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	
March 14						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
April 14						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
May 14						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
June 14						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Summer Session 2014 201440 Jun 23-Aug 14

June 14						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
July 14						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
August 14						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Citrus Community College District
1000 West Foothill Boulevard
Glendora, CA 91741-1899
www.citruscollege.edu

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	December 3, 2013	Resolution	
SUBJECT:	Student Services Committee – Board Policy Revisions – Second Read	Information	
		Enclosure(s)	X

BACKGROUND

The District’s Board policies and procedures are regularly reviewed and updated to align with the recommendations developed in conjunction with the Community College League of California (CCLC).

The following Board Policy has been revised and approved by constituent groups on various dates and by the Steering Committee on September 23, 2013:

BP 5140 – Disabled Student Programs and Services

The following Board Policies have been revised and approved by constituent groups on various dates and by the Steering Committee on October 14, 2013:

BP 3500 – Campus Safety
BP 3515 – Reporting of Crimes
BP 3540 – Sexual and Other Assaults on Campus

The Board Policies above were presented to and approved by the Board on November 12, 2013.

This item was prepared by Tonya Ryan, Administrative Assistant, Student Services.

RECOMMENDATION

Authorization is requested to approve the second and final reading of BP 5140 – Disabled Student Programs and Services; BP 3500 – Campus Safety; BP 3515 – Reporting of Crimes; and BP 3540 – Sexual and Other Assaults on Campus.

Arvid Spor, Ed.D.
Recommended by

/_____
Moved Seconded

Approved for Submittal

Aye __ Nay __ Abstained __

Item No. I.18.

CITRUS COMMUNITY COLLEGE DISTRICT STUDENT SERVICES

BP 5140 DISABLED STUDENT PROGRAMS AND SERVICES

References: Education Code Sections 67310 and 84850;
 Title 5 Sections 56000 et seq. and 56027

Students with disabilities shall be reasonably accommodated pursuant to federal and state requirements in all applicable programs in the District.

Disabled Student Programs and Services (DSPS) shall be the primary provider for support programs and services that facilitate equal educational opportunities for disabled students who can profit from instruction as required by federal and state laws.

DSPS shall be available to students with verified disabilities. The services to be provided include, but are not limited to, reasonable accommodations, academic adjustments, accessible facilities, equipment, instructional programs, rehabilitation counseling, and academic counseling.

No student with disabilities is required to participate in DSPS.

The District shall respond in a timely manner to accommodation requests involving academic adjustments. The Superintendent/President shall establish a procedure to implement this policy which, at a minimum, provides for an individualized review of each such request, and permits interim decisions on such requests pending final resolution by the appropriate administrator or designee.

The Superintendent/President shall assure that DSPS conforms to all requirements established by the relevant law and regulations.

Board Approved 07/21/09
Revised 04/25/13

**CITRUS COMMUNITY COLLEGE DISTRICT
GENERAL INSTITUTION**

BP 3500 CAMPUS SAFETY

Reference: Education Code Section 67380(a)(4)

The Board of Trustees is committed to a safe and secure District work and learning environment. To that end, the Superintendent/President shall establish a campus safety plan and ensure that it is posted or otherwise made available to students. The campus safety plan shall include availability and location of security personnel, methods for summoning assistance of security personnel, any special safeguards that have been established, any actions taken in the preceding 18 months to increase safety, and any changes in safety precautions to be made during the next 24 months.

See Administrative Procedure 3500.

Board Approved 05/18/10
Revised 07/17/13

**CITRUS COMMUNITY COLLEGE DISTRICT
GENERAL INSTITUTION**

BP 3515 REPORTING OF CRIMES

Reference: Education Code Section 67380

The Superintendent/President shall assure that, as required by law, reports are prepared of all occurrences reported to the Department of Campus Safety of arrests for crimes committed on campus that involve violence, hate violence, theft or destruction of property, illegal drugs, or alcohol intoxication. The Superintendent/ President shall further assure that required reports of non-criminal acts of hate violence are prepared. Such reports shall be made available as required by law.

See Administrative Procedure 3515.

Board Approved 05/18/10
Revised 07/17/13

CITRUS COMMUNITY COLLEGE DISTRICT STUDENT SERVICES

BP 3540 SEXUAL AND OTHER ASSAULTS ON CAMPUS

References: Education Code Section 67382 and 67385;
 Penal Code Section 243.4;
 20 U.S. Code Section 1092(f);
 34 Code of Federal Regulations Section 668.46(b)(11)

Any sexual assault or physical abuse, including, but not limited to rape as defined by California law, whether committed by an employee, student or member of the public, that occurs on District property, is a violation of Board Policies and Administrative Procedures, and is subject to all applicable punishment, including criminal procedures and employee or student discipline procedures. Students, faculty, and staff who may be victims of sexual and other assaults shall be treated with dignity and provided comprehensive assistance.

The Superintendent/President shall establish administrative procedures that ensure that students, faculty, and staff who are victims of sexual and other assaults receive appropriate information and treatment, and that educational information about preventing sexual violence is provided and publicized as required by law.

The procedures shall meet the criteria contained in Education Code Sections 67385 and 67385.7 and 34 Code of Federal Regulations Section 668.46.

See Administrative Procedure 3540.

Board Approved 12/07/10
Revised 07/17/13

UNAPPROVED
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
CITRUS COMMUNITY COLLEGE DISTRICT

November 12, 2013

The Board of Trustees of the Citrus Community College District met for the regular meeting of Tuesday, November 12, 2013, in the Center For Innovation Community Room.

Board President Keith called the meeting to order at 4:15 p.m. Student Trustee Vega led the Pledge of Allegiance to the Flag.

TRUSTEE ROLL CALL – Present: Susan M. Keith, Joanne Montgomery, Edward C. Ortell, Patricia Rasmussen, Gary L. Woods, and Mariana Vega, Student Trustee.

RESOURCE PERSONNEL PRESENT: Geraldine M. Perri, Superintendent/President; Carol R. Horton, Vice President of Finance and Administrative Services; Robert L. Sammis, Director of Human Resources; Arvid Spor, Vice President of Student Services/Interim Vice President of Academic Affairs; Lisa Villa, Academic Senate President, Robert Coutts, CSEA President; and Christine Link, Recording Secretary.

ADMINISTRATORS AND EMPLOYEES SIGNING THE VOLUNTARY SIGN-IN SHEET:

Management Team: Monica Christianson, Paula Green, Lan Hao, Dana Hester, Jim Lancaster, Martha McDonald, Lucinda Over, Eric Rabbitoy, Gerald Sequeira, Robert Slack, Marianne Smith, and Linda Welz

Faculty: Roberta Eisel, Cathy Gong, Bruce Langford, Patricia Lawrence, and Dave Ryba

Supervisor/Confidential Team: Tedd Goldstein, Marilyn Grinsdale, Lari Kirby, Ben Macias, and Eric Magallon

Classified Staff: Robert Coutts

Adjunct Faculty: None

Students: Alejandra Morales

Citrus College Foundation: Chris Garcia and Tom Gerfen

VISITORS: Rod Carter, Christina Long, Evan Solano, and Lisel Wells

COMMENTS FROM THE AUDIENCE

Garfield White, from the Veteran's Network, thanked everyone who attended the 8th Annual Saluting Our Veterans event. He expressed his appreciation to the college for continuing to host this annual event. Mr. White recognized Ms. Monica Christianson, Veterans Program Director, for her hard work and dedication on behalf of the student veterans at Citrus College.

Geraldine M. Perri, Ph.D., Superintendent/President, began her report with an update on the Student Transfer Achievement Reform Act (SB 1440). SB 1440 calls for community colleges to streamline the transfer process for students who wish to continue their education at the California State University by developing Associate Degrees for Transfer (ADT). A recent report from the Chancellor's Office shows that Citrus College has completed 108% of their target goal and continues to be one of only five colleges in the state to have completed 100% of their target for developing ADTs. Dr. Perri thanked Mr. Raul Sanchez, ADT coordinator, and the Curriculum Committee for their work in achieving the college's goal.

Dr. Perri said Dr. Rob Johnstone of the National Center for Inquiry and Improvement (NCII) will be joining the members of the Steering Committee for a special work session on November 15, 2013. The topic of discussion will be the Citrus College Institute for Completion. During his presentation, Dr. Johnstone will share his vision and experience regarding student success and completion at community colleges.

Dr. Perri announced that the college has officially begun the 2015 Accreditation Self Study process. Self-evaluation co-chairs, Dr. Arvid Spor, Vice President of Student Services/Interim Vice President of Academic Affairs and Ms. Roberta Eisel, Language Arts instructor; and the members of the Accreditation Oversight Committee held a kick off presentation and work session meeting. There will be an all-college forum on November 26, 2013, that will provide information on the college's self-evaluation and accrediting team visit. She thanked the accreditation committee volunteers for their efforts to ensure continued successful accreditation at Citrus College.

On November 7, 2013, the college held its 8th *Annual Saluting Our Veterans* event. Citrus College alumni Ms. Ashley Solano and Mr. Fernando Salazar, Jr. gave the keynote addresses. Dr. Perri expressed her appreciation to Azusa Pacific University and the cities of Azusa and Glendora for their continued sponsorship of the event, as the college honors its student and community veterans. She thanked Dr. Martha McDonald, Interim Executive Dean, and Ms. Marilyn Grinsdale, Protocol and Government Relations Officer, for organizing the event.

Dr. Perri was pleased to note that Dr. McDonald and her Veterans Center team have committed to being part of President Obama's national challenge to support veterans. The White House has asked community colleges and universities across the nation to commit to best practices by signing onto "The 8 Keys to Success" designed to help student veterans. Dr. Perri said Citrus College is already a model of these best practices, with its Veterans Center and veteran support services.

Dr. Arvid Spor, Vice President of Student Services/Interim Vice President of Academic Affairs, said two Citrus College students, Mr. Pablo Vazquez and Mr. Ivan Magdaleno, will present their summer research experience findings at the American Society of Mechanical Engineers (ASME) International Mechanical Engineering Congress in San Diego. Three additional students will present their summer research at the Southern California Conference for Undergraduate Research at Whittier College.

Dr. Spor reported that he was very pleased that the UCLA Transfer Day event occurred in spite of the power outage. UCLA staff were extremely pleased that the college was able to proceed with the event.

The CTE Advisory Council meeting took place on November 1, 2013. Dr. Spor said keynote speaker Mr. Steve Uzzell presented to a capacity crowd of 128 people, including many members of the college community. He said new and renewed connections were made with regional stakeholders, and multiple advisory breakouts took place after the main event. Feedback from industry partners has been very positive.

Dr. Spor said there will be another guard training on campus for student veterans interested in jobs as guards. There are currently 12 veterans in training and 3 of them have already received job offers. He added that the Veterans Club is once again sponsoring a Toys for Tots drive on campus.

Lisa Villa, Academic Senate President, provided highlights of the Academic Senate for the California Community Colleges (ASCCC) fall plenary. There were several informative sessions on legislative issues currently facing California's community colleges. Several resolutions were made "encouraging" or "urging" the accrediting commission to strive for more structure, accountability and transparency. Other resolutions focused on mandates, such as resolving that the ASCCC work in consultation with the Academic Senate of the California State Universities to develop guidelines for development and implementation of ADTs and C-IDs. Other topics of discussion included campus safety and emergency preparedness issues; the use of Common Assessment; the endorsement of LEAP (Liberal Education and America's Promise); GE outcomes; consultation in the online course exchange; and the call for reexamining ASCCC's approach to SB1440/440 implementation. Ms. Villa added that a highlight of the plenary was hearing Vice Chancellor Patrick Perry speak on the Scorecard, Salary Surfer and other technology and data collection related topics.

Ms. Villa said the Academic Senate executive board will hold another "Senate Hot-Topics" session on Flex Day in February. They look forward to sharing more information with the college in that forum, as well as individual committee meetings. Ms. Villa thanked the Board for the opportunity to provide Academic Senate updates at board meeting.

Robert Coutts, CSEA President, reported that CSEA is preparing for its annual Holiday Buffet on December 11, 2013. Ms. Karen Giles, Job Placement Technician, is chairing the committee. Instead of a table decorating contest, the committee is working on alternate ideas, such as a crazy holiday sweater contest. The proceeds from the event will go towards their 2014 CSEA scholarships.

CSEA is recruiting volunteers for a number of shared governance committees, including the 2015 Accreditation Committee. CSEA 1st Vice President Kai Wattree-Jackson is leading the recruitment efforts.

Mr. Coutts announced that the current CSEA Executive Board has been elected to serve a second term.

Mariana Vega, Student Trustee, provided an update of numerous ASCC activities, including Dia de los Muertos, the Veterans Breakfast, the ASCC elections, and other activities. She thanked Dr. Perri and Dr. Spor for their participation in ASCC events. Ms. Vega said she attended the Student Senate for California Community Colleges meeting in Monterey.

Edward C. Ortell, Member, Board of Trustees, said this has been an outstanding season for the Owl Football Team. He said some of the games have been very close, and it has been exciting to see that level of play. He is also pleased that the Stadium is used by other teams in the area.

Gary L. Woods, Member, Board of Trustees, congratulated Dr. Barbara Dickerson, Board Member-Elect for Trustee Area One. He said she will be a wonderful addition to the Citrus College Board of Trustees, and he wished her all the best.

Joanne Montgomery, Clerk/Secretary, Board of Trustees, said the 8th Annual Saluting Our Veterans was a very special day. She thanked all those involved, including the many departments across campus that contributed in some way to the event. Trustee Montgomery wished the entire college community a "Happy Thanksgiving."

Patricia Rasmussen, Vice President, Board of Trustees, agreed that the 8th Annual Saluting Our Veterans was a wonderful event. She said the living art was amazing and the speeches were very inspiring.

Trustee Rasmussen attended Sing-a-Long-a Grease with Board President Keith. She said this is the "new thing" in the theatre and a cadre of young people was in the audience. She gave kudos to Mr. John Vaughan, Dance instructor, on the innovative production. Trustee Rasmussen said she is looking forward to the presentation by Dr. Rob Johnstone. She also wished everyone a Happy Thanksgiving.

Susan M. Keith, President, Board of Trustees, commented on several Performing Arts productions. She said the "Night of Music from Film," was a wonderful evening,

and *Fiddler on the Roof* was tremendous. She is looking forward to *Shrek The Musical*. Board President Keith added that the musical programs at Citrus College are as good as any professional performance you would see in Los Angeles.

Board President Keith said the 8th Annual Saluting Our Veterans event was one of the most profound and moving the college has ever done. She is pleased to have this opportunity to honor veterans, and she thanked Dr. McDonald, the student veterans and everyone involved in the event.

Board President Keith commented on the fundraising efforts of the “Cosmic Owls,” a group of STEM students who have formed a research team. The team will travel to Alaska in spring 2014 to perform experiments to determine if sounds are emitted by the Aurora Borealis. Board President Keith concluded her remarks by wishing everyone a very Happy Thanksgiving.

Board President Keith presented a plaque to Trustee Woods in recognition of his many years of service as a Citrus College Board member. She noted that he had been President of the Board numerous times and served on many Board committees. She wished him good luck in his career at Pasadena City College and volunteer service on the Tournament of Roses Committee.

MINUTES

Item 1: Moved by Trustee Rasmussen and seconded by Trustee Montgomery to approve the regular meeting minutes of October 15, 2013, as submitted.
5 Yes.

INFORMATION AND DISCUSSION

Introduction of 2013-2014 Student Ambassadors – Arvid Spor, Ed.D., Vice President of Student Services/Interim Vice President of Academic Affairs

Dr. Spor introduced Dr. McDonald who asked Ms. Ivon McCraven, Coordinator of School Relations, to present the Student Ambassadors for spring 2014. Each Student Ambassador did a self-introduction that included their academic goals and reasons why they became a Student Ambassador.

Art Corral
Ashley Cheng
Chase Goldsmith
Daren Nguyen
Denise Martinez
Destinee Marquez
Fariyah Chowdhury
Mariana Vega
Moriah La Pointe

The student ambassadors are the official student hosts of the college. They represent the college at high school outreach functions, community and Foundation events and on-campus activities. To be considered for the position of student ambassador, a student is required to submit an application, write an essay, and participate in an individual interview. Members of the student ambassador program represent a cross-section of the Citrus College community.

Annual – Campus Safety Report – Arvid Spor, Ed.D., Vice President of Student Services/Interim Vice President of Academic Affairs

Dr. Spor presented the Annual Campus Safety Report, and he explained several of the documents included in the report.

The Department of Campus Safety is responsible for providing safety and security to students, college staff and visitors as well as protecting District property and facilities.

Per Board Policy (BP) and Administrative Procedure (AP) and 3500 Campus Safety, a written report will be submitted to the Board of Trustees by the Department of Campus Safety which provides an annual update of all occurrences reported to campus safety personnel. The report includes arrests for crimes that are committed on campus that involve violence, and occurrences of noncriminal acts of hate violence reported to campus authorities. The Annual Security Report contains statistics regarding crimes committed on campus and at affiliated locations for the previous three years, as well as policies pertaining to campus security, alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, victims' assistance program, student discipline, and campus resources. A copy of the Annual Security Report is attached and can be obtained at www.citruscollege.edu.

Student Services Committee – Administrative Procedure Revisions – Arvid Spor, Ed.D., Vice President of Student Services/Interim Vice President of Academic Affairs

Dr. Spor commented on AP 5031 Instructional Materials Fee; AP 5610 Voter Registration; BP 3530 Weapons on Campus; AP 3530 Weapons on Campus; and AP 3516 Registered Sex Offender Information.

INDEPENDENT CONTRACTORS

Item 2: Moved by Trustee Rasmussen and seconded by Trustee Montgomery to approve the attached list of independent contractor/consultant agreements as submitted. 5 Yes.

FACILITY USE

Item 3: Moved by Trustee Rasmussen and seconded by Trustee Montgomery to approve facility rentals and usage. 5 Yes.

BUDGET – WARRANTS – FINANCIAL STATEMENT, ETC.

Item 4: Moved by Trustee Rasmussen and seconded by Trustee Montgomery to increase the Bookstore Fund revolving fund account from \$10,000.00 to \$12,000.00. 5 Yes.

SURPLUS PROPERTY

Item 5: Moved by Trustee Rasmussen and seconded by Trustee Montgomery to dispose of the enclosed list of surplus items by exchange for value, private sale, sale at public auction or donation to another public entity or non-profit agency. 5 Yes.

CURRICULUM

Item 6: Moved by Trustee Rasmussen and seconded by Trustee Montgomery to approve the new courses, modified courses, and modified program. 5 Yes.

PERSONNEL RECOMMENDATIONS

Item 7: Moved by Trustee Rasmussen and seconded by Trustee Montgomery to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees. 5 Yes.

Item 8: Moved by Trustee Rasmussen and seconded by Trustee Montgomery to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees. 5 Yes.

Item 9: Moved by Trustee Rasmussen and seconded by Trustee Montgomery to approve the employment of short-term, hourly, substitutes, volunteers, and professional experts. 5 Yes.

BUDGET – WARRANTS – FINANCIAL STATEMENT, ETC.

Item 10: Moved by Trustee Rasmussen and seconded by Trustee Montgomery to approve the Quarterly Financial Status Report for the fiscal quarter ended September 30, 2013, and authorizing the forwarding of this report to the Chancellor's Office and the Office of the Los Angeles County Superintendent of Schools. 5 Yes.

BOND

Item 11: Moved by Board President Keith and seconded by Trustee Rasmussen to table Resolution #2013-14-03 authorizing the Issuance and Sale of Citrus Community College District General Obligation Bonds Election of 2004, Series 2013D. 5 Yes.

CLAIMS

Item 12: Moved by Trustee Montgomery and seconded by Trustee Rasmussen to approve a settlement agreement and release in the matter of Jersolau Sarapuk v. Citrus Community College District, Case No. KC065383

involving a claim for damages related to a fall incident that occurred on campus on July 2, 2012. The agreement provides that the plaintiff will dismiss his lawsuit without any form of compensation or benefit and without payment of any of plaintiff's attorneys' fees.

5 Yes.

BIDS

Item 13: Moved by Trustee Woods and seconded by Trustee Montgomery to approve the award of bid #03-1314, Stage Rigging Equipment to Stage Technologies of Las Vegas, NV and authorize the Vice President of Finance & Administrative Services to execute a procurement contract on behalf of the District. The bid price of \$131,439.91 is within budget and will be funded from Fund 01.3, VTEA Funds. 5 Yes.

Item 14: Moved by Trustee Rasmussen and seconded by Trustee Woods to approve the award of RFP #04-1314, Consultant Services, Program and Technical Support for Proposition 39 Implementation to Newcomb, Anderson, McCormick of San Francisco, California and authorize the Vice President of Finance & Administrative Services to execute the contract on behalf of the District. The proposal bid amount of \$1,183,150 is within budget and will be funded from a grant from the California Community Colleges Chancellor's Office. 5 Yes.

BOARD POLICIES

Item 15: Moved by Trustee Montgomery and seconded by Trustee Rasmussen to approve the first reading of BP 5140 – Disabled Student Programs and Services; BP 3500 – Campus Safety; BP 3515 – Reporting of Crimes; and BP 3540 – Sexual and Other Assaults on Campus. 5 Yes.

Item 16: Moved by Trustee Montgomery and seconded by Trustee Woods to approve the second reading of BP 2750 Board of Trustees Technology Use and Support. 5 Yes.

CLOSED SESSION: At 4:53 p.m., Board President Keith adjourned the meeting to closed session per the following sections of the Government Code:

Per Section 54957.6: Conference with Labor Negotiator, Robert L. Sammis, District Chief Negotiator - Employee Organization: Citrus College Faculty Association CTA/NEA (CCFA).

Per Section 54957.6: Conference with Labor Negotiator, Robert L. Sammis, District Chief Negotiator - Employee Organization: Citrus College Adjunct Faculty Federation, (CCAFF) Local 6352.

Per Section 54957.6: Conference with Labor Negotiator, Robert L. Sammis, District Chief Negotiator - Employee Organization: California School Employees Association (CSEA) Citrus College Chapter Local 101.

RECONVENE OPEN SESSION: At 5:06 p.m., Board President Keith reconvened the meeting to open session with no action taken.

ADJOURNMENT: At 5:07 p.m., it was moved by Trustee Ortell and seconded by Trustee Woods to adjourn the meeting.

Date

Joanne Montgomery
Clerk/Secretary
Board of Trustees