CITRUS COMMUNITY COLLEGE DISTRICT

AGENDA OF ORGANIZATIONAL MEETING OF THE BOARD OF TRUSTEES

MEETING: Organizational and First Regular Meeting in December

DATE: Tuesday, December 5, 2006

TIME: 4:15 p.m.

PLACE: Board Room, AD 202
1000 West Foothill, Glendora, California 91741-1899

AGENDA:

A. PLEDGE OF ALLEGIANCE

B. BOARD OF TRUSTEES
   Mr. Michael Bevilacqua, President
   Mrs. Joanne Montgomery, Vice President
   Dr. Edward C. Ortell, Clerk/Secretary
   Ms. Susan M. Keith, Member
   Dr. Gary L. Woods, Member
   Ms. Linda Chow, Student Trustee

C. 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 does not address an agenda item.

D. REPORTS
   Michael J. Viera, Ph.D., Superintendent/President
   Irene Malmgren, Vice President of Instruction
   Jeanne Hamilton, Ph.D., Vice President of Student Services
   Sandra Lindoerfer, J.D., Director of Human Resources
   Carol Horton, Vice President of Finance and Administrative Services
   Roberta Eisel, Academic Senate President
   Cathy Napoli, Classified Employees
   Linda Chow, Student Trustee
   Members of the Board of Trustees

E. MINUTES
   Approval of the Regular Meeting Minutes of November 21, 2006
F. CLOSED SESSION PER THE FOLLOWING SECTIONS OF THE GOVERNMENT CODES:
1. Per Section 54954.5(f) and 54957.6: CONFERENCE WITH LABOR NEGOTIATOR, SANDRA LINDOERFER, DISTRICT CHIEF NEGOTIATOR — Employee Organization(s): Citrus College Faculty Association/CTA/NEA; Adjunct Faculty United Local 6106, and California School Employees Association (CSEA) Chapter 101.
2. Per Section 54954.5(e) and 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
3. Per Section 54954.5(e) and 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION — Superintendent/President

G. Public hearing for the purpose of receiving public comment with regard to the District’s Annual Financial and Compliance Audit Report.

H. INFORMATION AND DISCUSSION

Business Services
1. Audit Report by Vicenti, Lloyd and Stutzman, Certified Public Accountants — Carol R. Horton, Vice President of Finance and Administrative Services
2. Architect presentation and approval of plans for Security Building — Carol R. Horton, Vice President of Finance and Administrative Services

Instruction and Student Services
3. Photography Program Review 2004-06 — Irene Malmgren, Vice President of Instruction

H. 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.

Business Services
a. 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.

b. Authorization is requested to approve the specified signatures for Citrus Community College District business functions and bank accounts for the period of December 1, 2006, through November 30, 2007.

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

d. Authorization is requested to approve facility rentals and usage.

e. Authorization is requested to approve a $115.00 annual membership to the Association for Institutional Research.
f. Authorization is requested to allow staff to prepare specifications and formally bid four HVAC projects. These projects are to upgrade the HVAC systems in the Educational Development Center, Lecture Hall, Hayden Hall and Infant Center Buildings. Award of contract will be by Board action.

Instruction and Student Services
g. Authorization is requested to approve the following performances with Gwen Stefani: nineteen (19) Citrus College students to perform on November 20 & 21, 2006 for the American Music Awards in Los Angeles and December 3 & 4, 2006 for the Billboard Awards in Las Vegas. Four (4) Citrus College students to attend performances on December 7-11, 2006 for Saturday Night Live, Good Morning America, and David Letterman in New York.

Personnel
h. Authorization is requested to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees.

i. Authorization is requested to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees.

j. Authorization is requested to approve the employment of short-term, non-academic employees and substitutes.

I. ACTION ITEMS (continued)

General
2. Authorization is requested to elect ________________ for the office of President of the Board of Trustees for the period from December 1, 2006, through November 30, 2007.

3. Authorization is requested to elect ________________ for the office of Vice President of the Board of Trustees for the period from December 1, 2006, through November 30, 2007.

4. Authorization is requested to elect ________________ for the office of Clerk/Secretary of the Board of Trustees for the period from December 1, 2006, through November 30, 2007.

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.

6. Authorization is requested to select ________________ as an Annual Representative to the Los Angeles County School Trustees Association for 2007. 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.

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 2007.
8. Authorization is requested to set the date, time, and place for regular meetings of the Board of Trustees for the period of December 1, 2006, through November 30, 2007, as follows:
   Date:  1st & 3rd Tuesdays
   Time:  4:15 p.m.
   Place:  Citrus Community College District Board Room (AD 202)

9. Authorization is requested to approve Faculty 2007 Sabbatical Leave recommendations as follows:
   **Jack Call, Ph.D.**  Fall 2007 Semester
   Writing a book on the principles of individualistic religion.
   **Robert Everest**  Fall 2007 Semester
   Complete Masters Degree in Educational Technology and Learning from Azusa Pacific University.
   **Toby Guebert**  Fall 2007 Semester
   Observe the teaching of English as a Foreign Language in secondary schools in Japan, South Korea, and Taiwan, as well as private “feeder” institutions.
   **Anna McGarry**  Fall 2007
   Write a basic skills student guide entitled “How to Study a Foreign Language at Citrus College.”
   **James F. Skalicky, Ph.D.**  Spring 2008
   Work with the National Mental Health Association of Greater Los Angeles as a chair-elect of the Board.

**Business Services**

10. 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, 2006.

**Instruction and Student Services**

11. Authorization is requested to approve a one-year Emerging Theatre Technologies Certificate program that offers in-depth technical specialization in digital audio and digital lighting control. If this certificate is approved, the program is scheduled to start in Fall 2007.

**Personnel**

12. Authorization is requested to approve the Tentative Agreement between the Citrus Community College District and the Citrus College Faculty Association (CCFA/CTA/NEA), effective January 1, 2006 through December 31, 2008, ratified by a majority affirmative vote of the unit membership. *This item is contingent upon ratification by CCFA membership.*

13. Authorization is requested to approve the COLA increase of 4.92% to the salaries of contracted professional experts effective according to the specifics of their contracts, but no sooner than January 1, 2007.
14. Authorization is requested to approve the COLA increase of 4.92% to the respective Salary Schedules effective January 1, 2007, for: Assistant Walk-on Coaches; CDC Short-Term Hourly Substitutes; Hourly Professional Experts; Community Education Instructors; Noncredit Instructors; and Short-Term and Substitute Non-Academic Employees.

15. Authorization is requested to approve the COLA increase of 4.92% to the respective Salary Schedules effective January 1, 2007, for: CDC Permit Teachers, Specialists, and Nurse; Classified Supervisors; Confidential Employees; and Managers.

At this time, the Board may adjourn to closed session to discuss Item No. F.

J. ADJOURNMENT