CITRUS COMMUNITY COLLEGE DISTRICT

AGENDA OF REGULAR MEETING OF THE BOARD OF TRUSTEES

MEETING: Organizational Meeting in December

DATE: Tuesday, December 4, 2007

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
   Mrs. Joanne Montgomery, President
   Dr. Edward C. Ortell, Vice President
   Ms. Susan M. Keith, Clerk/Secretary
   Dr. Gary L. Woods, Member
   Mr. Michael Bevilacqua, Member (outgoing)
   Ms. Linda Bermudez, Student Trustee
   Dr. Patricia Rasmussen, member (incoming)
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 does not address an agenda item.
E. 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
   Dana Hester, Academic Senate President
   Cathy Napoli, Classified Employees
   Linda Bermudez, Student Trustee
   Members of the Board of Trustees
F. MINUTES
1. November 20, 2007

G. 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 54956.9(b): CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

H. INFORMATION AND DISCUSSION

Business Services
1. Audit Report by Vincenti, Lloyd and Stutzman, Certified Public Accountants — Carol R. Horton, Vice President of Finance and Administrative Services

Instruction and Student Services
2. Citrus Singer Christmas CD 2007 — Irene Malmgren, Vice President of Instruction (Page 4)

General
3. Superintendent/President Search Discussion — Joanne Montgomery, President, Board of Trustees

I. ACTION ITEMS
1. Consent Items

Business Services
a. Authorization is requested to approve the attached list of independent contractor/consultant agreements as submitted. (Page 6)
b. Authorization is requested to approve facility rentals and usage. (Page 8)
c. Authorization is requested to authorize the Director of Performing Arts to sign contracts for the 2008-2009 schedule of events for the Haugh Performing Arts Center. (Page 10)

Instruction and Student Services
d. Authorization is requested to approve the Kenshu program for January 12 thru January 13, 2008. (Page 14)

Personnel
e. Authorization is requested to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees. (Page 15)
f. Authorization is requested to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees. (Page 24)
g. Authorization is requested to approve the employment of short-term, non-academic employees and substitutes. (Page 26)
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, 2007, through November 30, 2008. (Page 37)

3. Authorization is requested to elect _____________ for the office of Vice President of the Board of Trustees for the period from December 1, 2007, through November 30, 2008. (Page 38)

4. Authorization is requested to elect _____________ for the office of Clerk/Secretary of the Board of Trustees for the period from December 1, 2007, through November 30, 2008. (Page 39)

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 40)

6. Authorization is requested to select _____________ as an Annual Representative to the Los Angeles County School Trustees Association for 2008. 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 41)

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 2008. (Page 42)

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, 2007, through November 30, 2008, as follows:
   Date: 1st & 3rd Tuesdays
   Time: 4:15 p.m.
   Place: Citrus Community College District Board Room (AD 202) (Page 43)

9. Authorization is requested to adopt the Citrus College 2007-2008 Goals and direct the Superintendent/President to implement a plan and timeline for achieving the goals. (Page 45)

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, 2007. (Page 47)

11. Authorization is requested to approve the specified signatures for Citrus Community College District business functions and bank accounts for the period of December 1, 2007, through November 30, 2008. (Page 48)

12. 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 52)
13. Authorization is requested to approve the award of bid #05-0708, Baseball Complex Improvements to Lamb & Sons Construction Corp of Covina, California and authorize the Vice President of Finance and Administrative Services to execute the contract on behalf of the District. Funding, of $73,634.00 will be from District funds. (Page 54)

14. Authorization is requested to allow staff to prepare specifications and formally bid the remodel of the LB Building. Funding will be from Measure G Bond funds. Award of contract will be by Board action. (Page 55)

Instruction & Student Services

15. Authorization is requested to approve Faculty 2008-2009 Sabbatical Leave recommendations as follows:

Dennis Korn Fall 2008 Semester
Write a textbook on automotive engine design.

Jack Wood Fall 2008 Semester
Research and write a book on how to improve American education.

Linda (Holly) Colville Fall 2008 Semester
Explore Latin American culture in-depth by traveling to Peru, Chile, and Argentina.

David Ryba Spring 2009 Semester
Take Biochemistry courses at CalPoly Pomona and to interview instructors on other campuses to see how computer-aided instruction fits into their curricula.

Shelly Hahn Fall 2008 Semester
Enroll in courses at CalPoly Pomona to develop skills that are necessary to create multimedia materials for instructional purposes.

16. Authorization is requested to approve the addition and/or deletion of courses recommended by the curriculum committee. (Page 56)

17. Authorization is requested to approve the first reading of revisions to Board Policy P-1006, Sexual Assaults, and Board Regulation R-1006, Procedures Regarding Sexual Assaults. (Page 59)

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

J. ADJOURNMENT

Dates to remember:
December 11, 2007 Board of Trustees Meeting
December 24, 2007 to HOLIDAY – Winter Holidays
January 3, 2008