

## CITRUS COMMUNITY COLLEGE DISTRICT

### AGENDA OF REGULAR MEETING OF THE BOARD OF TRUSTEES

**MEETING:** Second Regular Meeting in February

**DATE:** Tuesday, February 19, 2008

**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**

Dr. Edward C. Ortell, President  
Mrs. Susan M. Keith, Vice President  
Dr. Gary L. Woods, Clerk/Secretary  
Dr. Patricia Rasmussen, Member  
Mrs. Joanne Montgomery, Member  
Ms. Linda Bermudez, 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**  
**Dana Hester, Academic Senate President**  
**Cathy Napoli, Classified Employees**  
**Linda Bermudez, Student Trustee**  
**Members of the Board of Trustees**

**E. MINUTES**

**1. Approval of the Regular Meeting Minutes of February 5, 2008**

**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 54956.9(b): CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
- 4. Per Section 54954.5(e) and 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**

Dean of Admissions and Records  
Dean of Business, CSIS, and Distance Education  
Dean of Continuing and Contract Education  
Dean of Counseling  
Dean of Mathematics  
Dean of Fine and Performing Arts  
Dean of Language Arts  
Dean of Library and Information Services  
Dean of Physical Education and Athletics  
Dean of Science, Engineering, and Health Sciences  
Dean of Social and Behavioral Sciences  
Dean of Students  
Director of Basic Skills  
Director of Center of International Trade and Development  
Director of Child Development Center  
Director of Communications  
Director of Cosmetology  
Director of EOPS, CARE, and CalWORKs  
Director of Facilities and Construction  
Director of Financial Aid  
Director of Fiscal Services  
Director of Health Sciences  
Director of Human Resources and District Chief Negotiator  
Director of Institutional Research  
Director of Performing Arts Center  
Director of Purchasing and Warehouse  
Director of Vocational Education  
Chief Information Services Officer  
Executive Director of Development and External Relations and  
Director of Foundation  
Human Resources/Staff Diversity Officer  
Vice President of Instruction  
Vice President of Finance and Administrative Service  
Vice President of Student Services

## **G. INFORMATION/DISCUSSION**

### **Instruction and Student Services**

1. Introduction of Dr. Vincent Tinto — Sylvia Smythe, Director of Basic Skills/Irene Malmgren, Vice President of Instruction. (Page 5)
2. Kennedy Center American College Theatre Festival: California State University – Los Angeles, February 11-16, 2008 — Cherie Brown, Theatre Department Faculty/Irene Malmgren, Vice President of Instruction. (Page 6)
3. Citrus College Veterans Program — Bruce O. Solheim, Ph.D., Professor of History and Volunteer Veterans Coordinator/Jeanne Hamilton, Ph.D., Vice President of Student Services. (Page 8)

## **H ACTION ITEMS**

### **1. Consent Items**

#### **Business Services**

- a. Authorization is requested to approve the attached list of independent contractor/consultant agreements as submitted. (Page 12)
- b. Authorization is requested to approve facility rentals and usage. (Page 14)
- c. Authorization is requested to approve A & B Warrants for January 2008. (Page 16)
- d. Authorization is requested to approve purchase orders for January 2008. (Page 18)

#### **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 27)
- f. Authorization is requested to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees. (Page 48)
- g. Authorization is requested to approve the employment of short-term, non-academic employees and substitutes. (Page 50)

## **H. ACTION ITEMS (continued)**

### **Instruction and Student Services**

2. Authorization is requested to approve the proposed 2008-09 Academic Calendar. (Page 55)

#### **Personnel**

3. Authorization is requested to approve the granting of tenure to Ms. Dora Arredondo for the 2008/2009 academic year. (Page 57)
4. Authorization is requested to approve the granting of tenure to Ms. Kathy Bakhit for the 2008/2009 academic year. (Page 58)
5. Authorization is requested to approve the granting of tenure to Mr. Patrick Borja for the 2008/2009 academic year. (Page 59)
6. Authorization is requested to approve the granting of tenure to Ms. Deborah Bowman for the 2008/2009 academic year. (Page 60)

7. Authorization is requested to approve the granting of tenure to Ms. Jackie Boxley for the 2008/2009 academic year. (Page 61)
8. Authorization is requested to approve the granting of tenure to Ms. Claudia Castillo for the 2008/2009 academic year. (Page 62)
9. Authorization is requested to approve the granting of tenure to Mr. Richard Ghidella for the 2008/2009 academic year. (Page 63)
10. Authorization is requested to approve the granting of tenure to Ms. Patty Glover for the 2008/2009 academic year. (Page 64)
11. Authorization is requested to approve the granting of tenure to Mr. Bruce Grossman for the 2008/2009 academic year. (Page 65)
12. Authorization is requested to approve the granting of tenure to Mr. Mark Gunderson for the 2008/2009 academic year. (Page 66)
13. Authorization is requested to approve the granting of tenure to Mr. Cliff Hadsell for the 2008/2009 academic year. (Page 67)
14. Authorization is requested to approve the granting of tenure to Mr. Salvador Hernandez for the 2008/2009 academic year. (Page 68)
15. Authorization is requested to approve the granting of tenure to Dr. Denise Kaisler for the 2008/2009 academic year. (Page 69)
16. Authorization is requested to approve the granting of tenure to Dr. Andrew Kim for the 2008/2009 academic year. (Page 70)
17. Authorization is requested to approve the granting of tenure to Dr. Senya Lubisich for the 2008/2009 academic year. (Page 71)
18. Authorization is requested to approve the granting of tenure to Ms. Gloria Ramos for the 2008/2009 academic year. (Page 72)
19. Authorization is requested to approve the granting of tenure to Mr. James Swatzel for the 2008/2009 academic year. (Page 73)
20. Authorization is requested to approve the granting of tenure to Ms. Lisa Villa for the 2008/2009 academic year. (Page 74)
21. Authorization is requested to approve the granting of tenure to Mr. Dan Volonte for the 2008/2009 academic year. (Page 75)
22. Authorization is requested to approve the employment of Mr. Ralph Meza for a temporary, year-to-year, categorically-funded non-tenure track, full-time faculty position, in the discipline of Counseling (Teacher Education) to begin on July 1, 2008, for a year-to-year categorically funded contract of 175 contract days over the twelve month period, at a salary placement of Class 1, Step 8 on the Full-Time Faculty Salary Schedule totaling \$63,896.00 annually plus \$20,772.144 in health and statutory benefits. Compensation for this position is supported by the Title 5 HSI Teacher Preparation Grant. (Page 76)
23. Authorization is requested to approve the employment of Mr. Jimmy Nguyen, for a temporary, year-to-year categorically funded full-time, non-tenure track faculty position, in the discipline of Counseling to begin on July 1, 2008, for a year-to-year categorically funded contract of 175 contract days over the twelve month period, at a salary placement of Class 2, Step 7 on the Full-Time Faculty Salary Schedule totaling \$64,170.00 annually plus \$20,806.80 in health and statutory benefits. (Page 77)

24. Authorization is requested to approve the employment of Ms. Sylvia Smythe effective July 1, 2008, as the Director of Basic Skills at a salary placement of \$112,127.00 annually, plus \$26,873.36 in health and statutory benefits. The Director of Basic Skills is a year-to-year categorically funded position through Title 5 HSI Solo Grant. (Page 78)

**General**

25. Authorization is requested for members of the Board of Trustees (5), the superintendent/president, the vice president of finance and administrative services, the vice president of students services, the vice president of instruction, the director of human resources, the executive director of development and external relations, the chief information services officer, the Dean of Continuing and Contract Education, and the Director Purchasing and Warehouse to receive a monthly \$50 cellular phone stipend in lieu of being provided District cellular phones, effective March 1, 2008. (Page 79)

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

**I. ADJOURNMENT**

**Dates to remember:**

March 4, 2008	Board of Trustees Meeting
March 18, 2008	Board of Trustees Meeting
April 1, 2008	Board of Trustees Meeting (only one meeting in April)
May 6, 2008	<i>Center for Innovation Building Dedication (3:30 p.m.)</i>
	Board of Trustees Meeting