

CITRUS COMMUNITY COLLEGE DISTRICT

AGENDA OF REGULAR MEETING OF THE BOARD OF TRUSTEES

MEETING: Organizational Meeting in December

DATE: Tuesday, December 2, 2008

TIME: 4:15 p.m.

PLACE: Board Room, AD 202
1000 West Foothill Boulevard, 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
Mr. Andrew Cress, 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

Geraldine M. Perri, Ph.D., Superintendent/President
Irene Malmgren, Vice President of Instruction
Jeanne Hamilton, Ph.D., Vice President of Student Services
Robert Sammis, Interim Director of Human Resources
Carol Horton, Vice President of Finance and Administrative Services
John Vaughan, Academic Senate President
Cathy Napoli, Classified Employees
Andrew Cress, Student Trustee
Members of the Board of Trustees

E. MINUTES

Approval of the Regular Meeting Minutes of November 18, 2008

(CONTINUED)

F. CLOSED SESSION PER THE FOLLOWING SECTIONS OF THE GOVERNMENT CODES:

1. Per Section 54954.5(f) and 54957.6: CONFERENCE WITH LABOR NEGOTIATOR, ROBERT SAMMIS, DISTRICT CHIEF NEGOTIATOR — Employee Organization(s): Citrus College Faculty Association/CTA/NEA; Citrus College Adjunct Faculty Federation, AFT-6352 (CAFF); and California School Employees Association (CSEA) Chapter 101.
2. Per Section 54954.5(e) and 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

G. PUBLIC HEARING

1. Public hearing for the purpose of hearing public comment to the Initial Proposal from California School Employee's Association. (Page)

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. (Page 5)

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 7)
- b. Authorization is requested to approve facility rentals and usage. (Page 10)

Personnel

- c. Authorization is requested to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees. (Page 12)
- d. Authorization is requested to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees. (Page 28)
- e. Authorization is requested to approve the employment of short-term, non-academic employees and substitutes. (Page 30)

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, 2008, through November 30, 2009. (Page 47)
3. Authorization is requested to elect _____ for the office of Vice President of the Board of Trustees for the period from December 1, 2008, through November 30, 2009. (Page 48)
4. Authorization is requested to elect _____ for the office of Clerk/Secretary of the Board of Trustees for the period from December 1, 2008, through November 30, 2009. (Page 49)

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 50)
6. Authorization is requested to select _____ as an Annual Representative to the Los Angeles County School Trustees Association for 2009. 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 51)
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 52)
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, 2008, through November 30, 2009, as follows:
Date: 1st & 3rd Tuesdays
Time: 4:15 p.m.
Place: Citrus Community College District Board Room (AD 202)
(Page 53)
9. Authorization is requested to select _____ and _____ as the Board of Trustees ad-hoc committee to determine the instrument or process to be used in Board self-evaluation. (Page 55)

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, 2008. (Page 56)
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, 2008, through November 30, 2009. (Page 57)
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 61)
13. Authorization is requested to authorize the Director of Performing Arts to sign contracts for the 2009-2010 schedule of events for the Haugh Performing Arts Center. (Page 63)
14. Authorization is requested to approve Change Order Two in the amount of \$5,290.50 and add eight (8) days to the time for completion for project number 11-0607, Softball Fields Complex. (Page 66)
15. Authorization is requested to accept Project #11-0607, Softball Fields Complex as complete and authorize staff to file the required Notice of Completion with the County of Los Angeles. The final contract amount is \$4,136,964.94. (Page 69)

16. Authorization is requested to approve the award of bid #13-0607, Recording Arts Console to Solid State Logic of Los Angeles, California and authorize the Vice President of Finance & Administrative Services to execute the contract on behalf of the District. The bid price of \$549,358.00 plus applicable sales tax is within budget and will be funded from District and Measure G Funds. (Page 70)

Instruction and Student Services

17. Authorization is requested to approve Faculty 2009-2010 Sabbatical Leave recommendations as follows:

John Fincher

Fall 2009 Semester

Research and document how effectively university-level football coaches communicate with student athletes.

Theresa Villeneuve

Fall 2009 Semester

Collaborate with independent film producer/director Jeff Borgus to complete a documentary film on Alfred Hitchcock and his film techniques.

Richard Fernandes

Spring 2010 Semester

Assess student transfer in the Architectural, CAD, CGI, Drafting, and Engineering Programs at local transfer institutions and develop more formal articulation pathways for Citrus College students.

(Page 72)

18. Authorization is requested to approve the Citrus College 2009-2010 Academic Calendar. (Page 73)

Personnel

19. Authorization is requested to accept CSEA's Initial Proposal to the District, and to present that proposal to the public at its December 2, 2008, Board meeting. (Page 75)

20. Authorization is requested to approve the hiring of _____ effective January 1, 2009, as Director of Human Resources and District Chief Negotiator at a salary placement of \$_____ annually, plus \$_____ in health and statutory benefits. (Page 77)

21. Authorization is requested to approve the hiring of _____ effective _____ as the Director of EOP&S, CARE and CalWORKs at a salary placement of \$_____ annually, plus \$_____ in health and statutory benefits. (Page 78)

General

22. Authorization is requested to approve the Blackboard contract in the amount of \$437,721, December 30, 2008, through December 29, 2011. (Page 79)

23. Authorization is requested to approve the first reading of the following Board Policies: BP 2430 – Delegation of Authority to Superintendent/President; BP 2431 – Superintendent/President Selection; BP 2432 – Delegation of Powers/Duties in the Superintendent/President's Absence; BP 2435 – Evaluation of Superintendent/President; BP 2610 – Presentation of Initial Collective Bargaining Proposals; BP 2710 – Conflict of Interest; BP 2712 – Conflict of Interest Code; BP 2716 – Political Activity; BP 2717 – Personal Use of Public Resources; BP 2725 – Board Member Compensation; BP 2735 – Board Member Travel; BP 2740 – Board Education; BP 2745 - Board Self-Evaluation, and BP 3200 - Accreditation. (Page 82)
24. Authorization is requested to approve and accept the rank order of the full-time faculty positions recommended by the Faculty Needs Identification Committee. Consistent with the District's hiring obligation, the Board of Trustees authorizes recruitment of two (2) full-time faculty positions (Nursing Instructor and Automotive Instructor) effective fall 2009. Each job posting will bear the statement, "Position is contingent upon funding and final Board approval."

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

J. ADJOURNMENT

Dates to remember:

- December 23, 2008 — HOLIDAY (Winter Break)
- January 1, 2009
- January 13, 2008 — Board of Trustees Meeting