

CITRUS COMMUNITY COLLEGE DISTRICT

AGENDA OF REGULAR MEETING OF THE BOARD OF TRUSTEES

MEETING: First Regular Meeting in November

DATE: Tuesday, November 3, 2009

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

Mrs. Susan M. Keith, President
Dr. Gary L. Woods, Vice President
Dr. Patricia Rasmussen, Clerk/Secretary
Mrs. Joanne Montgomery, Member
Dr. Edward C. Ortell, Member
Ms. Karine Ponce, 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 Academic Affairs

Jeanne Hamilton, Ph.D., Vice President of Student Services

Robert Sammis, J.D., Director of Human Resources

Carol Horton, Vice President of Finance and Administrative Services

Jack Call, Ph.D., Academic Senate President

Cathy Napoli, Classified Employees

Karine Ponce, Student Trustee

Members of the Board of Trustees

E. MINUTES

1. **Approval of the Regular Meeting Minutes of October 20, 2009**

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 Adjunct Faculty Federation, (CCAFF) Local 6352 of the American Federation of Teachers; Citrus College Faculty Association/CTA/NEA (CCFA).**
2. **Per Section 54956.9(b): CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
3. **Student Grievance Appeal: Grade Change**

G. INFORMATION AND DISCUSSION

1. Advanced Metering Infrastructure – Bob Cruz, Public Affairs Manager, The Gas Company (Page 4)
2. STEM Update Presentation – Irene Malmgren, Vice President of Academic Affairs, & Sylvia Smythe, Director of College Success and Grants Project (Page 6)
3. Student Success Report – Lan Hao, Ph.D., Director of Institutional Research and Planning (Page 7)

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
DATE	November 3, 2009	Resolution	_____
SUBJECT:	Advanced Metering Infrastructure	Information	X
		Enclosure(s)	X

BACKGROUND

Mr. Bob Cruz, Public Affairs Manager for The Gas Company, will make a presentation regarding Advanced Metering Infrastructure. The attached "Advanced Metering Infrastructure Fact Sheet" describes his presentation.

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

RECOMMENDATION

No action necessary; information only.

Geraldine M. Perri, Ph.D.
Recommended by

/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. G.1.

ADVANCED METERING INFRASTRUCTURE FACT SHEET
AUGUST 24, 2009

- The Gas Company is seeking California Public Utilities Commission (CPUC) approval to install a communications system that will automate meter reading by sending energy usage information electronically from the customer's gas meter to the utility, thereby reducing costs to both the customer and the Company.
- This 21st century technology will enable The Gas Company to provide next-day, hourly and daily gas consumption information to customers so they better understand their energy use and can make behavior changes to conserve natural resources and save money.
- In addition to providing timely energy use information, Advanced Metering Infrastructure (AMI) supports the state's energy policy of meeting California's energy growth needs by first prioritizing energy conservation and resource efficiency.
- Deploying AMI, which is sort of like going from using a bank teller to using an ATM, will bring hundreds of millions of dollars of work to Southern California.
- The CPUC has already approved AMI systems for the other three large energy utilities in California – Pacific Gas & Electric, San Diego Gas & Electric and Southern California Edison.
- If the CPUC approves The Gas Company's AMI proposal, we plan to retrofit 6 million gas meters with wireless communications modules, beginning in mid-2012 and continuing through 2017.
- Deploying AMI will cost approximately \$1 billion, which includes the costs of AMI modules for 6 million customer meters, a radio network across The Gas Company's service territory to collect and transmit data from customer meters, and a supporting information technology infrastructure. Costs will be offset by operating efficiencies and energy conservation, and customer rates are expected to go down two years after full implementation.
- AMI provides additional benefits, including:
 - Helping customers conserve natural resources;
 - Lowering customer rates two years after full deployment;
 - Improving air quality by removing 1,000 Company vehicles from the road;
 - Improving customer privacy, security and convenience; and,
 - Enhancing meter reading and billing accuracy.
- While AMI will impact our meter reading workforce once installation begins in 2012, we have already invited our unions to work with us to find ways to transition employees into other internal positions, to discuss re-training and educational assistance, to discuss the potential for some or all of the advanced meter installation work to be done by Company employees, and to discuss the potential opportunity for new jobs that do not exist today.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
DATE	November 3, 2009	Resolution	_____
SUBJECT:	STEM Update Presentation	Information	X _____
		Enclosure(s)	_____

BACKGROUND

The STEM program was created a year ago to provide resources to students in the STEM majors, to increase the number of under-represented students in STEM majors and to increase awareness of STEM majors through outreach to our feeder districts. Using funds from the CCRAA Grant, the STEM Program has created exciting activities in order to improve outcomes for under-prepared students.

This presentation by Ms. Sylvia Smythe, Director of College Success, members of the STEM Advisory Committee and students will bring the Board up to date on the STEM effort at Citrus.

This item was prepared by Sylvia Smythe, Director of College Success.

RECOMMENDATION

No action required; information only.

Irene Malmgren _____
Recommended by

/ _____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. G.2.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
DATE	November 3, 2009	Resolution	_____
SUBJECT:	Student Success Report	Information	X
		Enclosure(s)	_____

BACKGROUND

As a follow-up to a data request from the California Community College Trustee Task Force on Student Success, Dr. Lan Hao, Director of Institutional Research, will present data regarding the Fall 2006 cohort (first-time-in-college, full and part-time students). The following information on the Fall 2006 cohort is provided:

1. The overall rate of successful course completion (Grade of C- or better).
2. The retention rate from the first Fall term to the subsequent Spring term.
3. The retention rate from the first Fall term to the subsequent Fall term.
4. The graduation rate after three years.
5. The transfer rate within three years to a four-year college or university.

This item was prepared by Linda Swan, Administrative Secretary II.

RECOMMENDATION

Information only, no action required.

Lan Hao, Ph.D.
Recommended by

/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. G.3.

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.

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 9)
- b. Authorization is requested to approve facility rentals and usage. (Page 11)

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 13)
- d. Authorization is requested to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees. (Page 16)
- e. Authorization is requested to approve the employment of short-term, non-academic employees and substitutes. (Page 18)

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	November 3, 2009	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. H.1.a.

INDEPENDENT CONTRACTOR AGREEMENT
Board of Trustees Meeting – November 3, 2009

<u>CONTRACTOR CONSULTANT/ DEPARTMENT</u>	<u>RATE</u>	<u>FUNDING SOURCE</u>	<u>PERIOD</u>	<u>SERVICE</u>
<u>ADMINISTRATIVE SERVICES</u>				
C.W. Driver	\$15,000.00max	Bond	11/3/09-Project Completion	Constructability Review - Fine Arts Building
Geobase, Inc.	\$35,000.00max	Bond/District	11/3/09-12/30/10	Geotechnical Investigation –Voc Tech
Vangent, Inc.	\$17,000.00max	District	10/1/09-6/30/10	1098T Processing for 2009
<u>CCRAA STEM GRANT</u>				
Adams, William Herbert Jr.	\$2,000.00max	Grant	1/4/010-2/11/10	Photographer for Costa Rica Field Work
<u>CHILD DEVELOPMENT CENTER</u>				
Dixon, Karen	\$10,000.00max	Grant	7/1/09-6/30/10 <i>Revision</i>	Foster Care Ed
Maldonado, Omar L.	\$30,000.00max	Grant	11/4/09-6/30/10	Outreach Advisor
<u>FINE AND PERFORMING ARTS</u>				
Alpert, William	\$800.00max	District	9/16/09-6/30/10 <i>Name Revision</i>	Musician Services
Wills, Christopher	\$4,500.00max	District	7/1/09-6/30/10 <i>Name Revision</i>	Musician Services

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	November 3, 2009	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. H.1.b.

**Use of Facilities
November 3, 2009**

ORGANIZATION	FACILITY	ACTIVITY	DATE(S)	CHARGE
The Cause	Recording Arts Studio	Basic Tracking	10/18/2009	\$400.00
Neil Argo	Recording Arts Studio	Basic Tracking	10/19/2009	\$150.00
Whittier Youth Football	Stadium	Cheer Competition	11/25/2009	\$3,500.00 plus additional labor if required
Charter Oak Youth Football and Cheer	Stadium	Cheer Competition	12/5/2009	\$5,150.00 plus additional labor if required

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	November 3, 2009	Resolution	_____
SUBJECT:	Academic Employees	Information	_____
		Enclosure(s)	X

BACKGROUND

Enclosed are personnel actions with regard to the employment, change of status, and/or separation of academic employees approved by the Director responsible for the supervision of the specific area.

This item was prepared by Linda Hughes, Human Resources Technician II.

RECOMMENDATION

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

Robert Sammis _____
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ H.1.c. _____

**ACADEMIC EMPLOYEES
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
NOVEMBER 3, 2009**

NAME	CLASSIFICATION	STATUS	ASSIGNMENT	DEPARTMENT	BEGIN	END	RATE	
Avila, Naomi	Counselor	CSU/UC Application Workshops	Hourly as needed	STEM Grant	11/04/09	11/30/09	\$44.90	hr.
Burch, Emily	Counselor	CSU/UC Application Workshops	Hourly as needed	STEM Grant	11/04/09	11/30/09	\$44.90	hr.
Castillo, Claudia	Counselor	CSU/UC Application Workshops	Hourly as needed	STEM Grant	11/04/09	11/30/09	\$50.72	hr.
Everest, Robert	Instructor	Calculus Readiness Workshop - additional payment adjustment to original stipend	Stipend	STEM Grant	09/16/09	12/19/09	\$960.00	tl.
Iino, Kelsey	Counselor		Hourly as needed	Center for Teacher Excellence	01/01/10	06/30/10	\$44.90	hr.
Lanphear, Keleigh	Counselor	CSU/UC Application Workshops	Hourly as needed	STEM Grant	11/04/09	11/30/09	\$50.72	hr.
Loaiza, Albert	Counselor	CSU/UC Application Workshops	Hourly as needed	STEM Grant	11/04/09	11/30/09	\$44.90	hr.
McBurney, Robin	Counselor	CSU/UC Application Workshops	Hourly as needed	STEM Grant	11/04/09	11/30/09	\$50.72	hr.

**ACADEMIC EMPLOYEES
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
NOVEMBER 3, 2009**

NAME	CLASSIFICATION	STATUS	ASSIGNMENT	DEPARTMENT	BEGIN	END	RATE	
Nguyenhuu, Rick	Instructor	Calculus Readiness Workshop - additional payment adjustment to original stipend	Stipend	STEM Grant	09/16/09	12/19/09	\$1,520.00	tl.
Riderer, Lucia	Instructor	Calculus Readiness Workshop - additional payment adjustment to original stipend	Stipend	STEM Grant	09/16/09	12/19/09	\$2,160.00	tl.
Tippins, Ralph	Instructor	Calculus Readiness Workshop - additional payment adjustment to original stipend	Stipend	STEM Grant	09/16/09	12/19/09	\$960.00	tl.
Villa, Elizabeth	Counselor	CSU/UC Application Workshops	Hourly as needed	STEM Grant	11/04/09	11/30/09	\$50.72	hr.
Walz, Sheryl	Instructor	All Campus Book Event Discussion	Stipend	Instruction/BSI Grant	11/05/09	11/06/09	\$100.00	tl.
White, Gailynn	Instructor	All Campus Book Event Discussion	Stipend	Instruction/BSI Grant	11/05/09	11/06/09	\$100.00	tl.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	November 3, 2009	Resolution	_____
SUBJECT:	Classified Employees	Information	_____
		Enclosure(s)	X

BACKGROUND

Enclosed are personnel actions with regard to the employment, change of status, and/or separation of classified employees approved by the Director responsible for the supervision of the specific area.

This item was prepared by Kai Wattree, Human Resources Technician II.

RECOMMENDATION

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

Robert Sammis
Recommended by

Moved / Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ H.1.d. _____

**CLASSIFIED EMPLOYEES
EMPLOYMENT/CHANGE OF STATUS
NOVEMBER 3, 2009**

NAME	CLASSIFICATION	REASON	DEPT.	MOS.	PRCT.	BEGIN	END	RANGE & STEP	MONTHLY RATE
Cheng, David	Campus Security Officer II	Shift change	Security		100%	11/30/09		30-7 (27-7+2I+1A)	\$4,194.98
Estrella, Pedro	Campus Security Officer II	Shift change	Security		49%	9/11/09	11/30/09	29-6 (27-6+2I)	\$1,909.90
Estrella, Pedro	Campus Security Officer II	Shift change	Security		49%	11/30/09		28-6 (27-6+1I)	\$1,863.32

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	November 3, 2009	Resolution	_____
SUBJECT:	Short-term, Non-academic Employees, Substitutes, and Professional Experts	Information	_____
		Enclosure(s)	X

BACKGROUND

Enclosed are personnel actions with regard to the employment of short-term, non-academic employees, substitutes and professional experts approved by the Director responsible for the supervision of the specific area.

This item was prepared by Kai Wattree, Human Resources Technician II and Julie Tunno, Human Resources Assistant.

RECOMMENDATION

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

Robert Sammis
Recommended by

/ _____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ H.1.e. _____

**CLASSIFIED EMPLOYEES
SHORT-TERM, HOURLY,
SUBSTITUTES
NOVEMBER 3, 2009**

NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Banks, Van	Custodian	Substitute for a vacant position	Custodial	1/1/10	6/30/10	22-1	\$14.82/hr.
Buchwald, Leigh	Stipend	Preparation of materials for program of study articulation, attendance at statewide academic training session and Program of Study Forum	Tech Prep	1/1/10	6/30/10		\$14.82/hr.
Carganillo, Frank	Maintenance Utility Worker	Event set-up and tear-down support	Maintenance	1/1/10	6/30/10	29-1	\$14.82/hr.
Chavez, Johnny	Custodian	Substitute for rotating absences	Custodial	1/1/10	6/30/10	22-1	\$14.82/hr.
Codner, Rose	Admissions & Records Tech II	Document Scanning	Admissions	1/1/10	6/30/10	26-1	\$14.82/hr.
Cope, James P.	Stipend	Perform all duties assigned to ensure the district's compliance with all local, state and federal codes	Risk Management	1/1/10	6/30/10		\$14.82/hr.
Cruz, Carmen	Custodian	Substitute for regular employee	Custodial	1/1/10	6/30/10	22-1	\$14.82/hr.

**CLASSIFIED EMPLOYEES
SHORT-TERM, HOURLY,
SUBSTITUTES
NOVEMBER 3, 2009**

NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Cuccio, Cynthia	Guest Relations Assistant	Rental Assistance	Facility Rentals	1/1/10	6/30/10	10-1	\$14.82/hr.
Diez, Aracely	Administrative Secretary II	Assist when needed	Center for Teacher Excellence	1/1/10	6/30/10	31-1	\$14.82/hr.
Foster, Darren	Stipend	Golf Lessons	The Range	11/5/09	6/30/10		\$14.82/hr.
Frantz, Jessica	Dept. Aide	House staff for HPAC events	Performing Arts	1/2/10	6/30/10	3-1	\$14.82/hr.
Gee, Elizabeth	Gardener I	Assist EH&S Programs supervisor with collection of recyclables	Risk Management	1/1/10	6/30/10	25-1	\$14.82/hr.
Hadsell, Cliff	Stipend	Preparation of materials for program of study articulation, attendance at statewide academic training session and Program of Study Forum	Tech Prep	11/3/09	6/30/10		\$14.82/hr.
Hicks, Mary Jane	Admissions & Records Tech II	Transcript Processing	Admissions	1/1/10	6/30/10	26-1	\$14.82/hr.
Hoffman, Jennifer	Guest Relations Assistant	Concession stand help	Concessions	1/10/10	6/30/10	10-1	\$14.82/hr.
Kofmehl, Jocelyn	Student Service Assistant	Backstage crew for HPAC events	Performing Arts	1/2/10	6/30/10	17-1	\$14.82/hr.

**CLASSIFIED EMPLOYEES
SHORT-TERM, HOURLY,
SUBSTITUTES
NOVEMBER 3, 2009**

NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Lefler, Abigail	Administrative Clerk I	Registration Processing	Admissions	1/1/10	6/30/10	19-1	\$14.82/hr.
Macias, Lorenzo	Guest Relations Assistant	Rental Assistance	Facility Rentals	1/10/10	6/30/10	10-1	\$14.82/hr.
Macias, Lorenzo	Guest Relations Assistant	Assist when needed	P.E.	1/4/10	6/30/10	10-1	\$14.82/hr.
Madaris, Mary	Admissions & Records Tech II	Application Processing	Admissions	1/1/10	6/30/10	26-1	\$14.82/hr.
Maher, Diane	Administrative Clerk I	Registration Processing	Admissions	1/1/10	6/30/10	19-1	\$14.82/hr.
Matzen, Cerise	Admissions & Records Tech II	Transcript Processing	Admissions	1/1/10	6/30/10	26-1	\$14.82/hr.
Olson, Margaret	Administrative Secretary II	Substitute for a vacant position	Admissions	1/1/10	6/30/10	34-7	\$14.82/hr.
Patino, Cynthia	Administrative Secretary I	Substitute for a vacant position	Center for Teacher Excellence	1/1/10	6/30/10	31-1	\$14.82/hr.
Paulus, Sherrill	Administrative Clerk I	Registration Processing	Admissions	11/4/09	6/30/10	19-1	\$14.82/hr.
Puhawan, Erica	Student Service Assistant	Performs clerical support duties for students enrolled in special programs	STEM Grant	11/18/09	12/31/09	17-1	\$14.82/hr.

**CLASSIFIED EMPLOYEES
SHORT-TERM, HOURLY,
SUBSTITUTES
NOVEMBER 3, 2009**

NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Retamoza, Gracie	Educational Advisor	Provide advising onsite at Azusa High School	Center for Teacher Excellence	1/1/10	6/30/10	39-1	\$14.82/hr.
Rios, Irma	Administrative Clerk I	Registration Processing	Admissions	1/1/10	6/30/10	19-1	\$14.82/hr.
Serna, Luis	Volunteer		Career/Transfer Center	11/4/09	12/31/09		\$14.82/hr.
Sigala, Miguel	Student Service Assistant	Performs clerical support duties for students enrolled in special programs	STEM Grant	11/18/09	12/31/09	17-1	\$14.82/hr.
Smith, Susan	Admissions & Records Specialist	Substitute for a vacant position	Admissions	1/1/10	6/30/10	33-7	\$14.82/hr.
Stoner, Bruce	Stipend	Preparation of materials for program of study articulation, attendance at statewide academic training session and Program of Study Forum	Tech Prep	11/3/09	6/30/10		\$14.82/hr.
Vasquez, Juan Alex	Guest Relations Assistant	Rental Assistance	Facility Rentals	1/10/10	6/30/10	10-1	\$14.82/hr.
Vilter, Dan	Stipend	Lighting Design Christmas Is...	Performing Arts	11/10/09	12/4/09		\$14.82/hr.

**CLASSIFIED EMPLOYEES
SHORT-TERM, HOURLY,
SUBSTITUTES
NOVEMBER 3, 2009**

NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Waugh, Christine	Dept. Aide	Assist with Basic Skills projects /students	HSI Solo Grant	1/10/10	6/30/10	3-1	\$14.82/hr.
Williams, Michelle	Volunteer		Career/Transfer Center	11/4/09	12/31/09		\$14.82/hr.
Zara, Dereck	Volunteer		Center for Teacher Excellence	1/4/10	6/11/10		\$14.82/hr.
Zara, Dereck	Administrative Clerk II	Assist articulation officer with major form updates	STEM Grant	1/10/10	6/30/10	22-1	\$14.82/hr.

2009-2010 Coaches

VOLUNTEERS

D'Oyen, Evan	Track	Assistant	FA/SPR
Hebb, Micheele	Track	Assistant	FA/SPR
Waddington, Alan	Track	Assistant	FA/SPR

**PROFESSIONAL EXPERTS
NOVEMBER 3, 2009**

Name	Classification	Begin	End	Department	Rate
McGuigan, William	Studio Technician I	1/2/10	6/30/10	Performing Arts Center	\$13.46/hr.

H. ACTION ITEMS (continued)

Business Services

2. Authorization is requested to approve the Quarterly Financial Status Report for the fiscal quarter ended September 30, 2009, and authorizing the forwarding of this report to the Chancellor's Office and the Office of the Los Angeles County Superintendent of Schools. (Page 27)
3. Authorization is requested to accept Project #03-0809, Energy Service Contract as complete and authorize staff to file the required Notice of Completion with the County of Los Angeles. The final contract amount is \$358,809.00. (Page 32)

Student Services

4. Authorization is requested to approve the Student Health Center to administer influenza vaccine to faculty and staff who request shots and to reimburse the Student Health Center at the rate of \$17.00 per injection. (Page 33)

Personnel Recommendations

5. Authorization is requested to approve, pursuant to Education Code Sections 87478, 87481 and 87482(a), the employment of Ms. Lori Nelson as a full-time temporary, one semester, non-tenure track instructor in the Language Arts Department to begin on October 7, 2009 and end on December 19, 2009 at a salary placement of Class 2, Step 2 on the Full-Time Faculty Salary Schedule (pending verification of qualifications and experience) totaling \$26,813.00 annually (pro rated) plus \$6,208.96 in health and statutory benefits. (Page 34)

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

I. ADJOURNMENT

Dates to remember:

November 5, 2009	4 th Annual Veterans Day Event (11:00 a.m.)
November 13, 2009	HOLIDAY – <i>Veterans Day</i>
November 17, 2009	Field House Building Dedication (3:15 p.m.) Board of Trustees Meeting (4:15 p.m.)
November 26-27, 2009	HOLIDAYS – <i>Thanksgiving</i>
December 1, 2009	Board of Trustees Reorganizational Meeting (4:15 p.m.)

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	November 3, 2009	Resolution	_____
SUBJECT:	California Community Colleges Quarterly Financial Report, CCFS-311Q	Information	_____
		Enclosure(s)	X

BACKGROUND

In accordance with Title 5 of the California Code of Regulations, section 58310, Report on District's Financial Condition, the chief executive officer or other designee of the governing board of each district shall regularly report in detail to the governing board of the district the district's financial condition and shall submit reports showing the financial and budgetary conditions of the district, including outstanding obligations, to the governing board at least once every three months. The chief executive officer or other designee shall also prepare a quarterly report on forms provided by the Chancellor no later than forty five days following the completion of each quarter. The certified report shall be reviewed by the district governing board at a regularly scheduled meeting and entered into the minutes of the meetings.

This item was prepared by Carol Cone, Budget Supervisor.

RECOMMENDATION

Authorization is requested to approve the Quarterly Financial Status Report for the fiscal quarter ended September 30, 2009, and authorizing the forwarding of this report to the Chancellor's Office and the Office of the Los Angeles County Superintendent of Schools.

Carol Horton
Recommended by

_____/_____
Moved Seconded

Approved for Submittal

Aye __ Nay __ Abstained __

Item No. H.2.

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-31 IQ

District: (820) CITRUS

Fiscal Year: 2009-2010
Quarter Ended: (Q1) Sep 30, 2009

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2006-07	Actual 2007-08	Actual 2008-09	Projected 2009-2010

I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	58,609,178	61,088,434	61,098,914	58,700,254
A.2	Other Financing Sources (Object 8900)	202,230	153,272	443,916	193,930
A.3	Total Unrestricted Revenue (A.1 + A.2)	58,811,408	61,241,706	61,542,830	58,894,184
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	55,091,980	58,022,054	59,141,288	58,734,592
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	2,588,672	2,423,910	1,611,193	1,562,557
B.3	Total Unrestricted Expenditures (B.1 + B.2)	57,680,652	60,445,964	60,752,481	60,297,149
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	1,130,756	795,742	790,349	-1,402,965
D.	Fund Balance, Beginning	4,850,264	5,981,020	6,776,762	7,567,112
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	4,850,264	5,981,020	6,776,762	7,567,112
E.	Fund Balance, Ending (C. + D.2)	5,981,020	6,776,762	7,567,111	6,164,147
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	10.4%	11.2%	12.5%	10.2%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	11,437	11,848	12,952	11,522
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III. Total General Fund Cash Balance (Unrestricted and Restricted)		As of the specified quarter ended for each fiscal year			
		2006-07	2007-08	2008-09	2009-2010
H.1	Cash, excluding borrowed funds			2,918,739	19,369,475
H.2	Cash, borrowed funds only			0	0
H.3	Total Cash (H.1+ H.2)	13,715,332		2,918,739	19,369,475

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I.	Revenues:				
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	58,700,254	58,700,254	14,074,603	24%
I.2	Other Financing Sources (Object 8900)	193,930	193,930	5	0%
I.3	Total Unrestricted Revenue (I.1 + I.2)	58,894,184	58,894,184	14,074,608	23.9%
J.	Expenditures:				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	58,734,592	58,734,592	9,974,744	17%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,562,557	1,562,557	0	1,562,557
J.3	Total Unrestricted Expenditures (J.1 + J.2)	60,297,149	60,297,149	9,974,744	16.5%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-1,402,965	-1,402,965	4,099,864	
L	Adjusted Fund Balance, Beginning	7,567,112	7,567,112	7,567,112	
L.1	Fund Balance, Ending (C. + L.2)	6,164,147	6,164,147	11,666,976	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	10.2%	10.2%		

V. Has the district settled any employee contracts during this quarter?

NO

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify) YYYY-YY	Management		Academic				Classified	
			Permanent		Temporary			
	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *
a. SALARIES:								
Year 1:								
Year 2:								
Year 3:								
b. BENEFITS:								
Year 1:								
Year 2:								
Year 3:								

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)?

NO

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed?

This year?
Next year?

NO
NO

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE
 Quarterly Financial Status Report, CCFS-31 IQ

District: (820) CITRUS

Fiscal Year: 2009-2010
Quarter Ended: (Q1) Sep 30, 2009

Chief Business Officer		District Contact Person	
CBO Name:	Carol R. Horton	Name:	Carol Cone
CBO Phone:	626-914-8886	Title:	Budget Supervisor
CBO Signature:		Telephone:	626-914-8885
Date Signed:			
Chief Executive Officer Name:	Geraldine M. Perri, Ph.D.	Fax:	626-914-8604
CEO Signature:		E-Mail:	ccone@citruscollege.edu
Date Signed:			
Electronic Cert Date:	10/26/2009		

California Community Colleges, Chancellor's Office
 1102 Q Street Sacramento, California 95814-6511

Send questions to:
 Christine Atalig (916)327-5772 catalig@cccco.edu or Glen Campora (916)323-6899 gcampora@cccco.edu

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CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE	November 3, 2009	Resolution	_____
SUBJECT:	Notice of Completion, Project #03-0809, Energy Service Contract	Information	_____
		Enclosure(s)	_____

BACKGROUND

At its meeting of March 17, 2009, the Board of Trustees awarded project #03-0809, Energy Service Contract for installation of heating, ventilation and air conditioning (HVAC) energy efficiency equipment and controls at the library and upgrade controllers and software on the district-wide system. Staff negotiated a contract and a public hearing was held per Government Code 4217 on March 17, 2009, and a contract was awarded to Dynalectric Service & Systems Group of San Diego, California in the amount of \$358,809.00. The project has now been completed with no change orders. The final contract amount is \$358,809.00.

California Civil Code Section 3117 requires the owner of a construction project to file a Notice of Completion in the county in which the project is located within ten days of the acceptance of the project.

This item was prepared by Robert Iverson, Director of Purchasing and Warehouse.

RECOMMENDATION

Authorization is requested to accept Project #03-0809, Energy Service Contract as complete and authorize staff to file the required Notice of Completion with the County of Los Angeles. The final contract amount is \$358,809.00.

Carol R. Horton
Recommended by

_____/_____
Moved Seconded

Approved for Submittal

Aye ___ Nay ___ Abstained ___

Item No. H.3.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	November 3, 2009	Resolution	_____
SUBJECT:	Staff Influenza Vaccines	Information	_____
		Enclosure(s)	_____

BACKGROUND

For many years the Student Health Center has administered influenza shots to faculty and staff who request them, and the District has reimbursed the Student Health Center for the cost of the vaccine and staff time. Injections will be \$17.00 per employee, the same as last year.

This item was prepared by Pam McGuern, Administrative Assistant, Student Services.

RECOMMENDATION

Authorization is requested to approve the Student Health Center to administer influenza vaccine to faculty and staff who request shots and to reimburse the Student Health Center at the rate of \$17.00 per injection.

Jeanne Hamilton
Recommended by

/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.4.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	November 3, 2009	Resolution	_____
SUBJECT:	Employment of Ms. Lori Nelson One Semester Temporary Instructor – English	Information	_____
		Enclosure(s)	_____

BACKGROUND

The Language Arts Department would like to hire a full-time temporary, one semester, non-tenure track instructor to replace a full-time instructor on leave. This recommendation is for approval of the hiring of this position.

This item was prepared by Linda Hughes, Human Resources, Technician II.

RECOMMENDATION

Authorization is requested to approve, pursuant to Education Code Sections 87478, 87481 and 87482(a), the employment of Ms. Lori Nelson as a full-time temporary, one semester, non-tenure track instructor in the Language Arts Department to begin on October 7, 2009 and end on December 19, 2009 at a salary placement of Class 2, Step 2 on the Full-Time Faculty Salary Schedule (pending verification of qualifications and experience) totaling \$26,813.00 annually (pro rated) plus \$6,208.96 in health and statutory benefits.

Robert Sammis
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.5.

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

October 20, 2009

The Board of Trustees of the Citrus Community College District met for the Regular Meeting on Tuesday, October 20, 2009, in the Administration Building Board Room.

Board President Keith called the meeting to order at 4:15 p.m. Board President Keith 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 Karine Ponce (Student Trustee).
Absent: None.

RESOURCE PERSONNEL PRESENT: Geraldine M. Perri, Superintendent/President; Jeanne Hamilton, Vice President of Student Services; Carol R. Horton, Vice President of Finance and Administrative Services; Irene Malmgren, Vice President of Academic Affairs; Robert Sammis, Director of Human Resources; Jack Call, Academic Senate President; Cathy Napoli, CSEA President; and Pamela Sewell, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES SIGNING THE VOLUNTARY SIGN-IN SHEET:

Management Team: Paula Green, Lan Hao, Sylvia Smythe, and Linda Welz

Faculty: Jack Call and Kristie Shimokawa

Supervisors/Confidential: Leigh Buchwald and Eric Magallon

Classified Employees: None

Adjunct Faculty: None

Students: Oscar Fernandez

VISITORS: None

Geraldine M. Perri, Ph.D., Superintendent/President, reported on the accreditation site visit and said the college can truly be proud of the hard work, dedication, and leadership that went into preparing for the visit and self study. The visit validated the college's strengths and has set the path for future enhancement through the team's recommendations. Dr. Perri commended all 175 faculty members, staff, and students who were a part of this rich process. She extended special thanks to the Board for their support and involvement.

Dr. Perri gave kudos to our outstanding students and fine faculty and staff for a wonderful "Night of Music from Film." She acknowledged the talents of Mr. Bill Hoehne, Fine and Performing Arts instructor, in arranging and directing the performance.

Close to 200 Citrus College alumni attended the all-class Alumni Association reunion last weekend. Dr. Perri commended the Alumni Association and Mr. Eric Magallon, Bookstore Supervisor; Mr. Tom Gerfen, Foundation Board President; and Citrus College alumni, Ms. Joyce Dill and Ms. Sharon Lewis, for their efforts in organizing this very special event.

Dr. Perri said that the Citrus College Foundation and the college is extremely pleased to be the recipients of a \$10,000 donation from Senator Bob Margett's Hands, Hearts and Horizons Foundation. The donation will help Citrus establish a book reserve program to assist our students who are unable to afford the cost of textbooks. The college community is invited to a reception on October 27, 2009, to acknowledge Senator Margett's gift.

Irene Malmgren, Vice President of Academic Affairs, provided a reminder for the All-Campus Book Event, "*The Art of Possibility*." Discussions on the book will take place November 5 and 6, 2009.

The STEM Complex Open House will take place November 3, 2009, at 3:00 p.m. The STEM Center is now serving over 500 students weekly, and they may need to explore options to expand the center. STEM representatives have met with the Claremont USD assistant superintendent and faculty to discuss possible partnerships. Students from Claremont participated for the first time in last summer's PAGE program.

Ms. Malmgren said there will be a science workshop at Citrus for Azusa middle school students on November 7, 2009, from 9:00 a.m. to 12:00 noon. Seventy middle school students have registered to participate in a physics, chemistry or biology workshop. The workshops will be led by Citrus faculty, along with five faculty members from Azusa

USD. After school tutoring is up and running in four schools in three of our K-12 USDs, Glendora, Azusa and Duarte.

Faculty leads are creating new “learning paths” for English 30 and 40 students. These learning paths will guide students through the lab requirement with specific PLATO; directed learning materials; writing clinics; and workshop activities that tie into the class curriculum. Ms. Malmgren said Ms. Sylvia Smythe, Director of College Success, and the faculty leads have worked very hard to coordinate this program.

Ms. Malmgren said the musical *Chicago* will be performed in the Haugh Performing Arts Center next weekend. The production showcases Citrus’ own Musical Theatre Workshop performers and musicians.

Jeanne Hamilton, Ph.D., Vice President of Student Services, reported that her staff is meeting to review registration issues from the past few registration periods. They are focusing on problems with linked classes, such as learning communities and fast track classes, and roll out for non-payment of fees. They are working collaboratively with Academic Affairs and Fiscal Services to make sure all points of view are considered in decision making. They are also planning to do a focus group on registration with students in December.

Robert Sammis, J.D., Director of Human Resources, made some brief comments about the recommendations made at the conclusion of the accreditation site visit. He said the team cited areas already self-identified by our self study. Human Resources is expediting the work to the extent possible. Where items are within the scope of bargaining, they will reach out and consult with the bargaining groups.

Dr. Sammis said the District has reached a conceptual agreement with CCFA and there are only a few details left to work out. He anticipates a tentative agreement shortly that will go out to the faculty for ratification and then to the Board for approval.

Carol R. Horton, Vice President of Finance and Administrative Services, reported that she, Dr. Sammis, and Ms. Brenda Fink, Staff Diversity Officer, are working on calculating the full-time faculty obligation number as it relates to the workload reduction imposed by the Chancellor’s Office. The Chancellor’s Office has not yet provided a number or the necessary forms. Her staff is also working on budget revisions to the restricted general fund.

Mrs. Horton reported on three agenda items, including the change of three subcontractors by the prime contractor; the remodel of the Physical Education Building; and a request to go to bid on the remodel of the main Gymnasium.

Jack Call, Ph.D., Academic Senate President, reported on the last Academic Senate meeting. They heard two reports from Academic Senate Vice President/President-Elect, Ms. Roberta Eisel. Ms. Eisel explained how the Faculty Needs Identification Committee conducts its work. The committee met to rank requests for faculty positions on October 19, 2009. She also gave an update on the current status of SLOs and assessments. In addition, Mr. Dave Kary, Curriculum Chair, reported on the importance of making sure course outlines of record are kept current, including the list of textbooks. There was follow-up discussion on the issue of the “free market” in add codes. He said Dr. Hamilton has suggested a change to AP 5075 that would prohibit students from exchanging add codes. This revision will be sent to the constituent groups for approval. The Academic Senate has reviewed 11 APs and BPs and approved all of them. They also reviewed a number of other APs and BPs as old business and ultimately approved 23 of them.

Dr. Call and Ms. Malmgren held interviews with three candidates for the position of Program Review Coordinator. Mr. Jim Woolum, Social and Behavioral Sciences instructor, was selected.

The Sabbatical Policy Review Committee met and worked to finalize the application and scoring rubric, which will be distributed with the application. The rubric will assist applicants in knowing how their applications will be evaluated. The Department Chairs Task Force will meet again on October 30, 2009. Dr. Call anticipates they will discuss a proposal to reorganize duties that are currently supported by faculty reassigned time or stipends.

Karine Ponce, Student Trustee, said ASCC continues to work on APs and BPs. ASCC had a discussion on AP 5075, Course Adds and Drops, and they were in agreement that add codes should not be sold. The ASCC has also approved \$6,000 for students to attend the State Senate for California Community Colleges General Assembly.

Ms. Ponce said many of the ASCC members have been involved with STEM and will be attending the STEM Open House. She strongly supports the STEM programs, such as the Supplemental Instructor, where the instructor is another student. She said this makes the learning environment very comfortable.

Joanne Montgomery, Member, Board of Trustees, commented on the enormity of the task of creating the Accreditation Self-Study, and she expressed her appreciation to all of those who contributed. She also thanked External Relations, including Ms. Paula Green, Director of Communications, and Mr. Rocky Reynolds, Reprographics Supervisor, and their staffs for providing the notebook with all of the college brochures and fliers. She said it is nice for Board members to see what is going out to the college and the community. She also expressed her appreciation for the new Photo Directory.

Mrs. Montgomery attended "Night of Music from Film," and said it was a wonderful program. The show was presented by 200 Citrus students, and Mrs. Montgomery said it was good to see the house packed with so many students supporting their peers.

Dr. Patricia Rasmussen, Clerk/Secretary, Board of Trustees, echoed Mrs. Montgomery's comments and Board President Keith agreed, saying it was a fabulous performance, and one she was proud to take friends to see.

Dr. Rasmussen attended the All-Class Alumni Reunion, and said everyone who attended loves this institution and had a great time. She recognized the efforts of Mr. Gerfen and Mr. Magallon in organizing the event.

Dr. Rasmussen commented on recent publicity in the local media on the Senator Bob Margett Book Reserve Program. She said Senator Margett has been a long-time friend of Citrus College.

Susan M. Keith, President, Board of Trustees, said it was good to see two Citrus College graduates recently featured in the *Claremont Club* magazine.

Board President Keith also said she has spent considerable time reading an article in the Statewide Academic Senate publication, the *Senate Rostrum*, entitled: "What Does Proficiency Look Like on the ACCJA Rubric." She said it is a very complex subject to understand, and she saluted everyone at Citrus who is working to achieve some very difficult accreditation standards.

MINUTES

Item 1: Moved by Dr. Rasmussen and seconded by Dr. Woods to approve the September 30, 2009, special meeting minutes. 5 Yes.

Item 2: Moved by Mrs. Montgomery and seconded by Dr. Rasmussen to approve the October 6, 2009, regular meeting minutes. 4 Yes. 1 Abstain (Board President Keith).

- Item 3:** Moved by Dr. Woods and seconded by Dr. Rasmussen to approve the October 13, 2009, special meeting minutes. 5 Yes.

INFORMATION AND DISCUSSION

New Online Orientation Presentation – Lucinda Over, Dean of Counseling Programs and Services

Ms. Over provided a presentation on the new mandatory online orientation which will be taken by all new students. Ms. Linda Welz, Chief Information Services Officer, and Ms. Kristie Shimokawa, Coordinator of Non Credit Matriculation, assisted with the presentation. Board President Keith thanked everyone who collaborated on the project.

INDEPENDENT CONTRACTORS

- Item 4:** Moved by Dr. Woods and seconded by Dr. Rasmussen to approve the attached list of independent contractor/consultant agreements as submitted. 5 Yes.

FACILITY USE

- Item 5:** Moved by Dr. Woods and seconded by Dr. Rasmussen to approve facility rentals and usage. 5 Yes.

BUDGET – WARRANTS – FINANCIAL STATEMENT, ETC.

- Item 6:** Moved by Dr. Woods and seconded by Dr. Rasmussen to approve A & B Warrants for September 2009. 5 Yes.
- Item 7:** Moved by Dr. Woods and seconded by Dr. Rasmussen to approve purchase orders for September 2009. 5 Yes.

CONSTRUCTION – CAPITAL PROJECTS

- Item 8:** Moved by Dr. Woods and seconded by Dr. Rasmussen to authorize Inland Empire Builders to substitute Cucamonga Plumbing Co. of Alta Loma, California for Fidelity Construction Plumbing, Inc. of Upland, California, the listed subcontractor. 5 Yes.
- Item 9:** Moved by Dr. Woods and seconded by Dr. Rasmussen to authorize Inland Empire Builders to substitute Verdin Concrete of Riverside, California for Eti Vista Concrete, Inc. of Rancho Cucamonga, California, the listed subcontractor. 5 Yes.

- Item 10:** Moved by Dr. Woods and seconded by Dr. Rasmussen to authorize Inland Empire Builders to substitute Protection One of Riverside, California for Riley Electric of Upland, California, the listed subcontractor. 5 Yes.

FIELD TRIPS

- Item 11:** Moved by Dr. Woods and seconded by Dr. Rasmussen to approve a field trip/tour for approximately forty-four (44) students from *MUS 126 Chamber Singers II* and *MUS 213 Professional Performance Techniques*, up to four (4) faculty members, one (1) staff member and one (1) accompanist to travel to New York City, New York on June 4, 2010 through June 13, 2010. 5 Yes.

PERSONNEL RECOMMENDATIONS

- Item 12:** Moved by Dr. Woods and seconded by Dr. Rasmussen to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees. 5 Yes.
- Item 13:** Moved by Dr. Woods and seconded by Dr. Rasmussen to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees. 5 Yes.
- Item 14:** Moved by Dr. Woods and seconded by Dr. Rasmussen to approve the employment of short-term, non-academic employees and substitutes. 5 Yes.

BIDS

- Item 15:** Moved by Mrs. Montgomery and seconded by Dr. Woods to allow staff to prepare specifications and formally bid Project 02-0607, Main Gymnasium Remodel. Funding will be from Measure G Bond funds. Award of contract will be by Board action. 5 Yes.

BOARD POLICIES

- Item 16:** Moved by Dr. Rasmussen and seconded by Dr. Woods to approve the second reading of Board Policies BP 4010 – Academic Calendar, BP 4070 – Auditing, BP 4110 – Honorary Degrees, BP 4223 – Withdrawal from Courses, BP 4230 – Grading and Record Systems, BP 4232 – Pass/No Pass, BP 4240 – Academic Renewal, and BP 4250 – Probation/Dismissal. 5 Yes.

EMPLOYMENT – MANAGEMENT

Item 17: Moved by Dr. Woods and seconded by Dr. Rasmussen to approve the hiring of Mr. Edward Trickey effective November 1, 2009, as the Executive Director of Development and External Relations at a salary placement of \$117,444.00 annually, plus \$37,715.29 in health and statutory benefits.

5 Yes.

CLOSED SESSION: At 5:02 p.m., Board President Keith adjourned the meeting to closed session per the following sections of the Government Code:

Per Section 54954.5(f) and 54957.6: CONFERENCE WITH LABOR NEGOTIATOR, ROBERT SAMMIS, DISTRICT CHIEF NEGOTIATOR — Employee Organization(s): Citrus College Adjunct Faculty Federation, (CCAFF) Local 6352 of the American Federation of Teachers; Citrus College Faculty Association/CTA/NEA (CCFA).

Per Section 54956.9(b): CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Per Section 54956.8: CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: 1155 W. Foothill Boulevard, Glendora, CA 91741

Negotiating Parties: Carol R. Horton

Under Negotiation: Price and terms of payment

RECONVENE OPEN SESSION: At 5:47 p.m., Board President Keith reconvened the meeting to open session with no action taken.

ADJOURNMENT: At 5:48 p.m., it was moved by Dr. Woods and seconded by Mrs. Montgomery to adjourn the meeting.

5 Yes.

Date

Patricia Rasmussen
Clerk/Secretary
Board of Trustees

Complete minutes and supplemental documents available at:
<http://www.citruscollegee.edu/admin/bot/Documents/Board%20Meeting%20Minutes>