

**CITRUS COMMUNITY COLLEGE DISTRICT**

**AGENDA OF REGULAR MEETING OF THE BOARD OF TRUSTEES**

**MEETING:** Regular Meeting in September

**DATE:** Tuesday, September 14, 2010

**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**

Gary L. Woods, President  
Patricia Rasmussen, Vice President  
Joanne Montgomery, Clerk/Secretary  
Edward C. Ortell, Member  
Susan M. Keith, Member  
Alejandra Delgado, 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 do not address an agenda item.

**D. REPORTS**

**Geraldine M. Perri, Superintendent/President**  
**Irene Malmgren, Vice President of Academic Affairs**  
**Jeanne Hamilton, Vice President of Student Services**  
**Robert Sammis, Director of Human Resources**  
**Carol Horton, Vice President of Finance and Administrative Services**  
**Roberta Eisel, Academic Senate President**  
**Steve Siegel, Classified Employees**  
**Alejandra Delgado, Student Trustee**  
**Members of the Board of Trustees**

**(CONTINUED)**

**E. MINUTES**

1. **Approval of the Regular Meeting Minutes of August 17, 2010**

**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); and California School Employees Association (CSEA) Citrus College Chapter Local 101.**
2. **Per Section 54956.9: CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION AND CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**
3. **Per Section 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Superintendent/President**

**G. HEARINGS**

1. **Public hearing for the purpose of hearing public comment on the GANN Appropriation Limit Calculation. (Page 3)**

**CITRUS COMMUNITY COLLEGE DISTRICT**

TO:	BOARD OF TRUSTEES	Action	_____
DATE	September 14, 2010	Resolution	_____
SUBJECT:	Public Hearing – GANN Appropriation Limit	Information	X
		Enclosure(s)	X

BACKGROUND

At the September 14, 2010, meeting, the Board will be presented with a GANN Appropriation Limit Calculation Resolution.

The GANN Appropriation Limit Calculation has been available for review at the five public libraries in the Citrus College service area, at the Citrus College library, and in the Superintendent/President's office.

A public hearing at a regularly scheduled Board of Trustees meeting is required for the purpose of hearing comments and opinions from staff and the community. This hearing must take place prior to Board action on the GANN Appropriation Limit Calculation Resolution.

This item was prepared by Rosalinda Buchwald, Director of Fiscal Services.

RECOMMENDATION

Open a public hearing and invite members of the audience to present their comments with regard to the GANN Appropriation Limit Calculation.

Carol R. Horton  
Recommended by

\_\_\_\_\_  
/\_\_\_\_\_  
Moved      Seconded

Aye \_\_\_ Nay \_\_\_ Abstained \_\_\_

\_\_\_\_\_  
Approved for Submittal

Item No. G.1.

## **H. INFORMATION AND DISCUSSION**

### **Student Services**

1. ASCC Executive Board Fall 2010 – Jeanne Hamilton, Vice President of Student Services (Page 5)

## CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
DATE	September 14, 2010	Resolution	_____
SUBJECT:	ASCC Executive Board Fall 2010	Information	X
		Enclosure(s)	_____

### BACKGROUND

The Associated Students of Citrus College Executive Board are the elected voice of the student body. The ASCC Executive Board plans and executes a variety of educational, cultural and social activities for all members of the campus community. The ASCC Board maintains an active voice in campus-wide committees, making sure that the students' needs and opinions are considered in decisions affecting their education. The members of the fall 2010 ASCC Executive Board are:

Karlyn Bradley – Treasurer  
Nohemi Camacho – Commissioner at Large  
Chrissy Concannon – President  
Elisha Corona – Vice President  
Patricia Gonzalez – Senator  
Alejandra Gutierrez – Senator  
Julie Henderson – Commissioner of Public Relations  
Joanna Hou – Senator  
Thania Lucero – Senator  
Leo Marroquin – Commissioner at Large  
Stephanie Mathews – Senator  
Ashley Melvin – Recording Secretary  
Erick Sanzon – Senator  
Cherry Villanueva – Legislative Liaison

This item was prepared by Martha McDonald, Dean of Students.

### RECOMMENDATION

No action required; information only.

Jeanne Hamilton  
Recommended by

\_\_\_\_\_  
Moved / Seconded

\_\_\_\_\_  
Approved for Submittal

Aye \_\_\_ Nay \_\_\_ Abstained \_\_\_

Item No.         H.1.

## 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 8)
- b. Authorization is requested to approve facility rentals and usage. (Page 10)
- c. Authorization is requested to approve A & B Warrants for August 2010. (Page 12)
- d. Authorization is requested to approve purchase orders for August 2010. (Page 14)
- e. Authorization is requested to approve Change Order #2 in the amount of \$509.18 for Project #04-0910, Campus Safety Landscape. (Page 20)
- f. Authorization is requested to allow staff to prepare specifications and formally bid Project #01-1011, Classroom AV Equipment. The projects will be funded from various District accounts. Award of contract will be by Board action. (Page 23)
- g. Authorization is requested to approve a \$2,500.00 annual membership to the San Gabriel Valley Economic Partnership. (Page 24)
- h. Authorization is requested to approve a \$105.00 annual membership to the Society for News Design. (Page 25)

**(CONTINUED)**

## **H. ACTION ITEMS**

### **1. Consent Items**

#### **Personnel Recommendations**

- i. Authorization is requested to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees. (Page 26)
- j. Authorization is requested to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees. (Page 42)
- k. Authorization is requested to approve the employment of short-term, non-academic employees and substitutes. (Page 45)

**CITRUS COMMUNITY COLLEGE DISTRICT**

TO:	BOARD OF TRUSTEES	Action	<u>          </u> X
DATE	September 14, 2010	Resolution	<u>          </u>
SUBJECT:	Independent Contractor/Consultant Agreements	Information	<u>          </u>
		Enclosure(s)	<u>          </u> 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.            I.1.a.



**INDEPENDENT CONTRACTOR AGREEMENT**  
**Board of Trustees Meeting – September 14, 2010**

<u>CONTRACTOR CONSULTANT/ DEPARTMENT</u>	<u>RATE</u>	<u>FUNDING SOURCE</u>	<u>PERIOD</u>	<u>SERVICE</u>
<u>ADMINISTRATIVE SERVICES</u>				
Hodge & Associates R2A Architecture	\$125.00 per hour 10% of constr cost + 43,937.00	District Bond	9/15/10-6/30/11 1/14/09 thru Project Completion <i>Revision</i>	Environmental Impact Report Design for Backup Generator Admin Remodel Project
<u>CENTER FOR TEACHER EXCELLENCE</u>				
Solano, Dr. Alberto	\$5,000max	Grant	9/15/10-9/30/10	Evaluation Support
<u>CHILD DEVELOPMENT CENTER</u>				
Cuevas, Claudia Allison	\$459.00max	Grant	9/15/10-6/30/11	Foster Care Ed
Dixon, Karen	\$5,148.00max	Grant	9/14/10-6/30/11	Foster Care Ed
Hawes, Linda	\$3,510.00max	Grant	9/14/10-6/30/11	Foster Care Ed
<u>DENTAL ASSISTING</u>				
Wong, Simon DDS	no fee	no fee	9/14/10-continuing	Clinical Education
<u>FINE AND PERFORMING ARTS</u>				
Barrett, Sean	\$4,500.00max	District	9/15/10-6/30/11	Musician Services
Matzkanin, Mark	\$7,500.00max	District	11/15/10-3/30/11	Automated Lighting Programmer
Rowe, Amy	\$4,500.00max	District	9/15/10-6/30/11	Musician Services
Skiles, Ryan	\$4,500.00max	District	9/15/10-6/30/11	Musician Services
Volonte, Vanessa	\$3,500.00max	District	9/15/10-6/30/11	Theatrical Services
<u>HSI TITLE V BRIDGES TO SUCCESS GRANT</u>				
Venuto, Dr. Louis	\$9,000.00max	Grant	9/15/10-9/14/11	Evaluation Services in Grant Reporting and Management
<u>WORKFORCE DEVELOPMENT</u>				
Lewenberg, Lisa	\$7,000.00max	Grant	9/15/10-6/30/11	Outreach to Employment Partners Energy Systems Technology Program

**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	September 14, 2010	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. \_\_\_\_\_ I.1.b. \_\_\_\_\_

**Use of Facilities  
September 14, 2010**

<b>ORGANIZATION</b>	<b>FACILITY</b>	<b>ACTIVITY</b>	<b>DATE(S)</b>	<b>CHARGE</b>
Orange County Ravens Football	Stadium and Locker Rooms	Football Games	8/14/10 & 8/21/10	\$5,800.00 plus additional labor if required
FLS International	LB102, 103 & 104	Summer Classes	Mon -> Fri 8/16 ->8/27/10	\$1,500.00 plus additional labor if required
O'Hara Creative Services	Recording Arts Studio	Basic Tracking	8/9/2010	\$250.00
Lara Dickinson	Recording Arts Studio	Vocal Piano Demo	8/11/2010	\$150.00
Tudor D. Willams	Recording Arts Studio	Piano Overdub	8/20/2010	\$100.00
Lambda Theta Phi, Latin Fraternity	LB105	Annual Meeting	9/12/2010	\$200.00 plus additional labor if required
Music Teachers Assn. of San Gabriel Valley	PA133	Piano Recitals	9/18, 10/23 & 11/20/10	\$600.00 plus additional labor if required
Out of Africa Missions USA	Campus Center	Mission Reunion	11/6/2010	\$812.50 plus additional labor if required
The Correctional Peace Officers Foundation	Performing Arts Center	Variety Magic Show	12/21/2010	\$1,800.00 plus additional labor if required
Brigham Young University Young Amabassadors	Performing Arts Center	Dance Performance	3/11/2011	\$2,950.00 plus additional labor if required

**CITRUS COMMUNITY COLLEGE DISTRICT**

TO:	BOARD OF TRUSTEES	Action	X
DATE	September 14, 2010	Resolution	_____
SUBJECT:	A & B Warrants	Information	_____
		Enclosure(s)	X _____

BACKGROUND

A & B Warrants for August 2010. "A" warrants provide payment for employees. "B" warrants provide payments to vendors.

This item was prepared by Lucia Blades, Accounting Supervisor.

RECOMMENDATION

Authorization is requested to approve A & B Warrants for August 2010.

Carol R. Horton  
Recommended by

\_\_\_\_\_/\_\_\_\_\_  
Moved      Seconded

Aye \_\_\_ Nay \_\_\_ Abstained \_\_\_

\_\_\_\_\_  
Approved for Submittal

Item No. \_\_\_\_\_ I.1.c. \_\_\_\_\_

<b>CITRUS COMMUNITY COLLEGE DISTRICT</b>		
<b>APPROVAL OF A &amp; B WARRANTS</b>		
<b>August, 2010</b>		
<b>B WARRANT AMOUNT PAID TO VENDORS</b>		\$1,472,667.09
<b>GRANT AMOUNT PAID TO STUDENTS</b>		\$15,990.00
<b>NUMBER OF A WARRANTS ISSUED TO EMPLOYEES</b>	<b>REGISTER NUMBER</b>	<b>AMOUNT</b>
46	C1A-C	\$422,512.96
5	210-C	\$2,356.14
8	210-N	\$488.94
1	215-C	\$1,746.44
2	215-N	\$9,667.15
215	V2C-C	\$810,151.64
15	V2C-N	\$26,974.15
97	C3A-C	\$125,118.15
377	C3A-N	\$193,118.23
13	224-C	\$5,387.68
13	224-N	\$8,250.09
2	237-C	\$4,329.22
2	237-N	\$1,502.53
1	C2B-C	\$2,721.48
331	C2B-N	\$1,425,495.30
1,128		\$3,039,820.10
ske		
9/8/2010		

**CITRUS COMMUNITY COLLEGE DISTRICT**

TO:	BOARD OF TRUSTEES	Action	X
DATE	September 14, 2010	Resolution	_____
SUBJECT:	Purchase Orders	Information	_____
		Enclosure(s)	X
			_____

BACKGROUND

Purchase orders August 2010.

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

RECOMMENDATION

Authorization is requested to approve purchase orders for August 2010.

Carol R. Horton  
Recommended by

\_\_\_\_\_/\_\_\_\_\_  
Moved      Seconded

Aye \_\_ Nay \_\_ Abstained \_\_

\_\_\_\_\_  
Approved for Submittal

Item No. \_\_\_\_\_ I.1.d. \_\_\_\_\_

**Includes 08/01/2010 - 03/31/2010**

<b>PO#</b>	<b>Vendor Name</b>	<b>Site</b>	<b>Description</b>	<b>Fund/ Object</b>	<b>Amount</b>
10-15319	L-1 ENROLLMENT SERVICES	0309	Biometric background checks	01-5800	5,580.00
10-15321	PARCODE PAR CODE SYMBOLGY INC	9250	Inventory Tags	01-4300	402.64
10-15322	XEROX EDUCATIONAL PUBL.	9110	Training	01-5200	16,921.00
11-15845	COSTCO WHOLESALE	9250	Blanket PO	01-4300	1,000.00
11-16009	XPEDX	9110	Blanket PO	01-4300	15,000.00
11-16042	Xerox Capital Services LLC Attn: PO Renewal	9110	Service agreement	01-5610	70,000.00
11-16205	KI	9672	Desk	01-5800 01-6400	.00 1,540.88
11-16209	OFFICE DEPOT BSD ED DIV	9672	Blanket PO	01-4300 01-6400	10,000.00 .00
11-16372	GAYLORD BROS. ATTN: MAERLISE MONETTE	9260	Supplies	01-4300	112.16
11-16393	FISHER SCIENTIFIC	0311	Supplies	01-4300	3,970.24
11-16394	SOCIETY FOR COLLEGE AND UNIVERSITY PLANNING	9300	Book	01-4300	53.88
11-16395	ADVANCED DATA PROTECTION SERVICES, INC.	9100	Supplies	01-4300	98.78
11-16396	Dell Computer Corp	9100	Computer	01-6400	458.06
11-16397	COLLEGENET.COM	9100	R25 Service Fees	01-5840	2,969.15
11-16398	ORACLE FINANCING BANC OF AMERICA LEASING	9100	Oracle License & Support	01-5840	30,590.37
11-16399	JK SPECIALTY PRINTING	9360	Stickers for Longevity Certificates	01-4300	63.94
11-16400	Daisy I.T.	3260	Supplies	01-4310	878.44
11-16401	Amazon.com Corporate Credit	3020	Books	01-4300	71.66
11-16402	IKEA Covina	9347	Supplies	01-4300	10.95
11-16403	HARDY DIAGNOSTICS	0030	Microbiology Supplies	01-4300	2,143.12
11-16404	R & D BUSINESS INT. 000446	9680	Literature racks	01-6400	817.28
11-16405	SPECIALTY BOTTLE	9672	Biology supplies	01-4300	85.86
11-16406	BIOLEGEND	9672	Biology supplies	01-4300	938.12
11-16407	DOCUMEDIA GROUP	9010	Secure Transcript Paper	01-4300	1,825.28
11-16408	CDE PRESS	3120	Development & Curriculum	33-4300	175.00
11-16409	CDE PRESS	3120	Blanket PO	33-4300	500.00
11-16410	BUDDY'S ALL STARS, INC.	0060	Volleyball Camp Shirts	01-4300	392.18
11-16411	TRU WEST	0060	Men's Water Polo	01-4300	1,372.47
11-16412	Kap7, Inc.	0060	Men's Water Polo	01-4300	340.68
11-16413	A-1 TEXTILES	3040	Towels	01-4300	2,152.21
11-16414	OWL BOOKSHOP	9170	Blanket PO	01-4300	1,000.00
11-16415	Cardiac Science Corporation	0060	AED	01-6400	1,704.67
11-16416	Ted Pella Inc.	9672	Biology Supplies	01-4300	1,435.56
11-16417	ComputerLand of Silicon Valley Attn: Education Sales	9100	Crystal Reports Renewal	01-5840	4,280.25
11-16418	D & D Security Resources Inc	9100	Computer Locks	01-4300	2,407.37
11-16419	REGENTS OF THE UNIVERSITY CALIFORNIA	9151	Travel-Registration Fees	01-5200	245.00
11-16420	REGENTS OF THE UNIVERSITY CALIFORNIA	9150	Registration Fees	01-5220	35.00
11-16421	REGENTS UNIVERSITY OF CALIF.	9151	Registration Fees	01-5200	105.00
11-16422	REGENTS OF THE UCSB ROOSALIE JAIMES	9151	Registration Fees	01-5200	35.00
11-16423	Counselor Conference Registrar	9081	Conference registration	01-5220	35.00

**Includes 08/01/2010 - 03/31/2010**

<b>PO#</b>	<b>Vendor Name</b>	<b>Site</b>	<b>Description</b>	<b>Fund/ Object</b>	<b>Amount</b>
11-16424	REGENTS OF THE UNIVERSITY CALIFORNIA	3370	Conference registration	01-5220	35.00
11-16425	ALDRICH CHEMICAL CO.	0311	Supplies	01-4300	2,816.23
11-16426	INVITROGEN CORPORATION	9672	Biology supplies	01-4300	658.02
11-16427	QIAGEN INC.	9672	Biology supplies	01-4300	1,273.23
11-16428	GOLDEN RULE BINDERY	9210	Board Minutes Binding	01-4300	241.72
11-16429	HOORAY PROMOS	9230	For Ivon McCraven	01-4300	1,669.40
11-16430	HOORAY PROMOS	9110	Shop Attire	01-4300	614.42
11-16431	CAROLINA BIOLOGICAL SUPPLY	3370	STEM Days - Bioremediation Kit	01-4300	127.95
11-16432	DEPARTMENT OF SOCIAL SERVICES MS 14-67	3120	License Fee	33-5880	1,760.00
11-16433	Hewlett Packard Company	9100	HP Hardware Support	01-5840	43,499.24
11-16434	FISHER SCIENTIFIC EMD DIVISION	9672	Biology supplies	01-4300	519.19
11-16435	CAROLINA BIOLOGICAL SUPPLY	0030	Supplies	01-4300	67.29
11-16436	CAROLINA BIOLOGICAL SUPPLY	0030	Supplies	01-4300	100.03
11-16437	Getty Images US Inc	9100	Image Subscription License	01-4300	1,999.95
11-16438	BORLANDS	0060	Training room supplies	01-4300	2,735.13
11-16439	FLINN SCIENTIFIC INC.	0311	Supplies	01-4300	324.43
11-16440	Hewlett Packard Company	9100	HP Software Support	01-5840	438.80
11-16441	KOSMET, INC.	3040	Skin Analyzers	01-6400	3,453.15
11-16442	COSTCO WHOLESALE	0060	Blanket PO	01-4300	500.00
11-16443	RED WING SHOE STORE	9250	Blanket PO	01-4300	250.00
11-16444	HILTI	9250	Drill Bits	01-4300	236.34
11-16445	Pitsco Education	3370	Solar Car Kits for STEM days	01-4300	5,731.08
11-16446	AFTERWORK AUTO MARK HANNIBAL	3020	Brake inspection tools for Automotive class	01-4300	144.12
11-16447	SoundTree	0281	Hardware	01-6400	1,408.40
11-16448	NUGIER PRESS COMPANY	9350	Automotive equipment for lab	01-6400	4,447.94
11-16449	CONSTRUCTION TESTING & ENGINEERING, INC. (CTE)	9370	Special inspections for Clearwire Project at PA	41-5800	1,832.00
11-16450	HILLYARD INC	9270	Supplies	01-4300	5,624.14
11-16451	FISHER SCIENTIFIC	0311	Supplies	01-4300	556.40
11-16452	100% SOCCER	0060	Women's soccer	01-4300	2,761.86
11-16453	Solid State Logic, Inc. Attn: Sandra Angulo	0281	Audio Console Extended Warranty	01-5630	6,352.00
11-16454	PS FURNITURE	9250	Furniture	01-6400	34,968.09
11-16455	Automotive Tools Online	3020	Replacement bulbs for automotive equipment	01-4300	66.54
11-16456	SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT	9430	Annual Operating Fees	01-5805	1,748.43
11-16457	DEPT. OF TOXIC SUBSTANCES CONT	9430	Toxic Verification Questionnaire	01-5890	310.00
11-16458	JOHNSON LIFT - HYSTER	9190	Repair Marklift	01-5600	3,667.00
11-16459	BURMAX CO INC	3040	Manicure Tables	01-6400	947.48
11-16460	BURMAX CO INC	3040	Supplies	01-4300	371.39
11-16461	OWL BOOKSHOP	9344	Supplies & Resources	01-4300	800.00
11-16462	OFFICE DEPOT BSD ED DIV	9344	Blanket PO	01-4300	500.00
11-16463	NATIONAL AUDIO VISUAL SUPPLY	3160	AV Supplies	01-4300	242.15
11-16464	AUDIO EDITIONS	3160	AV Media	01-6300	857.81
11-16465	VWR SCIENTIFIC	0311	Supplies	01-4300	960.70
11-16466	Blurb, Inc.	9680	Book	01-4300	48.22



**Includes 08/01/2010 - 03/31/2010**

<b>PO#</b>	<b>Vendor Name</b>	<b>Site</b>	<b>Description</b>	<b>Fund/ Object</b>	<b>Amount</b>
11-16467	DAVE BANG ASSOCIATES, INC	9375	Outdoor furniture	41-6400	809.97
11-16468	SIGMA-ALDRICH	9672	Biology supplies	01-4300	314.36
11-16469	GLENDORA TROPHY	0310	Engraved Label	01-4300	15.80
11-16470	PEPSI-COLA CO	9455	Blanket PO	41-5892	5,000.00
11-16471	Sanofi Pastuer Inc.,	9160	Flu Vaccine	01-4300	3,117.30
11-16472	BUNNY GUNNER	0310	Framing for student photo in STEM Center	01-4300	111.45
11-16473	Amazon.com Corporate Credit	9100	Book	01-4300	41.45
11-16474	Amazon.com Corporate Credit	9100	Book	01-4300	41.47
11-16475	PHILADELPHIA SECURITY PRODUCTS	3160	AV Supplies	01-4300	70.99
11-16476	D & D Security Resources Inc	3160	AV Supplies	01-4300	167.83
11-16477	Amazon.com Corporate Credit	0280	Supplies	01-4300	22.72
11-16478	Dell Computer Corp	3370	VTEA - Computers	01-6400	12,067.84
11-16479	CREATIVE DESIGNS	0060	Woman Basketball T-Shirts	01-4300	435.59
11-16480	BUDDY'S ALL STARS, INC.	0060	Volleyball Supplies	01-4300	2,266.95
11-16481	COSTCO WHOLESALE	9250	Membership Renewal	01-5800	100.00
11-16482	ECOLAB	9455	Supplies	41-4300	600.00
11-16483	NAEYC ANNUAL REPORT	3120	Annual Fee	33-5800	400.00
11-16484	Restaurant Depot	9455	Blanket PO	41-5892	5,000.00
11-16485	SMART & FINAL	9455	Blanket PO	41-5892	3,000.00
11-16486	Amazon.com Corporate Credit	9220	Book	01-4300	30.33
11-16487	KI	3370	Administration of Justice - VTEA project	01-6400	6,005.08
11-16488	HARLAND TECHNOLOGY SERVICES	0309	ScanMark Agreement	01-5810	686.04
11-16489	Spicers Paper Inc	WA	Paper - Warehouse Stock	01-4300	2,499.67
11-16490	ComputerLand of Silicon Valley Attn: Education Sales	9100	Software License Renewal	01-5840	1,100.00
11-16491	RELIABLE AUTO PARTS	3020	Blanket Purchase Order	01-4300	500.00
11-16492	R & D BUSINESS INT. 000446	9230	Blanket PO	01-5800	100.00
11-16493	DRAMATIC PUBLISHING CO.	0080	Royalty fees & playbooks for Nov. production	01-4300	131.70
				01-5880	450.00
11-16494	IMS Commercial Ice System Inc	9470	Ice Machine Repair	59-4300	360.33
				59-5630	127.50
11-16495	BUNNY GUNNER	3370	Framing for new CTE Div. office (student work)	01-4300	433.45
11-16496	ANDY GUMP RENTALS	9375	Main Gym - Portable Sanitation	42-5800	899.85
11-16497	GLENDORA TROPHY	9100	Name Badges	01-4300	42.64
11-16498	LA Propoint Inc.	9720	PAC Stage Water Damage	41-6200	3,650.71
11-16499	W W GRAINGER INC	9250	Shrink Wrap	01-4300	192.94
11-16500	DAVID S. BROWN	9375	Voc Tech Building - Inspection	41-5110	.00
				41-5800	17,800.00
11-16501	ATI	3370	LVN - VTEA	01-4300	10,865.25
11-16502	Traffic Control Service, Inc.®	9370	Supplies	41-4300	83.61
11-16503	THE SHREDDERS	9050	Blanket PO	01-5810	3,300.00
11-16505	Daisy I.T.	9660	Ink Cartridges for Center for Teacher	01-4300	2,142.14
11-16506	ALBERTSONS/SUPER VALUE	9660	Expenses for Welcome Day	01-4300	1,591.38
11-16507	Healey Awards	0060	Football Helmet Decals	01-4300	617.08
11-16508	JEFF'S SPORTING GOODS	0060	Baseballs	01-4300	1,025.10
11-16509	LAMB & SONS CONSTRUCTION	3370	HEAT Lab - Wall Opening	01-5800	4,447.07

**Includes 08/01/2010 - 03/31/2010**

<b>PO#</b>	<b>Vendor Name</b>	<b>Site</b>	<b>Description</b>	<b>Fund/ Object</b>	<b>Amount</b>
11-16510	REGENTS OF THE UNIVERSITY CALIFORNIA	9660	Conference Registration Fee	01-5220	35.00
11-16511	ON TRACK	0060	Cross Country Equipment	01-4300	559.73
11-16512	SPORT CHALET-TEAM SALES	0060	Football Equipment	01-4300	4,013.08
11-16513	National Guardian Enterprises	9040	Cleaning for Kitchen Hood & Exhaust System	01-5800	985.00
11-16514	XAP CORPORATION	9010	Online application	01-5800	11,259.00
11-16515	XAP CORPORATION	9099	BOG Fee Waiver Application	01-5800	2,186.00
11-16516	Team Stuff	0060	Soccer uniforms	01-4300	2,765.70
11-16517	HARDY DIAGNOSTICS	0030	Biology supplies	01-4300	269.51
11-16518	OWL BOOKSHOP	9420	Blanket PO	01-4300	1,000.00
11-16519	SIGURDSON SALES & SERVICE	9110	Repair Equipment	01-5630	1,097.50
11-16520	HOORAY PROMOS	9110	Shop Supplies	01-4300	820.08
11-16521	GAMBLE MUSIC CO	0280	Music score envelopes	01-4300	95.37
11-16522	Larry Vega Designs	9360	Screenprinting	01-4300	540.00
11-16523	FISHER SCIENTIFIC	0030	Biology Supplies	01-6400	4,041.97
11-16524	THE RICH COMPANY	9347	Scheduling Service	01-5800	715.00
11-16525	HARMAN MUSIC GROUP	9030	REPAIR	01-5630	490.00
11-16526	4 IMPRINT	9220	Commemorative Items	01-4300	746.03
11-16527	AVID	9030	Repair	01-5630	415.00
11-16528	J.D. FIELDS WHOLESALE LUMBER	9030	SUPPLIES	01-4300	2,542.47
11-16529	LAGUNA CLAY	0010	Fall Semester Clay Supplies	01-4310	1,541.26
11-16530	MC MASTER-CARR	3020	Supplies for Automotive Lab	01-4300 01-6400	802.23 62.00
11-16531	COMPETITIVE AQUATIC SUPPLY	0060	Women's Water Polo	01-4300	1,873.54
11-16532	TOMARK SPORTS INC.	0060	PE equipment	01-4300	693.22
11-16533	Motion Software Inc	9350	Software	01-4300	329.20
11-16534	Hicklin Engineering, L.C. dba SuperFlow Technologies Group	3020	Equipment for Automotive Lab	01-6400	274.38
11-16535	SODEXHO, INC. & AFFILIATES	9660	Supplies	01-4300	1,178.55
11-16536	LAMA BOOKS LEO A. MEYER ASSOCIATES, INC.	9151	Resource Books	01-4300	48.79
11-16537	RAE CROWTHER COMPANY	0060	Football Equipment	01-4300	1,458.22
11-16538	Volleyhut	0060	Game Volleyballs	01-4300	240.43
11-16539	SPORT CHALET-TEAM SALES	0060	Football Attire	01-4300	3,863.82
11-16540	GTM SPORTWEAR	0060	Football Attire	01-4300	4,649.01
11-16541	POWERHOUSE PRODUCTS	9350	Automotive Tools	01-4300	209.52
11-16542	AUDIE TECHNOLOGY	9350	Software	01-4300	362.18
11-16543	GOODSON SHOP SUPPLIES	3020	Equipment for Automotive Lab	01-6400	2,622.46
11-16544	Treutelaar Equip.Sales- Doug	3020	Supplies	01-4300	3,306.88
11-16545	HUMAN WARE, INC.	3270	Service Contract	01-5840	645.00
11-16546	RUNNING WAREHOUSE	0060	X-Country Running Shoes	01-4300	1,286.11
11-16547	TRAVERS	3020	Tools	01-6400	468.62
11-16548	EJAZZLINES.COM	0280	Music Charts	01-4300	312.31
11-16549	CSS/RANCHO JANITORIAL SUPPLIES	9270	Supplies	01-4300	698.01
11-16550	Liberty Paper	9250	Copier Paper - Warehouse Stock	01-4300	23,738.93
11-16551	ComputerLand of Silicon Valley Attn: Education Sales	9100	Software Maintenance	01-5840 01-6400	16,000.00 3,292.50
11-16552	Apple Inc	0310	Computer Supply	01-4300	31.83

**Includes 08/01/2010 - 03/31/2010**

PO#	Vendor Name	Site	Description	Fund/ Object	Amount
11-16553	WeitBrecht Communications, Inc Attention: QA Department	9100	Captioned Telephone	01-6400	660.51
11-16554	Shutterstock Images LLC	9220	Licensed Images	01-4300	53.78
11-16555	AIR CLEAN ENVIRONMENTAL, INC.	9370	Asbestos Abatement for M& O Offices	41-5800	.00
11-16556	COLLEGE BOARD/ACCUPLACER	9149	Assessment Test Units	01-5800	26,250.00
11-16557	BAINBRIDGE GROUP INC	9370	Asbestos Consulting Services for M&O Offices	41-5800	1,810.00
11-16558	FULLER ENGINEERING INC.	9195	Pool Chemicals	01-4390	1,029.46
11-16559	Tool Discounter	3020	Auto Lab equipment	01-4300	225.19
11-16562	R & D BUSINESS INT. 000446	9230	Furniture	01-5800 71-6400	50.00 677.27
11-16563	Mediaworks Pro Group	9100	AV Parts	01-4300	337.06
11-16564	ComputerLand of Silicon Valley Attn: Education Sales	9100	Software Campus Agreement	01-5840	51,035.00
11-16565	WAXIE Sanitary Supply	3040	Utility/Bussing Cart	01-6400	1,060.62
11-16566	A&A WIPING CLOTH, INC.	9190	Supplies	01-4300	143.47
11-16567	ROCKWEST TECHNOLOGY GROUP	9012	Supplies	01-4300	2,350.95
11-16568	Spicers Paper Inc	WA	Paper - Warehouse Stock	01-4300	437.24
<b>Total</b>				<b>182</b>	<b>602,764.05</b>

<b>Fund Summary</b>			
Fund	Description	PO Count	Amount
01	General Fund	165	558,277.81
33	Child Development Fund	4	2,835.00
41	Capital Outlay Projects Fun	11	39,586.29
42	Revenue Bond Construction F	1	899.85
59	Golf Driving Range	1	487.83
71	Associated Student Trust Fu	1	677.27
<b>Total</b>		<b>182</b>	<b>602,764.05</b>

<b>PO Changes</b>				
	New PO Amount	Fund/ Object	Description	Change Amount
11-16287	4,695.49	01-4300	General Fund/Materials and Supplies	415.45
11-16368	4,182.19	01-4300	General Fund/Materials and Supplies	252.21
<b>Total PO Changes</b>				<b>667.66</b>

**CITRUS COMMUNITY COLLEGE DISTRICT**

TO:	BOARD OF TRUSTEES	Action	X
DATE	September 14, 2010	Resolution	_____
SUBJECT:	Approval of Change Order #2, Project #04-0910, Campus Safety Landscape	Information	_____
		Enclosure(s)	X
			_____

**BACKGROUND**

At its meeting of June 8, 2010, the Board of Trustees awarded Project #04-0910, Campus Safety Landscape to Kasa Construction of Ontario, California. During the course of construction the District has identified some additional requirements in the project that are enumerated in the enclosed Change Order Request that is part of Change Order #2. The increase is \$509.18. The revised total of the contract after Change Order #2 is \$98,100.95. This change order will add zero (0) calendar days to the construction time.

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

**RECOMMENDATION**

Authorization is requested to approve Change Order #2 in the amount of \$509.18 for Project #04-0910, Campus Safety Landscape.

Carol R. Horton  
Recommended by

\_\_\_\_\_/\_\_\_\_\_  
Moved      Seconded

Aye \_\_\_ Nay \_\_\_ Abstained \_\_\_

\_\_\_\_\_  
Approved for Submittal

Item No. \_\_\_\_\_ I.1.c. \_\_\_\_\_

## CHANGE ORDER

tBP/Architecture  
4611 Teller Ave  
Newport Beach, CA 92660

PROJECT:	<u>Campus Safety Landscape Project</u>	Change Order #	<u>2</u>
	<u>Citrus Community College District</u>	C/O Date:	<u>August 26, 2010</u>
		Board Date	<u>September 14, 2010</u>
CONTRACTOR:	<u>Kasa Construction.</u>	D.S.A. #	<u>Not Applicable</u>
	<u>314 North Corona Ave.</u>	tBP #	<u>20614.03</u>
	<u>Ontario, CA</u>	District Bid #	<u>04-0910</u>

ORIGINAL CONTRACT AMOUNT:		\$	<u>89,900</u>
Previous Change Orders:	\$	<u>7,691.77</u>	
This Change Order:	\$	<u>509.18</u>	
Total Change Order:		\$	<u>8,200.95</u>
REVISED CONTRACT AMOUNT:		\$	<u>98,100.95</u>

Notice To Proceed, June 21, 2010. 60 Calendar Day Contract

ORIGINAL CONTRACT COMPLETION DATE:	August 20, 2010
Previous Change Order:	<u>1</u> Calendar Days
This Change Order:	<u>0</u> Calendar Days
Total Change Orders:	<u>1</u> Calendar Days
REVISED CONTRACT COMPLETION DATE:	<u>August 21, 2010</u>

Upon signing by the Owner and the Contractor, the above noted Contract is hereby changed per the terms of the contract and this Change Order including attached exhibit "A".

This change represents full and complete compensation for all cost, direct and indirect, associated with the work and time agreed herein, including but not limited to, all costs incurred for extended overhead, disruption or suspension of work, labor inefficiencies, and the change's impact on the unchanged work.

APPROVALS:

\_\_\_\_\_  
tBP/Architecture Inc.

DATE \_\_\_\_\_

DATE \_\_\_\_\_

EXHIBIT "A" – Change Order #2  
Campus Safety Landscape Project - Citrus CCD  
tBP# 20614.03, District Bid 04-0910  
Board date September 14, 2010

Page 2

\_\_\_\_\_  
Kasa Construction Inc.

\_\_\_\_\_  
Citrus Community College District

\_\_\_\_\_  
DATE \_\_\_\_\_

#1	DESCRIPTION:	<u>PCO 5</u>
	REASON:	Furnish and install 8 additional irrigation heads and fittings.
	REQUESTED BY:	Provide additional irrigation coverage.
	REQUESTED BY:	District
	COST:	\$ 509.18
	TIME EXTENSION:	0 days

**CITRUS COMMUNITY COLLEGE DISTRICT**

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE	September 14, 2010	Resolution	_____
SUBJECT:	Authorization to Bid, Project #01-1011, Classroom AV Equipment	Information	_____
		Enclosure(s)	_____

BACKGROUND

The Board of Trustees requires prior approval for projects that are formally bid under Section PCC 20651 of the Public Contract Code. District staff has identified requirements to bid audio/video technology and installation of presentation systems at various District locations. The projects will be funded from various District accounts.

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

RECOMMENDATION

Authorization is requested to allow staff to prepare specifications and formally bid Project #01-1011, Classroom AV Equipment. The projects will be funded from various District accounts. Award of contract will be by Board action.

Carol R. Horton  
Recommended by

\_\_\_\_\_  
Moved / Seconded

Aye \_\_\_ Nay \_\_\_ Abstained \_\_\_

\_\_\_\_\_  
Approved for Submittal

Item No.      I.1.f.

**CITRUS COMMUNITY COLLEGE DISTRICT**

TO:	BOARD OF TRUSTEES	Action	x
		Resolution	
DATE	September 14, 2010	Information	
SUBJECT:	Institutional Membership to the San Gabriel Valley Economic Partnership	Enclosure(s)	

**BACKGROUND**

The San Gabriel Economic Partnership is a regional, not-for-profit corporation committed to the continued successful economic development of the San Gabriel Valley. The San Gabriel Valley Economic Partnership is a collaboration of business, local government, colleges and universities.

Membership provides access to business assistance programs, preferred seating at primary partnership events, participation in all partnership and educational workshops and networking opportunities.

This item was prepared by Pam Sewell, Administrative Assistant.

**RECOMMENDATION**

Authorization is requested to approve a \$2,500.00 annual membership to the San Gabriel Valley Economic Partnership.

Carol Horton  
 \_\_\_\_\_  
 Recommended by

\_\_\_\_\_/\_\_\_\_\_  
 Moved      Seconded

Aye \_\_ Nay \_\_ Abstained \_\_

\_\_\_\_\_  
 Approved for Submittal

Item No. \_\_\_\_ I.1.g. \_\_\_\_\_



**CITRUS COMMUNITY COLLEGE DISTRICT**

TO:	BOARD OF TRUSTEES	Action	X
DATE	September 14, 2010	Resolution	_____
SUBJECT:	Institutional Membership to the Society for News Design	Information	_____
		Enclosure(s)	_____

**BACKGROUND**

The Society for News Design is an organization devoted to helping students improve editing and design skills; provide opportunities for competition, awards and internships

This item was prepared by Margaret O'Neil, Faculty, Language Arts.

**RECOMMENDATION**

Authorization is requested to approve a \$105.00 annual membership to the Society for News Design.

Carol Horton  
Recommended by

\_\_\_\_\_  
/\_\_\_\_\_  
Moved      Seconded

Aye \_\_ Nay \_\_ Abstained \_\_

\_\_\_\_\_  
Approved for Submittal

Item No. \_\_\_\_\_ I.1.h. \_\_\_\_\_

**CITRUS COMMUNITY COLLEGE DISTRICT**

TO:	BOARD OF TRUSTEES	Action	X
DATE	September 14, 2010	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. \_\_\_\_\_ I.1.i. \_\_\_\_\_

**ACADEMIC EMPLOYEES  
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS  
SEPTEMBER 14, 2010**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>STATUS</b>	<b>DEPARTMENT</b>	<b>BEGIN</b>	<b>END</b>	<b>RATE</b>	
Allgaier, Jennifer	Instructor		Dance	09/15/10	12/31/10	\$44.90	hr.
Alvarado, Noel	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Alvarez, Oscar	Instructor		Computer Science & Information Systems	01/01/11	06/30/11	\$44.90	hr.
Alverson, David	Instructor		Recording Arts	09/15/10	12/31/10	\$44.90	hr.
Amaya-Anderson, Beatriz	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Bagg, Joseph	Applied Music Tutor		Music	09/15/10	12/31/10	\$44.90	hr.
Bagg, Joseph	Instructor		Music	09/15/10	12/31/10	\$44.90	hr.
Bartolf, Carl	Instructor		Computer Science & Information Systems	01/01/11	06/30/11	\$44.90	hr.
Battle, Anne	Instructor		Photography	09/15/10	12/31/10	\$44.90	hr.
Beatty, David	Applied Music Tutor		Music	09/15/10	12/31/10	\$44.90	hr.
Beatty, David	Instructor		Music	09/15/10	12/31/10	\$44.90	hr.
Beckenham, Susan	Instructor		Computer Science & Information Systems	01/01/11	06/30/11	\$44.90	hr.
Borja, Patrick	Instructor	During unassigned time	Accounting	01/01/11	06/30/11	\$50.72	hr.
Botello, Rochelle	Instructor		Art	09/15/10	12/31/10	\$44.90	hr.
Boylan, John	Instructor		Music	09/15/10	12/31/10	\$44.90	hr.
Brenes, Laura	Applied Music Tutor		Music	09/15/10	12/31/10	\$44.90	hr.
Brower, Cecil	Instructor		Computer Science & Information Systems	01/01/11	06/30/11	\$44.90	hr.
Brown, Cherie	Instructor	During unassigned time	Theatre Arts	09/15/10	12/31/10	\$50.72	hr.
Burch, Emily	Counselor		Counseling	09/15/10	12/31/10	\$44.90	hr.
Burgos, Miriam	Instructor		Business	01/01/11	06/30/11	\$44.90	hr.

**ACADEMIC EMPLOYEES  
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS  
SEPTEMBER 14, 2010**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>STATUS</b>	<b>DEPARTMENT</b>	<b>BEGIN</b>	<b>END</b>	<b>RATE</b>	
Burlingame, Robert	Instructor		Accounting	01/01/11	06/30/11	\$44.90	hr.
Burns, Linda	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Byaleero, Frederick	Instructor		Computer Science & Information Systems	01/01/11	06/30/11	\$44.90	hr.
Carr, Darrell	Instructor	During unassigned time	Photography	09/15/10	12/31/10	\$50.72	hr.
Chun, Mina	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Cordova-Caddes, Andrea	Instructor		Dance	09/15/10	12/31/10	\$44.90	hr.
Cotter, Steven	Applied Music Tutor		Music	09/15/10	12/31/10	\$44.90	hr.
Cotter, Steven	Instructor		Music	09/15/10	12/31/10	\$44.90	hr.
Cowgill, Darian	Instructor		Recording Arts	09/15/10	12/31/10	\$44.90	hr.
Creamer, Frederic	Instructor		Computer Science & Information Systems	01/01/11	06/30/11	\$44.90	hr.
Curran, Keith	Instructor	Bridges Faculty/Student Mentoring Program	Bridges to Success Grant	09/15/10	12/31/10	\$300.00	tl.
Curran, Keith	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Davis, Charles	Applied Music Tutor		Music	09/15/10	12/31/10	\$44.90	hr.
Davis, Charles	Instructor		Music	09/15/10	12/31/10	\$44.90	hr.
Davis, Michael	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Deatrick, Steven	Instructor		Recording Arts	09/15/10	12/31/10	\$44.90	hr.

**ACADEMIC EMPLOYEES  
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS  
SEPTEMBER 14, 2010**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>STATUS</b>	<b>DEPARTMENT</b>	<b>BEGIN</b>	<b>END</b>	<b>RATE</b>	
DeLong, Linda	Instructor		Business	01/01/11	06/30/11	\$44.90	hr.
Demita, John	Instructor		Recording Arts	09/15/10	12/31/10	\$44.90	hr.
Desimone, Natalie	Counselor		HSI Bridges to Success & Center for Teacher Excellence	09/15/10	12/17/10	\$44.90	hr.
Dillibe, Anne	Librarian		Library	01/01/11	06/30/11	\$44.90	hr.
Dominic, Alice	Instructor		Office Technology	01/01/11	06/30/11	\$44.90	hr.
Dougall, Natalie	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Duffy, Dyane	Instructor	During unassigned time	Art	09/15/10	12/31/10	\$50.72	hr.
Durfield, Timothy	Instructor	During unassigned time	Business	01/01/11	06/30/11	\$50.72	hr.
Durfield, Timothy	Instructor	During unassigned time	Real Estate	01/01/11	06/30/11	\$50.72	hr.
Durian, Barbara	Librarian		Library	01/01/11	06/30/11	\$44.90	hr.
Eisel, Gunnar	Applied Music Tutor	During unassigned time	Music	09/15/10	12/31/10	\$50.72	hr.
Eisel, Gunnar	Instructor	During unassigned time	Music	09/15/10	12/31/10	\$50.72	hr.
Enos, David	Applied Music Tutor		Music	09/15/10	12/31/10	\$44.90	hr.
Fischella, James	Instructor		Business	01/01/11	06/30/11	\$44.90	hr.
Flores, Richard	Instructor	During unassigned time	Computer Science & Information Systems	01/01/11	06/30/11	\$50.72	hr.
Foley, William	Instructor		Business	01/01/11	06/30/11	\$44.90	hr.
Galvan, Alexander	Applied Music Tutor	During unassigned time	Music	09/15/10	12/31/10	\$50.72	hr.
Galvan, Alexander	Instructor	During unassigned time	Music	09/15/10	12/31/10	\$50.72	hr.
Gerfen, Thomas	Instructor		Computer Science & Information Systems	01/01/11	06/30/11	\$44.90	hr.

**ACADEMIC EMPLOYEES  
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS  
SEPTEMBER 14, 2010**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>STATUS</b>	<b>DEPARTMENT</b>	<b>BEGIN</b>	<b>END</b>	<b>RATE</b>	
Gerloff, Christine	Librarian		Library	01/01/11	06/30/11	\$44.90	hr.
Ghidella, Richard	Instructor	During unassigned time	Business	01/01/11	06/30/11	\$50.72	hr.
Ghidella, Richard	Instructor	During unassigned time	Real Estate	01/01/11	06/30/11	\$50.72	hr.
Goya, Sara	Applied Music Tutor		Music	09/15/10	12/31/10	\$44.90	hr.
Grannis, Gabriela	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Green, Martin	Applied Music Tutor	During unassigned time	Music	09/15/10	12/31/10	\$50.72	hr.
Green, Martin	Instructor	During unassigned time	Music	09/15/10	12/31/10	\$50.72	hr.
Grinsdale, Marilyn	Instructor	During unassigned time	Office Technology	01/01/11	06/30/11	\$50.72	hr.
Grossman, Bruce	Instructor	During unassigned time	Business	01/01/11	06/30/11	\$50.72	hr.
Gunn, Evangeline	Applied Music Tutor		Music	09/15/10	12/31/10	\$44.90	hr.
Gunn, Evangeline	Instructor		Music	09/15/10	12/31/10	\$44.90	hr.
Hackworth, Catherine	Applied Music Tutor		Music	09/15/10	12/31/10	\$44.90	hr.
Hackworth, Catherine	Instructor		Music	09/15/10	12/31/10	\$44.90	hr.
Hasegawa, Richard	Instructor		Photography	09/15/10	12/31/10	\$44.90	hr.
Havens, Craig	Instructor		Photography	09/15/10	12/31/10	\$44.90	hr.
Henderson, Jeff	Instructor		Office Technology	01/01/11	06/30/11	\$44.90	hr.
Hernandez, Gary	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.

**ACADEMIC EMPLOYEES  
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS  
SEPTEMBER 14, 2010**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>STATUS</b>	<b>DEPARTMENT</b>	<b>BEGIN</b>	<b>END</b>	<b>RATE</b>	
Hibbs, Linda	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Hillman, Michael	Instructor	During unassigned time	Art	09/15/10	12/31/10	\$50.72	hr.
Hirschelman, Evan	Applied Music Tutor		Music	09/15/10	12/31/10	\$44.90	hr.
Hirschelman, Evan	Instructor		Music	09/15/10	12/31/10	\$44.90	hr.
Hoehne, William	Applied Music Tutor	During unassigned time	Music	09/15/10	12/31/10	\$50.72	hr.
Hoehne, William	Instructor	During unassigned time	Music	09/15/10	12/31/10	\$50.72	hr.
Holmes, Alison	Instructor		Art	09/15/10	12/31/10	\$44.90	hr.
Hong, Andrew	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Hormann, Nicholas	Instructor		Recording Arts	09/15/10	12/31/10	\$44.90	hr.
Hynes, Thomas	Instructor		Music	09/15/10	12/31/10	\$44.90	hr.
Jabara, Micheline	Instructor		Business	01/01/11	06/30/11	\$44.90	hr.
Jackson, Joseph	Applied Music Tutor		Music	09/15/10	12/31/10	\$44.90	hr.
Jackson, Matt	Instructor	During unassigned time	Art	09/15/10	12/31/10	\$50.72	hr.
James, Rhoda	Instructor	During unassigned time	Business	01/01/11	06/30/11	\$50.72	hr.
James, Rhoda	Instructor	During unassigned time	Office Technology	01/01/11	06/30/11	\$50.72	hr.
Jaquette, Timothy	Instructor	During unassigned time	Recording Arts	09/15/10	12/31/10	\$50.72	hr.
Jensen, Scott	Instructor		Accounting	01/01/11	06/30/11	\$44.90	hr.
Johnson, Sandra	Instructor	During unassigned time	Art	09/15/10	12/31/10	\$50.72	hr.

**ACADEMIC EMPLOYEES  
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS  
SEPTEMBER 14, 2010**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>STATUS</b>	<b>DEPARTMENT</b>	<b>BEGIN</b>	<b>END</b>	<b>RATE</b>	
Kang, Eun	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Kassab, Mohamad	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Kawai, Julie	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Kerr, William	Applied Music Tutor		Music	09/15/10	12/31/10	\$44.90	hr.
Kerr, William	Instructor		Music	09/15/10	12/31/10	\$44.90	hr.
Kim, Brian	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Lam, Wood	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Langford. W.	Applied Music Tutor	During unassigned time	Music	09/15/10	12/31/10	\$50.72	hr.
Langford. W.	Instructor	During unassigned time	Music	09/15/10	12/31/10	\$50.72	hr.
Lau, Bernie	Instructor	HSI Bridges to Success Learning Community Teams	HSI II Bridges To Success Grant	08/27/10	12/17/10	\$1,000.00	tl.
Lee, Bianca	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Lei, Li	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.



**ACADEMIC EMPLOYEES  
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS  
SEPTEMBER 14, 2010**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>STATUS</b>	<b>DEPARTMENT</b>	<b>BEGIN</b>	<b>END</b>	<b>RATE</b>	
Lenh, Aiken	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Leung, Sing	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Linville, Brian	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Liskey, Renee	Instructor		Dance	09/15/10	12/31/10	\$44.90	hr.
Lombardo, Thomas	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Loya, Henry	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Luu, Kinh	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
MacFarland, Matt	Instructor		Art	08/28/10	12/31/10	\$44.90	hr.
Martin, Patricia	Instructor		Business	01/01/11	06/30/11	\$44.90	hr.
Maschler, Katherine	Instructor		Office Technology	01/01/11	06/30/11	\$44.90	hr.
McCrumby, Elayne	Instructor		Accounting	01/01/11	06/30/11	\$44.90	hr.
Miller, Mark	Instructor		Accounting	01/01/11	06/30/11	\$44.90	hr.
Milliken, Keely	Applied Music Tutor		Music	09/15/10	12/31/10	\$44.90	hr.
Milliken, Keely	Instructor		Music	09/15/10	12/31/10	\$44.90	hr.
Mixson, Vonetta	Applied Music Tutor		Music	09/15/10	12/31/10	\$44.90	hr.
Mixson, Vonetta	Instructor		Music	09/15/10	12/31/10	\$44.90	hr.
Moore, Elanie	Instructor		Art	09/15/10	12/31/10	\$44.90	hr.
Munoz, Gino	Instructor	During unassigned time	Music	09/15/10	12/31/10	\$50.72	hr.

**ACADEMIC EMPLOYEES  
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS  
SEPTEMBER 14, 2010**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>STATUS</b>	<b>DEPARTMENT</b>	<b>BEGIN</b>	<b>END</b>	<b>RATE</b>	
Mustain, James	Instructor	During unassigned time	Computer Science & Information Systems	01/01/11	06/30/11	\$50.72	hr.
Myers, Kim	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Naiyer, Zakaria	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Newman, Nancy	Applied Music Tutor		Music	09/15/10	12/31/10	\$44.90	hr.
Newman, Nancy	Instructor		Music	09/15/10	12/31/10	\$44.90	hr.
Ng, Sun	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Nguyen, Cynthia	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Odegaard, Eric	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Odrich, Steve	Instructor	Lead, STEM on-line tutoring	CCRAA STEM Grant	09/15/10	12/17/10	\$3,000.00	tl.
Odrich, Steve	Instructor	Algebra and Calculus workshops	STEM Grant	09/15/10	12/17/10	\$50.72	hr.
O'Hara, Stephen	Instructor	During unassigned time	Recording Arts	09/15/10	12/31/10	\$50.72	hr.
Olson, Jennifer	Applied Music Tutor		Music	09/15/10	12/31/10	\$44.90	hr.
Opulencia, Cherlou	Counselor		Counseling	09/15/10	12/31/10	\$44.90	hr.
Polk, Randall	Instructor		Music	09/15/10	12/31/10	\$44.90	hr.
Praeger, Karen	Librarian	During unassigned time	Library	01/01/11	06/30/11	\$44.90	hr.

**ACADEMIC EMPLOYEES  
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS  
SEPTEMBER 14, 2010**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>STATUS</b>	<b>DEPARTMENT</b>	<b>BEGIN</b>	<b>END</b>	<b>RATE</b>	
Praniuk, Ingrid	Applied Music Tutor		Music	09/15/10	12/31/10	\$44.90	hr.
Rachford, Maryann	Instructor	During unassigned time	Art	09/15/10	12/31/10	\$50.72	hr.
Ray, Eric	Instructor		Music	08/28/10	12/31/10	\$44.90	hr.
Reagan, Di	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Resch, Amy	Instructor		Office Technology	01/01/11	06/30/11	\$44.90	hr.
Resto, Luviette	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Richard, Levi	Instructor	During unassigned time	Business	01/01/11	06/30/11	\$50.72	hr.
Richardson, Patricia	Instructor		Accounting	01/01/11	06/30/11	\$44.90	hr.
Richardson, Patricia	Instructor		Office Technology	01/01/11	06/30/11	\$44.90	hr.
Riderer, Lucia	Instructor	Algebra and Calculus workshops	STEM Grant	09/15/10	12/17/10	\$50.72	hr.
Riderer, Lucia	Instructor	Bridges Faculty/Student Mentoring Program	Bridges to Success Grant	09/15/10	12/31/10	\$300.00	tl.
Rodriguez, Andrea	Instructor		Real Estate	01/01/11	06/30/11	\$44.90	hr.
Romero, Alicia	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Rotblatt, Daniel	Instructor		Art	09/15/10	12/31/10	\$44.90	hr.
Rowley, Dianne	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.

**ACADEMIC EMPLOYEES  
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS  
SEPTEMBER 14, 2010**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>STATUS</b>	<b>DEPARTMENT</b>	<b>BEGIN</b>	<b>END</b>	<b>RATE</b>	
Rudd, Rebecca	Instructor	Lead, Writing Across the Curriculum/Writing Cafe	HSI Bridges to Success Grant	09/15/10	12/17/10	\$4,000.00	tl.
Rudd, Rebecca	Instructor	Bridges Faculty/Student Mentoring Program	Bridges to Success Grant	09/15/10	12/31/10	\$300.00	tl.
Rugeley, Barbara	Librarian		Library	01/01/11	06/30/11	\$44.90	hr.
Rusch, Lori	Instructor		Art	09/15/10	12/31/10	\$44.90	hr.
Seccombe, June	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Selezinka, Roman	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Serrao, Elizabeth	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Shear, Michelle	Instructor		Dance	09/15/10	12/31/10	\$44.90	hr.
Shearer, Margaret	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Sherman, Paul	Applied Music Tutor		Music	09/15/10	12/31/10	\$44.90	hr.
Shima, Kevin	Instructor		Recording Arts	09/15/10	12/31/10	\$44.90	hr.
Shrope, Douglas	Instructor	Stage Director, Christmas Is . . .2010	Music	09/15/10	11/24/10	\$3,500.00	tl.
Shrope, Douglas	Instructor	During unassigned time	Music	09/15/10	12/31/10	\$50.72	hr.
Silva, Daniel	Applied Music Tutor		Music	09/15/10	12/31/10	\$44.90	hr.

**ACADEMIC EMPLOYEES  
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS  
SEPTEMBER 14, 2010**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>STATUS</b>	<b>DEPARTMENT</b>	<b>BEGIN</b>	<b>END</b>	<b>RATE</b>	
Smolin, Robert	Instructor	During unassigned time	Accounting	01/01/11	06/30/11	\$50.72	hr.
Solis, Robert	Instructor	During unassigned time	Computer Science & Information Systems	01/01/11	06/30/11	\$50.72	hr.
Soll, Debra	Instructor		Office Technology	01/01/11	06/30/11	\$44.90	hr.
Sosta, Rachel	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Steele, Lisa	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Stetson, Stephanie	Applied Music Tutor		Music	09/15/10	12/31/10	\$44.90	hr.
Stetson, Stephanie	Instructor		Music	09/15/10	12/31/10	\$44.90	hr.
Sun, Sam	Instructor		Music	09/15/10	12/31/10	\$44.90	hr.
Sushel, Michael	Applied Music Tutor		Music	09/15/10	12/31/10	\$44.90	hr.
Sushel, Michael	Instructor		Music	09/15/10	12/31/10	\$44.90	hr.
Swinney, Jacquelyn	Librarian		Library	01/01/11	06/30/11	\$44.90	hr.
Taylor, Bryan	Applied Music Tutor		Music	09/15/10	12/31/10	\$44.90	hr.
Taylor, Bryan	Instructor		Music	09/15/10	12/31/10	\$44.90	hr.
Thompson, John	Librarian		Library	01/01/11	06/30/11	\$44.90	hr.
Troy, Timothy	Applied Music Tutor		Music	09/15/10	12/31/10	\$44.90	hr.
Troy, Timothy	Instructor		Music	09/15/10	12/31/10	\$44.90	hr.
Tseng, Kelly	Instructor	College Success adjunct training workshops	BSI Initiative Grant	08/27/10	08/27/10	\$100.00	tl.
Tyck, Robert	Instructor		Recording Arts	09/15/10	12/31/10	\$44.90	hr.
Usha, Chhabra	Librarian		Library	01/01/11	06/30/11	\$44.90	hr.
Valverde, Frank	Applied Music Tutor		Music	09/15/10	12/31/10	\$44.90	hr.

**ACADEMIC EMPLOYEES  
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS  
SEPTEMBER 14, 2010**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>STATUS</b>	<b>DEPARTMENT</b>	<b>BEGIN</b>	<b>END</b>	<b>RATE</b>	
Valverde, Yesenia	Instructor		Dance	09/15/10	12/31/10	\$44.90	hr.
Van Citters, Beverly	Instructor	Pilot, College Success adjunct training workshops	HSI Bridges to Success Grant	09/15/10	12/17/10	\$300.00	tl.
Vaughan, John	Instructor	Staging/Co- Directing, Christmas Is . . 2010	Music	09/15/10	11/24/10	\$2,500.00	tl.
Vaughan, John	Instructor	During unassigned time	Dance	09/15/10	12/31/10	\$50.72	hr.
Villeneuve, Theresa	Instructor	During unassigned time	Art	09/15/10	12/31/10	\$50.72	hr.
Vilter, Daniel	Instructor	During unassigned time	Recording Arts	09/15/10	12/31/10	\$50.72	hr.
Volonte, Daniel	Instructor	During unassigned time	Recording Arts	09/15/10	12/31/10	\$50.72	hr.
Waddington, Alan	Instructor	During unassigned time	Music	09/15/10	12/31/10	\$44.90	hr.
Watson, Dawn	Instructor		Real Estate	01/01/11	06/30/11	\$44.90	hr.
Webb, Christin	Applied Music Tutor		Music	09/15/10	12/31/10	\$44.90	hr.
Weiss, Neil	Instructor		Recording Arts	09/15/10	12/31/10	\$44.90	hr.
Wessel, Mark	Instructor		Art	09/15/10	12/31/10	\$44.90	hr.
Wisensfeld, Alexandra	Instructor		Art	09/15/10	12/31/10	\$44.90	hr.
Woolery, Laurie	Instructor		Recording Arts	09/15/10	12/31/10	\$44.90	hr.
Zweig, Malaika	Instructor		Art	09/15/10	12/31/10	\$44.90	hr.

**ACADEMIC EMPLOYEES****FALL 2010 ADJUNCT****SEPTEMBER 14, 2010**

Name	Department/Discipline	Placement	Rate
Acosta, Jorge	History	2-1	\$1,077
Alvarado, Noel	Mathematics	1-6	\$1,119
Amaya, Hector	History	1-1	\$1,025
Blynn-Avanosian, Sylvia	German	4-6	\$1,281
Buckalew, James	Speech	4-6	\$1,281
Cheng, Tanshee	Mathematics	1-1	\$1,025
Daves-Schneider, Lida	German	1-1	\$1,025
Kramer, Henry	Mathematics	4-6	\$1,281
Lam, Wood	ESL	1-1	\$1,025
MacFarland, Matt	Art	1-1	\$1,025
Ray, Eric	Music	1-1	\$1,025
Tate, Erin	Psychology	1-4	\$1,025

**ACADEMIC EMPLOYEES  
2010-2011 LAB SUPERVISORS  
SEPTEMBER 14, 2010**

<b>Name</b>	<b>Adjunct or Full Time</b>	<b>Department</b>	<b>Begin</b>	<b>End</b>	<b>Placement</b>	<b>Hourly Rate</b>
Beckenham, Susan	A	Business	01/01/11	06/30/11	3-3	\$34.45
Brower, Cecil	A	Business	01/01/11	06/30/11	1-3	\$30.90
Byaleero, Frederick	A	Business	01/01/11	06/30/11	1-3	\$30.90
Creamer, Frederic	A	Business	01/01/11	06/30/11	1-3	\$30.90
Gerfen, Thomas	A	Business	01/01/11	06/30/11	3-3	\$34.45
Riffle, Gregory	A	Business	01/01/11	06/30/11	1-3	\$30.90



**ACADEMIC EMPLOYEES  
SEPTEMBER 14, 2010**

<b>Name</b>	<b>Classification</b>	<b>Department</b>	<b>Reason</b>	<b>Date(s) of Separation</b>
Cummins, Shuling	Instructor	Mathematics	Retirement	6/19/2011
Eng, Marilyn	Counselor	Counseling	Retirement	6/30/2011
Hamilton, Jeanne	Vice President	Student Services	Retirement	6/30/2011
Morrison, Joanne	Instructor	Mathematics	Retirement	6/30/2011

**SEPARATIONS**

**CITRUS COMMUNITY COLLEGE DISTRICT**

TO:	BOARD OF TRUSTEES	Action	X
DATE	September 14, 2010	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-Jackson, 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. \_\_\_\_\_ I.1.j. \_\_\_\_\_

**CLASSIFIED EMPLOYEES  
EMPLOYMENT/CHANGE OF STATUS  
SEPTEMBER 14, 2010**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>REASON</b>	<b>DEPT.</b>	<b>MOS.</b>	<b>PRCT.</b>	<b>BEGIN</b>	<b>END</b>	<b>RANGE &amp; STEP</b>	<b>MONTHLY RATE</b>
Norris, Rhonda	Human Resources Assistant	Temporary Upgrade to fill in for an absent employee	Human Resources		100%	9/30/10	12/31/10	28-6	\$3,802.70

**CLASSIFIED EMPLOYEES  
SEPARATIONS/LEAVES  
SEPTEMBER 14, 2010**

<b>Name</b>	<b>Classification</b>	<b>Department</b>	<b>Reason</b>	<b>Date(s) of Separation</b>
Zermeno, Diana	Financial Aid Technician	Financial Aid	Resignation	9/6/10

**CITRUS COMMUNITY COLLEGE DISTRICT**

TO:	BOARD OF TRUSTEES	Action	X
DATE	September 14, 2010	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-Jackson, Human Resources Technician II and Sandra Coon, Administrative 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. \_\_\_\_\_ I.1.k. \_\_\_\_\_

**CLASSIFIED EMPLOYEES  
SHORT-TERM, HOURLY,  
SUBSTITUTES  
SEPTEMBER 14, 2010**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>REASON</b>	<b>DEPARTMENT</b>	<b>BEGIN</b>	<b>END</b>	<b>RANGE &amp; STEP</b>	<b>HOURLY RATE/TOTAL</b>
Bennett, Aaron	Administrative Clerk III	Provide support to Inter Club Counsel and Student Leadership Institute programs	ASO-Student Life	9/15/10	12/31/10	26-1	\$16.36/hr.
Cardenas, Julio	Administrative Clerk II	Assist Math Center Lead with the Math Success	STEM Grant	9/15/10	12/31/10	22-1	\$14.82/hr.
Colindres, Erik	Volunteer		Purchasing	9/15/10	6/30/11		
Crute, Eric	Volunteer		P.E.	9/15/10	11/15/10		
Dauden, Cecilia	Secretary	Assist as needed	Campus Safety	9/15/10	12/31/10	28-1	\$17.19/hr.
Gutierrez, Eddie	Volunteer		P.E.	9/15/10	11/15/10		
Heyman, Jana	Volunteer		Language Arts	9/15/10	6/30/11		
Hoffman, Jennifer	Food Services Team Leader	Concession stand worker for rental events	Concessions	9/1/10	12/31/10	27-1	\$16.77/hr.
Jontz, James	Student Services Assistant	Backstage crew for HPAC events	Performing Arts	9/15/10	12/31/10	17-1	\$13.10/hr.

**CLASSIFIED EMPLOYEES  
SHORT-TERM, HOURLY,  
SUBSTITUTES  
SEPTEMBER 14, 2010**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>REASON</b>	<b>DEPARTMENT</b>	<b>BEGIN</b>	<b>END</b>	<b>RANGE &amp; STEP</b>	<b>HOURLY RATE/TOTAL</b>
Marsh, Brian	Student Services Assistant	Support of media/resource activities for program of study implementation	Tech Prep/CTE	9/15/10	12/31/10	17-1	\$13.10/hr.
Masi, Nicholas	Guest Relations Assistant	Locker room attendant	Facility Rentals	9/15/10	12/31/10	10-1	\$11.02/hr.
Patino, Cynthia	Secretary	Assist as needed	Campus Safety	9/15/10	12/31/10	28-1	\$17.19/hr.
Patrick, John	Stipend	Scenic Design & Drawing Services "Ragtime"	Performing Arts	9/15/10	11/12/10		\$2500/tl.
Tapia, Mitchel A.	Instructional Aide I	Supplemental Instruction in Mathematics	STEM Grant	9/15/10	12/31/10	10-1	\$11.02/hr.
Vaughan, John	Stipend	Director "All Shook Up"	Performing Arts	9/15/10	10/24/10		\$2000/tl.
Velez, Denice	Administrative Clerk III	Provide support to Inter Club Counsel and Student Leadership	ASO-Student Life	9/15/10	12/31/10	26-1	\$16.36/hr.
Waddington, Alan	Stipend	Conductor/Musician Services "All Shook Up"	Performing Arts	10/13/10	10/24/10		\$800/tl.
Cruz, Rosemary	Instructional Lab Tech II	Prepare and clean up labs and dispose of hazardous waste	Biology	9/14/10	12/31/10	34-1	\$19.93/hr.

**FALL  
COMMUNITY EDUCATION  
CLASSIFIED EMPLOYEES  
SEPTEMBER 14, 2010**

<b>NAME</b>	<b>DEPARTMENT</b>	<b>PLACEMENT</b>	<b>HOURLY RATE</b>
<b>Fitness Center Attendant</b>			
Masi, Nick	Community Education/Fitness Cntr.	n/a	\$24.00



**PROFESSIONAL EXPERT  
September 14, 2010**

<b>Name</b>	<b>Classification</b>	<b>Department</b>	<b>Begin</b>	<b>End</b>	<b>Rate</b>
Alvarado, Marie	Swim Leader I	Community Education	09/15/10	10/21/10	\$14.00/hr.
Barnett, Shawna	Swim Leader I	Community Education	09/15/10	10/21/10	\$14.00/hr.
Beeman, Joshua	Swim Leader I	Community Education	09/15/10	10/21/10	\$14.00/hr.
Cavalin, Michael	Lifeguard	Physical Education & Athletics	08/30/10	12/18/10	\$11.02/hr.
Cavalin, Michael	Swim Leader II	Community Education	09/15/10	10/21/10	\$18.06/hr.
Liu, Lu (Sunny)	Research Analyst	CCRAA ULV STEM/CCRAA STEM Grants	10/01/10	09/30/11	\$5,004.35/mo.
Rivas, Brandon	Swim Leader I	Community Education	09/15/10	10/21/10	\$14.00/hr.
Rivas, Jordan	Swim Leader I	Community Education	09/15/10	10/21/10	\$14.00/hr.
Smith, Katlin	Swim Leader II	Community Education	09/15/10	10/21/10	\$18.06/hr.
Tsark, Eleanor	STEM Science Project Coordinator	STEM Grant	10/01/10	09/30/11	\$5,945.00/mo.

**I. ACTION ITEMS (continued)**

**Business Services**

2. Authorization is requested to adopt Resolution No. 2010-11-05 to establish the District's GANN Appropriation Limit of \$76,854,527 for the 2010-2011 fiscal year. (Page 51)
3. Authorization is requested to approve the Quarterly Financial Status Report for the fiscal quarter ended June 30, 2010, and authorizing the forwarding of this report to the Chancellor's Office and the Office of the Los Angeles County Superintendent of Schools. (Page 54)
4. Authorization is requested to approve the Revised 2010-2011 Budget Calendar that was approved by the Financial Resources Committee on September 13, 2010 moving the 2010-2011 Budget Adoption date to October 5, 2010. (Page 59)
5. Authorization is requested to increase the Bookstore Fund revolving fund account from \$6,000.00 to \$7,000.00. (Page 61)
6. Authorization is requested to increase the Cafeteria Fund revolving fund account from \$2,100.00 to \$3,000.00. (Page 62)
7. Authorization is requested to accept Project #04-0910, Campus Safety Landscape as complete and authorize staff to file the required Notice of Completion with the County of Los Angeles. The final contract amount is \$98,100.95. (Page 63)

**General**

8. Authorization is requested to appoint the following individual to the Measure G Oversight Committee for a two-year term (until September 2012):
  1. Helen A. Storland, Member At Large (Page 64)

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

**J. ADJOURNMENT**

**Dates to remember:**

October 5, 2010	Board of Trustees Meeting
October 19, 2010	Board of Trustees Meeting

**CITRUS COMMUNITY COLLEGE DISTRICT**

TO:	BOARD OF TRUSTEES	Action	_____
DATE	September 14, 2010	Resolution	X
SUBJECT:	District's GANN Appropriation Limit	Information	_____
		Enclosure(s)	X

BACKGROUND

Article XIII B of the Constitution of the State of California, as approved by the voters in November 1979, requires the establishment of Appropriation Limits on "Proceeds of Taxes" revenues for public agencies, including community college districts, beginning with the 1980-81 fiscal year. Each district is required to determine and adopt such an Appropriation Limit for the 2010-2011 fiscal year, as a legislative act.

This item was prepared by Rosalinda Buchwald, Director of Fiscal Services.

RECOMMENDATION

Authorization is requested to adopt Resolution No. 2010-11-05 to establish the District's GANN Appropriation Limit of \$76,854,527 for the 2010-2011 fiscal year.

Carol R. Horton  
Recommended by

\_\_\_\_\_  
/\_\_\_\_\_  
Moved      Seconded

Aye \_\_\_ Nay \_\_\_ Abstained \_\_\_

\_\_\_\_\_  
Approved for Submittal

Item No. 1.2.

**CITRUS COMMUNITY COLLEGE DISTRICT**

**RESOLUTION  
2010-11-05**

**APPROPRIATION LIMIT FOR 2010-2011**

**WHEREAS**, Article XIII B of the Constitution of the State of California, as approved by the voters in November of 1979, requires the establishment of Appropriation Limits on "Proceeds of Taxes" revenues for public agencies, including community college districts, beginning with the 1980-81 fiscal year, and

**WHEREAS**, each district is required to determine and adopt such an Appropriation Limit for the 2010-2011 fiscal year, as a legislative act, and

**WHEREAS**, this community college Appropriation Limits have been calculated in accordance with Article XIII B of the State Constitution and Division 9 of Title I of the Government Code,

**BE IT THEREFORE RESOLVED**, as a legislative act of this governing board, that for the purposes of Article XIII B, there is hereby established this district's "Appropriation Limit" of \$76,854,527 for the 2010-2011 fiscal year.

Passed and Adopted by the Board of Trustees of Citrus Community College District this 14th day of September 2010, by the following vote:

Ayes: \_\_\_\_\_  
Noes: \_\_\_\_\_  
Abstain: \_\_\_\_\_  
Absent: \_\_\_\_\_

\_\_\_\_\_  
Gary L. Woods, President  
Board of Trustees

Date: September 14, 2010

CALIFORNIA COMMUNITY COLLEGES  
GANN LIMIT WORKSHEET  
2010-11

DISTRICT NAME: Citrus Community College District  
DATE: August 18, 2010

I. **2010-11 APPROPRIATIONS LIMIT:**

A.	2009-10 Appropriations Limit	<u>\$ 86,943,228</u>
B.	2010-11 Price Factor: .9746	
C.	Population factor:	
	1. 2008-09 Second Period Actual FTES <u>12,915.26</u>	
	2. 2009-10 Second Period Actual FTES <u>11,714.21</u>	
	3. 2010-11 Population change factor <u>0.9070</u> (line C.2. divided by line C.1.)	
D.	2009-10 Limit adjusted by inflation and population factors (line A multiplied by line B and line C.3.)	\$76,854,527
E.	Adjustments to increase limit:	
	1. Transfers in of financial responsibility	\$ .....
	2. Temporary voter approved increases	_____
	3. Total adjustments - increase	_____
	Sub-Total	\$76,854,527
F.	Adjustments to decrease limit:	
	1. Transfers out of financial responsibility	\$ .....
	2. Lapses of voter approved increases	_____
	3. Total adjustments - decrease	< <u>0</u> >
G.	2010-11 Appropriations Limit	<u>\$ 76,854,527</u>

II. **2010-11 APPROPRIATIONS SUBJECT TO LIMIT:**

A.	State Aid (General Apportionment, Apprenticeship Allowance, Basic Skills, and Partnership for Excellence)	\$ 47,313,438
B.	State Subventions (Home Owners Property Tax Relief, Timber Yield tax, etc.)	34,452
C.	Local Property taxes	3,601,494
D.	Estimated excess Debt Service taxes	.....
E.	Estimated Parcel taxes, Square Foot taxes, etc.	.....
F.	Interest on proceeds of taxes	.....
G.	Local appropriations from taxes for unreimbursed State, court, and federal mandates	< <u>787,014</u> >
H.	2010-11 Appropriations Subject to Limit	<u>\$50,162,370</u>

## CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	September 14, 2010	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 June 30, 2010, 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.   1.3.

CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-31 IQ

Fiscal Year: 2009-2010

District: (820) CITRUS

Quarter Ended: (Q4) Jun 30, 2010

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.	<b>Revenues:</b>				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	58,609,178	61,088,434	61,098,914	59,266,083
A.2	Other Financing Sources (Object 8900)	202,230	153,272	443,916	197,484
A.3	<b>Total Unrestricted Revenue (A.1 + A.2)</b>	58,811,408	61,241,706	61,542,830	59,463,567
B.	<b>Expenditures:</b>				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	55,091,980	58,022,054	59,141,288	55,829,236
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	2,588,672	2,423,910	1,611,193	2,702,452
B.3	<b>Total Unrestricted Expenditures (B.1 + B.2)</b>	57,680,652	60,445,964	60,752,481	58,531,688
C.	<b>Revenues Over(Under) Expenditures (A.3 - B.3)</b>	1,130,756	795,742	790,349	931,879
D.	<b>Fund Balance, Beginning</b>	4,850,264	5,981,020	6,776,762	7,567,111
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	<b>Adjusted Fund Balance, Beginning (D + D.1)</b>	4,850,264	5,981,020	6,776,762	7,567,111
E.	<b>Fund Balance, Ending (C. + D.2)</b>	5,981,020	6,776,762	7,567,111	8,498,990
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	10.4%	11.2%	12.5%	14.5%

II. Annualized Attendance FTES:

G.1	<b>Annualized FTES (excluding apprentice and non-resident)</b>	11,437	11,848	12,952	11,444
-----	--	--------	--------	--------	--------

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		12,243,356	10,188,492	10,334,638
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	12,365,125	12,243,356	10,188,492	10,334,638

**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.	<b>Revenues:</b>				
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	58,700,254	58,966,093	59,266,083	100.5%
I.2	Other Financing Sources (Object 8900)	193,930	206,653	197,484	95.6%
I.3	<b>Total Unrestricted Revenue (I.1 + I.2)</b>	58,894,184	59,172,746	59,463,567	100.5%
J.	<b>Expenditures:</b>				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	58,734,592	58,871,038	55,829,236	94.8%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,562,557	1,702,452	2,702,452	158.7%
J.3	<b>Total Unrestricted Expenditures (J.1 + J.2)</b>	60,297,149	60,573,490	58,531,688	96.6%
K.	<b>Revenues Over(Under) Expenditures (I.3 - J.3)</b>	-1,402,965	-1,400,744	931,879	
L	Adjusted Fund Balance, Beginning	7,567,112	7,567,112	7,567,111	
L.1	<b>Fund Balance, Ending (C. + L.2)</b>	6,164,147	6,166,368	8,498,990	
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	% *
<b>a. SALARIES:</b>								
Year 1:								
Year 2:								
Year 3:								
<b>b. BENEFITS:</b>								
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? **NO**

This year? **NO**

Next year? **NO**

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

---

**CITRUS COMMUNITY COLLEGE DISTRICT**

TO:	BOARD OF TRUSTEES	Action	X
DATE	September 14, 2010	Resolution	_____
SUBJECT:	2010-2011 Revised Budget Calendar	Information	_____
		Enclosure(s)	X

**BACKGROUND**

Annually the Financial Resources Committee approves the Budget Calendar. The calendar specifies major goals and target dates for the creation of the adopted budget. The Board of Trustees approved the original Budget Calendar on April 6, 2010. Due to the state budget situation we have moved the 2010-2011 budget adoption date to the October 5, 2010 Board of Trustees meeting. The Financial Resources Committee approved the Revised 2009-2010 Budget Calendar on September 13, 2009.

This item was prepared by Judy Rojas, Administrative Assistant, Administrative Services.

**RECOMMENDATION**

Authorization is requested to approve the Revised 2010-2011 Budget Calendar that was approved by the Financial Resources Committee on September 13, 2010 moving the 2010-2011 Budget Adoption date to October 5, 2010.

Carol R. Horton \_\_\_\_\_  
Recommended by

\_\_\_\_\_/\_\_\_\_\_  
Moved      Seconded

Aye \_\_\_ Nay \_\_\_ Abstained \_\_\_

\_\_\_\_\_  
Approved for Submittal

Item No. 1.4.

**CITRUS COMMUNITY COLLEGE DISTRICT**  
**Office of the Vice President of Finance and Administrative Services**

**REVISED**

**BUDGET CALENDAR**  
**FY 2010-2011**

- 3/03/10**      **Budget Calendar and Budget Assumptions approved by  
Financial Resources Committee**
- 4/06/10**      **Budget Calendar and Budget Assumptions provided to Board of Trustees**
- 4/07/10**      **Budget worksheets out to Superintendent, Vice Presidents and Cost Center  
Managers**
- 5/07/10**      **Budget worksheets due to Business Office**
- 6/02/10**      **Tentative Budget reviewed by Financial Resources Committee**
- 6/08/10**      **Adoption of Tentative Budget by Board of Trustees**
- July  
and  
August**      **Monitor State budget developments making modifications to Tentative  
Budget**
- 9/21/10**      **Budget Forum**
- 10/05/10**      **Adopt District Budget for 2010-2011**

**CITRUS COMMUNITY COLLEGE DISTRICT**

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE	September 14, 2010	Resolution	_____
SUBJECT:	Bookstore Revolving Fund Account	Information	_____
		Enclosure(s)	_____

**BACKGROUND**

The Budget and Accounting Manual, as approved by the Board of Governors on July 1, 2000, requires governing board approval to establish a revolving funds account. The Bookstore Fund currently has a revolving fund account totaling \$6,000.00 and needs to increase this account by another \$1,000.00 for the purpose of making change in cash drawers.

This item was prepared by Rosalinda Buchwald, Director of Fiscal Services.

**RECOMMENDATION**

Authorization is requested to increase the Bookstore Fund revolving fund account from \$6,000.00 to \$7,000.00.

Carol Horton  
Recommended by

\_\_\_\_\_/\_\_\_\_\_  
Moved        Seconded

Aye \_\_\_ Nay \_\_\_ Abstained \_\_\_

\_\_\_\_\_  
Approved for Submittal

Item No. 1.5.

**CITRUS COMMUNITY COLLEGE DISTRICT**

TO:	BOARD OF TRUSTEES	Action	X
DATE	September 14, 2010	Resolution	_____
SUBJECT:	Cafeteria Revolving Fund Account	Information	_____
		Enclosure(s)	_____

BACKGROUND

The Budget and Accounting Manual, as approved by the Board of Governors on July 1, 2000, requires governing board approval to establish a revolving funds account. The Cafeteria Fund currently has a revolving fund account totaling \$2,100.00 and would like to increase this account by \$900.00 for a total fund account of \$3,000.00 for the purpose of making change in cash drawers.

This item was prepared by Rosalinda Buchwald, Director of Fiscal Services.

RECOMMENDATION

Authorization is requested to increase the Cafeteria Fund revolving fund account from \$2,100.00 to \$3,000.00.

Carol Horton  
\_\_\_\_\_  
Recommended by

\_\_\_\_\_  
/ \_\_\_\_\_  
Moved      Seconded

Aye \_\_\_ Nay \_\_\_ Abstained \_\_\_

\_\_\_\_\_  
Approved for Submittal

Item No. 1.6.

**CITRUS COMMUNITY COLLEGE DISTRICT**

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE	September 14, 2010	Resolution	_____
SUBJECT:	Notice of Completion, Project #04-0910, Campus Safety Landscape	Information	_____
		Enclosure(s)	_____

BACKGROUND

At its meeting of June 8, 2010, the Board of Trustees awarded project #04-0910, Campus Safety Landscape. Bids were solicited and a contract was awarded to Kasa Construction of Ontario, California in the amount of \$89,900. The project has now been completed with two change orders in the amount of \$8,200.95. The final contract amount is \$98,100.95.

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 #04-0910, Campus Safety Landscape as complete and authorize staff to file the required Notice of Completion with the County of Los Angeles. The final contract amount is \$98,100.95.

Carol R. Horton \_\_\_\_\_  
Recommended by

\_\_\_\_\_/\_\_\_\_\_  
Moved              Seconded

Aye \_\_\_ Nay \_\_\_ Abstained \_\_\_

\_\_\_\_\_  
Approved for Submittal

Item No. 1.7.

**CITRUS COMMUNITY COLLEGE DISTRICT**

TO:	BOARD OF TRUSTEES	Action	X
DATE	September 14, 2010	Resolution	_____
SUBJECT:	Measure G Citizens' Oversight Committee	Information	_____
		Enclosure(s)	_____

BACKGROUND

As a result of the passage of Measure G, the Citrus College Facilities Bond, in March 2004, the Board of Trustees is required to establish a bond oversight committee that is charged with informing the public, at least annually, concerning the District's expenditure of Measure G bond proceeds and shall consist of a minimum of seven (7) members appointed by the Board of Trustees.

Four of the members approved by the Board of Trustees on May 27, 2008, Yvonne Bullock, Jon Hart, Nikki Hull, and Joe Guarrera were appointed for two-year terms which will expire this year. They were all sent letters of solicitation for an additional two-year term. Three members accepted but Ms. Bullock declined. Therefore, letters of solicitation were sent to several nominees. One new member, Helen A. Storland, member at large, has been nominated to serve as a member of the committee for a two-year term (until September 2012).

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

RECOMMENDATION

Authorization is requested to appoint the following individual to the Measure G Oversight Committee for a two-year term (until September 2012):

1. Helen A. Storland, Member At Large

Geraldine M. Perri, Ph.d.  
Recommended by

\_\_\_\_\_  
/\_\_\_\_\_  
Moved      Seconded

\_\_\_\_\_  
Approved for Submittal

Aye \_\_ Nay \_\_ Abstained \_\_

Item No. 1.8.

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

August 17, 2010

The Board of Trustees of the Citrus Community College District met for the Regular Meeting of Tuesday, August 17, 2010, in the Administration Building Board Room.

Board Vice President Rasmussen called them meeting to order at 4:16 p.m. Board Vice President Rasmussen led the Pledge of Allegiance to the Flag.

**TRUSTEE ROLL CALL** – Present: Susan M. Keith, Joanne Montgomery, Edward C. Ortell, Patricia Rasmussen, and Alejandra Delgado (Student Trustee). Absent: Gary L. Woods.

**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; Roberta Eisel, Academic Senate President; and Christine Link, Recording Secretary.

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

**Management Team:** Lan Hao

**Faculty:** None

**Supervisors/Confidential Team:** Carol Cone, Marilyn Grinsdale, and Eric Magallon

**Classified Employees:** None

**Adjunct Faculty:** None

**Students:** None

**VISITORS:** Bill Zeman

**Geraldine M. Perri, Ph.D., Superintendent/President**, reported on the status of SB 1440, the transfer legislation that would align degree requirements between the California Community College and the California State University systems. SB 1440 is moving through the legislature, and Citrus College has been active in supporting the measure, while opposing amendments that would be problematic.



Dr. Perri said the college continues to monitor the state budget, which has seen little action until recently. On August 3, 2010, the Democratic leaders unveiled their most recent budget proposal. Dr. Perri provided highlights of the plan, including 2.2% growth, rejection of the negative COLA, \$35 million to backfill one-time federal funds received last year, and a \$25 million augmentation to support workforce training.

Dr. Perri said the college is busy preparing for the fall semester. At Convocation on August 27, 2010, we will celebrate Citrus College's "Shining Stars" — those who exemplify the vision and values of the college. We will also celebrate longevity milestones and meet new faculty and staff. An important component of Convocation will be a Strategic Planning work session, which will give the college community the opportunity to provide input on activities to advance our new Strategic Plan.

On August 19, 2010, the Citrus College Foundation will host a special reception to honor scholarship recipients and donors. Over 300 individuals have confirmed their attendance. Dr. Perri said this event will be a nice opportunity to recognize our scholarship recipients and to publically thank our donors.

Dr. Perri was pleased to share information on an upcoming Foundation fundraiser called "The Valley's Got Talent." The event, which will take place on January 30, 2011, in the Haugh Performing Arts Center, has already raised \$21,000 in sponsorships.

**Irene Malmgren, Ed.D., Vice President of Academic Affairs**, reported that the college's latest enrollment numbers reflect an average capacity of 92%, and classes in most divisions are nearly full.

A "Back to School Meeting" for adjunct faculty has been planned for August 26, 2010. It will feature an overview of college services for faculty and students, as well as breakout sessions for each division.

Dr. Malmgren said Mr. James Lancaster, Dean of Career, Technical and Continuing Education, and Ms. Debra Vanschoelandt, Continuing Education Supervisor, have developed a Fall 2010 Community Education Brochure. They credited Ms. Paula Green, Director of Communications, for providing the assistance of Ms. Stacey Donaldson, Publications Specialist, who was instrumental in modifying the layout of the brochure. Joanne Montgomery, Clerk/Secretary, Board of Trustees, thanked Mr. Lancaster for the many wonderful opportunities in Continuing Education for the students and the community, as reflected in the brochure.

Dr. Malmgren provided an update on STEM, Bridges to Success, and College Success news and activities. Dr. Malmgren was pleased to report that the college's request for a third-year extension of the STEM grant was approved for federal funding. "Power into Fall" is a new twist on Power Math. Students will attend a Power Blast refresher on August 26, 2010. They can then sign up for use of a textbook, if they agree to see a counselor and attend tutoring in the Math Success Center. The Writing Café, which piloted during the summer, provided 175 writing consultations to students from several

disciplines. The Writing Café will open again this fall, with a new Citrus College Writing Guide, a book discussion group, workshops, and discussions lead by college poets and authors. Supplemental Instruction was offered in English 030 and English 101. The attendance was excellent, and it is hoped that the students' grades will reflect the value of this resource.

**Jeanne Hamilton, Ph.D., Vice President of Student Services**, reported that Campus Safety has developed a new online system for employees to register for parking permits. This new system transfers vehicle information into a database for campus safety records.

Dr. Hamilton thanked Ms. Martha McDonald, Dean of Students; Dr. Lucinda Over, Dean of Counseling; Ms. Ivon McCraven, Coordinator of School Relations; and Dr. Al Solano, Grant Consultant; for putting together an excellent grant proposal for our veterans program on a very short timeline.

Ms. Stephanie Yee, Counselor, has created an orientation program for two graduate students from Azusa Pacific University and one student from Cal State Northridge, who are seeking internships. The students will provide support to Student Services programs that are short handed due to budget cuts.

Dr. Over is working with deans and vice presidents from several colleges to present the Community College Job Application Workshop for Counselors in September. Azusa Pacific University is a co-sponsor of this event.

**Robert Sammis, J.D., Director of Human Resources**, said his department held their retreat last week, and it was a very productive day. They used "process mapping" to look at the process of hiring classified staff. The technique helps to identify problems and bottlenecks. He said they developed many good ideas for new procedures. He and his staff agreed to make the retreat an annual event.

**Carol R. Horton, Vice President of Finance and Administrative Services**, said the books are closed, thanks to 25 of her staff in the business office working to complete the two-month process. The auditors will be on campus for the next two weeks.

Mrs. Horton commented on the state budget. She said all forecasts are predicting a very late state budget this year. The Chancellor's Office has given the college a one-month extension for filing our local budget. Mrs. Horton said, Ms. Carol Cone, Budget Supervisor, has been very busy with the entire process, and she is now working on the college budget for 2010-2011.

**Roberta Eisel, Academic Senate President**, said the Executive Board of the Academic Senate met to discuss plans for their meeting during Convocation and to identify key issues for next year. They have discussed ways to strengthen faculty engagement at the committee level so that the broader body of the senate council can be even better informed.

Ms. Eisel and Ms. Nicki Shaw, Vice President/President-Elect, will participate in the orientation of new faculty on August 26, 2010. They look forward to sharing with them the joys of teaching at Citrus College, as well as the importance of the shared governance relationship that the college enjoys.

The Academic Senate is planning to relay the latest news on SB 1440 at Convocation and proposed changes to prerequisites, as well as other timely matters. They will also report on suggested changes to our local program review practices that are the culmination of the work of the summer task force.

**Alejandra Delgado, Student Trustee**, said she attended CCLC's Annual Student Trustees Conference. At the conference they received information on the successful parcel tax that was passed by voters in the Foothill-De Anza Community College District.

ASCC held their first meeting. This year there is a preponderance of women on the Executive Board.

Student Trustee Delgado said she attended the meeting between SanFACC and Senator Bob Huff and provided the student perspective on the issue of raising fees to \$40 per unit. She appreciated the opportunity to express student concerns.

**Edward C. Ortell, Member, Board of Trustees**, reported that 16 out of 20 parcel taxes on the ballot were passed at the 66 2/3% level. He said he recently attended the California Community Colleges Centennial Celebration where he had the opportunity to talk with Chancellor Jack Scott and Assemblymember Paul Fong about efforts to lower the percentage rate to pass parcel taxes to 55%. Chancellor Scott was instrumental in lowering the rate to pass general obligation school bonds when he was in the legislature.

**Susan M. Keith, Member, Board of Trustees**, commented that the number of parcel taxes passed by the voters is remarkable. She said K-12 districts often have a difficult time passing these taxes, and their return is much less than the return for community colleges. She added that, even though the amount of tax per parcel is very small, community college parcel taxes draw revenue from several communities, and the funds can be used for college operating expenses.

**Joanne Montgomery, Clerk/Secretary, Board of Trustees**, expressed her appreciation to the Cosmetology Department for once again volunteering to participate in Foothill Unity's Back to School event. The event serves over 1,000 children from throughout our region. This year, the event takes place before the start of the new semester, and Trustee Montgomery thanked Mr. Albert Graciano, Cosmetology instructor, and Ms. Gus Brooks, Director of Cosmetology, for their dedication in coordinating Citrus College's participation. Trustee Keith thanked Trustee Montgomery for her service on the Foothill Unity Board of Directors.

**Patricia Rasmussen, Vice President, Board of Trustees**, commented on the new Foundation publication, *The Owl's Nest*. She said it is beautifully done and rivals similar publications by foundations at 4-year institutions.

Vice President Rasmussen attended the performance of *Anything Goes*, put on by the Citrus Summer Conservatory. The conservatory is a five-week curriculum designed for high school and community college students. Vice President Rasmussen said the house was packed and the performance was well done.

Vice President Rasmussen commented on two articles that appeared in the *San Gabriel Valley Tribune*. One article described Charter Oak's new "virtual school," which provides the opportunity for distance education for high school students. The other article discussed the partnership between El Monte High School and Rio Hondo College, where El Monte students receive priority registration.

Vice President Rasmussen had the opportunity to meet Dr. Robert Voors, the new Superintendent for Glendora Unified School District. She is hopeful of new partnership opportunities between Glendora Unified School District and Citrus College.

Vice President Rasmussen thanked all those who worked to coordinate the Back to School Meeting for adjunct faculty, including Mr. Eric Rabbitoy, Dean of Physical and Natural Sciences.

## **MINUTES**

**Item 1:** Moved by Trustee Ortell and seconded by Trustee Montgomery to approve the regular meeting minutes of the July 13, 2010, as submitted.  
4 Yes. 1 Absent (Trustee Woods).

## **INFORMATION AND DISCUSSION**

### **Program Review – Humanities – Irene Malmgren, Vice President of Academic Affairs**

Dr. Malmgren provided an overview of the Humanities Program Review. Humanities courses provide an excellent foundation for academic and professional careers, and they prepare students to transfer to 4-year institutions. Next steps for the program include conducting SLO assessments and revising course outlines.

### **Program Review – Reading – Irene Malmgren, Vice President of Academic Affairs**

Dr. Malmgren also provided an overview of the Reading Program Review. The program offers courses from pre-collegiate through college level, and employs a variety of delivery systems. All full-time faculty members are certified reading specialists. In the future, the program will place more emphasis on program-level SLOs, including measurement and assessment.

**INDEPENDENT CONTRACTORS**

- Item 2:** Moved by Trustee Montgomery and seconded by Trustee Ortell to approve the attached list of independent contractor/consultant agreements as submitted. 4 Yes. 1 Absent (Trustee Woods).

**FACILITY USE**

- Item 3:** Moved by Trustee Montgomery and seconded by Trustee Ortell to approve facility rentals and usage. 4 Yes. 1 Absent (Trustee Woods).

**BUDGET – WARRANTS – FINANCIAL STATEMENT, ETC.**

- Item 4:** Moved by Trustee Montgomery and seconded by Trustee Ortell to approve A & B Warrants for June and July 2010. 4 Yes. 1 Absent (Trustee Woods).

- Item 5:** Moved by Trustee Montgomery and seconded by Trustee Ortell to approve purchase orders for June and July 2010. 4 Yes. 1 Absent (Trustee Woods).

**CONSTRUCTION – CAPITAL PROJECTS**

- Item 6:** Moved by Trustee Montgomery and seconded by Trustee Ortell to approve Change Order #7 in the amount of \$77,016.00 for Project #06-0506, Vocational Technology Complex. 4 Yes. 1 Absent (Trustee Woods).

- Item 7:** Moved by Trustee Montgomery and seconded by Trustee Ortell to approve Change Order #4 in the amount of \$81,670.00 for Project #10-0607, Student Services Building. 4 Yes. 1 Absent (Trustee Woods).

- Item 8:** Moved by Trustee Montgomery and seconded by Trustee Ortell to approve Change Order #1 in the amount of \$7,691.77 for Project #04-0910, Campus Safety Landscape. 4 Yes. 1 Absent (Trustee Woods).

**PERSONNEL RECOMMENDATIONS**

- Item 9:** Moved by Trustee Montgomery and seconded by Trustee Ortell to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees. 4 Yes. 1 Absent (Trustee Woods).

- Item 10:** Moved by Trustee Montgomery and seconded by Trustee Ortell to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees. 4 Yes. 1 Absent (Trustee Woods).

- Item 11:** Moved by Trustee Montgomery and seconded by Trustee Ortell to approve the employment of short-term, non-academic employees and substitutes. 4 Yes. 1 Absent (Trustee Woods).

**BUDGET – WARRANTS – FINANCIAL STATEMENT, ETC.**

- Item 12:** Moved by Trustee Keith and seconded by Trustee Montgomery to approve participation in the 2011 Chancellor's Office Tax Offset Program (COTOP) program. 4 Yes. 1 Absent (Trustee Woods).

**CONSTRUCTION – CAPITAL PROJECTS**

- Item 13:** Moved by Trustee Montgomery and seconded by Trustee Keith to authorize W & N Luxor Construction, Inc. to substitute Commercial Roofing System of Arcadia, California, for M&M Construction of Pasadena, California, the listed subcontractor.

4 Yes. 1 Absent (Trustee Woods).

- Item 14:** Moved by Trustee Keith and seconded by Trustee Ortell to authorize W & N Luxor Construction, Inc. to substitute Marc Anthony Glazing of San Dimas, California for Sam's Glass of Murrieta, California, the listed subcontractor.

4 Yes. 1 Absent (Trustee Woods).

**EMPLOYMENT – FACULTY**

- Item 15:** Moved by Trustee Keith and seconded by Trustee Montgomery to approve the employment of Mr. Raul Sanchez effective August 18, 2010, in a full-time tenure track position (a first year contract of 175 days through June 30, 2011) in the discipline of Counseling, at a salary placement of Class 2 Step 6, on the Full-Time Faculty Salary Schedule (pending verification of qualifications and experience) totaling \$61,532.00 annually plus \$24,516.21 in health and statutory benefits.

4 Yes. 1 Absent (Trustee Woods).

- Item 16:** Moved by Trustee Montgomery and seconded by Trustee Ortell to approve the employment of Ms. Karla Parsons as a temporary, one semester, full-time, non-tenure track instructor in the Health Sciences Department beginning on August 27, 2010 and ending on December 18, 2010 at a salary placement of Class 2, Step 6 on the Full-Time Faculty Salary Schedule (pending verification of qualifications and experience) totaling \$30,766.00 annually (pro rated) plus \$8,859.61 in health and statutory benefits.

4 Yes. 1 Absent (Trustee Woods).

**BOARD POLICIES**

- Item 17:** Moved by Trustee Ortell and seconded by Trustee Keith to approve the second reading of Board Policies BP4231 – Grade Changes; BP4235 – Credit By Exam; BP3518 – Child Abuse Reporting.

4 Yes. 1 Absent (Trustee Woods).

**GOALS**

- Item 18:** Moved by Trustee Keith and seconded by Trustee Ortell to adopt the 2010-2011 Board Goals.

4 Yes. 1 Absent (Trustee Woods).

**CLOSED SESSION:** At 5:08 p.m., Board Vice President Rasmussen 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); and California School Employees Association (CSEA) Citrus College Chapter Local 101.**

**Per Section 54956.9: CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION AND CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**

**RECONVENE OPEN SESSION:** At 5:37 p.m., Board Vice President Rasmussen reconvened the meeting to open session with no action taken.

**ADJOURNMENT:** At 5:38 p.m., it was moved by Trustee Keith and seconded by Trustee Montgomery to adjourn the meeting.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Joanne Montgomery  
Clerk/Secretary  
Board of Trustees

For the supplemental documents as presented in this meeting, go to:  
<http://www.citruscollege.edu/admin/bot/Documents/Board%20Meeting%20Agendas>