

CITRUS COMMUNITY COLLEGE DISTRICT

AGENDA OF REGULAR MEETING OF THE BOARD OF TRUSTEES

MEETING: Regular Meeting in January

DATE: Tuesday, January 18, 2011

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

Patricia Rasmussen, President
Joanne Montgomery, Vice President
Edward C. Ortell, Clerk/Secretary
Susan M. Keith, Member
Gary L. Woods, 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 December 7, 2010**
- 2. Approval of the Special Meeting Minutes of December 14, 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 54954.5(e) and 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**

G. INFORMATION AND DISCUSSION

None

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 6)
- b. Authorization is requested to approve facility rentals and usage. (Page 8)
- c. Authorization is requested to approve A & B Warrants for November and December 2010. (Page 10)
- d. Authorization is requested to approve purchase orders for November and December 2010. (Page 13)
- e. Authorization is requested to allow staff to prepare specifications and formally bid Project #05-0506, Fine Arts Complex. The project will be funded from Fund 42, Measure G Bond. Award of contract will be by Board action. (Page 21)
- f. Authorization is requested to allow staff to prepare specifications and formally bid Project #02-0809, Administration Building Renovation. The project will be funded from Fund 42, Measure G Bond. Award of contract will be by Board action. (Page 22)
- g. Authorization is requested to allow staff to prepare specifications and formally bid Project #03-0910, Restroom Building East Campus. The projects will be funded from Fund 42, Measure G Bond. Award of contract will be by Board action. (Page 23)

(CONTINUED)

- h. Authorization is requested to approve a \$300.00 one year membership to the Automatic Transmission Rebuilders Association (ATRA). (Page 24)

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 25)
- j. Authorization is requested to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees. (Page 37)
- k. Authorization is requested to approve the employment of short-term, non-academic employees and substitutes. (Page 39)

INDEPENDENT CONTRACTOR AGREEMENT
Board of Trustees Meeting – January 18, 2011

<u>CONTRACTOR CONSULTANT/ DEPARTMENT</u>	<u>RATE</u>	<u>FUNDING SOURCE</u>	<u>PERIOD</u>	<u>SERVICE</u>
<u>ADMINISTRATIVE SERVICES</u>				
Konsurtum1	\$8,900.00max	District	12/1/10 – Project Completion	Design Gas Generators for IS & Campus Safety Bldgs.
Vicenti, Lloyd & Stutzman, LLP	\$66,335.00max	District	7/1/10-6/30/11	District Audit Services
Vicenti, Lloyd & Stutzman, LLP	\$69,645.00max	District	7/1/11-6/30/12	District Audit Services
Vicenti, Lloyd & Stutzman, LLP	\$73,085.00max	District	7/1/12-6/30/13	District Audit Services
Vicenti, Lloyd & Stutzman, LLP	\$8,000.00max	District	7/1/10-6/30/11	Prop 39 Audit Services
Vicenti, Lloyd & Stutzman, LLP	\$8,400.00max	District	7/1/11-6/30/12	Prop 39 Audit Services
Vicenti, Lloyd & Stutzman, LLP	\$8,800.00max	District	7/1/12-6/30/13	Prop 39 Audit Services
Vicenti, Lloyd & Stutzman, LLP	\$11,550.00max	District	7/1/10-6/30/11	Foundation Audit Services
Vicenti, Lloyd & Stutzman, LLP	\$12,350.00max	District	7/1/11-6/30/12	Foundation Audit Services
Vicenti, Lloyd & Stutzman, LLP	\$12,965.00max	District	7/1/12-6/30/13	Foundation Audit Services
<u>BOARD OF TRUSTEES</u>				
Two Oceans Consulting Group	\$2,000.00max per session	District	12/7/10-6/30/11	Facilitate BOT Work Sessions
<u>FINE AND PERFORMING ARTS</u>				
Kim, Jenny	\$4,500.00max	District	1/19/11-6/30/11	Musician Services
Salmon, Audrey	\$4,500.00max	District	1/19/11-6/30/11	Musician Services
Shin, James	\$4,500.00max	District	1/19/11-6/30/11	Musician Services
Zuniga, Jorge	\$4,500.00max	District	1/19/11-6/30/11	Musician Services
<u>HEALTH SCIENCES</u>				
Methodist Hospital of Southern Ca	No Fee	No Fee	1/19/11-1/18/13	Clinical Education
<u>HUMAN RESOURCES</u>				
School Services of California, Inc.	\$255.00 per hour + Reimbursable Expenses	District	12/13/10 - 6/30/11	Services Related to Fact-Finding
<u>STAFF DEVELOPMENT</u>				
The Gallup Organization	\$1,000.00max	District	4/22/11-4/22/10	Speaker & Participant Materials
<u>STUDY ABROAD</u>				
Marquez, Patricia A.	\$2,000.00max	District	2/17/11-4/30/11	Lead Instructor for Spain 2011
<u>WORKFORCE DEVELOPMENT</u>				
Loorz, Alec	\$1,500.00max	District	3/1/11-3/30/11	Keynote Speaker for Earth Day

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	January 18, 2011	Resolution	
SUBJECT:	Facility Usage/Rentals	Information	
		Enclosure(s)	X

BACKGROUND

Facility usage agreements that have been prepared and are being submitted to the Board for their approval for the rental and/or use of various campus facilities.

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

RECOMMENDATION

Authorization is requested to approve facility rentals and usage.

Carol R. Horton
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.1.b.

**Use of Facilities
January 18, 2011**

ORGANIZATION	FACILITY	ACTIVITY	DATE(S)	CHARGE
Mark Levang	Recording Arts Studio	Mixing and Mastering	11/26 & 11/28/10	\$2,000.00
Glendora Jr. All American Football and Cheer	Gym	Cheer Practice	11/29/2010	\$150.00 plus additional labor if required
FLS International	Campus Center East Wing	Orientation and Testing	12/6/2010	\$412.50 plus additional labor if required
Rodale Inc.	Stadium	Still Photo Shoot	12/7/2010	\$1,750.00 plus additional labor if required
Sports Chalet	Pool	Scuba Lessons	Various Dates 1/1/11 through 12/31/11	\$55.00 per hour
Stacey G. Athletics	Tennis Courts	Fitness Boot Camp	Mon, Wed & Fri 1/3/11 through 6/29/11	\$1,240.00 plus additional labor if required
Chelsea Pictures	Exterior of Lecture Halls and E6 Lot	Commercial Filming	1/13 & 1/14/11	\$3,600.00 plus additional labor if required
FLS International	VT208, 215 & PC303	Winter Classes	1/17/11 through 2/4/11	\$2,250.00 plus additional labor if required
2Humantiy	Performing Arts Center	Concert	2/11/2011	\$2,100.00 plus additional labor if required

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
		Resolution	_____
DATE	January 18, 2011	Information	_____
SUBJECT:	A & B Warrants	Enclosure(s)	X

BACKGROUND

A & B Warrants for November and December 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 November and December 2010.

Carol R. Horton
Recommended by

_____/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. ____ H.1.c. _____

CITRUS COMMUNITY COLLEGE DISTRICT		
APPROVAL OF A & B WARRANTS		
November, 2010		
B WARRANT AMOUNT PAID TO VENDORS		\$3,469,602.09
GRANT AMOUNT PAID TO STUDENTS		\$4,619,986.48
NUMBER OF A WARRANTS ISSUED TO EMPLOYEES	REGISTER NUMBER	AMOUNT
193	C1D-C	\$1,663,310.16
1	308-N	\$2,288.65
418	C3D-C	\$649,068.41
526	C3D-N	\$310,046.40
9	312-N	\$6,778.32
1	321-C	\$3,000.00
18	321-N	\$1,874.97
331	C2E-N	\$1,470,711.25
1,497		\$4,107,078.16
ske		
1/14/2011		

CITRUS COMMUNITY COLLEGE DISTRICT		
APPROVAL OF A & B WARRANTS		
December, 2010		
B WARRANT AMOUNT PAID TO VENDORS		\$1,971,651.40
GRANT AMOUNT PAID TO STUDENTS		\$24,123.80
NUMBER OF A WARRANTS ISSUED TO EMPLOYEES	REGISTER NUMBER	AMOUNT
193	C1E-C	\$1,663,552.66
409	C3E-C	\$517,801.19
517	C3E-N	\$333,533.19
3	349-C	\$730.92
2	351-C	\$1,804.68
5	351-N	\$876.48
337	C2F-N	\$1,471,699.05
1,466		\$3,989,998.17
ske		
1/14/2011		

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	January 18, 2011	Resolution	_____
SUBJECT:	Purchase Orders	Information	_____
		Enclosure(s)	X

BACKGROUND

Purchase orders for November and December 2010.

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

RECOMMENDATION

Authorization is requested to approve purchase orders for November and December 2010.

Carol R. Horton _____
Recommended by

_____/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. _____ H.1.d. _____

Includes 11/1/2010 - 11/30/2010

PO Number	Vendor Name	Site	Description	Fund/ Object	Amount
11-15850	Pitney Bowes	9250	Blanket PO	01-5850	5,000.00
11-16096	PATTON SALES CORP.	3020	Blanket PO	01-4300	500.00
11-16544	SUNNEN PRODUCTS COMPANY AUTOMOTIVE CUSTOMER SERVICE	3020	Supplies	01-4300	3,306.88
11-16575	SYMANTEC	9100	SSL Certificate	01-5840	995.00
11-16624	COSTCO WHOLESALE	9220	Food for Events	01-4300	1,500.00
11-16730	A2Z SIGN COMPANY	9375	Dedication Plaque - Campus Safety	42-4300	888.98
				42-5800	.00
11-16860	SPORT CHALET-TEAM SALES	0060	Softball attire continued	01-4300	1,494.76
11-16861	MID-AMERICA SPORTS ADVANTAGE	0060	Softball screen	01-4300	702.69
11-16862	ASSOCIATION OF COMMUNITY AND CONTINUING EDUCATION	9330	ACCE Conference	39-5220	98.00
11-16863	CSI FULLMER	9190	Furniture	01-6400	368.53
11-16864	TOTALPLAN, INC. BUSINESS INTERIORS	9040	Keys	01-4300	20.31
11-16865	Travelseatcushion.com	3270	Seat Cushion	01-4300	89.95
11-16866	STATE WATER RESOURCES CONTROL DIVISION OF WATER QUALITY	9430	Storm Water Fees	01-5800	1,008.00
11-16867	BATTERY SYSTEMS OF FONTANA	9190	Supplies	01-4360	1,283.75
11-16868	Treutelaar Equip.Sales- Doug	3020	Supplies to Clean Automotive System	01-4300	172.19
11-16869	Freestyle Photographic Supply	3260	Supplies	01-4300	812.29
11-16870	MINITEX 15 ANDERSEN LIBRARY	3160	av supplies	01-4300	272.60
11-16871	SAN DIEGUITO PRINTERS	9220	Spring Schedules	01-5850	13,007.26
11-16872	HILLYARD INC	9270	Supplies	01-4300	396.03
11-16873	OWL BOOKSHOP	9230	Blanket PO	01-4300	257.00
11-16874	EC WEST	3270	Chair	01-6400	539.31
11-16875	SPORT CHALET-TEAM SALES	0060	Softball Attire	01-4300	810.50
11-16876	LIFE ASSIST	3370	Supplies	01-4300	1,174.97
11-16877	GLENDORAN MAGAZINE	9220	Advertising	01-5790	210.00
11-16878	SPORT CHALET-TEAM SALES	0060	Staff Shirts	01-4300	662.89
11-16879	SOUTHWEST PLASTIC BINDING CO.	9110	Shrink Wrap	01-4300	628.23
11-16880	JOURNAL OF NURSING EDUCATION	0309	Subscription	01-4300	369.00
11-16881	JOHNSTONE SUPPLY	3370	Supplies for Heating and Air Conditioning	01-6400	12,339.07
11-16882	W W GRAINGER INC	3020	Supplies	01-4300	137.35
11-16883	HULL ELECTRIC	9370	Power drops in Tech E	01-5800	3,400.00
11-16884	BATTERY SYSTEMS OF FONTANA	9250	Supplies	01-4300	1,814.94
11-16885	SOUTH COAST AIR QUALITY MANAGE MENT	9370	SCAQMD Filing Fee	01-5880	497.03
11-16886	STOVER SEED COMPANY	9020	Grass Seed	41-4300	2,085.25
11-16887	LAMB & SONS CONSTRUCTION	3370	Concrete Pads for Heating Lab	01-5800	2,106.00
11-16888	SCANTRON	0309	Supplies	01-4300	60.32
11-16889	Systems Technology Associates	3370	VTEA IT Project	01-6400	5,202.71
11-16890	Dell Computer Corp	9100	Monitors	01-6400	1,828.37
11-16891	Mike Galvez	0060	Photo Equipment	01-4300	.00
				01-6400	1,207.25
11-16892	DIAL Communications	9370	Radio Equipment	41-6400	3,191.29
11-16893	HILLYARD INC	9270	Supplies	01-4300	5,668.14

11-16894	OWL BOOKSHOP	9081	Textbooks for students	01-7600	69,417.10
11-16895	OWL BOOKSHOP	0309	Blanket PO	01-4300	500.00
11-16896	OFFICE DEPOT BSD ED DIV	3200	Blanket PO	01-4300	1,000.00
11-16897	DCL CONSTRUCTION	9370	Alterations in P1, P2, P3	41-6100	8,147.00
11-16898	OWL BOOKSHOP	9081	Textbooks for Students	01-7600	6,820.54
11-16899	CASBO PROFESSIONAL DEVELOPMENT	9050	1099 Workshop for Karen Gagliano 12/13/10	01-5200	102.50
				71-5200	102.50
11-16900	CASBO PROFESSIONAL DEVELOPMENT	9050	1099 Workshop for Bernice Rose 12/13/10	51-5200	205.00
11-16901	TRI-BEST VISUAL DISPLAY	9375	Marker boards, Main Gym	42-6400	1,501.76
11-16902	CALIF COMMUNITY COLLEGES MATRICULATION - CCCMPA	9149	Travel-Registration Fees	01-5220	75.00
11-16903	CALIF COMMUNITY COLLEGES MATRICULATION - CCCMPA	9150	Travel-Registration fees	01-5220	75.00
11-16904	ALBERTSONS/SUPER VALUE	9220	Refreshments	01-4300	65.81
11-16905	MONROVIA UNIFIED SCHOOL DIST	9410	MHS Summer School 2010	01-5800	59,170.52
11-16906	SUBWAY	9570	Food	39-4300	2,281.25
11-16907	LITTLE CAESARS	9570	Food	39-4300	550.00
11-16908	COSTCO WHOLESALE	9570	Food	39-4300	1,000.00
11-16909	VONS GROCERY	9570	Food	39-4300	400.00
11-16910	HCD RENEWAL	9040	Registration Renewal	01-5800	24.00
11-16911	Dell Computer Corp	3370	VTEA - Info Tech	01-4300	3,814.19
11-16912	SNAP-ON TOOLS CORPORATION	3370	VTEA - Diesel	01-4300	1,044.59
11-16913	4 IMPRINT	9220	Commemorative items for Campus Safety dedication	01-4300	628.24
11-16914	VONS GROCERY	9220	Refreshments	01-4300	209.93
11-16915	STARBUCKS COFFEE	9220	Refreshments	01-4300	45.00
11-16916	JUNIOR LIBRARY GUILD	9260	Print subscriptions	01-4300	502.20
11-16917	Vology Data Systems	9100	IT Equipment - Student Services	01-4300	1,563.94
11-16918	PRESTIGE GOLF CARS	9070	Electric Carts	01-6400	6,177.83
11-16919	EVER SUPERIOR VISUAL PRODUCTS	0030	White Boards for Lecture Hall	01-6400	1,102.14
11-16920	PLAZA PRODUCE	9290	Lunch for TTF	01-4300	258.40
11-16921	PLAZA PRODUCE	9680	Refreshments	01-4300	5.98
11-16922	OWL CAFE	9672	Refreshments	01-4300	98.78
11-16923	OWL CAFE	9347	Refreshments	01-4300	49.39
11-16924	CALIFORNIA STAGE & LIGHTING	9570	Kenshu Lighting Seminar	39-4300	.00
				39-5600	884.80
11-16925	BROOKES PUBLISHING CO.	3120	Assessment Tool	33-4300	109.64
11-16926	OWL BOOKSHOP	3370	VTEA - Blanket PO	01-4300	219.50
11-16927	WATSON BROS.	0310	Balance repair	01-5600	255.00
11-16928	COMPUTING TECHNOLOGY INDUSTRY	3370	VTEA - IT Testing Membership	01-4300	976.78
11-16929	EVERSAN INC	0060	Cables for basketball shot clock	01-4300	143.96
11-16930	Amazon.com Corporate Credit	9347	Book	01-4300	65.80
11-16931	SYMANTEC	9100	SSL Certificate	01-5840	995.00
11-16932	GLAXOSMITHKLINE FINANCIAL INC.	9160	Tetanus Vaccine	01-4300	1,020.68
11-16933	IMPACT SPECIALTIES INC.	9070	Parking Citations	01-4300	5,035.00
11-16934	GLENDORA CHAMBER MAP PROJECT c/o ATLANTIC COMMUNICIONS	9220	Ad in Glendora Chamber Map	01-5790	895.00
11-16936	VIRCO MFG. CORPORATION	9375	Chairs, Main Gym	42-6400	4,286.84
11-16937	PartyPro.com	9220	Superintendent/President's Holiday Reception	01-4300	516.12

11-16938	CandyWarehouse.com	9220	Superintendent/President's Holiday Reception	01-4300	160.18
11-16939	RGA ENVIROMENTAL	9430	Industrial Hygiene Assessment of North Bungalow	01-5810	2,320.00
11-16940	ALPHACOMM	9260	Equipment installation	01-4300 01-5810	759.92 .00
11-16941	TARGET COMMERCIAL ACCOUNTS	9220	Superintendent/President's Holiday Reception	01-4300	243.42
11-16942	DAVE MILLER PLUMBING INC.	9375	Hose Reels/Air Lines - Voc Tec	42-6400	6,152.00
11-16943	PLAZA PRODUCE	9170	Lunches	01-4300	.00
11-16944	GETINGE/CASTLE INC	0030	Replacement part for autoclave	01-6400	2,190.94
11-16945	BASHFORD ENTERPRISES 000474	9370	Repair water damage at NB	41-5600	7,162.00
11-16947	B & H Photo Video - Pro Audio Gov/Education Sales Division	0060	DVD Recorder	01-4300	359.96
11-16948	SunGard DegreeWorks MRA Services Inc	9100	Conference Registration	01-5200	495.00
11-16950	CSS/RANCHO JANITORIAL SUPPLIES	9270	Supplies	01-4300	823.13
11-16951	BMI GENERAL LICENSING	9030	MUSIC LICENSE	01-5880	2,361.96
11-16952	INTRIX TECHNOLOGY, INC.	9030	TICKETING SYSTEM	01-5800	.00
11-16953	MALMARK INC	0280	Choir Bell Repair	01-5630	15.49
11-16954	PRAX AIR	9455	CO2	41-5892	37.86
11-16955	TESSITURA NETWORK, INC	9030	TICKETING SYSTEM	01-5800	.00
11-16956	GLENDORA DODGE ATTN: TONY MILLER	9240	Parts	01-5630	118.73
11-16957	CSS/RANCHO JANITORIAL SUPPLIES	9375	Restroom Accessories - Main Gym	42-4300	129.78
11-16961	HULL ELECTRIC	9375	Electrical Drops at TD	42-6100	1,475.00
11-16962	COMMUNITY COLLEGE LEAGUE OF CALIFORNIA	9260	Online Database Subscription Renewals	01-5840	10,306.00
11-16964	R & D BUSINESS INT. 000446	0310	Furniture for Instructor	01-6400	1,143.97
11-16965	Partywedding.com	9220	Superintendent/President's Holiday Reception	01-4300	149.69
11-16966	Marie Callendar's	9220	Superintendent/President's Holiday Reception	01-4300	405.59
11-16967	OWL CAFE	9362	Flex day continental breakfast	01-4300	1,199.29
11-16968	STARBUCKS COFFEE	9220	Superintendent/President's Holiday Reception	01-4300	246.94
11-16969	Party City	9220	Superintendent/President's Holiday Reception	01-4300	295.67
11-16970	MALMARK INC	0280	Bell Gloves	01-4300	61.46
			Total	110	\$297,063.53

Fund Summary

Fund	Description	PO Count	Amount
01	General Fund	91	\$256,374.58
33	Child Development Fund	1	\$109.64

39	Community Education	6	\$5,214.05
41	Capital Outlay Projects Fun	5	\$20,623.40
42	Revenue Bond Construction F	6	\$14,434.36
51	Bookstore Fund	1	\$205.00
71	Associated Student Trust Fu	1	\$102.50
	Total	110	\$297,063.53

Includes 12/1/2010 - 12/31/2010

PO Number	Vendor Name	Site	Description	Fund/ Object	Amount
11-16788	MarineDepot.com	9260	Supplies	01-4300	41.20
11-16935	BULK BALLOONS	9220	Superintendent/President's Holiday Reception	01-4300	77.86
11-16942	DAVE MILLER PLUMBING INC.	9375	Hose Reels/Air Lines - Voc Tec	42-6100	6,152.00
11-16946	TECHTRON INTERNATIONAL	3160	Supplies	01-4300	178.65
11-16949	Dell Computer Corp	9260	Equipment	01-6400	1,097.48
11-16958	Dell Computer Corp	9100	Wireless Accessories	01-4300	316.38
11-16959	Dell Computer Corp	9100	Software Support	01-5610	15,315.99
11-16960	PRESTIGE GOLF CARS	0060	Golf Cart	01-6400	2,957.76
11-16963	VONS GROCERY	9220	Superintendent/President's Holiday Reception	01-4300	307.07
11-16971	Oracle America	9100	Technical Support Services	42-5840	103,393.84
11-16973	SUBWAY	3120	Food for FKCE Advisory Committee Meetings	33-4700	285.35
11-16974	Notary Public Seminars, Inc	9330	Exam Fee	39-5840	87.50
11-16975	CAREER STEP, LLC	9330	Enrollment Fee	39-5800	1,189.95
11-16976	Augusoft Inc	9330	Annual Subscription Fee	39-5840	10,000.00
11-16977	TRAVERS	3020	Floor mats for the new automotive labs	01-4300	798.84
11-16978	JEFF'S SPORTING GOODS	0060	baseball	01-4300	1,744.55
11-16979	FLAG EXPRESSIONS	9070	California Flag - Mall	01-4300	175.00
11-16980	FIRST AID ONLY	9070	First Aid Supplies - Building & Officers	01-4300	532.62
11-16981	AAA BACKFLOW	9370	Replace Pump at Cafeteria Sewer Station	41-5600	8,400.00
11-16982	LAWRENCE E MARINO (000135) DBA CALIBER POOL & SPA SERVICE	9195	Repairs to Pool	01-5600	462.00
11-16983	LAWRENCE E MARINO (000135) DBA CALIBER POOL & SPA SERVICE	9195	Repairs to Pool	01-5600	850.00
11-16984	MALCOLITE CORP	9040	Supplies	01-4300	444.49
11-16985	PERFORM BETTER	0060	Equipment for track	01-4300	575.53
11-16986	ON TRACK	0060	Track and Field Supplies	01-4300	352.30
11-16987	OWL CAFE	9260	Flex Day Luncheon Buffet	01-4300	3,597.88
11-16988	SARGENT'S SPORTING GOODS	0060	Baseball bats	01-4300	592.65
11-16989	CLAREMONT COURIER	9220	Subscription renewal	01-4300	52.00
11-16990	SNAP-ON INDUSTRIAL	9375	Furniture - Main Gym Remodel	42-6400	3,383.57
11-16991	BEACON MEDIA, IND.	9220	Advertising	01-5790	650.00
11-16992	VILLAGE PROFILE	9220	Advertising	01-5790	625.00
11-16993	DAVE BANG ASSOCIATES, INC	9250	Outdoor furniture	41-6400	510.20
11-16994	ADVANCED TREE CARE	9140	Tree trimming	01-5800	3,985.00
11-16995	SC FUELS	9190	Gasoline	01-4360	10,776.59
11-16996	B & H Photo Video - Pro Audio Gov/Education Sales Division	0060	Supplies	01-4300	106.34
11-16997	MAINTEX INC.	9270	Supplies	01-4300	905.98
11-16998	Xerox Capital Services LLC Attn: PO	9020	IGEN4 FPPS Server Upgrade	41-5800	89,195.00
11-16999	BARAK SYSTEMS, LLC	9190	Thermal leak detection services	01-5800	1,100.00
11-17000	TICKET ENVELOPE CO.	9030	Ticket Envelopes	01-4300	.00
11-17001	CHILD AND FAMILY POLICY	3120	Registration for Conference	33-5200	250.00
11-17002	UNION ICE COMPANY ARCTIC	3120	Snow Play	01-4300	2,030.38

				33-4300	.00
11-17003	TRI-BEST VISUAL DISPLAY	0311	White boards to replace old chalkboards	01-6400	1,289.44
11-17004	HYBRID CASES	0280	Travel case - music equipment	01-4300	89.53
11-17005	TRI-BEST VISUAL DISPLAY	9375	Markerboard - MG - Basketball	42-6400	328.52
11-17006	Apple Inc	0010	Laptop Computer	01-6400	1,653.05
				01-6410	377.91
11-17007	CALIFORNIA STAGE & LIGHTING	0080	Supplies	01-6400	553.36
11-17008	HILLYARD INC	9270	Supplies	01-4300	6,172.27
11-17009	AUTOMOTIVE NEWS	3020	Annual subscription for	01-4300	174.50
11-17010	THOMSON REUTERS/BARCLAYS	9020	Renewal of T5 Education US	01-4300	291.00
11-17011	TRI-BEST VISUAL DISPLAY	0060	PO for replacment white board	01-4300	.00
				01-6400	475.96
11-17012	TRI-BEST VISUAL DISPLAY	9100	Markerboard	01-6400	512.41
11-17013	MEDCO SPORTS MEDICINE	9375	Taping Tables - Main Gym	42-6400	3,677.80
11-17014	DALIA'S PIZZA	9347	Lunch	01-4300	96.07
11-17015	CENTRAL DRUG SYSTEM, INC	9240	Employment Tests	01-5800	400.00
11-17016	TW HVAC SUPPLY, INC	3370	Heating Lab Equipment	01-6400	2,412.74
11-17017	HOORAY PROMOS	9099	Promotional Supplies	01-4300	2,000.00
11-17018	CAROLINA BIOLOGICAL SUPPLY	0030	Supplies	01-4300	787.02
11-17019	Walt Ghent Cardiology Shop	0309	Skills lab supplies	01-4300	152.15
11-17020	PROFESSIONAL HOSPITAL SUPPLY	0309	Skills lab supplies	01-4300	827.05
11-17021	North American Plastic	9190	Hooks	01-4300	56.05
11-17022	CAROLINA BIOLOGICAL SUPPLY	0030	Supplies	01-4300	2,232.66
11-17023	SectorPoint, Inc.	9100	Website Maintenance & Support	01-5840	25,745.00
11-17024	R & R CUSTOM SIGNS	9375	Campus Signage	42-6100	3,000.00
11-17025	Dell Computer Corp	9099	Monitor	01-6400	361.94
11-17026	COMPVIEW INC.	3160	AV Supplies	01-4300	358.86
11-17027	SEHI Computer Products Inc	3020	Printers	01-6400	1,282.19
11-17028	Amazon.com Corporate Credit	9220	Cameras	01-6400	283.97
11-17029	HARDY DIAGNOSTICS	0030	Microbiology Supplies	01-4300	222.34
11-17030	TARGET COMMERCIAL ACCOUNTS	9220	Superintendent/President's	01-4300	65.19
11-17031	Dell Computer Corp	9375	Main Gym - Computers	42-6400	11,840.92
11-17032	ALLSTEEL	9375	Office Furniture - Main Gym	42-6400	27,556.18
11-17033	CSI FULLMER	9375	Office Furniture - Main Gym	42-6400	21,436.29
11-17034	GAYLORD BROS. ATTN: MAERLISE	9260	Supplies	01-4300	181.91
11-17035	DWI ENTERPRISES	9375	Podiums - Main Gym	42-6400	2,950.08
11-17036	WESTERN AUDIO VISUAL CORP	9375	Gym Remodel - A/V	42-6400	22,130.65
11-17037	Champion Optical Network Engineering	9375	Gym Remodel - A/V	42-6400	1,082.38
11-17038	OWL BOOKSHOP	3270	Blanket PO	01-4300	100.00
11-17039	FISHER SCIENTIFIC	0310	Supplies	01-4300	383.31
11-17040	ARROW PARKING	9370	Slurry Seal and Re-Stripe	41-5600	2,350.00
11-17041	SCANTRON	0030	testing & analysis forms	01-4300	143.83
11-17042	VERIZON CALIFORNIA	9100	Blanket PO	01-5840	1,700.00
11-17043	LIBRARY STORE	9260	Supplies	01-4300	42.80
11-17044	TU-K INDUSTRIES INC.	3040	Alva Quats Disinfectant -	01-4300	352.63
11-17045	MATCO TOOLS	3370	Diesel Tools	01-6400	657.20
11-17046	BAINBRIDGE GROUP INC	9375	Asbestos & Lead Inspection -	42-5800	4,635.00
11-17049	TRI-BEST VISUAL DISPLAY	9375	Main Gym - Markerboards for	42-6400	1,018.25
11-17050	K-LOG EDUCATION DIVISION YC-108	3370	Cabinets	01-6400	3,731.94
11-17051	ARROW RESTAURANT EQUIPMENT	9375	Ice Machine	42-6400	6,507.09
11-17052	CSS/RANCHO JANITORIAL	9375	Restroom Accessories - Student	42-4300	6,182.33

11-17053	PRIMEX WIRELESS	9370	Wireless Clocks-SS, FA,	41-4300	3,697.30
11-17054	CSS/RANCHO JANITORIAL	9375	Restroom Accessories - Main	42-4300	259.56
11-17055	W W GRAINGER INC	3140	Heating & EST Lab Supplies	01-6400	28,499.23
11-17056	KWIKSERVE, LLC	3020	Service on machinery for	01-5600	528.51
11-17057	SARGENT-WELCH SCIENTIFIC	0030	Supplies	01-4300	106.72
11-17058	CREDENTIALS ORDER PROCESSING	9010	Transcripts Plus Service	01-5800	750.00
11-17059	DAIGGER	0030	Supplies	01-4300	508.96
				01-6400	129.24
11-17060	MOVIES UNLIMITED	3160	AV Media	01-6300	293.27
11-17061	WARDS NATURAL SCIENCE	0300	geology instructional supplies	01-4300	37.24
11-17062	STAMP OUT	9100	Rubber Stamps	01-4300	105.20
11-17063	W W GRAINGER INC	3370	Energy Systems Technology	01-4300	33.80
				01-6400	47,444.03
11-17064	ADVANCE FIRE PROTECTION CO.	9370	PAC - Deluge Certification	01-5800	985.00
11-17065	ASSOCIATED MARKETING GROUP	9430	Supplies	01-4300	399.98
			Total	101	\$528,136.76

Fund Summary

Fund	Description	PO Count	Amount
01	General Fund	73	\$186,637.00
33	Child Development Fund	3	\$535.35
39	Community Education	3	\$11,277.45
41	Capital Outlay Projects Fun	5	\$104,152.50
42	Revenue Bond Construction F	17	\$225,534.46
Total		101	\$528,136.76

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE	January 18, 2011	Resolution	_____
SUBJECT:	Authorization to Bid, Project #05-0506, Fine Arts Complex	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 construction of a new Fine Arts Complex. The project will be funded from Fund 42, Measure G Bond.

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 #05-0506, Fine Arts Complex. The project will be funded from Fund 42, Measure G Bond. Award of contract will be by Board action.

Carol R. Horton
Recommended by

Moved / Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. _____ H.1.e. _____

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE	January 18, 2011	Resolution	_____
SUBJECT:	Authorization to Bid, Project #02-0809, Administration Building Renovation	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 the renovation of the Administration Building. The project will be funded from Fund 42, Measure G Bond.

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 #02-0809, Administration Building Renovation. The project will be funded from Fund 42, Measure G Bond. Award of contract will be by Board action.

Carol R. Horton
Recommended by

Moved / Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ H.1.f. _____

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	January 18, 2011	Resolution	_____
SUBJECT:	Authorization to Bid, Project #03-0910, Restroom Building East Campus	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 construction of a new restroom building for the east campus area. The project will be funded from Fund 42, Measure G Bond.

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 #03-0910, Restroom Building East Campus. The projects will be funded from Fund 42, Measure G Bond. Award of contract will be by Board action.

Carol R. Horton
Recommended by

/ _____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ H.1.g. _____

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	January 18, 2011	Resolution	_____
SUBJECT:	Institutional Membership to the Automatic Transmission Rebuilders Association (ATRA)	Information	_____
		Enclosure(s)	X

BACKGROUND

The Automatic Transmission Rebuilders Association (ATRA) provides Citrus College with free on-line testing and certification, member only access to online technical library, admittance to local ATRA Technical Seminar and to the ATRA Powertrain Expo Complete Conference as well as discounts on purchases made through ATRA's bookstore.

This item was prepared by Lois Bottari, Career, Technical and Continuing Education.

RECOMMENDATION

Authorization is requested to approve a \$300.00 one year membership to the Automatic Transmission Rebuilders Association (ATRA).

Carol R. Horton
Recommended by

/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.1.h.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	January 18, 2011	Resolution	_____
SUBJECT:	Academic Employees	Information	_____
		Enclosure(s)	X _____

BACKGROUND

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

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

RECOMMENDATION

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

Robert Sammis
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.1.i.

**ACADEMIC EMPLOYEES
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
JANUARY 18, 2011**

NAME	CLASSIFICATION	STATUS	ASSIGNMENT	DEPARTMENT	BEGIN	END	RATE	
Anderson, Brian	Instructor	During unassigned time	Hourly as needed	Mathematics	02/22/11	06/18/11	\$50.72	hr.
Au, Algie	Instructor		Hourly as needed	Biology	02/23/11	06/30/11	\$44.90	hr.
Au, Susanna	Instructor		Hourly as needed	Drafting/Engineering	01/19/11	06/30/11	\$44.90	hr.
Bender, Thomas	Instructor		Hourly as needed	Automotive	01/19/11	06/30/11	\$44.90	hr.
Boyden, Pixie	Instructor		Hourly as needed	Information Technology	01/19/11	06/30/11	\$44.90	hr.
Brown, David	Instructor	During unassigned time	Hourly as needed	Automotive	01/19/11	06/30/11	\$50.72	hr.
Buchwald, Leigh	Instructor	During unassigned time	Hourly as needed	Information Technology	01/19/11	06/30/11	\$50.72	hr.
Caldani, Patricia	Instructor		Hourly as needed	Biology	02/23/11	06/30/11	\$44.90	hr.
Carter, Brian	Instructor		Hourly as needed	Physical Science	01/19/11	06/30/11	\$44.90	hr.
Casey, David	Instructor	During unassigned time	Hourly as needed	Mathematics	02/22/11	06/18/11	\$50.72	hr.
Castro, Juan	Instructor		Hourly as needed	Automotive	01/19/11	06/30/11	\$44.90	hr.
Chan, Linda	Instructor		Hourly as needed	Physical Science	01/19/11	06/30/11	\$44.90	hr.
Chen, Daniel	Instructor		Hourly as needed	Mathematics	02/22/11	06/18/11	\$44.90	hr.
Chun, Mina	Instructor		Hourly as needed	Mathematics	02/22/11	06/18/11	\$44.90	hr.
Clark, Jeremy	Instructor	During unassigned time	Hourly as needed	Automotive	01/19/11	06/30/11	\$50.72	hr.
Clark, Jeremy	Instructor	Coordinator, Toyota Technician Education Network	Stipend	Automotive	01/19/11	02/11/11	\$1,000.00	tl.

**ACADEMIC EMPLOYEES
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
JANUARY 18, 2011**

NAME	CLASSIFICATION	STATUS	ASSIGNMENT	DEPARTMENT	BEGIN	END	RATE	
Davis, Michael	Instructor		Hourly as needed	Mathematics	02/22/11	06/18/11	\$44.90	hr.
Dery, Kenneth	Instructor		Hourly as needed	Physical Science	01/19/11	06/30/11	\$44.90	hr.
Dingwall, Stephanie	Instructor		Hourly as needed	Physical Science	01/19/11	06/30/11	\$44.90	hr.
Eckhard, Christopher	Instructor	During unassigned time	Hourly as needed	Automotive	01/19/11	06/30/11	\$50.72	hr.
Entus, Robert	Instructor		Hourly as needed	Physical Science	01/19/11	06/30/11	\$44.90	hr.
Everest, Robert	Instructor	During unassigned time	Hourly as needed	Mathematics	02/22/11	06/18/11	\$50.72	hr.
Farahani, Badieh	Instructor	During unassigned time	Hourly as needed	Physical Science	01/19/11	06/30/11	\$50.72	hr.
Farnum, Martin	Instructor		Hourly as needed	Physical Science	01/19/11	06/30/11	\$44.90	hr.
Fernandez, Richard	Instructor	During unassigned time	Hourly as needed	Drafting/Engineering	01/19/11	06/30/11	\$50.72	hr.
Gamboa, Robert	Counselor	During unassigned time	Hourly as needed	Counseling	01/19/11	06/30/11	\$44.90	hr.
Gong, Catherine	Instructor	During unassigned time	Hourly as needed	Mathematics	02/22/11	06/18/11	\$50.72	hr.
Gonzalez, Juan	Instructor		Hourly as needed	Automotive	01/19/11	06/30/11	\$44.90	hr.
Gonzalez, Rudy	Instructor	During unassigned time	Hourly as needed	Mathematics	02/22/11	06/18/11	\$50.72	hr.
Goodman, Robert	Instructor	During unassigned time	Hourly as needed	Physical Science	01/19/11	06/30/11	\$50.72	hr.
Gutierrez, Jesus	Instructor	During unassigned time	Hourly as needed	Mathematics	02/22/11	06/18/11	\$50.72	hr.
Hathaway, George	Instructor	During unassigned time	Hourly as needed	Physical Science	01/19/11	06/30/11	\$50.72	hr.

**ACADEMIC EMPLOYEES
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
JANUARY 18, 2011**

NAME	CLASSIFICATION	STATUS	ASSIGNMENT	DEPARTMENT	BEGIN	END	RATE	
Hollenshead, Marcia	Instructor		Hourly as needed	Physical Science	01/19/11	06/30/11	\$44.90	hr.
Jones, Vanessa	Instructor		Hourly as needed	Mathematics	02/22/11	06/18/11	\$44.90	hr.
Kaisler, Denise	Instructor	During unassigned time	Hourly as needed	Physical Science	01/19/11	06/30/11	\$50.72	hr.
Kary, David	Instructor	During unassigned time	Hourly as needed	Physical Science	01/19/11	06/30/11	\$50.72	hr.
Kassab, Mohamad	Instructor		Hourly as needed	Mathematics	02/22/11	06/18/11	\$44.90	hr.
Kaur, Raminder	Instructor		Hourly as needed	Physical Science	01/19/11	06/30/11	\$44.90	hr.
Kim, Brian	Instructor		Hourly as needed	Mathematics	12/01/10	12/31/10	\$44.90	hr.
Kim, Edward	Instructor		Hourly as needed	Mathematics	02/22/11	06/18/11	\$44.90	hr.
Kinney, Michael	Instructor		Hourly as needed	Physical Science	01/19/11	06/30/11	\$44.90	hr.
Kondo, Arnold	Instructor	During unassigned time	Hourly as needed	Physical Science	01/19/11	06/30/11	\$50.72	hr.
Korn, Dennis	Instructor	During unassigned time	Hourly as needed	Automotive	01/19/11	06/30/11	\$50.72	hr.
Kramer, Henry	Instructor		Hourly as needed	Mathematics	09/01/10	12/31/10	\$44.90	hr.
Kramer, Henry	Instructor		Hourly as needed	Mathematics	02/22/11	06/18/11	\$44.90	hr.
Le, Tieng	Instructor		Hourly as needed	Mathematics	02/22/11	06/18/11	\$44.90	hr.
Lee, Monica	Instructor		Hourly as needed	Physical Science	01/19/11	06/30/11	\$44.90	hr.
Lei, Li	Instructor		Hourly as needed	Mathematics	02/22/11	06/18/11	\$44.90	hr.

**ACADEMIC EMPLOYEES
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
JANUARY 18, 2011**

NAME	CLASSIFICATION	STATUS	ASSIGNMENT	DEPARTMENT	BEGIN	END	RATE	
Lenh, Aiken	Instructor		Hourly as needed	Mathematics	02/22/11	06/18/11	\$44.90	hr.
Leung, Sing	Instructor		Hourly as needed	Mathematics	02/22/11	06/18/11	\$44.90	hr.
Lewis, Suzanne	Instructor		Hourly as needed	Biology	02/23/11	06/30/11	\$44.90	hr.
Li, Xiaoyan	Instructor		Hourly as needed	Physical Science	01/19/11	06/30/11	\$44.90	hr.
Lipp, Gregory	Instructor		Hourly as needed	Automotive	01/19/11	06/30/11	\$44.90	hr.
Low, Joyce	Instructor	During unassigned time	Hourly as needed	Mathematics	02/22/11	06/18/11	\$50.72	hr.
Luke, Thomas	Instructor		Hourly as needed	Automotive	01/19/11	06/30/11	\$44.90	hr.
Luu, Kinh	Instructor		Hourly as needed	Mathematics	02/22/11	06/18/11	\$44.90	hr.
Mallory, Roy	Instructor		Hourly as needed	Automotive	01/19/11	06/30/11	\$44.90	hr.
McCabe, Dale	Instructor		Hourly as needed	Physical Science	01/19/11	06/30/11	\$44.90	hr.
Medrano, Esmeralda	Instructor	During unassigned time	Hourly as needed	Mathematics	02/22/11	06/18/11	\$50.72	hr.
Miles, Terrence	Instructor	During unassigned time	Hourly as needed	Physical Science	01/19/11	06/30/11	\$50.72	hr.
Mondrala, Scott	Instructor	Biology Lab Coordinator	Hourly as needed	Biology	01/19/11	06/30/11	\$50.72	hr.
Mondrala, Scott	Instructor	During unassigned time	Hourly as needed	Physical Science	01/19/11	06/30/11	\$50.72	hr.
Montgomery, Robert	Instructor		Hourly as needed	Physical Science	01/19/11	06/30/11	\$44.90	hr.
Morrill, Eugene	Instructor		Hourly as needed	Automotive	01/19/11	06/30/11	\$44.90	hr.

**ACADEMIC EMPLOYEES
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
JANUARY 18, 2011**

NAME	CLASSIFICATION	STATUS	ASSIGNMENT	DEPARTMENT	BEGIN	END	RATE	
Morrison, Joanne	Instructor	During unassigned time	Hourly as needed	Mathematics	02/22/11	06/18/11	\$50.72	hr.
Nalbandyan, Zorayr	Instructor		Hourly as needed	Mathematics	02/22/11	06/18/11	\$44.90	hr.
Ng, Sun	Instructor		Hourly as needed	Mathematics	02/22/11	06/18/11	\$44.90	hr.
Nguyen, Cynthia	Instructor		Hourly as needed	Mathematics	02/22/11	06/18/11	\$44.90	hr.
Nguyen, Tracy	Instructor		Hourly as needed	Mathematics	02/22/11	06/18/11	\$44.90	hr.
Nguyenhuu, Rick	Instructor	During unassigned time	Hourly as needed	Mathematics	02/22/11	06/18/11	\$50.72	hr.
Norton, Jeffrey	Instructor		Hourly as needed	Automotive	01/19/11	06/30/11	\$44.90	hr.
Odrich, Steve	Instructor	During unassigned time	Hourly as needed	Mathematics	02/22/11	06/18/11	\$50.72	hr.
Paek, Hyeyi	Instructor	During unassigned time	Hourly as needed	Mathematics	02/22/11	06/18/11	\$50.72	hr.
Ramos, Gloria	Instructor	During unassigned time	Hourly as needed	Physical Science	01/19/11	06/30/11	\$50.72	hr.
Reagan, Di	Instructor		Hourly as needed	Mathematics	02/22/11	06/18/11	\$44.90	hr.
Riderer, Lucia	Instructor	Saturday Physics Workshop	Stipend	CCRAA STEM Grant	01/29/11	01/29/11	\$225.00	tl.
Riderer, Lucia	Instructor	During unassigned time	Hourly as needed	Mathematics	02/22/11	06/18/11	\$50.72	hr.
Robinson, Janet	Counselor		Hourly as needed	Counseling	01/19/11	06/30/11	\$44.90	hr.
Ruiz, Priscilla	Instructor		Hourly as needed	Automotive	01/19/11	06/30/11	\$44.90	hr.
Ryba, David	Instructor	During unassigned time	Hourly as needed	Physical Science	01/19/11	06/30/11	\$50.72	hr.

**ACADEMIC EMPLOYEES
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
JANUARY 18, 2011**

NAME	CLASSIFICATION	STATUS	ASSIGNMENT	DEPARTMENT	BEGIN	END	RATE	
Scott, Chris	Instructor	During unassigned time	Hourly as needed	Physical Science	01/19/11	06/30/11	\$50.72	hr.
Scott, Chris	Instructor	During unassigned time	Hourly as needed	Mathematics	02/22/11	06/18/11	\$50.72	hr.
Selezinka, Roman	Instructor		Hourly as needed	Mathematics	02/22/11	06/18/11	\$44.90	hr.
Shimano, Brooke	Instructor		Hourly as needed	Physical Science	01/19/11	06/30/11	\$44.90	hr.
Smyth, Nathaniel	Instructor		Hourly as needed	Physical Science	01/19/11	06/30/11	\$44.90	hr.
Soldatenko, Adrian	Instructor		Hourly as needed	Physical Science	01/19/11	06/30/11	\$44.90	hr.
Stoner, Bruce	Instructor	During unassigned time	Hourly as needed	Electrical/Information Technology	01/19/11	06/30/11	\$50.72	hr.
Swan, Alfie	Instructor	During unassigned time	Hourly as needed	Mathematics	02/22/11	06/18/11	\$50.72	hr.
Swatzel, James	Instructor	During unassigned time	Hourly as needed	Mathematics	02/22/11	06/18/11	\$50.72	hr.
Tabata, Flint	Instructor		Hourly as needed	Drafting	01/19/11	06/30/11	\$44.90	hr.
Tanshee, Cheng	Instructor		Hourly as needed	Mathematics	02/22/11	06/18/11	\$44.90	hr.
Tippins, Ralph	Instructor	During unassigned time	Hourly as needed	Mathematics	02/22/11	06/18/11	\$50.72	hr.
Trad, Mohamad	Instructor	During unassigned time	Hourly as needed	Mathematics	02/22/11	06/18/11	\$50.72	hr.
Tseng, Kelly	Instructor		Hourly as needed	Mathematics	02/22/11	06/18/11	\$44.90	hr.
Tussy, Alan	Instructor	During unassigned time	Hourly as needed	Mathematics	02/22/11	06/18/11	\$50.72	hr.
Tuytedong, Phan-Yamada	Instructor		Hourly as needed	Mathematics	02/22/11	06/18/11	\$44.90	hr.

**ACADEMIC EMPLOYEES
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
JANUARY 18, 2011**

NAME	CLASSIFICATION	STATUS	ASSIGNMENT	DEPARTMENT	BEGIN	END	RATE	
Vinci, Dominic	Instructor		Hourly as needed	Automotive	01/19/11	06/30/11	\$44.90	hr.
Wagner, Alexander	Instructor		Hourly as needed	Physical Science	01/19/11	06/30/11	\$44.90	hr.
Weaver, Pablo	Instructor		Hourly as needed	Physical Science	01/19/11	06/30/11	\$44.90	hr.
White, Sheila	Instructor	During unassigned time	Hourly as needed	Mathematics	02/22/11	06/18/11	\$50.72	hr.
Yu, Jane	Instructor		Hourly as needed	Drafting	01/19/11	06/30/11	\$44.90	hr.
Zhuang, Ying	Instructor	During unassigned time	Hourly as needed	Mathematics	02/22/11	06/18/11	\$50.72	hr.

**ACADEMIC EMPLOYEES
2010-2011 HEAD COACHES
JANUARY 18, 2011**

FULL-TIME FACULTY

2010-2011 Spring

NAME	SPORT	Head	CLASS/	\$	SEASON	FALL	SPRING
		Assistant	STEP			RELEASE	RELEASE
						TIME	TIME
Boxley, Jackie	Softball	Head	Stipend	\$4,528	SP	3 hours	6 hours
Gomez, Steve	Baseball	Head	Stipend	\$4,528	SP	3 hours	6 hours
Shaw, Nickawanna	Cross Country	Head	Stipend	\$4,528	FA	6 hours	3 hours

HEAD COACHES-ADJUNCT FACULTY

Name	Sport	Class/Step	Season	Coaching w/o stipend - *
Bruce-Oliver, Fred	M. Soccer	Head 1-3	\$8,430 FA	0 SP (NO STIPEND) *
Horton, Julian	W. Golf	Head 1-3	\$8,430 FA	0 SP (NO STIPEND) *
Horton, Julian	M. Golf	Head 1-3	\$8,430 SP	0
Jung, Shin	W. Volleyball	Head 1-3	\$8,430 FA	0 SP (NO STIPEND) *
Kyle, Tim	W. Water Polo	Head 1-3	\$8,430 FA	0 SP (NO STIPEND) *
Nila, Richard	Track/Field	Head 1-3	\$8,430 SP	0
Rivas, Brandon	M. Water Polo	Head 1-3	\$8,430 FA	0 SP (NO STIPEND) *

**ACADEMIC EMPLOYEES
SPRING 2011 ADJUNCT
JANUARY 18, 2011**

Name	Department/Discipline	Placement	LHE Rate
Au, Algie	Biology	1-3	\$1,025
Caldani, Patricia	Biology	1-1	\$1,025
Jones, Vanessa	Mathematics	2-1	\$1,077
Lewis, Suzanne	Biology	1-1	\$1,025
Liko, James	Heating & Air Conditioning	1-1	\$1,025
Phan-Yamada, Tuyetdong	Mathematics	2-3	\$1,077
Rodriguez, Eric	Drafting	1-1	\$1,025

**ACADEMIC EMPLOYEES
2010-2011 LAB SUPERVISORS
JANUARY 18, 2011**

Name	Adjunct or Full Time	Department	Begin	End	Placement	Hourly Rate
Azpeitia, Maria	A	Learning Center	1/19/2011	06/30/11	1-1	\$27.68
Chen, Daniel	A	Math	2/22/2011	06/18/11	4-3	\$36.23
Cheng, Tanshee	A	Math	2/22/2011	06/18/11	1-2	\$29.29
Davis, Michael	A	Math	2/22/2011	06/18/11	2-3	\$32.69
Jones, Vanessa	A	Math	2/22/2011	06/18/11	1-1	\$27.68
Kramer, Henry	A	Math	2/22/2011	06/18/11	4-3	\$36.23
Kramer, Henry	A	Math	2/22/2011	06/18/11	4-3	\$36.23
Luu, Kinh	A	Math	2/22/2011	06/18/11	1-3	\$30.90
Null, Nicholas	A	Learning Center	1/19/2011	06/30/11	1-1	\$27.68
Phan-Yamada, Tuyetdong	A	Math	2/22/2011	06/18/11	3-3	\$34.45
Polk, Randall	A	Music	01/19/11	06/30/11	1-2	\$29.29
Ray, Jamie	A	Learning Center	1/19/2011	06/30/11	1-1	\$27.68
Silva, Daniel	A	Music	01/19/11	06/30/11	1-3	\$30.90
Waddington, Alan	A	Music	01/19/11	06/30/11	1-3	\$30.90
Wood, Lam	A	Learning Center	1/19/2011	06/30/11	2-3	\$32.69

**ACADEMIC EMPLOYEES
SPRING 2011 NON CREDIT
JANUARY 18, 2011**

Name	Department/Discipline	Placement	Hourly Rate
Castillo, Rosalinda	Non Credit	1-1	\$38.43
Chamberlain, David	Non Credit	1-3	\$42.24
Garrison, Steve	Non Credit	1-3	\$42.24
Rosser, Marc	Non Credit	1-3	\$42.24
Salazar, Vicki	Non Credit	1-3	\$42.24
Sieg, Levi	Non Credit	1-3	\$42.24
Sprankle, Matthew	Non Credit	1-3	\$42.24
Stein, Martha	Non Credit	1-3	\$42.24
Stengel, Slawa	Non Credit	1-3	\$42.24
Tucker, Eric	Non Credit	1-1	\$38.43

**CLASSIFIED EMPLOYEES
EMPLOYMENT/CHANGE OF STATUS
JANUARY 18, 2011**

NAME	CLASSIFICATION	REASON	DEPT.	MOS.	PRCT.	BEGIN	END	RANGE & STEP	MONTHLY RATE
Beach, Mary	Instructional Lab Tech II	Employment	Biology	12	49%	1/19/11		34-1	\$1,693.11

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	January 18, 2011	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. _____ H.1.k. _____

**CLASSIFIED EMPLOYEES
SHORT-TERM, HOURLY,
SUBSTITUTES
JANUARY 18, 2011**

NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Berendes, Diane	Stipend	Graphic Design	Instrumental Music Brochure	1/20/11	1/25/11		\$800/tl.
Brown, Cherie	Stipend	Acting Coach American College Theatre Festival	Theatre	2/14/11	2/18/11		\$1500/tl.
Cristin, Andrew	Department Aide	House staff for HPAC events	Performing Arts Center	1/19/11	6/30/11	3-1	\$9.27/hr.
Cruz, Rosemary	Instructional Lab Tech II	Assist in preparing, cleaning up labs and disposing of hazardous waste	Biology	2/23/11	6/30/11	34-1	\$19.93/hr.
Gomez, Paula	Department Aide	Backstage crew for HPAC events	Performing Arts Center	1/19/11	6/30/11	3-1	\$9.27/hr.
Green, Martin	Stipend	Musician Services "Valley's Got Talent"	Music	1/30/11	1/30/11		\$250/tl.
Hayward, Cindy	Instructional Lab Assistant II	Piano accompaniment for vocal courses	Music	1/18/11	6/30/11	29-1	\$17.62/hr.
Hoehne, William	Stipend	Music Arranging "Night of Music From Film 2011"	Music	1/21/11	1/25/11		\$1100/tl.
Iott, Becky	Stipend	Coordinator "Support and Inspire Program for Women in Mathematics"	Math	3/1/10	3/1/11		\$200/tl.

**CLASSIFIED EMPLOYEES
SHORT-TERM, HOURLY,
SUBSTITUTES
JANUARY 18, 2011**

NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Lawrence, Brian A.	Administrative Clerk III	Provide administrative support	ASO- Student Affairs	1/19/11	6/30/11	26-1	\$16.36/hr.
Martinez, Ismelda	Volunteer		Astronomy	1/19/11	6/17/11		
Oudich, Ali	Instructional Aide I	Supplemental Instruction in Mathematics	STEM	1/19/11	6/30/11	10-1	\$11.02/hr.
Palomarez, Nicholas	Instructional Aide I	Supplemental Instruction in Mathematics	STEM	1/19/11	6/30/11	10-1	\$11.02/hr.
Riderer, Lucia	Stipend	Coordinator "Support and Inspire Program for Women in Mathematics"	Math	3/1/10	3/1/11		\$720/tl.
Roth, Michelle	Department Aide	Maintenance of the FKCE Enrollment ACCESS database	Foster & Kinship Care	1/19/11	6/30/11	3-1	\$9.27/hr.
Saykali, Sanaa	Instructional Aide I	Supplemental Instruction in Mathematics	STEM	1/19/11	6/30/11	10-1	\$11.02/hr.
Serna, Matt	Volunteer		P.E.	1/19/11	6/18/11		
Stone, Shiloah	Instructional Lab Assistant II	Piano accompaniment for vocal courses	Music	1/19/11	6/30/11	29-1	\$17.62/hr.

**CLASSIFIED EMPLOYEES
SHORT-TERM, HOURLY,
SUBSTITUTES
JANUARY 18, 2011**

NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Tanwongprasert, Kesirin	Student Services Assistant	Provide trigonometry and pre-calculus students with support and guidance	STEM	7/1/10	12/18/10	17-1	\$13.10/hr.
Tapia, Mitchel	Instructional Aide I	Supplemental Instruction in Mathematics	STEM	1/19/11	6/30/11	10-1	\$11.02/hr.
Thornhill, Cody	Instructional Aide I	Supplemental Instruction in Mathematics	STEM	1/19/11	6/30/11	10-1	\$11.02/hr.
Tucker, Kelsey	Volunteer		P.E.	1/24/11	6/18/11		
Weerasinghe, Samanthi	Instructional Aide I	Supplemental Instruction in Mathematics	STEM	1/19/11	6/30/11	10-1	\$11.02/hr.
Weiss, Neil	Stipend	Producing, directing and writing "Bronze Star"	Student Services	1/19/11	12/17/11		\$1100/tl.
Yarbrough, Dana	Administrative Clerk III	Provide administrative support	ASO- Student Affairs	1/19/11	6/30/11	26-1	\$16.36/hr.

2010-2011 Coaches

Volunteer Coaches

Ramirez, Patrick	M. Soccer	Assistant	Winter/Spring
Urbach, Patrick	M. Soccer	Assistant	Winter/Spring
Wilson, Brian	Football	Assistant	Winter/Spring

**PROFESSIONAL EXPERT
January 18, 2011**

Name	Classification	Department	Begin	End	Rate
Carlson, Kimberly	Summer Aquatics Program Coordinator	Community Education	01/19/11	09/30/11	\$25.53 per hour

H. ACTION ITEMS (continued)

Business Services

2. Authorization is requested to approve Resolution #2010-11-08 adopting a non-resident tuition fee of \$177.00 per semester unit, plus a \$43.00 capital outlay surcharge, effective for the 2011-2012 fiscal year (commencing with the summer term, 2011). (Page 47)
3. Authorization is requested to reject the claim, submitted on June 18, 2010, and to refer the claim to the District's claim administrators, Keenan & Associates, for the District's liability insurance plan (SWACC). (Page 49)
4. Authorization is requested to reject the claim, submitted on November 6, 2010, and to refer the claim to the District's claim administrators, Keenan & Associates, for the District's liability insurance plan (SWACC). (Page 50)
5. Authorization is requested to approve the award of bid #01-1011, Classroom AV Equipment Project at Various District Locations, Base Bids 1-9, 19, 21, 27, 33-36, 38, 47-49, and 52-55 to Troxell Communications of Redlands, California and Base Bids 10-18, 20, 22-26, 28-32, 39-46a, 50 and 51 to Western Audio Visual of Orange, California and authorize the Vice President of Finance & Administrative Services to execute the contracts on behalf of the District. The bid amounts are within budget and will be paid from appropriate District budgets. (Page 51)

Academic Affairs

6. Authorization is requested to approve a field trip/tour for thirty-nine (39) students from MUS 150 (Professional Performance Techniques) and MUS 228 (Blue Note Swing Orchestra) and six (6) staff members to perform in Hawaii from June 29 through July 24, 2011. (Page 53)
7. Authorization is requested to approve the new courses and the deleted courses. (Page 56)

Personnel Recommendations

8. Authorization is requested 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 February 22, 2011 and ending on June 18, 2011 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. (Page 58)

(CONTINUED)

H. ACTION ITEMS (continued)

General

9. Authorization is requested to approve the first read of BP 3300 – Public Records. (Page 59)

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

I. BOARD WORK SESSION

Discussion regarding BP/AP 2715, Code of Ethics/Standards of Practice; publication, “Upholding Board Ethics;” and CEO/Board communication protocols

J. ADJOURNMENT

Dates to remember:

January 30, 2011
February 1, 2011
February 15, 2011
February 18, 2011
February 21, 2011
February 22, 2011

Valley’s Got Talent
Board of Trustees Meeting
Board of Trustees Meeting
HOLIDAY (*Lincoln’s Birthday*)
HOLIDAY (*Washington’s Birthday*)
Spring FLEX

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	January 18, 2011	Resolution	X
SUBJECT:	Non-resident Tuition Fee for 2011-2012	Information	
		Enclosure(s)	X

BACKGROUND

In accordance with Education Code 76140, the Board of Trustees establishes a per semester unit tuition fee for non-resident students no later than February 1st of each year. Also, Education Code Section 76141(a) authorizes the District to compute a per semester unit capital outlay surcharge for non-resident students who are both citizens and residents of a foreign country.

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

RECOMMENDATION

Authorization is requested to approve Resolution #2010-11-08 adopting a non-resident tuition fee of \$177.00 per semester unit, plus a \$43.00 capital outlay surcharge, effective for the 2011-2012 fiscal year (commencing with the summer term, 2011).

Carol R. Horton
Recommended by

/_____
Moved Seconded

Approved for Submittal

Aye __ Nay __ Abstained __

Item No. H.2.

CITRUS COMMUNITY COLLEGE DISTRICT

RESOLUTION #2010-11-08

2011-2012

ESTABLISHING NON-RESIDENT STUDENT TUITION FEE

WHEREAS, in accordance with Education Code Section 76140, the Board of Trustees can establish a per unit tuition fee for non-resident students effective for fiscal year 2011-2012

WHEREAS, the non-resident fee should be set by the governing board no later than February 1 of each year unless approved by the Chancellor's Office and

WHEREAS, Education Code Section 76141 (a) authorizes the District to compute the per unit capital outlay surcharge for non-resident students who are both citizens and residents of a foreign country,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Citrus Community College District approves a \$177.00 per semester unit tuition fee for non-resident students, and \$43.00 per unit capital outlay surcharge for non-resident students who are both citizens and residents of a foreign country, effective for the fiscal year 2011-2012 (commencing with the summer term 2011).

PASSED AND ADOPTED by the Board of Trustees of the Citrus Community College District this 18th day of January 2011 by the following votes:

Ayes: _____

Noes: _____

Absent: _____

Patricia Rasmussen
President, Board of Trustees

Dated: January 18, 2011

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	January 18, 2011	Resolution	
SUBJECT:	Consider Rejecting Claim	Information	
		Enclosure(s)	

BACKGROUND

Claimant Nathan Thompson, submitted a claim regarding an incident occurring on campus on June 18, 2010.

This item was prepared by Eric Guzman, Risk Management Supervisor, Administrative Services.

RECOMMENDATION

Authorization is requested to reject the claim, submitted on June 18, 2010, and to refer the claim to the District’s claim administrators, Keenan & Associates, for the District’s liability insurance plan (SWACC).

Carol R. Horton
Recommended by

/

Moved _____ / Seconded _____

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.3

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE	January 18, 2011	Resolution	_____
SUBJECT:	Consider Rejecting Claim	Information	_____
		Enclosure(s)	_____

BACKGROUND

Claimant Maria Morales, submitted a claim regarding an incident occurring on campus on November 6, 2010.

This item was prepared by Eric Guzman, Risk Management Supervisor, Administrative Services.

RECOMMENDATION

Authorization is requested to reject the claim, submitted on November 6, 2010, and to refer the claim to the District's claim administrators, Keenan & Associates, for the District's liability insurance plan (SWACC).

Carol R. Horton
Recommended by

/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.4.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE:	January 18, 2011	Resolution	
SUBJECT:	Award of Contract for Bid #01-1011, Classroom AV Equipment Project	Information	
		Enclosure(s)	X

BACKGROUND

The Board of Trustees approves the award of all contracts for construction. Two bids were received for bid #01-1011, Classroom AV Equipment Project at Various District Locations on December 28, 2010. These Base Bids are for the Presentation Systems the District installs in classrooms and meeting rooms as appropriate. Staff is recommending a split award to two bidders for this project. The lowest responsive and responsible bidder for Base Bids 1-4, 9, 19, 21, 27, 33, 34, 35, 36 47-49, and 52-55 was Troxell Communications of Redlands, California. The lowest responsive and responsible bidder for Base Bids 5-8, 10-18, 20, 22-26, 38-32, 38-46a, 50 and 51 was Western Audio Visual of Orange, California. Base Bids 5, 6, 7, 8, and 38 are individual options that may be added to Base Bid 1-4 systems. These options individually added to the systems results in a lower total cost in nineteen of twenty possible configurations and Administration recommends award of Base Bid 5, 6, 7, 8 and 38 to the second-low bidder for lowest overall cost to the District when combined with base systems. The enclosure shows the pricing for the various Base Bids. Staff has verified their contractor's licenses, bid security and all required bid documents. The bid amounts are within budget and will be paid from appropriate budgets.

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

RECOMMENDATION

Authorization is requested to approve the award of bid #01-1011, Classroom AV Equipment Project at Various District Locations, Base Bids 1-9, 19, 21, 27, 33-36, 38, 47-49, and 52-55 to Troxell Communications of Redlands, California and Base Bids 10-18, 20, 22-26, 28-32, 39-46a, 50 and 51 to Western Audio Visual of Orange, California and authorize the Vice President of Finance & Administrative Services to execute the contracts on behalf of the District. The bid amounts are within budget and will be paid from appropriate District budgets.

Carol R. Horton
Recommended by

Moved / Seconded

Approved for Submittal

Aye__Nay__Abstained__

Item No. H.5.

Awarded Bid (bold italics)

Description	Base Bid#	Bidder		Bid Difference Between Bidders
		Western AV	Troxell	
System 1	1	\$9,041.00	\$8,501.81	\$539.19
System 2	2	\$9,971.84	\$9,107.39	\$864.45
System 3	3	\$9,350.13	\$8,147.44	\$1,202.69
System 4	4	\$20,197.64	\$16,097.65	\$4,099.99
option: SP Catlink	5	\$295.35	\$410.93	-\$115.58
option: Samsung Presenter	6	\$2,421.45	\$2,755.40	-\$333.95
option: Sure Wireless Mic	7	\$691.18	\$739.65	-\$48.47
option: JBL speakers	8	\$272.43	\$381.97	-\$109.54
option: Projector mount	9	\$182.43	\$180.27	\$2.16
Amp	10	\$174.75	\$180.27	-\$5.52
52" LCD	11	\$3,254.46	\$3,280.60	-\$26.14
52" LCD installed	12	\$3,636.46	\$3,839.01	-\$202.55
46" LCD	13	\$2,715.59	\$2,750.19	-\$34.60
46" LCD installed	14	\$3,099.59	\$3,308.61	-\$209.02
55" LED	15	\$4,394.00	\$4,406.04	-\$12.04
55" LED installed	16	\$4,778.00	\$4,964.45	-\$186.45
46" LED	17	\$3,435.00	\$3,461.12	-\$26.12
46" LED installed	18	\$3,819.00	\$4,019.53	-\$200.53
40" LED	19	\$2,835.00	\$2,755.77	\$79.23
40" LED installed	20	\$3,219.00	\$3,314.18	-\$95.18
40" LCD	21	\$895.93	\$889.33	\$6.60
40" LCD installed	22	\$1,279.00	\$1,447.75	-\$168.75
46" LCD	23	\$1,078.00	\$1,245.91	-\$167.91
46" LCD installed	24	\$1,462.00	\$1,804.32	-\$342.32
60" LCD	25	\$2,352.00	\$2,527.34	-\$175.34
60" LCD installed	26	\$2,736.00	\$3,085.75	-\$349.75
40" LED	27	\$1,240.00	\$1,212.47	\$27.53
40" LED installed	28	\$1,624.00	\$1,770.89	-\$146.89
46" LED	29	\$1,489.00	\$1,566.82	-\$77.82
46" LED installed	30	\$1,874.00	\$2,125.24	-\$251.24
60" LED	31	\$2,571.00	\$2,594.19	-\$23.19
60" LED installed	32	\$2,955.00	\$3,152.61	-\$197.61
Mount (ceiling)	33	\$237.00	\$210.60	\$26.40
Mount (tilting)	34	\$137.00	\$115.89	\$21.11
Mount (swingout)	35	\$374.00	\$333.17	\$40.83
Mount (slim)	36	\$137.00	\$114.77	\$22.23
option (LCD projector)	37	No Bid	No Bid	
option (screen)	38	\$654.00	\$718.72	-\$64.72
Smart Podium ID422w	39	\$3,579.00	No Bid	
Smart Podium ID350	40	\$2,272.00	No Bid	
Smart Podium ID370	41	\$2,922.00	No Bid	
Smart Board 685ix	42	\$5,333.00	No Bid	
installation of 42	42a	\$384.00	\$609.18	-\$225.18
Smart Board 600i	43	\$4,799.00	No Bid	
installation of 43	43a	\$384.00	\$609.18	-\$225.18
Smart Board 680	44	\$2,018.00	No Bid	
installation of 44	44a	\$384.00	\$609.18	-\$225.18
Smart UX60 Projector	45	\$4,051.00	No Bid	
installation of 45	45a	\$384.00	\$609.18	-\$225.18
Smart UF55 Projector	46	\$3,248.00	No Bid	
installation of 46	46a	\$384.00	\$609.18	-\$225.18
SP Smartbox+	47	\$2,016.00	\$1,048.55	\$967.45
SP AmpLINC	48	No Bid	\$281.92	
SP PixiePro	49	\$312.00	\$310.88	\$1.12
SP Mini	50	\$617.00	\$622.89	-\$5.89
SP AFVP+	51	\$469.00	\$478.03	-\$9.03
Lifesize Team220	52	\$13,789.00	\$10,703.09	\$3,085.91
Lifesize Room 220	53	\$18,326.00	\$14,906.89	\$3,419.11
Lifesize Passport	54	\$3,427.00	\$3,196.55	\$230.45
Lifesize Express	55	\$6,358.00	\$5,350.36	\$1,007.64

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	January 18, 2011	Resolution	
SUBJECT:	Instrumental Music Field Trip/Tour June 29 – July 24, 2011	Information	
		Enclosure(s)	X

BACKGROUND

This year the instrumental music program will again be touring Hawaii from June 29 – July 24, 2011. While in Hawaii, the Blue Note Swing Orchestra MUS 228 as well as MUS 150 (Night Shift) will again be performing at the Hyatt Regency Hotel. Students perform 6-8 hours each day at various venues throughout the hotel. These travel opportunities give our students the opportunity to experience the reality of a touring musician's life.

The tour is funded by four (4) separate sources:

- 1) Performance fees generated from various ensembles during the year;
- 2) Ticket sales from instrumental music performances at the Haugh Performing Arts Center;
- 3) Donations, and;
- 4) The annual Kenshu program developed and implemented by faculty/staff and students.

Family and chaperones will pay for their own expenses separately from tour accounts.

This item was prepared by Robert Slack, Dean of Fine and Performing Arts and Denise Mitchell, Secretary for Fine & Performing Arts.

RECOMMENDATION

Authorization is requested to approve a field trip/tour for thirty-nine (39) students from MUS 150 (Professional Performance Techniques) and MUS 228 (Blue Note Swing Orchestra) and six (6) staff members to perform in Hawaii from June 29 through July 24, 2011.

Irene Malmgren
Recommended by

_____/_____
Moved Seconded

Approved for Submittal

Aye__Nay__Abstained__

Item No. _____ H.6. _____

Estimated Budget
INSTRUMENTAL MUSIC
2011 HAWAII TOUR

Airline Tickets for students/staff

Airline: 38 students / 6 staff x \$599	\$26,356.00
Baggage charges LAX to Maui (44 @ \$25.00)	\$1,100.00
Baggage charges Maui to LAX (44 @ \$25.00)	\$1,100.00
Estimated additional equipment shipping charges	<u>\$500.00</u>
	\$29,056.00

Per Diem (\$20 x 26 days x 38 students) \$19,760.00

Additional Expenses \$5,000.00
(Prep for Tour, equipment, supplies & costumes)

Publicity/Promotion \$3,300.00

Musical Arrangements/Musician Services \$3,000.00

Sound \$750.00

Additional Meals \$3,000.00

Tips, Parking, Internet & Phone \$700.00

Ground Transportation \$2,500.00

Band & Staff Excursions \$5,000.00

Car Rental \$1,500.00

ESTIMATED GRAND TOTAL: **\$73,566.00**

1/06/11 Revision 1

HAWAII TOUR LIST

June 29 – July 24, 2011

Students

1. Ablaza, Janize
2. Aguiniga, Raul
3. Avila, Mariah
4. Bonner, Anthony
5. Bustamante, Vanessa
6. Cervantez, Emanuel
7. Chadwick, William
8. Cruz, Ulises
9. Doniza, Daniel
10. Duarte, Eric
11. Elias, Carlos
12. Evanilla, Kristina
13. Fernandez, Adrian
14. Ferrer, Josh
15. Flores, Paul
16. Gutierrez, Chantylle
17. Hanza, Maharasih
18. Lawrence, Jennifer
19. Lopez, Danny
20. Lopez, Julius
21. McCloud, Rondrequel
22. McBride, Adrienne
23. McPherson, Curtis
24. Moreno, Robert
25. Phirrman, Melanie
26. Phakpiseth, Nick
27. Quintana, Joseph
28. Ramirez, Steven
29. Ramos, Jessica
30. Reyes, Andrew
31. Sato, Harumi
32. Spinella, Fabio
33. Tanaka, Ai
34. Thompson, Tameka
35. Williams, Ewen
36. Williams, Jacob
37. Zamora, Erin
38. To be named

Staff

1. LeBrun, Michael
2. McCarns-Yolland, Jon
3. Munoz, Gino
4. Polk, Randall
5. Slack, Robert
6. Waddington, Alan

Chaperones – Dates to be determined

1. Perri, Dr. Geraldine
2. Malmgren, Dr. Irene
3. Slack, Joanne
4. Rubin, Matt and Jackie
5. Lopipero, Sheila
6. Slack, Steven and Karen
7. Bollinger, Ben and Lois

Family

1. Slack, Thomas
2. Slack, Patrick
3. Slack, Katelyn

1/6/2011 Revision 1

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE	January 18, 2011	Resolution	<u> </u>
SUBJECT:	Approval of New Courses and Deleted Courses	Information	<u> </u>
		Enclosure(s)	<u>X</u>

BACKGROUND

As per Title 5, new courses, new programs, deleted courses, and deleted programs are submitted for approval to the Board of Trustees on a regular basis.

This list represents work completed by the Curriculum Committee and college faculty as of December 9, 2010.

This item was prepared by Kathy Bueno, Administrative Secretary II, Academic Affairs.

RECOMMENDATION

Authorization is requested to approve the new courses and the deleted courses.

Irene Malmgren _____
Recommended by

_____/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. H.7.

NEW COURSES

LEAD	103	Foundations of Leadership
NC	100	Partner Coached Lamaze
NC	101	Strategies for the Young/New Parent
NC	224A	Geometry A
NC	250	PLATO - Basic Reading, Writing and Mathematics
NC	600	AED Training
NC	601	Basic First Aid and CPR
NC	602	CPR for Professional Rescuer
NC	603	Lifeguard Training
NC	701	Creative Writing for Older Adults
NC	702	Exploring Current Events and Recent Trends
NC	703	Mastering Every Day Computer Technologies and Mobile Devices
NC	715	Cultural Significance of Music

DELETED COURSES

CHLD	142	Parent Teacher Partnership
CHLD	145	Child Abuse Education
CHLD	147	Computers In Early Childhood Programs
CHLD	158	Practicum B in Early Childhood Education
CHLD	158L	Practicum B Lab
CHLD	220	Early Childhood Education Mentor Teacher Practices
MATH	170H	College Algebra - Honors

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	January 18, 2011	Resolution	_____
SUBJECT:	Employment of Ms. Karla Parsons One Semester Temporary Instructor – Nursing	Information	_____
		Enclosure(s)	_____

BACKGROUND

The Health Sciences Department would like to hire a one semester, full-time temporary non-tenure track faculty to off-set the yet to be filled, mandated tenure-track vacancy. This recommendation is to approve the hiring of this position.

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

RECOMMENDATION

Authorization is requested 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 February 22, 2011 and ending on June 18, 2011 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.

Robert Sammis
Recommended by

/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.8.

**General Institution
DRAFT as of 10/06/10**

BP 3300 PUBLIC RECORDS

References: Government Code Sections 6250 et seq.

The superintendent/president shall establish procedures for records management, including access by the public, which comply with the requirements of the California Public Records Act.

Office of Primary Responsibility: *General Institution/Office of Human Resources*

Date Adopted:.....
(New board policy not replacing any existing Citrus College policy)

Approved by	Academic Senate	11/24/10
	CSEA	10-08-10
	ASCC	**
	Management Team	12-01-10
	Supervisor/Confidential	**
	Steering.....	12-13-10
	Board of Trustees.....	

*Note: New language indicated by underline, deleted language indicated by ~~strikethrough~~, and subsequent changes to language indicated by **shading**.*

Distributed to constituent groups October 7, 2010
Responses due by October 29, 2010.
**No response received
To Board of Trustees 1st Read January 18, 2011

AP 3300 PUBLIC RECORDS

References: Government Code Sections 6250 et seq.

Members of the public may request to inspect or copy public records. A request by a member of the public may be delivered by mail or in person to the director of human resources.

Any request shall identify with reasonable specificity the records sought. If additional information is needed, the director of human resources may request it be provided in writing.

Any request to inspect records shall be made sufficiently in advance of the date of inspection to allow staff members time to assemble the records and identify any records that may be exempt from disclosure.

Records that are exempt from disclosure under the Public Records Act or any other provision of law may not be inspected or copied by members of the public. Social security numbers must be redacted from records before they are disclosed to the public.

Members of the public shall be assisted in identifying records or information that may respond to their request. Assistance that will be provided includes: the information technology and physical location in which the records exist; practical suggestions for overcoming denial of access to the records or information; and the estimated date and time when the records will be made available.

Within ten days, the director of human resources will determine whether or not the records can be produced and will communicate the determination to the member of the public requesting the record(s).

Note: *The Public Records Act presumes that all records of a public agency are public, unless specifically exempted by law. There are now well over a hundred exemptions contained in California law, although most will never apply to a community college district. (See Government Code Sections 6254 et seq. and 6275 et seq.) Any questions about whether a document is exempt should be referred to counsel.*

The most common exemptions for community colleges include:

- Student records (Education Code Section 76243)

- Preliminary drafts, notes, or interagency or intra-agency memoranda that are not retained by the public agency in the ordinary course of business, provided that the public interest in withholding the records clearly outweighs the public interest in disclosure. (Government Code Section 6254(a))
- Records pertaining to pending litigation ...or to claims...until the pending litigation or claim has been finally adjudicated or otherwise settled. (Government Code Section 6254(b))
- Personnel, medical or similar files, the disclosure of which would constitute an unwarranted invasion of personal privacy. (Government Code Section 6254(c))
- Test questions, scoring keys, and other examination data used to administer a licensing examination, examination for employment, or academic examination [except for standardized tests provided for by Education Code Sections 99150 et seq.]. (Government Code Section 6254(g))
- The contents of real estate appraisals or engineering or feasibility estimates and evaluations...relative to the acquisition of property, or to prospective public supply and construction contracts, until all of the property has been acquired or all of the contract agreement obtained. (Government Code Section 6254(h))
- Internet posting of home address or telephone numbers of local elected officials (Government Code Section 6254.21)
- Home addresses and home telephone number of employees of a school district or county office of education (other than to an agent or family member of the employee, to an officer of another school district when necessary, to an employee organization, or to an agency or employee of a health benefit plan). (Government Code Section 6254.3)
- Records regarding alternative investments (i.e. an investment in a private equity fund, venture fund, hedge fund, or absolute return fund; limited partnership, limited liability company or similar legal structure) involving public investment funds, unless already publicly released by the keeper of the information.

Office of Primary Responsibility: *General Institution/Office of Human Resources*

Date Adopted:.....
 (New administrative procedure not replacing any existing Citrus College regulation)

Approved by Academic Senate 11/24/10
 CSEA 10-08-10

ASCC	**
Management Team	12-01-10
Supervisor/Confidential	**
Steering.....	12-13-10
Board of Trustees.....	

Note: New language indicated by underline, deleted language indicated by ~~strikethrough~~, and subsequent changes to language indicated by shading.

Distributed to constituent groups October 7, 2010

Responses due by October 29, 2010.

**No response received

To Board of Trustees 1st Read January 18, 2011

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

December 7, 2010

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

Outgoing Board President Woods called the meeting to order at 4:16 p.m. Outgoing Board President Woods led the Pledge of Allegiance to the Flag.

TRUSTEE ROLL CALL – Present: Susan M. Keith, Joanne Montgomery, Edward C. Ortell, Patricia Rasmussen, Gary L. Woods, and Alejandra Delgado (Student Trustee). Absent: None.

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

ADMINISTRATORS AND EMPLOYEES SIGNING THE VOLUNTARY SIGN-IN SHEET:

Management Team: Sara Gonzales-Tapia, Paula Green, Lan Hao, Kim Holland, Martha McDonald, and Sylvia Smythe

Faculty: Roberta Eisel

Supervisors/Confidential: Carol Cone and Marilyn Grinsdale

Classified Employees: None

Adjunct Faculty: Cecil Brower

Students: Nancy Alkana and Susan Guitron

VISITORS: Tom Gerfen and Health McGee

Geraldine M. Perri, Ph.D., Superintendent/President, was pleased to report that Citrus College was one of the winners in the Beacon Newspaper Group's Annual Readers Choice Poll. The college was selected as first runner-up in the "Best Institution

of Higher Learning” category. Dr. Perri commended Ms. Paula Green, Director of Communications, and Ms. Stacy Armstrong, Publications Specialist, for their work with local media.

Dr. Perri received a letter from the Community College League of California (CCLC) thanking Citrus College for helping to make CCLC’s 2010 Annual Convention and Partner Conferences an outstanding success. Dr. Perri thanked Dr. Irene Malmgren, Vice President of Academic Affairs; Ms. Green; Mr. Robert Slack, Director of Fine and Performing Arts; Ms. Ann Heming, Fine and Performing Arts Program Supervisor; Mr. Mike LeBrun, Department Aide; Mr. Gino Munoz, Music Instructor; and Mr. Alan Waddington, Instructional Lab Technician III; for coordinating Citrus College’s participation at the convention.

Dr. Perri provided a handout on transfer legislation SB 1440, which requires community colleges to develop new associate degrees for transfer to the California State University system. The handout provides guidelines and answers questions about the requirements.

Dr. Perri was pleased to accompany Mrs. Joanne Montgomery, Outgoing Clerk/Secretary and Incoming Vice President, Board of Trustees at the Monrovia Holiday Parade. Dr. Perri looks forward to participating in the annual Glendora Christmas Parade on December 11, 2010 with Dr. Patricia Rasmussen, Outgoing Vice President and Incoming President, Board of Trustees.

Dr. Perri thanked Dr. Gary L. Woods, Outgoing President and Incoming Member, Board of Trustees; Trustee Montgomery; Dr. Edward C. Ortell, Incoming Clerk/Secretary, Board of Trustees; and Mrs. Susan M. Keith, Member, Board of Trustees; for attending Friday’s successful meeting and campus tour with Senator Bob Huff. She gave special thanks to Ms. Philomena O’Shea, Cafeteria Supervisor, for the delicious lunch; Ms. Marilyn Grinsdale, Protocol and Government Relations Officer; for coordinating the senator’s calendar; Mrs. Christine Link, Executive Assistant, for meeting and tour logistics; and Dr. Malmgren for leading the tour.

Dr. Perri reported that the Steering Committee has been working as the oversight committee for the Educational and Facilities Master Plan. The process began at the November meeting where the consultants reviewed the expectations for the Educational and Facilities Master Plan and how this process will coordinate with the Educational and Facilities Master Plan and the Strategic Plan. Dr. Perri thanked Dr. Malmgren for leading the recent Educational and Facilities Master Plan all-college forum.

Dr. Perri congratulated Ms. June Stephens, Executive Director of Development and External Relations, for securing a \$5,000 donation for the Valley’s Got Talent fundraiser from Pacific Western Bank.

Dr. Perri invited the college community to attend the Superintendent/President's Holiday Reception, "There's Snow Place Like Citrus," on December 14, 2010, in the Center for Innovation Community Room.

Irene Malmgren, Vice President of Academic Affairs, reported that enrollment for the winter session has begun, and classes are 84 percent full. An additional 36 sections have been added over last winter.

Dr. Malmgren was pleased to announce that the Child Development Center will host a "snow day" on December 15, 2010, with real snow.

The college's Emergency Management and Homeland Security program was approved several years ago. Due to budget concerns, the college had not been able to offer any of the classes. Dr. Malmgren was pleased to report that the first classes in the program series will begin in spring 2011.

The STEM annual report is ready to send to Washington, D.C. Dr. Malmgren said STEM is showing excellent outcomes in three major areas: students declaring a major in STEM have increased 56 percent; Citrus College associate degrees in STEM majors have increased 68 percent; and STEM students' transfer rates to 4-year institutions have increased dramatically.

Dr. Malmgren introduced Ms. Kim Holland, Director of Workforce Development, who reported on the college's public works and water technology programs. This spring, Citrus College will offer \$3,000 in scholarships, made possible by the proceeds from our annual Water Awareness Day, to our students in these programs. In addition, two of our industry partners have volunteered financial support for students. The Maintenance Superintendent's Association has offered twenty-five \$200 scholarships in addition to the \$7,000 in scholarships they award annually. The Southern California Water Utilities Association will provide twenty-five \$100 book vouchers for our Water Technology students this spring. In addition, the Foothill Workforce Investment Board awarded Citrus College a contract for \$123,000 to provide instruction and support services that will bring 25 students from unemployment to a new career in the drinking water industry.

Jeanne Hamilton, Ph.D., Vice President of Student Services, said CARE and CalWORKs are celebrating their second annual Adopt an Angel program for the children of CARE and CalWORKs students. College employees were invited to donate a gift to a child.

Dr. Hamilton said Ms. Joanne Hinojosa, EOP&S/CARE Supervisor; and Ms. Barbara Munoz, Student Services Assistant; invited foster youth to participate in a "Foster to Famous" event to assist foster youth as they prepare for emancipation. Ms. Hinojosa worked with classmates at Azusa Pacific University, where she and Ms. Munoz are enrolled in the licensed clinical social work program.

Student Affairs is rewriting the curriculum for the student government class from a sociology class to Foundations of Leadership. This course will be a pre- or co-requisite for student government officers, but will also be open to other students.

Reporting on college programs and activities, Dr. Hamilton said Ms. Ivon McCraven, Coordinator of School Relations; has developed a manual for training the parent ambassadors in the Bridges to Success program; the Owl Bookshop will host an open house on December 8, 2010; and Mr. Tedd Goldstein, Student Employment Services Supervisor, is once again coordinating the college's participation in the Azusa USD/Azusa Chamber of Commerce annual High School Job Shadow Day. The event will take place on February 24, 2010.

Robert Sammis, J.D., Director of Human Resources, provided an update on the training sessions for managers and supervisors. There have been three sessions on the new supervisor/confidential evaluation process and two supervisors have volunteered to do a test run. The new process will be implemented for all supervisor/confidential employees next June.

Dr. Sammis expressed appreciation to faculty, administrators, and his staff for keeping the faculty hiring process for spring hires moving forward during this busy time. He said the process is going well.

Roberta Eisel, Academic Senate President, said at their next meeting the Academic Senate will continue forum discussions on "Statewide Hot Topics," including the implementation of SB 1440, SB 1143, and the CCLC's Commission on the Future report. They continue to review and act on Board Policies and Administrative Procedures.

Ms. Eisel said the faculty is engaged in the Educational and Facilities Master Plan process, which includes meetings of discipline faculty groups with the consultants. They are finding it to be a productive experience.

The Academic Senate is looking forward to addressing several important issues in the spring semester.

Cathy Napoli, CSEA Past President, provided a reminder about the CSEA Holiday Buffet, and said there will be a special drawing for a quilt made by a CSEA member. On behalf of the classified staff, Ms Napoli wished everyone a happy holiday season.

Alejandra Delgado, Student Trustee, reported on ASCC activities. As part of Stress Busters Week, the ASCC hosted a comedian in the Campus Center and free chair massages for students with ASCC stickers. In addition, the Campus Center will be open next week until 11:00 p.m. for "Night Owls," providing a safe, warm place to study for finals.

Patricia Rasmussen, Outgoing Vice President and Incoming Vice President, Board of Trustees, attended the CCLC Convention, and she reported on several informative sessions. Topics included the CCLC's 2020 Vision for Student Success report; President Obama's national effort to increase college completion rates and his first White House Summit on Community Colleges; a shift in focus for community colleges from "access" to "success;" the inevitability of student fee increases; digital textbooks and other open education resources; the need for community colleges to focus on their core mission; the Legislature's focus on completion rates; and other timely topics.

Joanne Montgomery, Outgoing Clerk/Secretary and Incoming Vice President, Board of Trustees, also attended the convention. The video featuring Citrus College's Veterans Center that was shown at the White House Summit on Community Colleges was shown, and Trustee Montgomery said our Veterans Program received many compliments. Trustee Montgomery extended best wishes to the college community for the holidays and the new year.

Susan M. Keith, Member, Board of Trustees, said one of the topics discussed at the meeting with Senator Huff was the cost of textbooks. She expressed her hope that efforts would continue to help students meet the challenge of securing textbooks or alternative educational resources at affordable prices.

Edward C. Ortell, Member and Incoming Clerk/Secretary, Board of Trustees, appreciated the opportunity to discuss several important topics with Senator Huff and to provide him with the community college perspective.

Trustee Ortell congratulated Citrus College's men's basketball team for winning the Neil Edwards Classic tournament for the third time in four years. The tournament is hosted by Citrus College.

MINUTES

Item 1: Moved by Trustee Keith and seconded by Trustee Rasmussen to approve the regular meeting minutes of November 16, 2010, as submitted. 5 Yes.

INFORMATION AND DISCUSSION

Audit Report Presentations – Carol R. Horton, Vice President of Finance and Administrative Services

Mrs. Horton introduced auditors Ms. Renee Graves and Ms. Heather McGee from the firm of Vincenti, Lloyd and Stutzman, Certified Public Accountants. Ms. Graves and Ms. McGee provided an overview of audits for the District, the Citrus College Foundation, and Measure G Bond Funds. The reports were all clean, unqualified statements. Mrs. Horton thanked Ms. Rosalinda Buchwald, Director of Fiscal Services; Ms. Lucia Blades, Accounting Supervisor; and all of the

business office and purchasing staff for their diligent work that has resulted in these excellent audit reports.

Program Review – Anthropology – Irene Malmgren, Ed.D., Vice President of Academic Affairs

Program Review – Tech Prep – Irene Malmgren, Ed.D., Vice President of Academic Affairs

Dr. Malmgren provided highlights of the program reviews for Anthropology and Tech Prep. For Anthropology, all courses are ADA compliant and can be taught in different modalities. Currently, program expansion is on hold due to budget constraints. With regard to Tech Prep, institution and course level articulation agreements support development of CTE programs of study that bridge secondary to postsecondary programs.

Program Plan for Extended Opportunities Programs & Services 2010-2011 – Jeanne Hamilton, Ph.D., Vice President of Student Services

Dr. Hamilton provided highlights of the Program Plan for Extended Opportunities Programs and Services (EOP&S) for 2010-2011. The EOP&S program has been around for 40 years, but budget cuts to categorical programs have reduced the number of students served in the last few years. Demand for EOP&S services continues to rise.

INDEPENDENT CONTRACTORS

Item 2: Moved by Trustee Keith and seconded by Trustee Rasmussen to approve the attached list of independent contractor/consultant agreements as submitted. 5 Yes.

FACILITY USE

Item 3: Moved by Trustee Keith and seconded by Trustee Rasmussen to approve facility rentals and usage. 5 Yes.

CONSTRUCTION – CAPITAL PROJECTS

Item 4: Moved by Trustee Keith and seconded by Trustee Rasmussen to approve Change Order #5 in the amount of \$38,935.00 for Project #10-0607, Student Services Building. 5 Yes.

PERSONNEL RECOMMENDATIONS

Item 5: Moved by Trustee Keith and seconded by Trustee Rasmussen to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees. 5 Yes.

Item 6: Moved by Trustee Keith and seconded by Trustee Rasmussen to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees. 5 Yes.

Item 7: Moved by Trustee Keith and seconded by Trustee Rasmussen to approve the employment of short-term, non-academic employees and substitutes. 5 Yes.

BOARD OF TRUSTEES

Item 8: Moved by Trustee Ortell and seconded by Trustee Keith requested to elect **Patricia Rasmussen** for the office of President of the Board of Trustees for the period from December 1, 2010, through November 30, 2011. 5 Yes.

On behalf of the Board, Incoming Board President Rasmussen presented Outgoing Board President Woods with a plaque in honor of her service and leadership throughout 2010.

Item 9: Moved by Trustee Keith and seconded by Trustee Woods to elect **Joanne Montgomery** for the office of Vice President of the Board of Trustees for the period from December 1, 2010, through November 30, 2011. 5 Yes.

Item 10: Moved by Trustee Woods and seconded by Trustee Keith to elect **Edward C. Ortell** for the office of Clerk/Secretary of the Board of Trustees for the period from December 1, 2010, through November 30, 2011. 5 Yes.

Item 11: Moved by Trustee Keith and seconded by Board President Rasmussen to elect **Susan M. Keith** to represent the Citrus College Board of Trustees on the Citrus College Foundation Board of Directors and Executive Board. 3 Yes. 2 No (Ortell/Woods).

Item 12: Moved by Trustee Keith and seconded by Trustee Ortell to select **Joanne Montgomery** as an Annual Representative to the Los Angeles County School Trustees Association for 2011. The Representative shall perform duties as described in Standing Rule #7: (a) vote on all association matters; (b) communicate between the executive board, the association, and the local board; and (c) serve on the Legislative Committee. 5 Yes.

Item 13: Moved by Trustee Woods and seconded by Trustee Montgomery to select **Edward C. Ortell** as the governing board's voting representative to elect members to the Los Angeles County Committee on School District Organization in October/November 2011. 5 Yes.

Item 14: Authorization is requested to set the date, time, and place for regular meetings of the Board of Trustees for the period of December 1, 2010, through November 30, 2011, as follows:

Date: 1st & 3rd Tuesdays

Time: 4:15 p.m.

Place: Citrus Community College District Board Room (AD 202)

5 Yes.

Item 15: Moved by Trustee Keith and seconded by Trustee Ortell to select **Joanne Montgomery** and **Trustee Woods** as the Board of Trustees ad-hoc committee for 2011 to determine the instrument or process to be used in Board self-evaluation. 5 Yes.

AUDITORS

Item 16: Moved by Trustee Montgomery and seconded by Trustee Keith to approve the Annual Financial and Compliance Audit Report of all District funds from Vicenti, Lloyd & Stutzman, certified public accountants, for the fiscal year ending June 30, 2010. 5 Yes.

SIGNATURES AUTHORIZATION

Item 17: Moved by Trustee Keith and seconded by Trustee Woods to approve the specified signatures for Citrus Community College District business functions and bank accounts for the period of December 7, 2010, through November 30, 2011. 5 Yes.

Item 18: Moved by Trustee Woods and seconded by Trustee Ortell to approve the Certification of Signatures for Citrus Community College District and the sending of the form to the County Superintendent of Schools Office after signatures are obtained. 5 Yes.

BIDS

Item 19: Moved by Trustee Woods and seconded by Trustee Keith to allow staff to prepare specifications and formally bid Project #02-1011, District-wide Emergency Generators. The project will be funded from Fund 41, Capital Projects. Award of contract will be by Board action. 5 Yes.

SABBATICAL – FACULTY

Item 20: Moved by Trustee Keith and seconded by Trustee Montgomery to approve Faculty 2011-2012 Sabbatical Leave recommendations as follows:

Bruce Solheim

David Kary

Claudia Pohl

Spring 2012 Semester

Fall 2011 Semester

Spring 2012 Semester

5 Yes.

CURRICULUM

Item 21: Moved by Trustee Woods and seconded by Trustee Montgomery to approve the new courses and the deleted courses. 5Yes.

BOARD POLICIES

Item 22: Moved by Trustee Keith and seconded by Trustee Woods to approve the second and final reading of Board Policy BP 3540 Sexual Assaults on Campus. 5 Yes.

Item 23: Moved by Trustee Ortell and seconded by Trustee Montgomery to approve the second reading of Board Policies: BP3280 – Grants; BP3715 – Intellectual Property. 5 Yes.

Item 24: Moved by Trustee Keith and seconded by Trustee Woods to approve the second read of BP 7210 – Sabbatical Leave. 5 Yes.

CLOSED SESSION: At 5:10 p.m., Incoming Board 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 5:25 p.m., Incoming Board President Rasmussen reconvened the meeting to open session with no action taken.

BOARD WORK SESSION

The Board reviewed the following:

- Board 2009-10 goals
- Board Policy Review (BP 2715, Code of Ethics/Standards of Practice; AP 2715, Code of Ethics/Standards of Practice; and)

The Board had discussion facilitated by Meryl Marshall-Daniels, Two Oceans Consulting Group, regarding the following

- CEO/Board relations and modes of communication with the CEO and amongst Board members.

This discussion will be carried over to the January 18, 2011, meeting

ADJOURNMENT: At 7:02 p.m., it was moved by Trustee Ortell and seconded by Trustee Woods to adjourn the meeting.

Date

Edward C. Ortell
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>

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

December 14, 2010

The Board of Trustees of the Citrus Community College District met for the Special Meeting of Tuesday, December 15, 2010, in the Administration Building Board Room.

Board President Rasmussen called the meeting to order at 4:15 p.m. Board President Rasmussen led the Pledge of Allegiance to the Flag.

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

RESOURCE PERSONNEL PRESENT: Geraldine M. Perri, Superintendent/President; Carol R. Horton, Vice President of Finance and Administrative Services; Robert Sammis, Director of Human Resources; and Christine Link, Recording Secretary.

ADMINISTRATORS AND EMPLOYEES SIGNING THE VOLUNTARY SIGN-IN SHEET:

Management Team: None

Faculty: None

Supervisors/Confidential: None

Classified Employees: None

Adjunct Faculty: None

Students: None

VISITORS: Linda Vidor-Elkaim

CLOSED SESSION: At 4:16 p.m., Board President Rasmussen adjourned the meeting to closed session per the following section of the Government Code:

Per Section 54956.8: CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: 1155 Foothill Boulevard, Glendora, CA

Agency Negotiator: Carol R. Horton, Vice President of Finance and Administrative Services

Under Negotiations: Price

RECONVENE OPEN SESSION: At 4:39 p.m., Board President Rasmussen reconvened the meeting to open session with no action taken.

ADJOURNMENT: At 4:40 p.m., it was moved by Trustee Keith and seconded by Trustee Montgomery to adjourn the meeting.

Date

Edward C. Ortell
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>