

CITRUS COMMUNITY COLLEGE DISTRICT

AGENDA OF REGULAR MEETING OF THE BOARD OF TRUSTEES

MEETING: First Regular Meeting in October

DATE: Tuesday, October 4, 2011

TIME: 4:15 p.m.

PLACE: Community Room, CI 159
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
Nohemi Camacho, 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
Robert Sammis, Director of Human Resources
Carol Horton, Vice President of Finance and Administrative Services
Nickawanna Shaw, Academic Senate President
Steve Siegel, Classified Employees
Nohemi Camacho, Student Trustee
Members of the Board of Trustees

(CONTINUED)

E. MINUTES

1. **Approval of the Regular Meeting Minutes of September 13, 2011**

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 54954.5(e) and 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**
3. **Per Section 54956.9: CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION AND CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**

G. INFORMATION AND DISCUSSION

1. ASCC Executive Board Fall 2011 – Martha McDonald, Dean of Students (Page 4)
2. Presentation of Sustainability Plan – Carol R. Horton, Vice President of Finance and Administrative Services (Page 5)
3. Trustee Area Boundaries – Geraldine M. Perri, Ph.D., Superintendent/President (Page 6)
4. CCFA Summary of Initial Proposal – Robert Sammis, Director of Human Resources (Page 7)

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
DATE	October 4, 2011	Resolution	_____
SUBJECT:	ASCC Executive Board Fall 2011	Information	X
		Enclosure(s)	_____

BACKGROUND

The Associated Students of Citrus College (ASCC) Executive Board is the elected voice of the student body. The ASCC Executive Board plans and executes a variety of educational, cultural and social activities for all members of the campus community. The ASCC Board maintains an active voice on campus-wide committees, making sure that the students' needs and opinions are considered in decisions affecting their education. The members of the fall 2011 ASCC Executive Board are:

- Rachel Britt – Senator
- Megan Bruins – Vice President
- Nohemi Camacho – Student Trustee
- Arthur Corral – Senator
- Walter Galvez – Senator
- Brandi Garcia – Commissioner at-Large
- Kyle Garza – Commissioner at-Large
- Horacio Hernandez – Legislative Liaison
- Athanasios (Nathan) Kloutsiniotis – Senator
- Donald Linneman – President
- Brian Martinez – Treasurer
- Michelle Mockler – Commissioner of Public Relations
- Olivia Wagner – Recording Secretary

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

RECOMMENDATION

No action required; information only.

Geraldine M. Perri, Ph.D
Recommended by

Moved / Seconded

Approved for Submittal

Aye ___ Nay ___ Abstained ___

Item No. G.1.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
DATE	October 4, 2011	Resolution	_____
SUBJECT:	Presentation of Sustainability Plan	Information	X _____
		Enclosure(s)	_____

BACKGROUND

Citrus College was awarded a Sustainability Grant from the Public Utilities Commission through the Chancellor's Office which is being used to establish a comprehensive Climate Action Plan in the spring of 2012. The plan will address current and future objectives both short- and long- range. Matt Sullivan of Newcomb, Anderson & McCormick will provide a presentation of the Sustainability Climate Action Plan.

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

RECOMMENDATION

Information only; no action required.

Carol R. Horton
Recommended by

/_____
Moved Seconded

Aye__Nay__Abstained__

Approved for Submittal

Item No. G.2.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
DATE	October 4, 2011	Resolution	_____
SUBJECT:	Trustee Area Boundaries	Information	X
		Enclosure(s)	_____

BACKGROUND

The California Voting Rights Act requires all local governments, including community colleges, to evaluate their current election processes. The process of determining any issues with the State or Federal Voting Rights Acts includes an analysis of the overall district population, the makeup of current trustee areas, mapping of protected subgroups and an exercise to look at different trustee area options. These are conducted with analysis of voting behavior in college trustee and other elections.

Community College League of California Vice President, Kimi Shigetani and her team from Redistricting Partners, will present the proposed new maps, be on-hand to discuss the process, and take feedback and questions from trustees and the public.

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

RECOMMENDATION

No action required; information only.

Geraldine M. Perri, Ph.D.
Recommended by

Moved / Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. G.3.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
DATE	October 4, 2011	Resolution	_____
SUBJECT:	CCFA Summary of Initial Proposal	Information	X
		Enclosure(s)	X

BACKGROUND

The current contract with the full-time faculty association, CCFA, expires on December 31, 2011. The District has received the Association's initial proposal for a successor contract. A copy of the initial proposal is attached.

This item was prepared by Sandra Coon, Confidential Administrative Assistant.

RECOMMENDATION

Information only; no action required.

Robert Sammis
Recommended by

/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. G.4.

CCFA Summary of Initial Proposal
Collective Bargaining Agreement Commencing January 2012
Submitted: September, 2011

Article 5 Faculty Assignment

Including but not limited to:

CCFA would like to discuss issues of
Rights of Assignment, Overload
Teaching Assignments during Intersessions

Article 8 Salaries

CCFA would like to discuss issues relating to
Overload and Intersession Salary
Over-Size Classes, Salary Scale Compression
Prorating salary over 12 months

Article 10 Unit Member Benefits

CCFA would like to discuss
Additional years of medical coverage after retirement
Additional money to be paid under Option B

Article 12 Grievance Procedures

CCFA would like to include language regarding Board and Administrative Policies in this article.

MOU Reassigned Time, Page 46

CCFA would like to negotiate the extension of Association Reassign Time for the duration of the upcoming contract.

Reassign Time/Stipends

CCFA would like to explore the inclusion of language in the new contract which addresses Reassign Time, Stipends, and the Positions eligible for these.

Retirement Incentive

CCFA would like to discuss the issue of Retirement Incentives and how they could be of the optimum value to both Faculty and District.

Parking

CCFA would like to investigate the possibility of putting current practice in the contract.

Department Chairs

CCFA would like to explore the possibility of restoring Department Chairs based in part on the work of the committee which has studied the issue over the past year.

I. 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 11)
- b. Authorization is requested to approve facility rentals and usage. (Page 13)
- c. Authorization is requested to approve Change Order #7 in the amount of \$367,745 for Project #10-0607, Student Services Building. (Page 15)
- d. Authorization is requested to allow staff to prepare specifications and formally bid Project #05-1112, Campus Center Flooring Asbestos Abatement. The project will be funded from Fund 42, Bond Fund. Award of contract will be by Board action. (Page 20)
- e. Authorization is requested to dispose of the enclosed list of surplus items by exchange for value, private sale, sale at public auction by The Liquidation Company or donation to another public entity. (Page 21)

Student Services

- f. Authorization is requested to approve the Student Health Center to administer influenza vaccine to faculty and staff who request shots and to reimburse the Student Health Center at the rate of \$17.00 per injection. (Page 23)

(CONTINUED)

Personnel Recommendations

- g. Authorization is requested to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees. (Page 24)
- h. Authorization is requested to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees. (Page 30)
- i. Authorization is requested to approve the employment of short-term, non-academic employees and substitutes. (Page 33)

INDEPENDENT CONTRACTOR AGREEMENT
Board of Trustees Meeting – October 4, 2011

<u>CONTRACTOR CONSULTANT/ DEPARTMENT</u>	<u>RATE</u>	<u>FUNDING SOURCE</u>	<u>PERIOD</u>	<u>SERVICE</u>
<u>ADMINISTRATIVE SERVICES</u>				
Construction Testing & Engineering, Inc.	\$38,700.00max	Bond	10/5/11-Project Completion	Special Testing & Construction Inspection – Admin Remodel
Geobase, Inc.	\$23,670.00max	Bond	10/5/11- Project Completion	Geotechnical Investigation – Admin Remodel
<u>CAREER, TECHNICAL & CONTINUING EDUCATION</u>				
Contextual Learning Concepts, LLC	\$12,000.00max	Grant	10/5/11-12/2/11	Conduct "Contextualizing Math into CTE" Workshop for CTE Instructors
<u>CHILD DEVELOPMENT CENTER</u>				
Allen, Roena	\$2,300.00max	Grant	10/4/11-6/30/12	Foster Care Ed
Doakes, Sarah	\$2,080.00max	Grant	7/1/11-6/30/12 <i>Revision</i>	Foster Care Ed
Garcia, Corrine	\$3,926.00max	Grant	7/1/11-6/30/12 <i>Revision</i>	Foster Care Ed
Green, Bridgette	\$2,736.00max	Grant	10/4/11-6/30/12	Foster Care Ed
Recendez, Rodrigo	\$4,820.00max	Grant	7/1/11-6/30/12 <i>Revision</i>	Foster Care Ed
<u>FINE AND PERFORMING ARTS</u>				
Hamon, Timothy	\$2,000.00max	District	10/5/11-6/30/12	Musician Services
Inda, Eduardo	\$1,000.00max	District	10/5/11-6/30/12	Theatrical Services
Lambert, Benjamin	\$500.00max	District	10/5/11-6/30/12	Director Services
Senior, Jenny	\$2,500.00max	District	10/5/11-6/30/12	Costume Design
<u>HEALTH SCIENCES</u>				
San Antonio Community Hospital	no fee	no fee	9/6/11-9/5/12	Clinical Education

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 October 4, 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

_____ Approved for Submittal

Aye ___ Nay ___ Abstained ___

Item No. _____ H.1.b. _____

**Use of Facilities
October 4, 2011**

ORGANIZATION	FACILITY	ACTIVITY	DATE(S)	CHARGE
J.C. Productions	Recording Arts Studio	Vocal Overdubbing	9/2/2011	\$200.00
House of Aaron	Recording Arts Studio	Vocal Overdubbing	9/4/2011	\$400.00
Music Teachers Association of San Gabriel Valley	PA133	Piano Recital and Competition	9/17/11, 10/23/11, 11/5/11 and 1/21/12	\$875.00 plus additional labor if required
American Construction Inspectors Assn.	LH102	Educational Seminar	10/1/2011	\$650.50 plus additional labor if required
Metropolitan Educational Theatre Network	Performing Arts Center	Children's Theatre Performances	10/3/11 through 10/7/11	\$6,000.00 plus additional labor if required
Gladstone High School	Campus Center	Homecoming Dance	10/7/2011	\$950.00 plus additional labor if required
Azusa Pacific University	Pool	ROTC Swim Test	10/10/2011	\$55.00 plus additional labor if required
Red Dragon Karate	Gym	Martial Arts Tournament	10/15 & 10/16/11	\$1,960.00 plus additional labor if required
Covina Vikings	Stadium	Cheer Competition	11/26/2011	\$4,450.00 plus additional labor if required
FLS International	VT323- Dance Studio	Dance Class	1/9/12 through 1/13/12	\$500.00 plus additional labor if required
ScoutMe	Golf Driving Range	Golf Practice	7/10 & 7/11/12	\$2,400.00 plus additional labor if required

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	October 4, 2011	Resolution	_____
SUBJECT:	Approval of Change Order #7, Project #10-0607, Student Services Building	Information	_____
		Enclosure(s)	X

BACKGROUND

At its meeting of May 6, 2008, the Board of Trustees awarded Project #10-0607, Student Services Building to P W Construction, Inc. of Glendora, California. During the course of construction the District has identified some additional requirements that are enumerated in the enclosed Change Order Request that is part of Change Order #7. The increase is \$367,745. The revised total of the contract after Change Order #7 is \$20,542,441. This change order will add three-hundred-fifty-four (354) days to the construction time.

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

RECOMMENDATION

Authorization is requested to approve Change Order #7 in the amount of \$367,745 for Project #10-0607, Student Services Building.

Carol R. Horton
Recommended by

Moved / Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ H.1.c. _____

CHANGE ORDER

tBP/Architecture
 4611 Teller Ave
 Newport Beach, CA 92660

PROJECT:	Student Services Building	CHANGE ORDER #	7 - Final
	Citrus Community College District	BOARD DATE:	October 4, 2011
CONTRACTOR:	PW Construction Inc.	D.S.A. #	A03-111059 F19-C9
	4075 Schaefer Ave.	tBP #	20307.10
	Chino, CA 91710	District #	10-0607

ORIGINAL CONTRACT AMOUNT:		\$	19,868,000
Previous Change Order:	\$	306,696	
This Change Order:	\$	367,745	
Total Change Order:		\$	674,441
REVISED CONTRACT AMOUNT:		\$	20,542,441

Notice To Proceed, June 16, 2008. 720 Calendar Day Contract

ORIGINAL CONTRACT COMPLETION DATE:	June 6, 2010
Previous Change Order:	5 Calendar Days
This Change Order:	354 Calendar Days
Total Change Orders:	359 Calendar Days
REVISED CONTRACT COMPLETION DATE:	May 31, 2011

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

The price of this Change Order represents full and final compensation to the Contractor for all cost, direct and indirect, associated with the work, including but not limited to all costs for general conditions, field and home office overhead, profit, delay, disruption or suspension of work, acceleration, labor inefficiencies and the change's impact on the unchanged work. The time extension set forth in this Change Order constitutes the final adjustment to the date of Substantial Completion for any and all delays to the Contract Time for the items listed in this Change Order and to the Project as a whole.

APPROVALS:

tBP/Architecture Inc.	DATE _____
PW Construction Inc.	DATE _____
Citrus Community College District	DATE _____

**Change Order Requests
Student Services Project**

Change Order Request	Description	Subcontractor	GC Price/Cost	GC Credit	Time/Day Extension	Included in CO
17017	Enlarge 2nd floor shafts	Golden Iron	\$33,030.00		34	CO #7
17019	Remove #11 bars from columns which were added by submittal comments but now are required to be removed.	Schroeder Iron	\$8,501.00		13	CO #7
17021	Provide special color for Display Case per submittal comments	Kitcor	\$1,161.00		0	CO #7
17023R2	Add for additional waterproofing as requested by owner. We have deducted all amounts that were in original contract.	Guardian Waterproofing	\$2,968.00		2	CO #7
17044	Add rebar and welding of rebar at grade beams per RFI 116 R1 and 124	Rebar Engineering	\$20,000.00		20	CO #7
17060	Additional kitchen items in compliance to the Health Department requirements	Kitcor	\$1,106.00		0	CO #7
17072R1	Steel stud framing around roof top condensate drains.	Sierra Lathing Company & Sundance Plumbing	\$2,174.00		0	CO #7
17082R1	Insulation at building perimeter - per Bulletin #41	Sierra Lathing & Alert Insulation		-\$12,538.00	0	CO #7
17085	Per Bulletin #43 - Deletion of Intrusion Alarm System	Action Electric		-\$13,457.00	0	CO #7
17089	Per Bulletin #15 - Additional cost for staking which was not included in previous PMR for Bulletin #15	GPS Surveying	\$620.00		0	CO #7
17090	Labor credit for not welding TV brackets	PW Construction		-\$1,329.00	0	CO #7
17091	Bulletin 11 - staking cost which were omitted from previous PMR 17026R3	GPS	\$3,000.00		0	CO #7
17093	Per RFI #331 - Revised Light Fixture	Action Electric	\$926.00		0	CO #7
17095R1	Additional costs associated with changes to the roof and delays	Stone Roofing, PW and Stolo Cabinets	\$31,388.00		35	CO #7
17108	Credit for steel work not installed in columns	Valencia Sheet Metal		-\$4,399.00	0	CO #7
17110	Installation of sheet vinyl in Hall 167 - per RFI #33	New Image	\$3,741.00		2	CO #7
17113R1	Electrical & Plumbing revisions to accommodate plumbing revisions noted in the submittal response	Action Electric & Sundance Plumbing	\$24,059.00		14	CO #7

**Change Order Requests
Student Services Project**

Change Order Request	Description	Subcontractor	GC Price/Cost	GC Credit	Time/Day Extension	Included in CO
17115	Delays associated with the Storm Drain revisions.	Action Electric	\$20,692.00		42	CO #7
17116R1	Full slip sheet over approximately 5,000 sf of concrete at the first floor entry and welcome areas	TSI	\$10,270.00		5	CO #7
17119	Furnish and install 8 decoustic solo wood panels	Southcoast Acoustical Interiors	\$32,941.00		30	CO #7
17121	Per RFI #367 - provide half saddle with top of threshold flush with top of tile	Queen City Glass	\$4,524.00		2	CO #7
17122	Per RFI #366, float area under mats 1/4"	L2 Specialties	\$1,737.00		1	CO #7
17123	Furnish and install seven (7) Wabash tables	Dave Bank Associates	\$11,581.00		5	CO #7
17124	RFI 163 - Demo and concrete work for new interceptor box. See PMR 17024 for electrical portion.	Interstate Enterprises, BS Hand	\$6,282.00		4	CO #7
17125	Delays associated with the location and installation of the duct detectors and provision of adequate phone lines.	Action Electric	\$13,794.00		14	CO #7
17127	Per RFI #252 - added framing	Sierra Lathing Company	\$646.00		0	CO #7
17128	Install FC-5 to a different location	West-Tech Mechanical	\$392.00		0	CO #7
17129	Deletion of lath/plaster at parapet and install Siplast Roofing per J. Scinocca's request	Sierra Lathing Company & Stone Roofing	\$10,865.00		0	CO #7
17132R1	Cut height of transom and reinstall the door to accommodate the floor tile installation, per RFI 367R2	Queen City Glass	\$1,800.00		0	CO #7
17134	Provide planter drainage on T & M basis	Fine Line Grading & Interstate Concrete Cutting	\$11,456.00		3	CO #7
17135	Added flat work at fire line at the north side of the building	BS Hand	\$1,882.00		0	CO #7
17137	Installation of additional sleeve for future planter at south east corner of the building	Bennett Landscape	\$4,000.00		0	CO #7
17139R2	Additional cost to fix the crossed chilled water lines as requested by the District	West Tech Mechanical	\$6,510.00		3	CO #7
17140	Per Bulletin #54, additional work to adjust grade so sidewalk and crosswalk are installed per DSA approved FCD 1.	Hardy & Harper & BS Hand	\$7,365.00		10	CO #7

**Change Order Requests
Student Services Project**

Change Order Request	Description	Subcontractor	GC Price/Cost	GC Credit	Time/Day Extension	Included in CO
17142	Installation of solo panels per RFI 372	South Coast Acoustical Interiors	\$1,119.00		0	CO #7
17143	Additional paving for work outside construction area and widening of the loading/unloading zone per Bulletin #45	Hardy & Harper	\$5,810.00		1	CO #7
17144	Revisions to signage per District's request	Braille Signs	\$754.00		0	CO #7
17145	Landscape improvements and deletion to scope of work	Bennett Landscape		-\$28,000.00	27	CO #7
17147	Light fixture south of bridge - per Bulletin 56	Action Electric	\$1,567.00		0	CO #7
17148	Per RFI 375, Signage revisions to material grade	Braille Signs	\$1,580.00		0	CO #7
17149	Per Bulletin #55 - Exterior Building Signage	Braille Signs	\$972.00		0	CO #7
17151	Per Bulletin #3 - Additional Signage	Braille Signs	\$2,562.00		0	CO #7
17152R1	Additional framing and drywall work required due to HVAC revisions in Bulletin 32	Sierra Lathing Company & Stone Roofing	\$130,962.00		84	CO #7
17153	Add for the electrical portion for the auto door per Bulletin 17. This was not included in the approved PMR 17036R3 because the	Action Electric	\$3,766.00		3	CO #7
17154	Added evacuation maps per the fire marshal	Braille Signs	\$1,465.00		0	CO #7
17155	Back charge for damaged plants and incomplete landscape maintenance	Bennett Landscape		-\$2,500.00	0	CO #7
						CO #7
			\$429,968.00	-\$62,223.00	354	As Negotiated with PW
	<i>Included in Change Order #7- Final - Pending Board Approval</i>		<i>\$367,745.00</i>			

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE	October 4, 2011	Resolution	_____
SUBJECT:	Authorization to Bid Project #05-1112, Campus Center Flooring Asbestos Abatement	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 Campus Center flooring asbestos abatement. The project will be funded from Fund 42, Bond Fund.

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 #05-1112, Campus Center Flooring Asbestos Abatement. The project will be funded from Fund 42, Bond Fund. 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.d.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE	October 4, 2011	Resolution	<u> </u>
SUBJECT:	Disposal of Surplus Property	Information	<u> </u>
		Enclosure(s)	<u> X </u>

BACKGROUND

Education Code Section 81450 - 81455 authorizes the governing board of any community college district to exchange for value, sell or donate any personal property belonging to the district if the property is not required for college purposes. It further allows any district to contract with a private auction firm to dispose of these items. The Citrus Community College District contracts with The Liquidation Company of Fontana for these services.

From time to time the District sends items no longer needed for college use to The Liquidation Company to be sold at public auction to the highest bidder or donation to another public entity. A list of such items is submitted herewith for the Board of Trustees to approve for disposal.

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

RECOMMENDATION

Authorization is requested to dispose of the enclosed list of surplus items by exchange for value, private sale, sale at public auction by The Liquidation Company or donation to another public entity.

Carol R. Horton
Recommended by

 /
Moved Seconded

Aye__Nay__Abstained__

Approved for Submittal

Item No. H.1.e.

Surplus Inventory List
Oct 4, 2011 Board Agenda

1. Two pallets used golf balls
2. Dynamic Stacking Double oven, Asset ID #1125
3. Garland Stacking Double oven, Asset ID #1124
4. Philips Magnavox 37"LCD Monitor, S/N: BZ3A0706561165
5. Novabeam Model Three Projector, S/N: 3NB1346, Asset ID #2964
6. GBC Laminator, Model: Eagle105, S/N: LG07331, Asset ID #7598

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	October 4, 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.g. _____

**ACADEMIC EMPLOYEES
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
OCTOBER 4, 2011**

NAME	CLASSIFICATION	STATUS	ASSIGNMENT	DEPARTMENT	BEGIN	END	RATE
Anderson-McGill, Taylor	Instructor	Proctor Exams	Hourly as needed	DSP&S	10/05/11	12/31/11	\$44.90 hr.
Arroyo, Yolanda	Permit Teacher	During unassigned time	Hourly as needed	Orfalea Family Children's Center	01/01/12	06/30/12	\$18.48 hr.
Aurelio, Joanne	Permit Teacher	During unassigned time	Hourly as needed	Orfalea Family Children's Center	01/01/12	06/30/12	\$18.48 hr.
Bigby, Shauna	Nurse	During unassigned time	Hourly as needed	Student Health Center	01/01/12	06/30/12	\$50.72 hr.
Boxley, Jackie	Instructor	During unassigned time	Hourly as needed	Kinesiology, Health & Athletics	01/01/12	06/30/12	\$50.72 hr.
Brawner, Mary	Instructor	During unassigned time	Hourly as needed	Kinesiology, Health & Athletics	01/01/12	06/30/12	\$50.72 hr.
Cordova-Caddes, Andrea	Instructor	During unassigned time	Hourly as needed	Dance	10/05/11	12/31/11	\$44.90 hr.
DeAnda, Alma	Instructor	Proctor Exams	Hourly as needed	DSP&S	10/05/11	12/31/11	\$44.90 hr.
Dery, Kenneth	Instructor	Proctor Exams	Hourly as needed	DSP&S	10/05/11	12/31/11	\$44.90 hr.
Fasulyan, Aygush	Permit Teacher	During unassigned time	Hourly as needed	Orfalea Family Children's Center	01/01/12	06/30/12	\$18.48 hr.
Fuller, Elizabeth	Permit Teacher	During unassigned time	Hourly as needed	Orfalea Family Children's Center	01/01/12	06/30/12	\$18.48 hr.
Gomez, Steven	Instructor	During unassigned time	Hourly as needed	Kinesiology, Health & Athletics	01/01/12	06/30/12	\$50.72 hr.
Gunstream, Marilyn	Instructor	During unassigned time	Hourly as needed	Kinesiology, Health & Athletics	01/01/12	06/30/12	\$50.72 hr.
Hartman, Steven	Instructor	During unassigned time	Hourly as needed	Kinesiology, Health & Athletics	01/01/12	06/30/12	\$50.72 hr.
Kapoor, Anil	Instructor	Proctor Exams	Hourly as needed	DSP&S	10/05/11	12/31/11	\$44.90 hr.
Kennedy, Susan	Permit Teacher	During unassigned time	Hourly as needed	Orfalea Family Children's Center	01/01/12	06/30/12	\$18.48 hr.
Kinney, Michael	Instructor	Proctor Exams	Hourly as needed	DSP&S	10/05/11	12/31/11	\$44.90 hr.

**ACADEMIC EMPLOYEES
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
OCTOBER 4, 2011**

NAME	CLASSIFICATION	STATUS	ASSIGNMENT	DEPARTMENT	BEGIN	END	RATE
Lewis, Suzanne	Instructor	Proctor Exams	Hourly as needed	DSP&S	10/05/11	12/31/11	\$44.90 hr.
Lofthouse, Peter	Instructor	During unassigned time	Hourly as needed	Kinesiology, Health & Athletics	01/01/12	06/30/12	\$44.90 hr.
Maldonado, Maura	Permit Teacher	During unassigned time	Hourly as needed	Orfalea Family Children's Center	01/01/12	06/30/12	\$18.48 hr.
Merandi, Michael	Instructor	During unassigned time	Hourly as needed	Kinesiology, Health & Athletics	01/01/12	06/30/12	\$50.72 hr.
Nila, Richard	Instructor	During unassigned time	Hourly as needed	Kinesiology, Health & Athletics	01/01/12	06/30/12	\$44.90 hr.
Noonan, Benjamin	Instructor	During unassigned time	Hourly as needed	Kinesiology, Health & Athletics	01/01/12	06/30/12	\$44.90 hr.
Norman, Scott	Instructor	During unassigned time	Hourly as needed	Kinesiology, Health & Athletics	01/01/12	06/30/12	\$44.90 hr.
Nwangwu, Helen	Instructor	During unassigned time	Hourly as needed	Nursing	10/05/11	12/31/11	\$44.90 hr.
Perry, Virginia	Permit Teacher	During unassigned time	Hourly as needed	Orfalea Family Children's Center	01/01/12	06/30/12	\$18.48 hr.
Reeder, Bonnie	Permit Teacher	During unassigned time	Hourly as needed	Orfalea Family Children's Center	01/01/12	06/30/12	\$18.48 hr.
Schumacher, Barbara	Permit Teacher	During unassigned time	Hourly as needed	Orfalea Family Children's Center	01/01/12	06/30/12	\$18.48 hr.
Sellon, Annette	Nurse	During unassigned time	Hourly as needed	Student Health Center	01/01/12	06/30/12	\$44.90 hr.
Shaw, Nickawanna	Instructor	During unassigned time	Hourly as needed	Kinesiology, Health & Athletics	01/01/12	06/30/12	\$50.72 hr.
Shrope, Douglas	Instructor	Stage Director, Christmas Is . . . 2011	Stipend	Music	10/07/11	11/23/11	\$3,500.00 tl.
Singer, Alexander	Applied Music Tutor	During unassigned time	Hourly as needed	Music	10/05/11	12/31/11	\$44.90 hr.
Singer, Alexander	Instructor	During unassigned time	Hourly as needed	Music	10/05/11	12/31/11	\$44.90 hr.

**ACADEMIC EMPLOYEES
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
OCTOBER 4, 2011**

NAME	CLASSIFICATION	STATUS	ASSIGNMENT	DEPARTMENT	BEGIN	END	RATE
Stoltz, Gregory	Permit Teacher	During unassigned time	Hourly as needed	Orfalea Family Children's Center	01/01/12	06/30/12	\$18.48 hr.
Stone, Traci	Instructor	During unassigned time	Hourly as needed	Kinesiology, Health & Athletics	01/01/12	06/30/12	\$44.90 hr.
Urbick, Kristy	Instructor	During unassigned time	Hourly as needed	Kinesiology, Health & Athletics	01/01/12	06/30/12	\$44.90 hr.
Vaughan, John	Instructor	Staging Co-Directing, Christmas Is2011	Stipend	Music	10/07/11	11/23/11	\$2,500.00 tl.
Victor, Christopher	Instructor	During unassigned time	Hourly as needed	Kinesiology, Health & Athletics	01/01/12	06/30/12	\$44.90 hr.
Villeneuve, Louisa	Instructor	Proctor Exams	Hourly as needed	DSP&S	10/05/11	12/31/11	\$44.90 hr.
Weaver, Pablo	Instructor	Proctor Exams	Hourly as needed	DSP&S	10/05/11	12/31/11	\$44.90 hr.
Wheeler, Andrew	Instructor	During unassigned time	Hourly as needed	Kinesiology, Health & Athletics	01/01/12	06/30/12	\$44.90 hr.
Wise, Jody	Instructor	During unassigned time	Hourly as needed	Kinesiology, Health & Athletics	01/01/12	06/30/12	\$50.72 hr.
Wurst, Clifton	Instructor	During unassigned time	Hourly as needed	Kinesiology, Health & Athletics	01/01/12	06/30/12	\$50.72 hr.

**ACADEMIC EMPLOYEES
FALL 2011 NON CREDIT
OCTOBER 4, 2011**

Name	Department/Discipline	Placement	Hourly Rate
Chamberlain, David	Non Credit	1-3	\$42.24
Dixson, Kermet	Non Credit	1-3	\$42.24
Salazar, Vicki	Non Credit	1-3	\$42.24
Stein, Martha	Non Credit	1-3	\$42.24
Tucker, Eric	Non Credit	1-2	\$40.31

NOTE: All start dates are on or after October 10, 2011

**ACADEMIC EMPLOYEES - SEPARATIONS
OCTOBER, 4 2011**

Name	Classification	Department	Reason	Date(s) of Separation
Carver, Sally	Instructor	Cosmetology	Retirement	07/01/12
Casey, David	Instructor	Mathematics	Retirement	07/01/12
Colville, Linda	Instructor	Spanish	Retirement	07/01/12
Soremekun, Fola	Instructor	History	Retirement	07/01/12

**CLASSIFIED EMPLOYEES
EMPLOYMENT/CHANGE OF STATUS
OCTOBER 4, 2011**

Burruel, James	Custodial Supervisor	Temporary Upgrade	Custodial	100%	9/26/11	10/7/11	8-1 (7-1+1A)	\$4,648.00
Kouba, Gary	Grounds Supervisor	Temporary Upgrade	Grounds	100%	10/10/11	10/26/11	11-1 (8-1+3A)	\$5,380.00

**CLASSIFIED EMPLOYEES
SEPARATIONS/LEAVES
OCTOBER 4, 2011**

Name	Classification	Department	Reason	Date(s) of Separation
Garcia, James	Gardener I	Grounds	Resignation	9/23/11
Santillan, Jazmin	Administrative Assistant I	External Relations	Resignation	9/26/11

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	October 4, 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.i. _____

**CLASSIFIED EMPLOYEES
SHORT-TERM, HOURLY,
SUBSTITUTES
OCTOBER 4, 2011**

NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Beckenham, Sue	Instructional Computing Technician	Provide assistance to students	Academic Affairs	10/5/11	12/31/11	40-1	\$23.12/hr.
Blair, Jennifer		Volunteer	Art	10/5/11	6/15/12		
Brower, Cecil	Instructional Computing Technician	Substitute for regular employee	Academic Affairs	9/14/11	12/31/11	40-1	\$23.12/hr.
Byaleero, Frederick	Instructional Computing Technician	Provide assistance to students	Academic Affairs	10/5/11	12/31/11	40-1	\$23.12/hr.
Creamer, Fred	Instructional Computing Technician	Provide assistance to students	Academic Affairs	10/5/11	12/31/11	40-1	\$23.12/hr.
Flores, Nathaniel	Department Aide	Backstage crew for HPAC events	Performing Arts Department	10/5/11	12/21/11	3-1	\$9.27/hr.
Gerfen, Tom	Instructional Computing Technician	Provide assistance to students	Academic Affairs	10/5/11	12/31/11	40-1	\$23.12/hr.
Herzfeld, Maxwell	Department Aide	Scenery construction, load- in and strike as needed for department productions. Backstage crew for HPAC events.	Performing Arts Department	10/5/11	12/21/11	3-1	\$9.27/hr.

**CLASSIFIED EMPLOYEES
SHORT-TERM, HOURLY,
SUBSTITUTES
OCTOBER 4, 2011**

NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Riffle, Greg	Instructional Computing Technician	Provide assistance to students	Academic Affairs	10/5/11	12/31/11	40-1	\$23.12/hr.
Smith, Nathaniel	Campus Safety Officer I	Assist as needed	Campus Safety	10/5/11	12/31/11	22-1	\$14.82/hr.
Urbick, Kristy M.	Guest Relations Assistant	Assist as needed for rentals	Rentals	10/5/11	12/31/11	10-1	\$11.02/hr.
Volonte, Dan	Stipend	Emerging American Voices	Theatre	10/5/11	10/30/11		\$1000/tl.

**COACHES 2011-12
FALL**

VOLUNTEER

Name	Sport	FALL
Cluck, Caterina	Waterpolo	Fall
Fabela, Jessica	Waterpolo	Fall
Hernandez, Denise	Softball	Fall/Sp
Pearson, Tony	Waterpolo	Fall
Rivas, Jordon	Waterpolo	Fall

PROFESSIONAL EXPERT

October 4, 2011

Name	Classification	Department	Begin	End	Rate
Cavalin, Michael	Lifeguard	Kinesiology, Health &	02/21/12	06/30/12	\$11.00/hr
Clark, Allison	Lifeguard	Facilities Rental	10/05/11	12/31/11	\$11.00/hr
Foster, John	Lifeguard	Facilities Rental	10/05/11	12/31/11	\$11.00/hr
Harrington, Michael	Facilities Planning	Facilities & Construction	01/01/12	06/30/12	\$79.60/hr
Liskey, Renee	Choreographer for Women's Ensemble	Music ASO	10/07/11	11/01/11	\$1,200.00/Ttl
Merlo, Linda	CTE Services Coordinator	CTE/VTEA Grant Funding	10/15/11	06/30/12	\$250.00/day

H. ACTION (continued)

2. Authorization is requested to approve the final draft of the Educational and Facilities Master Plan 2011-2020. (Page 39)
3. Authorization is requested to approve the award of bid #02-0809, Administration Building Renovation to PacWest Corp. of Burbank, California and authorize the Vice President of Finance and Administrative Services to execute the contract on behalf of the District. The bid price of \$4,697,000 is within budget and will be funded from Measure G Bond Funds. (Page 40)
4. Authorization is requested to accept Project #10-0607, Student Services Building as complete and authorize staff to file the required Notice of Completion with the County of Los Angeles. The final contract amount is \$20,542,441. (Page 42)
5. Authorization is requested to approve the Director of Human Resources to request the appointment of an administrative law judge for the Office of Administrative Hearings. (Page 43)
6. Authorization is requested to approve the hiring of Dr. John Baker effective October 5, 2011 through June 30, 2012, as Interim Vice President of Student Services at a salary placement of \$13,388.00 monthly (plus 2.5% additional for doctorate for a total of \$13,723.00/month) plus vision and dental insurance, and prorated vacation and sick time for the duration of the contract. (Page 44)
7. Authorization is requested to approve the application of a one-day liquor license from the Alcoholic Beverage Control Agency for the Citrus College Foundation to serve beer and wine on campus on October 26, 2011, at the multi-chamber mixer. (Page 45)
8. Authorization is requested to appoint the following individuals to the Measure G Oversight Committee for a two-year term (until September 2013):
 1. Sharon Lewis, College Foundation Representative
 2. Bernard D. Bollinger, Jr., Member At Large

(Page 46)

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

I. ADJOURNMENT

Dates to remember:

October 18, 2011

Board of Trustees Meeting

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	October 4, 2011	Resolution	_____
SUBJECT:	Educational and Facilities Master Plan 2011-2020	Information	_____
		Enclosure(s)	X

BACKGROUND

In fall 2010, Citrus College began to create its next Educational and Facilities Master Plan. This plan spans the period from 2011 to 2020, which is an accreditation requirement. A leadership team was formed to identify the process and facilitate plan development. The leadership team includes Irene Malmgren, Lan Hao, Carol Horton, Linda Welz, and Roberta Eisel. Prior to her retirement, Jeanne Hamilton played a significant role in its development, as well. The team worked with consultants Dr. Eva Conrad and Ms. Deborah Shepley.

The final draft was presented and approved at the September 26, 2011 Steering Committee meeting.

This item was prepared by Jerry Capwell, Administrative Assistant, Academic Affairs.

RECOMMENDATION

Authorization is requested to approve the final draft of the Educational and Facilities Master Plan 2011-2020.

Irene Malmgren
Recommended by

/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. H.2.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	October 4, 2011	Resolution	_____
SUBJECT:	Award of Contract, Bid# 02-0809, Administration Building Renovation	Information	_____
		Enclosure(s)	X _____

BACKGROUND

The Board of Trustees approves the award of all contracts for construction. Eighteen bids were received for bid #02-0809, Administration Building Renovation on September 21, 2011. The responsive and responsible bid was submitted by PacWest Corp. of Burbank, California. The bid price of \$4,697,000 is within budget and will be funded from Measure G Bond Funds. Staff has verified PacWest Corp.'s contractor license, bid bond and all required bid documents.

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

RECOMMENDATION

Authorization is requested to approve the award of bid #02-0809, Administration Building Renovation to PacWest Corp. of Burbank, California and authorize the Vice President of Finance and Administrative Services to execute the contract on behalf of the District. The bid price of \$4,697,000 is within budget and will be funded from Measure G Bond Funds.

Carol R. Horton _____
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ H.3. _____

Citrus Community College District
Bid Recap #02-0809, Administration Building Renovation

1	PacWest Corp.	\$4,697,000
2	Cal-City Construction, Inc.	\$4,870,000
3	Novus Construction	\$5,194,000
4	ACC Contractors, Inc.	\$5,247,000
5	AMG & Associates, Inc.	\$5,288,000
6	H. A. Nichols Co., Inc.	\$5,297,000
7	Angeles Contractor, Inc.	\$5,300,000
8	PWCI	\$5,347,000
9	Tovey Shultz Construction, Inc.	\$5,348,000
10	Sanders Construction Services	\$5,359,000
11	MCEC, Inc.	\$5,369,000
12	G2K Construction, Inc.	\$5,498,000
13	Harik Construction, Inc.	\$5,587,000
14	Morillo Construction, Inc.	\$5,625,000
15	Rossetti Construction Company, Inc.	\$5,749,000
16	Stronghold Engineering, Inc.	\$5,877,127
17	Western Alta Construction	\$6,146,000
18	Waisman Construction, Inc.	\$6,297,000

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	October 4, 2011	Resolution	_____
SUBJECT:	Appointment of an Administrative Law Judge	Information	_____
		Enclosure(s)	_____

BACKGROUND

It is requested that the Board of Trustees authorize the Director of Human Resources to request the appointment of an administrative law judge from the Office of Administrative Hearings. This action is required pursuant to Education Code Section 87678 in connection with a due process hearing.

This item was prepared by Robert Sammis, Director of Human Resources

RECOMMENDATION

Authorization is requested to approve the Director of Human Resources to request the appointment of an administrative law judge for the Office of Administrative Hearings.

Robert Sammis
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ H.5. _____

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE:	October 4, 2011	Resolution	
SUBJECT:	Employment of Dr. John Baker Interim Vice President of Student Services	Information	
		Enclosure(s)	

BACKGROUND

Dr. John Baker has been selected through the hiring process as the recommended candidate to serve as Interim Vice President of Student Services during the recruitment period.

This item was prepared by Sandra Coon, Confidential Administrative Assistant, Human Resources

RECOMMENDATION

Authorization is requested to approve the hiring of Dr. John Baker effective October 5, 2011 through June 30, 2012, as Interim Vice President of Student Services at a salary placement of \$13,388.00 monthly (plus 2.5% additional for doctorate for a total of \$13,723.00/month) plus vision and dental insurance, and prorated vacation and sick time for the duration of the contract.

Robert Sammis _____
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.6. _____

CITRUS COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X

DATE October 4, 2011 Resolution _____

SUBJECT: One-Day Liquor License Information _____

Enclosure(s) _____

BACKGROUND

On October 26, 2011, Citrus College will host a multi-chamber mixer for the six Chambers of Commerce in the college's main service area. This event will take place in the lobby of the Student Services Building.

This item was prepared by Jane Cole, Administrative Assistance, Office of Development and External Relations.

RECOMMENDATION

Authorization is requested to approve the application of a one-day liquor license from the Alcoholic Beverage Control Agency for the Citrus College Foundation to serve beer and wine on campus on October 26, 2011, at the multi-chamber mixer.

June Stephens
Recommended by

_____/_____
Moved Seconded

Approved for Submittal

Aye ___ Nay ___ Abstained ___

Item No. H.7.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	October 4, 2011	Resolution	_____
SUBJECT:	Measure G Citizens' Oversight Committee	Information	_____
		Enclosure(s)	_____

BACKGROUND

As a result of the passage of Measure G, the Citrus College Facilities Bond, in March 2004, the Board of Trustees is required to establish a bond oversight committee that is charged with informing the public, at least annually, concerning the District's expenditure of Measure G bond proceeds.

Two of the members approved by the Board of Trustees on August 18, 2009, Pat Myers and Mark Ferrari were appointed for two-year terms which will expire this year. Nominees from the Board were sent letters of solicitation. The Board's ad-hoc committee of Trustee Ortell and Trustee Keith reviewed applications and recommends the appointment of Sharon Lewis and Bernard D. Bollinger, Jr.

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

RECOMMENDATION

Authorization is requested to appoint the following individuals to the Measure G Oversight Committee for a two-year term (until September 2013):

1. Sharon Lewis, College Foundation Representative
2. Bernard D. Bollinger, Jr., Member At Large

Geraldine M. Perri, Ph.D.
Recommended by

Moved / Seconded

Aye__Nay__Abstained__

Approved for Submittal

Item No. H.8. _____

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

September 13, 2011

The Board of Trustees of the Citrus Community College District met for the Regular Meeting on Tuesday, September 13, 2011, in the Center for Innovation Community Room.

Board President Rasmussen called the meeting to order at 4:23 p.m. Student Trustee Camacho 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 Nohemi Camacho (Student Trustee). Absent: None.

RESOURCE PERSONNEL PRESENT: Geraldine M. Perri, Superintendent/President; Carol R. Horton, Vice President of Finance and Administrative Services; Irene Malmgren, Vice President of Academic Affairs; Robert Sammis, Director of Human Resources and Chief Negotiator; Nickawanna Shaw, Academic Senate President; Steve Siegel, CSEA President; and Christine Link, Recording Secretary.

ADMINISTRATORS AND EMPLOYEES SIGNING THE VOLUNTARY SIGN-IN SHEET:

Management Team: Rosalinda Buchwald, Paula Green, Lan Hao, and Linda Welz

Faculty: Ken Guttman and Martha McDonald

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

Classified Employees: None

Adjunct Faculty: Cecil Brower

Students: Megan Bruins, Daniel Hernandez, Danny Hernandez, and Bre Payton

VISITORS: Aaron Castrejon and Victor Gonzalez

Geraldine M. Perri, Ph.D., Superintendent/President, commented that the Student Services Building dedication was a remarkable event, and she thanked the Board of Trustees for their vision in facilities planning that led to the funding and construction of this new facility. She also thanked all those who helped organize the dedication,

including Ms. June Stephens, Executive Director of Development and External Relations; Ms. Marilyn Grinsdale, Protocol and Government Relations Officer; Ms. Paula Green, Director of Communications; Mr. Eric Magallon, Bookstore Supervisor, and his staff; the Facilities and Grounds crews; Performing Arts; ASCC; Dr. Lucinda Over, Dean of Counseling; and Dr. Martha McDonald, Dean of Students.

Convocation was held on Friday, August 26, 2011. Dr. Perri said that the theme, "You're the Top," set the tone for the 2011-2012 academic year. She thanked Mr. Bruce Langford, Fine and Performing Arts instructor; Ms. Stacy Armstrong, Publications Specialist; Ms. Christine Link, Executive Assistant to the Superintendent/President; and the Performing Arts staff for another fun and informative Convocation. She also commented on the publication, *Citrus Rocks*, which was suggested by Ms. Armstrong as a way to celebrate the success of the college's students, faculty and staff.

Dr. Perri said the ceremony commemorating September 11th was very successful. ASCC students and student veterans, along with members of the college community, gathered on Sunday, September 11, 2011, to place flags in the shape of a heart on the lawn west of the flagpoles, in honor of all those who lost their lives in the attack on the World Trade Center. A short ceremony was also held on Monday, September 12, 2011, with speakers, the placement of a wreath and the lowering of the colors to half mast by several student veterans. Sunday's event was published in the *San Gabriel Valley Tribune*, with a color photo of the heart composed of United States flags.

Irene Malmgren, Ed.D., Vice President of Academic Affairs, reported that attendance for fall is over 104% of capacity. She thanked the faculty for their willingness to serve as many students as possible.

Carol R. Horton, Vice President of Finance and Administrative Services, thanked everyone who worked on the Student Services Building dedication. She gave special kudos to the members of her staff who were instrumental in completing the facility, including Mr. Bob Bradshaw, Project Manager; Mr. Robert Iverson, Director of Purchasing and Warehouse; Ms. Bernece Deck, Buyer; Mr. Mike Harrington, Director of Facilities and Construction, retired; and Mr. Jim Pierce, Chief Engineer, retired. She said through careful management of resources, they have saved approximately \$500,000 in costs. Mrs. Horton added that this is a remarkable achievement, considering the size of the facility.

Nickawanna Shaw, Academic Senate President, reported that the Academic Senate has received information of pending changes in state law that will impact California's community colleges. There are changes in Title V and the Education Code regarding a new cap on the number of repetitions for substandard grades and withdrawals. The new number is set at three, down from seven. Their greatest concerns are the still-to-be-determined parameters of how the change will be enforced and whether it will be restricted to districts, regions or the state. Also, the SB 1143 Committee findings and recommendations have been discussed, but not shared outside of that work group. Ms. Shaw said the Academic Senate is eagerly awaiting word about the seven guidelines

that may be used to create funding and/or accountability within the community college system.

Nohemi Camacho, Student Trustee, provided a calendar of ASCC activities through December 2011. ASCC has held two meetings and reviewed a large number of APs and BPs. They are getting ready for Club Rush, which will be held this week.

Susan M. Keith, Member, Board of Trustees, said she is always impressed with the immense talents of the Citrus College community. She recently attended the play, *Picasso at the Lapin Agile*, at the Lewis Family Playhouse at Victoria Gardens. Trustee Keith complimented Mr. Steve Siegel, Skilled Maintenance Technician, for his role in the production as “Freddy,” owner of the Lapin Agile. The play was directed by Citrus College adjunct instructor and former student, Mr. Kevin Slay.

Edward C. Ortell, Clerk/Secretary, Board of Trustees, congratulated the Owls football team for winning their opening game. He said even after they have transferred to other colleges and universities, Citrus College athletes continue to bring recognition to the college, playing for teams such as UCLA and the University of Arkansas.

Joanne Montgomery, Vice President, Board of Trustees, commented on several recent college events. She said Convocation provided a great opening for the fall semester. The Nursing Program pinning ceremony was beautiful, and she commented on the pride exhibited by the students who have successfully completed the program. At the Scholarship Reception, many Citrus College students were awarded a variety of scholarships. Trustee Montgomery said she is impressed with the growth in Citrus College’s Scholarship Program. Cosmetology once again participated in Foothill Unity Center’s Back to School event, providing haircuts and manicures to young, low income students returning to school for the fall. Trustee Montgomery thanked Ms. Gus Brooks, Director of Cosmetology, and the Cosmetology faculty and students for volunteering for this worthwhile event.

Patricia Rasmussen, President, Board of Trustees, commented on recent actions by the Accrediting Commission for Community and Junior Colleges (ACCJC), where a large number of colleges have been placed on “watch” or “warning.” She said, given the fact that the United States now ranks 10th in the world in college degrees and the number of college degrees earned by young people nationally is declining, there is good reason for concern regarding the quality of education students receive.

Board President Rasmussen said Citrus College takes pride in its many “green” initiatives, and she suggested that the Board consider ways to reduce some of the paper copies they receive as part of their weekly packets.

MINUTES

Item 1: Moved by Trustee Keith and seconded by Trustee Montgomery to approve the regular meeting minutes of August 16, 2011. 5 Yes.

HEARINGS

Board President Rasmussen opened a public hearing at 4:41 p.m., for the purpose of hearing public viewpoints on the District's proposed Adopted Budget for 201-2012. Hearing no comments, she declared the public hearing closed at 4:42 p.m.

Board President Rasmussen opened a public hearing at 4:42 p.m., for the purpose of hearing public viewpoints on the District's proposed 2011-2012 GANN Appropriation Limit. Hearing no comments, she declared the public hearing closed at 4:42 p.m.

INFORMATION AND DISCUSSION

2011-2012 District Budget PowerPoint Presentation – Carol R. Horton, Vice President of Finance and Administrative Services

Mrs. Horton made a PowerPoint presentation on the 2011-2012 District Budget. A similar PowerPoint was presented to the college community at the Budget Forum on August 29, 2011.

Trustee Area Boundaries – Geraldine M. Perri, Ph.D., Superintendent/President – Kimi Shigetani, Vice President, Community College League of California and Chris Chaffee, Associate, Redistricting Partners

Dr. Perri introduced Ms. Kimi Shigetani, Community College League of California (CCLC) Vice President, and Mr. Chris Chaffee, Associate, Redistricting Partners, who presented several options for new trustee area maps. They also discussed the process and legal requirements for setting trustee area boundaries.

At the suggestion of the Board, they will look at additional options and return at a future meeting with map overlays that will assist the Board in determining how the new maps can be drawn to best serve their communities.

Educational and Facilities Master Plan 2010-2020 – Chapters 5, 6, 7 – Carol Horton, Vice President of Finance and Administrative Services, and Deborah Shepley, HMC Architects

Mrs. Horton introduced Ms. Deborah Shepley, Consultant, who presented an overview of the Facilities Master Plan. The plan is part of the college's new Educational and Facilities Master Plan and spans the period of 2010-2020.

INDEPENDENT CONTRACTORS

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

FACILITIES USE

- Item 3:** Moved by Trustee Montgomery and seconded by Trustee Woods to approve facility rentals and usage. 5 Yes.

BUDGET – WARRANTS – FINANCIAL STATEMENTS, ETC.

- Item 4:** Moved by Trustee Montgomery and seconded by Trustee Woods to approve A & B Warrants for August 2011. 5 Yes.
- Item 5:** Moved by Trustee Montgomery and seconded by Trustee Woods to approve purchase orders for August 2011. 5 Yes.

BIDS

- Item 6:** Moved by Trustee Montgomery and seconded by Trustee Woods to allow staff to prepare specifications and formally bid Project #02-1112, Fountain Quad Concrete Work Project. The project will be funded from Fund 41, Capital Projects. Award of contract will be by Board action. 5 Yes
- Item 7:** Moved by Trustee Montgomery and seconded by Trustee Woods to allow staff to prepare specifications and formally bid Project #03-1112, Districtwide Roofing Work. The project will be funded from Fund 41, Capital Projects. Award of contract will be by Board action. 5 Yes.
- Item 8:** Moved by Trustee Montgomery and seconded by Trustee Woods to allow staff to prepare specifications and formally bid Project #04-1112, Pool Replaster Project. The project will be funded from Fund 41, Capital Projects. Award of contract will be by Board action. 5 Yes.

SURPLUS PROPERTY

- Item 9:** Moved by Trustee Montgomery and seconded by Trustee Woods to dispose of the enclosed list of surplus items by exchange for value, private sale, sale at public auction by The Liquidation Company or donation to another public entity. 5 Yes.

PERSONNEL RECOMMENDATIONS

- Item 10:** Moved by Trustee Montgomery and seconded by Trustee Woods to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees with the exception of the item extending the Superintendent/President's contract. 5 Yes.
- Item 11:** Moved by Trustee Ortell and seconded by Trustee Woods to not approve the extension of the Superintendent/President's contract one-year (from 2014 to 2015) as presented.
2 Yes (Trustee Ortell and Trustee Woods).
3 No (Trustee Keith, Trustee Montgomery, and Board President Rasmussen).

Item 12: Moved by Trustee Montgomery and seconded by Trustee Woods to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees. 5 Yes.

Item 13: Moved by Trustee Montgomery and seconded by Trustee Woods to approve the employment of short-term, non-academic employees and substitutes. 5 Yes.

BUDGET – WARRANTS – FINANCIAL STATEMENTS, ETC.

Item 14: Moved by Trustee Montgomery and seconded by Trustee Keith to approve the attached budget for all District funds for the 2011-2012 fiscal year. 5 Yes.

Item 15: Moved by Trustee Ortell and seconded by Trustee Woods to adopt Resolution 2011-12-03 to establish the District's GANN Appropriation Limit of \$78,476,320 for the 2011-2012 fiscal year. 5 Yes.

Item 16: Moved by Trustee Woods and seconded by Trustee Montgomery to approve the Quarterly Financial Status Report for the fiscal quarter ended June 30, 2011, and authorizing the forwarding of this report to the Chancellor's Office and the Office of the Los Angeles County Superintendent of Schools. 5 Yes.

GOALS

Item 17: Moved by Trustee Montgomery and seconded by Trustee Keith to approve the second reading of the 2011-2012 Board Goals.

BOND

Item 18: Moved by Trustee Montgomery and seconded by Trustee Keith to select Trustee Ortell and Trustee Keith as the Board of Trustees ad-hoc committee to select members for the Measure G Citizens' Oversight Committee for 2011. 5 Yes.

CLOSED SESSION: At 6:20 p.m., 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 54954.5(e) and 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

RECONVENE OPEN SESSION: At 6:48 p.m., Board President Rasmussen reconvened the meeting to open session with no action taken.

ADJOURNMENT: At, it was moved by Trustee Woods 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>