

CITRUS COMMUNITY COLLEGE DISTRICT

AGENDA OF REGULAR MEETING OF THE BOARD OF TRUSTEES

MEETING: Second Regular Meeting in May

DATE: Tuesday, May 15, 2012

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

Joanne Montgomery, President
Susan M. Keith, Vice President
Gary L. Woods, Clerk/Secretary
Edward C. Ortell, Member
Patricia Rasmussen, Member
Crescencio Calderon, 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
John Baker, Interim Vice President of Student Services
Robert Sammis, Director of Human Resources
Carol Horton, Vice President of Finance and Administrative Services
Nickawanna Shaw, Academic Senate President
Steve Siegel, Classified Employees
Crescencio Calderon, Student Trustee
Members of the Board of Trustees

(CONTINUED)

E. MINUTES

1. Approval of the Regular Meeting Minutes of May 1, 2012

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

1. Per Section 54954.5(f) and 54957.6: CONFERENCE WITH LABOR NEGOTIATOR, ROBERT SAMMIS, DISTRICT CHIEF NEGOTIATOR — Employee Organization(s): Citrus College Faculty Association/CTA/NEA (CCFA); Citrus College Adjunct Faculty Federation, (CCAFF) Local 6352 of the American Federation of Teachers; 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
4. Per Section 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Superintendent/President

G. INFORMATION AND DISCUSSION

1. ARCC 2012 Presentation – Dr. Lan Hao, Director of Institutional Research
(Page 4)

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	Board of Trustees	Action	_____
DATE	May 15, 2012	Resolution	_____
SUBJECT:	ARCC 2012 Presentation	Information	X
		Enclosure(s)	X

BACKGROUND

The ARCC Report (Accountability Reporting for the Community Colleges) meets a legislative requirement that resulted from Assembly Bill 1417. The CCC System Office produces this report each year and disseminates it so that each college will share it with its local board of trustees to make local college officials and elected boards aware of system and college performance in specific areas of effort and to inform the public about overall system performance.

Dr. Hao is presenting the Citrus College data from the ARCC report to the board of trustees for the sixth year.

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

RECOMMENDATION

Information only, no action required.

Lan Hao, Ph.D.
Recommended by

/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. G.1.

ARCC 2012 Report: College Level Indicators

Citrus College

Citrus Community College District

College Performance Indicators

Student Progress and Achievement: Degree/Certificate/Transfer

Table 1.1:
Student Progress and
Achievement Rate

Percentage of first-time students who showed intent to complete and who achieved any of the following outcomes within six years: Transferred to a four-year college; or earned an AA/AS; or earned a Certificate (18 units or more); or achieved "Transfer Directed" status; or achieved "Transfer Prepared" status. (See explanation in Appendix B.)

	2003-2004 to 2008-2009	2004-2005 to 2009-2010	2005-2006 to 2010-2011
Student Progress and Achievement Rate	53.5%	54.3%	50.2%

Table 1.1a:
Percent of Students Who
Earned at Least 30 Units

Percentage of first-time students who showed intent to complete and who earned at least 30 units while in the California Community College System. (See explanation in Appendix B.)

	2003-2004 to 2008-2009	2004-2005 to 2009-2010	2005-2006 to 2010-2011
Percent of Students Who Earned at Least 30 Units	73.8%	75.5%	74.6%

Table 1.2:
Persistence Rate

Percentage of first-time students with a minimum of six units earned in a Fall term and who returned and enrolled in the subsequent Fall term anywhere in the system. (See explanation in Appendix B.)

	Fall 2007 to Fall 2008	Fall 2008 to Fall 2009	Fall 2009 to Fall 2010
Persistence Rate	68.4%	63.7%	70.9%



ARCC 2012 Report: College Level Indicators

Citrus College

Citrus Community College District

College Performance Indicators

Student Progress and Achievement: Vocational/Occupational/Workforce Development

Table 1.3:
Annual Successful Course
Completion Rate for
Credit Vocational Courses

See explanation in Appendix B.

	2008-2009	2009-2010	2010-2011
Annual Successful Course Completion Rate for Vocational Courses	77.6%	77.8%	78.2%

Pre-Collegiate Improvement: Basic Skills, ESL, and Enhanced Noncredit

Table 1.4:
Annual Successful Course
Completion Rate for
Credit Basic Skills Courses

See explanation in Appendix B.

	2008-2009	2009-2010	2010-2011
Annual Successful Course Completion Rate for Basic Skills Courses	70.4%	72.8%	71.3%

Table 1.5:
Improvement Rates for
ESL and Credit Basic
Skills Courses

See explanation in Appendix B.

	2006-2007 to 2008-2009	2007-2008 to 2009-2010	2008-2009 to 2010-2011
ESL Improvement Rate	54.3%	62.6%	63.3%
Basic Skills Improvement Rate	53.3%	57.3%	60.2%

Table 1.6:
Career Development and
College Preparation (CDCP)
Progress and Achievement Rate

See explanation in Appendix B.

	2006-2007 to 2008-2009	2007-2008 to 2009-2010	2008-2009 to 2010-2011
CDCP Progress and Achievement Rate	2.8%	5.8%	4.9%



ARCC 2012 Report: College Level Indicators

Citrus College

Citrus Community College District

College Profile

Table 1.7:
Annual Unduplicated
Headcount and Full-Time
Equivalent Students (FTES)

	2008-2009	2009-2010	2010-2011
Annual Unduplicated Headcount	21,564	20,864	19,131
Full-Time Equivalent Students (FTES)	13,023	11,444	11,659

Source: The annual unduplicated headcount data are produced by the Chancellor's Office, Management Information System. The FTES data (Resident only) are produced from the Chancellor's Office, Fiscal Services 320 Report.

Table 1.8:
Age of Students at Enrollment

	2008-2009	2009-2010	2010-2011
19 or less	32.3%	37.7%	31.3 %
20 - 24	34.3%	32.3%	37.0 %
25 - 49	24.4%	21.6%	23.1 %
Over 49	9.0%	8.4%	8.7 %
Unknown	0.0%	0.1%	0.0 %

Source: Chancellor's Office, Management Information System

Table 1.9:
Gender of Students

	2008-2009	2009-2010	2010-2011
Female	54.2%	54.4%	54.8%
Male	43.1%	43.7%	43.7%
Unknown	2.7%	1.9%	1.5%

Source: Chancellor's Office, Management Information System



ARCC 2012 Report: College Level Indicators

Citrus College

Citrus Community College District

College Profile

Table 1.10:
Ethnicity of Students

	2008-2009	2009-2010	2010-2011
African American	5.2%	4.3%	5.4%
American Indian/Alaskan Native	0.7%	0.5%	0.3%
Asian	6.8%	3.3%	7.0%
Filipino	2.8%	2.2%	2.9%
Hispanic	38.5%	34.4%	49.4%
Pacific Islander	0.7%	0.4%	0.4%
Two or More Races	.%	0.5%	1.7%
Unknown/Non-Respondent	18.0%	32.6%	5.8%
White Non-Hispanic	27.4%	21.7%	26.9%

Source: Chancellor's Office, Management Information System



ARCC 2012 Report: College Level Indicators

Citrus College

Citrus Community College District

College Peer Grouping

Table 1.11: Peer Grouping

	Indicator	College's Rate	Peer Group	Peer Group Low	Peer Group High	Peer Group
A	Student Progress and Achievement Rate	50.2	49.9	38.0	60.5	A1
B	Percent of Students Who Earned at Least 30 Units	74.6	73.3	65.7	81.4	B2
C	Persistence Rate	70.9	69.1	60.4	79.7	C5
D	Annual Successful Course Completion Rate for Credit Vocational Courses	78.2	73.3	62.6	81.3	D2
E	Annual Successful Course Completion Rate for Credit Basic Skills Courses	71.3	63.8	52.3	72.6	E1
F	Improvement Rate for Credit Basic Skills Courses	60.2	58.4	38.8	76.9	F2
G	Improvement Rate for Credit ESL Courses	63.3	51.4	24.1	70.2	G3

Note: Please refer to Appendices A and B for more information on these rates. The technical details of the peer grouping process are available in Appendix D.



ARCC 2012 Report: College Level Indicators

Citrus College

Citrus Community College District

College Self-Assessment

Citrus College is a nationally ranked community college that has been recognized as an outstanding institution of higher learning by publications such as Community College Week, The Hispanic Outlook in Higher Education and G.I. Jobs. In 2011, the college accomplished several milestones including the selection of nine STEM students to NASA's Microgravity University, a record number of associate degrees conferred, and progress in implementing sustainability initiatives.

The 2012 ARCC Report shows Citrus College ranking above its peer groups in all seven accountability indicators: Student Progress and Achievement Rate; Percent of Students Who Earned at Least 30 Units; Persistence Rate; Annual Successful Course Completion Rate for Credit Vocational Courses; Annual Successful Course Completion Rate for Credit Basic Skills Courses; Improvement Rate for Credit Basic Skills Courses; and Improvement Rate for Credit ESL Courses – a reflection of the college's effective instructional programs and student support services and special initiatives.

Citrus College experienced its most dramatic progress in the Persistence Rate category, a 7.2% increase compared to the fall 2008-fall 2009 cohort. This improvement can be attributed to several programs designed to increase matriculation, such as mandatory orientation and improved online counseling services. Academic programs such as the STEM Center, the Writing Café, the Learning Center and the Honors Program also provided opportunities aimed at enhancing students' academic success and increasing their educational goals attainment.

Although the 2005-2006 cohort experienced a decline of 4% in Student Progress and Achievement Rate (SPAR), the total number of degrees and certificates awarded to students collegewide increased 13% from 1,509 in 2009-2010 to 1,712 in 2010-2011. Data analysis indicates that the number of degrees and certificates awarded to the last cohort decreased compared to the previous cohort, contributing to the overall drop of the SPAR rate. Reductions to institutional course offerings commencing 2008 to present may be a contributing factor as relates to the decrease in degree/certificate completion.

In fall of 2011, Citrus College received an unprecedented \$8 million in grants, which will enable the institution to provide programs and services to support students pursuing careers in the STEM and education fields and transfer to four-year colleges and universities.

A new, five-year Strategic Plan and a 10-Year Educational and Facilities Master Plan will guide the college in advancing its mission of enabling students to improve their basic skills, acquire a career/technical certificate and transfer to a four-year college or university.



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 13)
- b. Authorization is requested to approve facility rentals and usage. (Page 15)
- c. Authorization is requested to approve A & B Warrants for April 2012. (Page 17)
- d. Authorization is requested to approve purchase orders for April 2012. (Page 19)
- 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 24)

Personnel Recommendations

- f. Authorization is requested to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees. (Page 26)
- g. Authorization is requested to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees. (Page 45)

(CONTINUED)

H. ACTION ITEMS – 1. Consent Items (continued)

- h. Authorization is requested to approve the employment of short-term, non-academic employees and substitutes. (Page 48)

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> </u> X
DATE	May 15, 2012	Resolution	<u> </u>
SUBJECT:	Independent Contractor/Consultant Agreements	Information	<u> </u>
		Enclosure(s)	<u> </u> X

BACKGROUND

Independent contractor/consultant agreements within budget.

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

RECOMMENDATION

Authorization is requested to approve the attached list of independent contractor/consultant agreements as submitted.

Carol R. Horton _____
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ H.1.a. _____

INDEPENDENT CONTRACTOR AGREEMENT
Board of Trustees Meeting – May 15, 2012

<u>CONTRACTOR CONSULTANT/ DEPARTMENT</u>	<u>RATE</u>	<u>FUNDING SOURCE</u>	<u>PERIOD</u>	<u>SERVICE</u>
<u>CENTER FOR TEACHER EXCELLENCE</u>				
Beltran, Dr. Valerie	\$2,000.00max	Grant	5/16/12-9/30/12	Conduct CBEST Workshops
<u>COMMUNITY EDUCATION</u>				
Carter, Jethro	40% of fees	Fees	7/14/12-7/14/12	Time Travel
Carter, Jethro	40% of fees	Fees	6/30/12-6/30/12	Self-Hypnosis for Self-Improvement
Ingersoll, Juliann	40% of fees	Fees	6/28/12-8/2/12	Beginning Spanish I
Jackson, Michelle	40% of fees	Fees	8/4/12-8/4/12	Makeup 101
Jackson, Michelle	40% of fees	Fees	7/21/12-7/21/12	Makeup 101
Jackson, Michelle	40% of fees	Fees	8/4/12-8/4/12	Teen Makeup and Skin Care
Moran, Elaine	40% of fees	Fees	7/21/12-7/21/12	Get Paid to Shop
Napoli, William	40% of fees	Fees	7/14/12-7/21/12	Photo Magic Adobe Photoshop CS3
Napoli, William	40% of fees	Fees	8/11/12-8/11/12	Spectacular PowerPoint 2007
Nicholson, Kellie	40% of fees	Fees	7/12/12-7/26/12	The Business of Bartending
Notary Public Seminars, Inc.	40% of fees	Fees	7/21/12-7/21/12	Renew Your Notary Commission
Notary Public Seminars, Inc.	40% of fees	Fees	6/16/12-6/23/12	Become a Child Visitation Monitor
Notary Public Seminars, Inc.	40% of fees	Fees	7/21/12-7/21/12	Become a Notary in One Day
Pappas, Margaret	50% of fees	Fees	7/10/12-7/10/12	Unclutter Your Mind
Rounds, Miller & Associates	40% of fees	Fees	7/31/12-7/31/12	How to Sell Your Ideas & Inventions
Rounds, Miller & Associates	40% of fees	Fees	7/17/12-7/17/12	Clutterology- Eliminate Clutter in Your Life and Get Organized
Rounds, Miller & Associates	40% of fees	Fees	7/17/12-7/17/12	Building Your Own Website
Rounds, Miller & Associates	40% of fees	Fees	7/31/12-7/31/12	Extreme Couponing
Tupurins, Sandra	40% of fees	Fees	6/23/12-6/23/12	Success as a First Time Homebuyer
<u>COUNSELING</u>				
Chavez, Mario	\$200.00max	Grant	5/10/12-5/10/12	Art Portfolio Workshop Presentation
<u>FOSTER/KINSHIP CARE EDUCATION</u>				
Sharp, Gail	\$945.00max	Grant	7/1/12-6/30/13	Trainer for Foster Parents
<u>HEALTH SCIENCES</u>				
Citrus Valley Health Partners	no fee	no fee	7/1/12-6/30/13	Clinical Educaiton
<u>VETERANS CENTER</u>				
Cal State Long Beach Veteran Center	\$500.00max	District	6/21/12-6/21/12	VET NET ALLY Training
Solano, Dr. Alberto	\$5,000.00max	Grant	7/1/12-12/31/12	External Evaluator

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	May 15, 2012	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
May 15, 2012**

ORGANIZATION	FACILITY	ACTIVITY	DATE(S)	CHARGE
Vivar Futbol	Football Practice Field	Soccer Practice	4/29/2012	\$100.00 plus additional labor if required
Azusa Pacific University	Baseball Batting Cage	Batting Practice	5/10, 5/11 and 5/12/12	\$337.50 plus additional labor if required
Metropolitan Educational Theatre Network	Performing Arts Center	Children's Theatre Performances	5/21 through 5/26/12	\$8,250.00 plus additional labor if required
FLS International	LH102	Staff Training	6/19/2012	\$50.00 plus additional labor if required
Broadway Experience Inc.	Performing Arts Center	Musical Production	7/9 thru 7/14/12	\$6,050.00 plus additional labor if required
ScoutMe	Football Practice Field	College Recruiting Event	7/16/2012	\$1,500.00 plus additional labor if required
Azusa High School	Stadium and Locker Rooms	2012 Season Football Games	9/7, 9/13, 9/21, 10/19, and 11/2/12	\$13,000.00 plus additional labor if required
Rotary Club of Glendora	Performing Arts Center and 8 classrooms	Choral Festival	3/22/2013	\$3,350.00 plus additional labor if required

CITRUS COMMUNITY COLLEGE DISTRICT		
APPROVAL OF A & B WARRANTS		
April, 2012		
B WARRANT AMOUNT PAID TO VENDORS		\$3,157,238.67
GRANT AMOUNT PAID TO STUDENTS		\$335,434.08
NUMBER OF A WARRANTS ISSUED TO EMPLOYEES	REGISTER NUMBER	AMOUNT
185	C1I-C	\$1,608,527.07
1	095-C	\$1,040.80
380	C3I-C	\$561,513.13
501	C3I-N	\$299,755.78
6	101-C	\$5,555.51
23	101-N	\$5,044.50
2	115-N	\$3,580.94
1	C2J-C	\$2,993.00
327	C2J-N	\$1,414,464.28
1,426		\$3,902,475.01
ske		
5/10/2012		

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE	May 15, 2012	Resolution	<u> </u>
SUBJECT:	Purchase Orders	Information	<u> </u>
		Enclosure(s)	<u>X</u>

BACKGROUND

Purchase orders for April 2012.

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

RECOMMENDATION

Authorization is requested to approve purchase orders for April 2012.

Carol R. Horton _____
Recommended by

_____/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. _____ H.1.d. _____

Includes 04/01/2012 - 04/30/2012

<u>PO Number</u>	<u>Vendor Name</u>	<u>Site</u>	<u>Description</u>	<u>Fund/ Object</u>	<u>Amount</u>
12-19001	Tom's Truck Parts	3020	Parts Diesel program	01-4300	136.06
12-19613	Builders Fence Company	9370	Blanket PO	41-4300	20,000.00
12-19731	Annenburg Learner	3160	AV Media	01-6300	464.66
12-19783	U.S. Healthworks	9430	Blanket PO	01-5860	2,500.00
12-19805	Amazon.com Corporate Credit	9680	Learning Materials	01-4300	122.09
12-19808	Survival Skills & Co.	9360	Disaster Preparedness Facilitator	01-5100	500.00
				01-5800	1,095.00
12-19817	Plaza Produce	9360	Refreshments	01-4300	800.00
12-19819	Amazon.com Corporate Credit	9230	Microphone - Campus Center	71-6400	275.14
12-19820	SEHI Computer Products Inc	3160	AV Supplies	01-4300	137.59
12-19822	SectorPoint, Inc.	9100	Software Support Agreement	01-5810	67,194.45
12-19823	Kaplan, Inc.	3200	NCLEX-RN Review Course	01-5800	8,219.00
12-19824	Stamp Store Fixtures	0310	Convex Mirrors	01-4300	178.95
12-19825	Plaza Produce	9290	Refreshments	01-4300	42.62
12-19826	IBM	9673	Software	01-4300	3,796.73
12-19827	Annenburg Media	0300	Instructional DVD's	01-4300	461.94
12-19828	Online Shipping Supplies	9100	Supplies	01-4300	324.81
12-19829	SEHI Computer Products Inc	3130	Laserjet Printer	01-6400	1,474.27
12-19830	Laguna Clay	0010	Supplies	01-4300	1,431.14
12-19831	Dumbbell Man Fitness Equipment	0060	Dumbbells	01-4300	331.88
12-19832	The EI Group	9310	Marketing	01-5830	4,995.00
12-19833	SEHI Computer Products Inc	9310	Printer	01-4300	211.72
12-19834	Clarkson Laboratory & Supply	0311	Supplies	01-4300	163.09
12-19835	ComputerLand of Silicon Valley	3200	Software & Server Maintenance	01-5810	665.00
12-19836	R & D Business Interiors	9190	Repair	01-5630	145.00
12-19837	Glendora Postmaster	9250	Postal Permit #44000 & 44001	01-5850	795.00
12-19838	Hillyard	9270	Supplies	01-4300	4,289.10
12-19839	NuStep Inc	0060	Cross Trainer - P.E.	41-6400	8,453.25
12-19840	Bearcom Wireless Worldwide	9430	Radios	01-6400	14,906.50
12-19841	CPP, INC.	9291	Site License Renewal	01-5800	195.00
12-19842	Board of Governors	9660	ETS 2012 Conference	01-5220	200.00
12-19843	Eureka, CCIS	9291	Site License Renewal Fee	01-5800	3,360.38
12-19844	EI-Rey Applications	9370	Refinish Gym Floor	41-5600	5,600.00
12-19845	SVM, LP	9580	Gas Cards for Students	01-7600	8,780.00
12-19846	Amazon.com Corporate Credit	0311	Scanner	01-4300	107.92
12-19847	Cyberguys	3160	AV Supplies	01-4300	216.26
12-19848	Amazon.com Corporate Credit	3020	Tool - Auto Lab	01-6400	376.22
12-19849	Claremont Unified School	3340	2011 Summer School	01-5800	47,875.02
12-19850	DRE Medical	3200	Supplies	01-4300	44.19
12-19851	4 Imprint	3200	Tablecloths	01-4300	368.01
12-19852	Barnes & Noble	3200	NCLEX-PN Exam Books	01-4300	566.37
12-19853	Los Angeles County Treasurer	9455	Health License Gate House	41-5892	729.00
12-19854	GTM Sportwear	0060	Training Room Attire	01-4300	50.03
12-19855	Scantron	3200	Analysis Forms	01-4300	25.99
12-19856	BSN Sports	0060	PE Supplies	01-4300	53.88
12-19857	Demco, Inc.	9260	Supplies	01-4300	317.54
12-19858	Studica, Inc.	3080	Subscription Renewal Software Drafting	01-4300	1,102.73
12-19859	Just Do It Fitness Equipment	0060	Equipment - Fitness Center	41-6400	815.63
12-19860	Zack Electronics	3160	AV Supplies	01-4300	150.09
12-19861	Dell Computer Corp	9100	TeCS Supplies	01-4300	376.13
12-19862	Education To Go	3340	Supplies	39-5800	680.00

<u>PO Number</u>	<u>Vendor Name</u>	<u>Site</u>	<u>Description</u>	<u>Fund/ Object</u>	<u>Amount</u>
12-19863	Augusoft Inc	3340	Subscription	39-5840	10,000.00
12-19864	Learning Resources Network	3340	Registration	39-5800	72.50
12-19865	Plaza Produce	0040	Food	01-4300	117.85
12-19866	San Bernardino Comm College	9420	Reimbursement for Fall 2011	01-5810	9,000.00
12-19867	Walrus Music Publishing	0280	Music Chart	01-4300	9.79
12-19868	Barstow Community College	9420	Reimbursement for Spring 2012	01-5810	9,000.00
12-19869	San Gabriel Valley Tribune	9370	Legal Ad - Little Theater Project	41-5800	2,006.24
12-19870	Wittek Golf Supply	9470	Superwash Ball Washer	59-6400	3,180.81
12-19871	BuildASign.com	9030	Supplies	01-4300	408.60
12-19872	Costco Wholesale	9360	Blanket PO	01-4300	200.00
12-19873	Board of Governors	9290	Registration	01-5200	300.00
12-19874	Automotive News	3020	Subscription	01-4300	151.16
12-19875	Treutelaar Equip.Sales- Doug	3020	Supplies Auto Lab	01-4300	308.19
12-19876	Gaylord Bros.	9260	Supplies	01-4300	120.02
12-19877	Data Impressions	9100	Wireless Equipment	01-6400	6,468.45
12-19878	Source Direct Global HQ	9100	Support & Service LA-24X7	01-5810	1,252.80
12-19879	Data Impressions	9100	Network Equipment	01-4300	97.87
				01-5840	3,083.07
				01-6400	2,446.87
12-19880	Data Impressions	9100	Hard Drives	01-4300	697.02
12-19881	Dumbell Man Fitness Equipment	0060	Equipment - Fitness Center	41-6400	17,281.97
12-19882	Dumbell Man Fitness Equipment	0060	Equipment - Fitness Center	41-6400	3,621.75
12-19883	Systems Technology Associates	9100	Network	01-5810	1,888.80
				01-6400	11,434.12
12-19884	National Automotive Technicians	3020	NATEF Accreditation Renewal	01-5600	82.00
12-19885	Vector Resources Inc	9100	Aruba controller Upgrade	01-5840	3,080.00
				01-6400	10,952.35
12-19886	Ipswitch, Inc.	9100	Network Software	01-5840	175.00
12-19887	Ramtek, LLC	9100	RBC4 Battery Replacement	01-4300	75.30
12-19888	Harland Technology Services	9100	Scantron Cognition Software	01-5840	1,890.00
12-19889	ComputerLand of Silicon Valley	9190	Software	01-4300	265.00
12-19890	Populas	3130	Adjustable Workstation	01-6400	1,913.60
12-19891	Champion One	9100	Short Haul Extender	01-6400	4,135.65
12-19892	Quality Bearing, Inc.	3020	Part Diesel Program	01-4300	128.33
12-19893	SEHI Computer Products Inc	9081	Printers - EOPS	01-6400	417.44
12-19894	Amazon.com Corporate Credit	9673	Digital Camera	01-6400	465.82
12-19895	Global CTI Group, Inc.	9370	Phone System Replacement	41-6400	534,733.84
12-19896	Cellular Solutions	9100	Repeater Kit	01-6400	746.49
12-19897	Amazon.com Corporate Credit	9300	Book	01-4300	25.49
12-19898	Citrus College Foundation	9347	Endowment	01-5800	33,750.00
12-19899	Board Of Governors	9347	Conference Registration	01-5220	100.00
12-19900	Hardy Diagnostics	0030	Microbiology Supplies	01-4300	208.84
12-19901	Kleritec	0060	Training Room Supplies	01-4300	187.07
12-19902	Progressive Medical Intn'l	3370	Grant Funded EMT Equipment	01-6400	3,560.66
12-19903	The Guidance Group	3120	Resource Supplies for FKCE	33-4300	278.89
12-19904	Food Groupie	3120	Resource Supplies for FKCE	33-4300	43.49
12-19905	Data Impressions	9100	Network	01-6400	3,210.29
12-19906	Dell Computer Corp	9100	Monitor	01-6400	250.64
12-19907	Delphin Computer Supply	9100	Hard Drives	01-4300	2,875.35
12-19908	Vology Data Systems	9100	Network Equipment	01-6400	32,657.63
12-19909	American Funding Innovators Inc.	3370	Grant Navigator Software	01-5800	4,800.00
12-19910	Collegenet.com	9100	R25 Service Fees	01-5840	5,938.30
12-19911	Harland Technology Services	9100	Cognition Dongle Replacement	01-5840	296.88
12-19912	Laerdal Medical Corporation	0060	Supplies for CPR Classes	01-4300	138.64
12-19913	O. F. Wolfenbarger Inc.	9140	SUPPLIES	01-4300	527.44
12-19914	BSN Sports	0060	Supplies	01-4300	198.95
12-19915	Dumbell Man Fitness Equipment	0060	Fitness Equipment P.E.	01-4300	4,481.71

<u>PO Number</u>	<u>Vendor Name</u>	<u>Site</u>	<u>Description</u>	<u>Fund/ Object</u>	<u>Amount</u>
12-19916	National Sign & Marketing Corp	9040	Repairs to Marquee	01-5630	1,000.00
12-19917	Citrix Online LLC	9100	GoToManage Remote Support	01-5840	1,320.00
12-19918	TechSmith	3180	Software Bundle Upgrade	01-4300	336.95
12-19919	Jeff's Sporting Goods	0060	Tennis Nets	01-4300	414.76
				41-4300	414.77
12-19920	US Games	0060	Training Hurdles	01-4300	153.39
12-19921	L K Goodwin Co.	0060	Kinesiology Laundry Cart	01-4300	602.22
12-19922	Engineered Storage Systems	0060	Locks For Kinesiology Locker Room	01-4300	182.12
12-19923	My Brands	3120	Beverage Supplies for FKCE	33-4700	46.83
12-19924	Wards Natural Science	0030	Science Summer Camp Supplies	01-4300	16.79
12-19925	Best Tec	9040	Repairs at TC & PC	01-5630	303.00
12-19926	Sprint Rothhammer	0060	Adaptive P.E. Supply	01-4300	240.32
12-19927	Delphin Computer Supply	0280	Scanner	01-6410	488.29
12-19928	Fisher Scientific	0030	Lab equipment/supplies	01-4300	970.50
				01-6400	672.83
12-19929	L K Goodwin Co.	0060	Kinesiology Laundry Carts	01-6400	695.87
12-19930	Medical Equipment Affiliates	3200	Health Occupation Supplies	71-4300	708.81
12-19931	Pocket Nurse	3200	Health Occupation Supplies	71-4300	944.97
12-19932	Amazon.com Corporate Credit	0310	2-Way Radios	01-4300	127.35
12-19933	Daisy I.T.	9099	Printer	01-6400	210.98
12-19934	Apple Inc	3180	iPad	01-6400	657.41
12-19935	Progressive Medical Intr'l	3200	Supplies	71-4300	331.42
12-19936	Infobase Learning/Films Media	3160	AV Media	01-6300	141.48
12-19937	PBS Video	3160	AV Media	01-6300	852.19
12-19938	Treutelaar Equip.Sales- Doug	3020	Supplies for Auto Lab	01-4300	87.95
12-19939	BSN SPORTS	0060	Kinesiology Equipment	01-4300	257.71
12-19940	Learning Resources Network	3340	UGotClass Courses	39-5800	390.00
12-19941	California Stage & Lighting	9030	Supplies	01-4300	1,021.93
12-19942	Avid Technology Inc	3370	Train the Trainer - Recording Arts	01-5800	7,500.00
12-19943	IBM	0310	Software Subscription Renewal	01-4300	300.00
12-19944	Design Science, Inc.	9100	Software MathType License	01-5840	478.80
12-19945	CSS/Rancho Janitorial Supplies	9270	Supplies	01-4300	4,135.22
12-19946	West Coast Technology	9100	Virtual Tape Library	01-5810	5,451.00
				01-6400	16,106.88
12-19947	Kens Sporting Goods	0060	Football Shoulder Pads	01-4300	1,411.46
12-19948	ESRI	0310	GIS Software Maintenance	01-4300	815.63
12-19949	America's Software Corporation	3370	Time Clock System	01-5800	3,513.07
				01-6400	4,100.49
12-19950	LBI-Boyd Wallcoverings	9680	Markerboards - Math 223	01-6400	3,425.63
12-19951	Southern Aluminum	0280	Portable Stage Decks	71-6400	1,997.60
12-19952	Glendora Trophy	9360	Distinguished Faculty Award	01-4300	87.00
12-19953	Guther's Athletic Service	9170	13 Football Helmets	01-6400	3,544.73
12-19954	Scantron	3200	Scantron Forms	01-4300	45.51
12-19955	Goodson Shop Supplies	3020	Tools for Engine Shop	01-4300	214.19
12-19956	Owl Cafe	9290	Coffee Service for College Reps	01-4300	40.78
12-19957	Plaza Produce	9290	Food	01-4300	197.75
12-19959	Plaza Produce	9290	Refreshments for Transfer Recp	01-4300	213.83
12-19961	BSN Sports	0060	Kinesiology Supplies	01-4300	2,634.52
12-19962	J.D. Fields Wholesale Lumber	9030	Supplies	01-4300	2,175.00
12-19963	Goodson Shop Supplies	3020	Tools	01-4300	105.68
12-19964	Alliance Bus Lines	9680	Buses	01-5610	3,681.84
12-19965	Arrow Parking	9040	Install Aphalt at Gas Main Valve	01-5800	750.00
12-19966	Bluelinx	9030	Supplies	01-4300	7,882.20
12-19967	Rio Hondo Comm College	9420	Reimbursement	01-5810	9,000.00
12-19968	100% Soccer	0060	Women's Soccer Practice	01-4300	527.44

<u>PO Number</u>	<u>Vendor Name</u>	<u>Site</u>	<u>Description</u>	<u>Fund/ Object</u>	<u>Amount</u>
12-19969	Study in The USA	9310	Advertising	01-5800	6,400.00
12-19970	Learning Resources Network	3340	Registration	39-5800	97.50
12-19971	Carl Rowe	9030	Supplies	01-4300	317.31
12-19972	Miss California Organization	9220	Program Ad	01-5790	350.00
12-19973	The Badge Works	9030	Supplies	01-4300	42.88
12-19974	Ticket Envelope Co.	9030	Supplies	01-4300	354.53
12-19975	Department of General Services	9200	Administrative Hearing Service	01-5800	920.00
12-19976	LINCO	9030	Supplies	01-4300	1,631.25
12-19981	Chegg, Inc.	9310	Advertising	01-5830	9,500.00
12-19982	Delphin Computer Supply	9100	Hard Drives	01-4300	4,313.03
12-19983	Original Watermen	3340	Swim Wear	39-4300	1,024.97
12-19984	Intrix Technology, Inc.	9030	Service - Maintenance	01-5810	968.00
12-19985	The lifeguardstore.com	3340	Megaphone	39-4300	46.64
12-19986	Snap-On Industrial	3020	Noise/Vibration Harshness	01-6400	704.41
12-19987	Swim Outlet	3340	Pool Supplies	39-4300	47.46
12-19988	Windy City Novelties, Inc.	3340	Supplies	39-4300	148.77
12-19989	Education To Go	3340	Ed2Go On-line sessions	39-5800	420.00
12-19990	New Readers Press Subscription	3070	News for You Subscription	01-4300	99.18
12-19991	California Stage & Lighting	0280	Stage Lighting	71-6400	1,718.25
12-19992	California Stage & Lighting	0080	Stage Lighting	01-6400	2,093.96
				71-6400	1,200.00
12-19993	Sunwest Electric Inc.	3370	Voice/Data Cabling Cosmo	01-5800	1,485.00
12-19994	Positive Promotions	3120	Blanket PO	33-4300	7,500.00
12-19995	Spicers Paper Inc	WA	Paper - Warehouse Stock	01-4300	3,076.21
					<u>1,090,225.79</u>

Fund Summary

<u>Description</u>	<u>PO Count</u>	<u>Amount</u>
01 General Fund	152	465,415.29
33 Child Development Fund	4	7,869.21
39 Community Education	10	12,927.00
41 Capital Outlay Projects Fund	10	593,656.45
59 Golf Driving Range	1	3,180.81
71 Associated Student Trust Fund	7	7,176.19
	<u>177</u>	<u>1,090,225.79</u>

PO Changes

	<u>New PO Amount</u>	<u>Description</u>	<u>Change Amount</u>
12-19417	2,000.00	General Fund.Oth Contracted Services	.00
12-19543	192.82	General Fund/Materials and Supplies	.00
12-19570	15,459.40	General Fund/Equipment-Capitalized	.00
Total PO Changes			<u>.00</u>

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	May 15, 2012	Resolution	_____
SUBJECT:	Disposal of Surplus Property	Information	_____
		Enclosure(s)	X

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 List for May 15, 2012 Board

	Quantity	MFG	Description	Serial Number	CCD Tag#
1	1				
2	1		Microwave Oven		
3	1	Brother	Fax Machine 8220		
4	1	Samsung	Color Printer CLP-315w		
5	1	Scotsman	Ice Machine CME256AS-1F		007695
6	1	Gateway	Computer		003597
7	1	HP	LaserJet Printer 4100		007748
8	1	HP	LaserJet Printer P3005dn		007750
9	1	ABC	CPU Computer		001115
10	1	ABC	CPU Computer		000726
11	1	Samsung	Color Printer CLP300n+		
12	1	Viewsonic	Monitor		004474
13	6	Universal	Weight Machine 993494	170673	
14	1		Steno Chairs		
15	1	Nautilus	Weight Machine	NMCXXXV90028	001002
16	1	Nautilus	Shoulder Press	132509	001004
17	1	Nautilus	Weight Machine	NDCXXXV90004	
18	1	Fellows	Power Shred 220		
19	1	Maico	Hearing Level Tester		
20	13		Task Chairs		
21	4		AV Carts		

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	May 15, 2012	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.f. _____

**ACADEMIC EMPLOYEES
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
MAY 15, 2012**

NAME	CLASSIFICATION	ASSIGNMENT	DEPARTMENT	BEGIN	END	RATE
Afzali, Anna	Instructor	Hourly as needed	Spanish	07/01/12	12/31/12	\$51.73 hr.
Aghyarian, Meray	Instructor	Hourly as needed	ESL	07/01/12	12/31/12	\$44.90 hr.
Amaya-Anderson, Beatriz	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
Anson, Melanie	Instructor	Hourly as needed	Speech	07/01/12	12/31/12	\$51.73 hr.
Azpeitia, Maria	Instructor	Hourly as needed	ESL/English	07/01/12	12/31/12	\$44.90 hr.
Beach, Kristine	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
Bellini, Kelly	Instructor	Hourly as needed	Speech	07/01/12	12/31/12	\$44.90 hr.
Bigby, Shauna	Nurse	Hourly as needed	Health Center	07/01/12	12/31/12	\$51.73 hr.
Birmingham, Thomas	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
Blynn-Avanosian, Sylvia	Instructor	Hourly as needed	Spanish	07/01/12	12/31/12	\$44.90 hr.
Buckalew, James	Instructor	Hourly as needed	Speech	07/01/12	12/31/12	\$44.90 hr.
Burns, Linda	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
Chai, Janet	Instructor	Hourly as needed	ESL/English	07/01/12	12/31/12	\$44.90 hr.

**ACADEMIC EMPLOYEES
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
MAY 15, 2012**

NAME	CLASSIFICATION	ASSIGNMENT	DEPARTMENT	BEGIN	END	RATE
Chavez-Appel, Mercedes	Instructor	Hourly as needed	Speech	07/01/12	12/31/12	\$44.90 hr.
Cloughly, Cecilia	Instructor	Hourly as needed	German	07/01/12	12/31/12	\$44.90 hr.
Cotton, Christopher	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
Cross, Cynthia	Instructor	Hourly as needed	ESL	07/01/12	12/31/12	\$51.73 hr.
Curran, Keith	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
Dau, Carsten	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$51.73 hr.
Daves-Schneider, Lida	Instructor	Hourly as needed	German	07/01/12	12/31/12	\$44.90 hr.
Deets, Kristin	Instructor	Hourly as needed	Speech	07/01/12	12/31/12	\$44.90 hr.
Desmond, Yae	Instructor	Hourly as needed	Japanese	07/01/12	12/31/12	\$44.90 hr.
Dionisio-Aguilera, Mary	Instructor	Hourly as needed	Licensed Vocational Nursing	06/01/12	06/30/12	\$44.90 hr.
Dionisio-Aguilera, Mary	Instructor	Hourly as needed	Licensed Vocational Nursing	07/01/12	08/31/12	\$44.90 hr.
Dougall, Natalie	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
Eiland, Thomas	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$51.73 hr.

**ACADEMIC EMPLOYEES
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
MAY 15, 2012**

NAME	CLASSIFICATION	ASSIGNMENT	DEPARTMENT	BEGIN	END	RATE
Eisel, Roberta	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$51.73 hr.
Fincher, John	Instructor	Hourly as needed	Speech	07/01/12	12/31/12	\$51.73 hr.
Fisher-Phillips, Jamie	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
Fleischer, Beatriz	Instructor	Hourly as needed	Spanish	07/01/12	12/31/12	\$44.90 hr.
Garate, Elisabeth	Instructor	Hourly as needed	Spanish	07/01/12	12/31/12	\$51.73 hr.
Garcia, Victor	Instructor	Hourly as needed	Spanish	07/01/12	12/31/12	\$44.90 hr.
Golden, Kristin	Instructor	Hourly as needed	ESL	07/01/12	12/31/12	\$44.90 hr.
Grannis, Gabriela	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
Guebert, Toby	Instructor	Hourly as needed	ESL	07/01/12	12/31/12	\$51.73 hr.
Guillen, Nedlida	Instructor	Hourly as needed	Spanish	07/01/12	12/31/12	\$44.90 hr.
Gunderson, Mark	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$51.73 hr.
Hall, James	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
Harvey, Joseph	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$51.73 hr.

**ACADEMIC EMPLOYEES
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
MAY 15, 2012**

NAME	CLASSIFICATION	ASSIGNMENT	DEPARTMENT	BEGIN	END	RATE
Hibbs, Linda	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
Hogan, Ghada	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$51.73 hr.
Hong, Andrew	Instructor	Hourly as needed	ESL	07/01/12	12/31/12	\$44.90 hr.
Jennings, Sanae	Instructor	Hourly as needed	Japanese	07/01/12	12/31/12	\$44.90 hr.
Jonas, Vida	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
Kang, Eun	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
Kawai, Julie	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
Kelly, Donna	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
Kelly, Donna	Improvement of Writing Skills for Administration of Justice Students	Stipend	Citrus College Foundation	05/26/12	06/08/12	\$1,500.00 tl.
Lam, Wood	Instructor	Hourly as needed	ESL	07/01/12	12/31/12	\$44.90 hr.
Lawrence, Patricia	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$51.73 hr.
Lee, Bianca	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.

**ACADEMIC EMPLOYEES
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
MAY 15, 2012**

NAME	CLASSIFICATION	ASSIGNMENT	DEPARTMENT	BEGIN	END	RATE
Linville, Brian	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
Long, Stacy	Instructor	Hourly as needed	Communications	07/01/12	12/31/12	\$44.90 hr.
Loya, Henry	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
Martinez, Suzanne	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
McGarry, Anna	Instructor	Hourly as needed	Spanish	07/01/12	12/31/12	\$51.73 hr.
Myers, Kimberly	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
Naiyer, Zakaria	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
Null, Nicholas	Instructor	Hourly as needed	ESL/English	07/01/12	12/31/12	\$44.90 hr.
Odegaard, Eric	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
O'Neil, Margaret	Faculty Advisor, Clarion	Stipend	Language Arts	08/24/12	12/15/12	\$2,534.77 tl.
O'Neil, Margaret	Instructor	Hourly as needed	Communications	07/01/12	12/31/12	\$51.73 hr.
Overly, David	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$51.73 hr.
Ozminkowski, Mariusz	Instructor	Hourly as needed	Speech	07/01/12	12/31/12	\$44.90 hr.

**ACADEMIC EMPLOYEES
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
MAY 15, 2012**

NAME	CLASSIFICATION	ASSIGNMENT	DEPARTMENT	BEGIN	END	RATE
Papas, Constantine	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
Ramos, Christopher	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
Rashidi, Waleed	Instructor	Hourly as needed	Communications	07/01/12	12/31/12	\$44.90 hr.
Ray, Jamie	Instructor	Hourly as needed	ESL/English	07/01/12	12/31/12	\$44.90 hr.
Resto-Ometeotl, Luivette	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
Robles, Andrew	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
Rowley, Dianne	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
Rudd, Rebecca	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$51.73 hr.
Salwak, Dale	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$51.73 hr.
Schaeffer, Catherine	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
Seccombe, June	Instructor	Hourly as needed	ESL	07/01/12	12/31/12	\$44.90 hr.
Sellon, Annette	Nurse	Hourly as needed	Health Center	07/01/12	12/31/12	\$44.90 hr.
Shearer, Margaret	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.

**ACADEMIC EMPLOYEES
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
MAY 15, 2012**

NAME	CLASSIFICATION	ASSIGNMENT	DEPARTMENT	BEGIN	END	RATE
Smythe, Colville	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$44.90 hr.
Solheim, Bruce	Coordination, Veteran's Center	Hourly as needed	Veteran's Center	07/01/12	12/31/12	\$45.00 hr.
Telesca, Lisa	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$51.73 hr.
Tucker, Connie	Instructor	Hourly as needed	ESL	07/01/12	12/31/12	\$51.73 hr.
Tufano, Andrew	Instructor	Hourly as needed	Speech	07/01/12	12/31/12	\$44.90 hr.
Van Citters, Beverly	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$51.73 hr.
VanHorn, Tasha	Instructor	Hourly as needed	Speech	07/01/12	12/31/12	\$51.73 hr.
Villeneuve, Anna	Instructor	Hourly as needed	English	07/01/12	12/31/12	\$51.73 hr.
Villeneuve, Theresa	Instructor	Hourly as needed	Communications	07/01/12	12/31/12	\$51.73 hr.
Yang, Rebecca	Instructor	Hourly as needed	Chinese	07/01/12	12/31/12	\$44.90 hr.

**ACADEMIC EMPLOYEES
SPRING 2012 ADJUNCT
JANUARY 17, 2012**

Name	Department/Discipline	Placement	LHE Rate
Bakhit, Khetam	Economics	4-6	\$1,281

**COACHES - HEAD 2012-2013
 SPRING 2013
 MAY 15, 2012**

2012-13 (Spring 2013)

FULL-TIME FACULTY

NAME	SPORT	Head	#	CLASS/	\$	SEASON	FALL	SPRING
		Assistant	CHECKS	STEP			RELEASE	RELEASE
							TIME	TIME
Boxley, Jackie	Softball	Head	5	Stipend	\$4,619	SP	2.5	2.0
Gomez, Steve	Baseball	Head	5	Stipend	\$4,619	SP	2.5	2.0
Silva, Andrew	W. Swim	Head	5	Stipend	\$4,619	SP	2.5	2.0

HEAD COACHES-ADJUNCT FACULTY

NAME	SPORT			CLASS/		SEASON
				STEP		
Nila, Richard	M./W. Track	Head	5	1-3	\$8,430	SP
Horton, Julian	M. Golf	Head	5	1-3	\$8,430	SP

VOLUNTEER HEAD COACHES

Bruce-Oliver, Fred	M. Soccer	Head
Horton, Julian	W. Golf	Head
Jung, Shin	W. Volleyball	Head
Rivas, Brandon	M. Water Polo	Head
Rivas, Crystal	W. Water Polo	Head

**LAB SUPERVISORS
2012-2013 (07-01-12)
MAY 15, 2012**

Name	Adjunct or Full Time	Department	Begin	End	Placement	Hourly Rate
Aghyarian, Meray	A	Learning Center	07/01/12	12/31/12	2-3	\$32.69
Azpeitia, Maria	A	Learning Center	07/01/12	12/31/12	2-2	\$31.08
Beach, Kristine	A	Learning Center	07/01/12	12/31/12	2-3	\$32.69
Chai, Janet	A	Learning Center	07/01/12	12/31/12	1-3	\$30.90
Cotton, Christopher	A	Learning Center	07/01/12	12/31/12	2-3	\$32.69
Fisher, Jamie	A	Learning Center	07/01/12	12/31/12	1-3	\$30.90
Lam, Wood	A	Learning Center	07/01/12	12/31/12	2-3	\$32.69
Lawrence, Hugh	A	Learning Center	07/01/12	12/31/12	4-3	\$36.23
Null, Nicholas	A	Learning Center	07/01/12	12/31/12	1-3	\$30.90
Papas, Constantine (Dean)	A	Learning Center	07/01/12	12/31/12	1-3	\$30.90
Plummer, Brian	A	Learning Center	07/01/12	12/31/12	4-3	\$36.23
Ray, Jamie	A	Learning Center	07/01/12	12/31/12	1-3	\$30.90

**ACADEMIC EMPLOYEES
SUMMER 2012 ADJUNCT
MAY 15, 2012**

Name	Department/Discipline	Placement	LHE Rate
Dionisio-Aguilera, Mary Myra	Licensed Vocational Nursing	1-1	\$58.54

**ACADEMIC EMPLOYEES
SUMMER 2012 NON CREDIT
MAY 15, 2012**

Name	Department/Discipline	Placement	Hourly Rate
Alfred, Linda	Non Credit/Duarte High School	1-3	\$42.24
Ariaza, Norma	Non Credit/Duarte High School	1-3	\$42.24
Arionus, Lisa	Non Credit/Monrovia High School	1-1	\$38.43
Barsh, Richard	Non Credit/Azusa High School	1-3	\$42.24
Bowling, Brent	Non Credit/Azusa High School	1-3	\$42.24
Brown, Korie Beth	Non Credit/Duarte High School	1-3	\$42.24
Cain, Lisa	Non Credit/Duarte High School	1-1	\$38.43
Caldwell, Charlotte	Non Credit/Azusa High School	1-1	\$38.43
Calvilla, Nestor	Non Credit/Azusa High School	1-3	\$42.24
Chamberlain, David	Non Credit/Claremont High School	1-3	\$42.24
Collins, Michael	Non Credit/Claremont High School	1-3	\$42.24
Cooper, Dwight	Non Credit/Duarte High School	1-3	\$42.24
Crowell, Kristin	Non Credit/Claremont High School	1-1	\$38.43
Deering, Tiffany	Non Credit/Duarte High School	1-3	\$42.24

**ACADEMIC EMPLOYEES
SUMMER 2012 NON CREDIT
MAY 15, 2012**

Name	Department/Discipline	Placement	Hourly Rate
Duff, Shawn	Non Credit/Monrovia High School	1-3	\$42.24
Elliott, Susan	Non Credit/Azusa High School	1-1	\$38.43
Espinosa, Ana	Non Credit/Claremont High School	1-1	\$38.43
Fallat, Paul	Non Credit	1-3	\$42.24
Foster, Debra	Non Credit	1-3	\$42.24
Galeazzi, Airena	Non Credit/Azusa High School	1-1	\$38.43
Garrison, Steve	Non Credit/Monrovia High School	1-3	\$42.24
George, Teresa	Non Credit/Duarte High School	1-3	\$42.24
Glavin, Kevin	Non Credit/Claremont High School	1-3	\$42.24
Hernandez, Octavio	Non Credit/Claremont High School	1-3	\$42.24
Ilhareguy, Brian P.	Non Credit/Monrovia High School	1-3	\$42.24
Jenkins, Eric	Non Credit/Duarte High School	1-3	\$42.24
Johnson, Clay	Non Credit	1-3	\$42.24
Kapono, Kennard	Non Credit/Duarte High School	1-3	\$42.24

**ACADEMIC EMPLOYEES
SUMMER 2012 NON CREDIT
MAY 15, 2012**

Name	Department/Discipline	Placement	Hourly Rate
Kear, Brad	Non Credit/Azusa High School	1-3	\$42.24
Khalaf, Nancy	Non Credit/Monrovia High School	1-3	\$42.24
Klaus, Barbara	Non Credit/Azusa High School	1-3	\$42.24
Lambright, Gary	Non Credit/Azusa High School	1-3	\$42.24
Marcos, Ryan	Non Credit/Duarte High School	1-1	\$38.43
Mercado, Andrew	Non Credit	1-3	\$42.24
Nehring, Brian	Non Credit/Claremont High School	1-2	\$40.31
Reale, Tom	Non Credit/Monrovia High School	1-3	\$42.24
Reynoso, Artemio	Non Credit/Duarte High School	1-3	\$42.24
Ross, Michael	Non Credit/Duarte High School	1-3	\$42.24
Sailors, Bernetta	Non Credit	1-3	\$42.24
Segal, Marc	Non Credit/Monrovia High School	1-3	\$42.24
Sena, Vanessa	Non Credit/Azusa High School	1-3	\$42.24
Serrao, Elizabeth	Non Credit	1-3	\$42.24

**ACADEMIC EMPLOYEES
SUMMER 2012 NON CREDIT
MAY 15, 2012**

Name	Department/Discipline	Placement	Hourly Rate
Singhal (Kesarwani), Seema	Non Credit/Duarte High School	1-3	\$42.24
Spencer, Jamie	Non Credit/Azusa High School	1-3	\$42.24
Sprankle, Matt	Non Credit/Claremont High School	1-3	\$42.24
Stein, Martha	Non Credit/Claremont High School	1-3	\$42.24
Stengel, Slawa	Non Credit/Monrovia High School	1-3	\$42.24
Tonks, Sarah	Non Credit/Claremont High School	1-1	\$38.43
Uranga, Nicholas	Non Credit/Duarte High School	1-1	\$38.43
Vazquez, Luis	Non Credit/Monrovia High School	1-3	\$42.24
Velasco, Aracely	Non Credit/Azusa High School	1-1	\$38.43
Ward, Victoria	Non Credit/Azusa High School	1-3	\$42.24
Webner, Anthony	Non Credit/Claremont High School	1-3	\$42.24
Wedgworth, Trinity	Non Credit/Monrovia High School	1-2	\$40.31
Welch, David	Non Credit/Azusa High School	1-3	\$42.24
Widdows, Allen	Non Credit/Monrovia High School	1-3	\$42.24

**ACADEMIC EMPLOYEES
SUMMER 2012 NON CREDIT
MAY 15, 2012**

Name	Department/Discipline	Placement	Hourly Rate
Wilson, Heidi	Non Credit/Monrovia High School	1-3	\$42.24

ACADEMIC EMPLOYEES - SEPARATIONS
MAY 15, 2012

Name	Classification	Department	Reason	Date(s) of Separation
Fuller, Elizabeth	CDC Permit Teacher	Orfalea Family Children's Center	Lay Off	6/16/2012
Maldonado, Maura	CDC Permit Teacher	Orfalea Family Children's Center	Lay Off	6/16/2012
Paredes, Natalie	Counselor	EOP&S	Family Medical Leave	05/21-22/12

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	May 15, 2012	Resolution	
SUBJECT:	Classified Employees	Information	
		Enclosure(s)	X

BACKGROUND

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

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

RECOMMENDATION

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

Robert Sammis
Recommended by

/

Moved _____ Seconded _____

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.1.g.

**CLASSIFIED EMPLOYEES
EMPLOYMENT/CHANGE OF STATUS
MAY 15, 2012**

NAME	CLASSIFICATION	REASON	DEPT.	MOS.	PRCT.	BEGIN	END	RANGE & STEP	MONTHLY RATE
Allen, Ann (Mickie)	Director CDC	Lay Off	CDC	12	100%	6/30/12		46-7	\$10,849.00
Aurelio, Joanne	CDC Aide	Lay Off	CDC	10	100%	6/16/12		18-7 (17-7+1A)	\$3,119.21
Bradley, Jacqueline	Secretary	Lay Off	DSPS	12	100%	6/16/12		28-1	\$2,979.51
Stolz, Greg	CDC Aide	Lay Off	CDC	10	100%	6/16/12		18-7 (17-7+1A)	\$3,119.21
Franks, Lawrence	Custodian	Lay Off	CDC	12	49%	6/16/12		23-5 (22-5+1I)	\$1,568.49
Macias, Benjamin	Campus Security Supervisor	Temporary Upgrade	Security	12	100%	5/22/12	6/30/12	9-1	\$4,878.00
Nguyen, Thuyanh	CDC Aide	Lay Off	CDC	10	75%	6/16/12		17-7	\$3,043.12
Ramirez, David	Campus Security Officer II	Shift Change	Security	12	100%	6/3/12		29-7	\$4,092.66
Reeder, Bonnie	CDC Aide	Lay Off	CDC	10	75%	6/16/12		18-7 (17-7+1A)	\$3,119.21
Resendez, Paul	CDC Aide	Lay Off	CDC	10	100%	6/16/12		18-7 (17-7+1A)	\$3,119.21
Riley, Cheryl	CDC Aide	Lay Off	CDC	10	49%	6/16/12		10-5	\$1,137.81
Rocha, Elizabeth	CDC Aide	Lay Off	CDC	12	75%	6/16/12		14-7	\$2,825.84
Stolz, Greg	CDC Aide	Lay Off	CDC	10	75%	6/16/12		18-7 (17-7+1A)	\$3,119.21

**CLASSIFIED EMPLOYEES
EMPLOYMENT/CHANGE OF STATUS
MAY 15, 2012**

Tran, Hong	CDC Aide	Lay Off	CDC	10	49%	6/16/12	17-7	\$1,491.13
Weninger, Adam	Custodian	Reduction in percentage as a result of lay offs	Custodial	12	100% to 49%	6/16/12	24-5 (22-5+21)	\$1,607.69

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	May 15, 2012	Resolution	
SUBJECT:	Short-term Employees, Substitutes, and Professional Experts	Information	
		Enclosure(s)	X

BACKGROUND

Enclosed are personnel actions with regard to the employment of short-term 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.h.

**SHORT-TERM, HOURLY,
SUBSTITUTES
MAY 15, 2012**

NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Abernathy, Nolan	Basketball Camp Staff	Basketball Camp	Kinesiology	6/18/12	7/19/12		Not to exceed \$1200/tl.
Arnold, Darrick	Basketball Camp Staff	Basketball Camp	Kinesiology	6/18/12	7/19/12		Not to exceed \$1200/tl.
Ball, Michael	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Beddard, Traevon	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Bergen, Brad	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Blakes, Gerry	Basketball Camp Staff	Basketball Camp	Kinesiology	6/18/12	7/19/12		Not to exceed \$1200/tl.
Burton, Christopher	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Card, Therique	Basketball Camp Staff	Basketball Camp	Kinesiology	6/18/12	7/19/12		Not to exceed \$1200/tl.
Card, Trevon	Basketball Camp Staff	Basketball Camp	Kinesiology	6/18/12	7/19/12		Not to exceed \$1200/tl.
Carter, Kerry	Basketball Camp Staff	Basketball Camp	Kinesiology	6/18/12	7/19/12		Not to exceed \$1200/tl.
Clark, Dilan	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Courtney, Sean	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
David, Steven	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Demesma, Kumasa	Basketball Camp Staff	Basketball Camp	Kinesiology	6/18/12	7/19/12		Not to exceed \$1200/tl.

**SHORT-TERM, HOURLY,
SUBSTITUTES
MAY 15, 2012**

NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Doll, Travis	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Duffy, Kody	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Fabun, Brett	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Fields, Donnie	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Frazier, Everett	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Gardella, Vince	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Gauthier, Lucas	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Gilliam, John	Basketball Camp Staff	Basketball Camp	Kinesiology	6/18/12	7/19/12		Not to exceed \$1200/tl.
Golightly, Dylan	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Gutierrez, Rene	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Hall, Anthony	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Holmes, Andre	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Jefferson, Jordan	Basketball Camp Staff	Basketball Camp	Kinesiology	6/18/12	7/19/12		Not to exceed \$1200/tl.
Johnson, Dontra	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Johnson, Garrett	Basketball Camp Staff	Basketball Camp	Kinesiology	6/18/12	7/19/12		Not to exceed \$1200/tl.

**SHORT-TERM, HOURLY,
SUBSTITUTES
MAY 15, 2012**

NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Jones, Joshua	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Kepley, Isaiah	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Laros, Christopher	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Lopez, Luis	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Lowden, Joshua	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Luevano, Blake	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Mackie, Jordan	Basketball Camp Staff	Basketball Camp	Kinesiology	6/18/12	7/19/12		Not to exceed \$1200/tl.
Mathews, Rodney	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Martin, Patrick	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Meller, Vinicius	Basketball Camp Staff	Basketball Camp	Kinesiology	6/18/12	7/19/12		Not to exceed \$1200/tl.
Metcalf, David	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Darius, Middleton	Basketball Camp Staff	Basketball Camp	Kinesiology	6/18/12	7/19/12		Not to exceed \$1200/tl.
Morales, Angel	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Mulloy, Kevin	Basketball Camp Staff	Basketball Camp	Kinesiology	6/18/12	7/19/12		Not to exceed \$1200/tl.

**SHORT-TERM, HOURLY,
SUBSTITUTES
MAY 15, 2012**

NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Nduka, Chima	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Newton, Brock	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Nunez, Jose	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Parga, Brandon	Basketball Camp Staff	Basketball Camp	Kinesiology	6/18/12	7/19/12		Not to exceed \$1200/tl.
Perez, Miguel	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Perez, Nikolas	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Phifer, Donnell	Basketball Camp Staff	Basketball Camp	Kinesiology	6/18/12	7/19/12		Not to exceed \$1200/tl.
Pratt, Jon	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Pruitt, Simon	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Pruszynski, Tyler	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Roehrenbeck, Stephan	Camp Director	Citrus Youth Summer Camp	Kinesiology	6/18/12	8/2/12		Not to exceed \$15,000/tl.
Sainz, Phillip	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Sayles, Keyon	Basketball Camp Staff	Basketball Camp	Kinesiology	6/18/12	7/19/12		Not to exceed \$1200/tl.
Singleton, Ty	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Smith, Bryon	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		

**SHORT-TERM, HOURLY,
SUBSTITUTES
MAY 15, 2012**

NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Smith, Miles	Basketball Camp Staff	Basketball Camp	Kinesiology	6/18/12	7/19/12		Not to exceed \$1200/tl.
Smith, Steven	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Thornton, Steven	Basketball Camp Staff	Basketball Camp	Kinesiology	6/18/12	7/19/12		Not to exceed \$1200/tl.
Todd, Terrell	Basketball Camp Staff	Basketball Camp	Kinesiology	6/18/12	7/19/12		Not to exceed \$1200/tl.
Trujillo, Nicholas	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Vargas, Jesus	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Vega, Moses	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Villa, Anthony	Volunteer	Football Camp Staff	Kinesiology	6/18/12	8/2/12		
Volonte, Dan	Stipend	Lighting Design "Pulse"	Dance	5/16/12	5/30/12		\$1500/tl.
Watkins, Brent	Basketball Camp Staff	Basketball Camp	Kinesiology	6/18/12	7/19/12		Not to exceed \$1200/tl.
Woods, Brandon	Basketball Camp Staff	Basketball Camp	Kinesiology	6/18/12	7/19/12		Not to exceed \$1200/tl.

PROFESSIONAL EXPERT**May 15, 2012**

Name	Classification	Department	Begin	End	Rate
Carlson, Kimberly	Summer Aquatics Program Coordinator	Community Education	06/17/12	08/31/12	\$25.00/hr.
Castellano, Amanda	Lifeguard	Community Education	06/11/12	08/31/12	\$11.00/hr.
Castellano, Amanda	Swim Instructor	Community Education	06/11/12	08/31/12	\$16.00/hr.
Cavalin, Michael	Lifeguard	Community Education	06/11/12	08/31/12	\$11.00/hr.
Cavalin, Michael	Swim Instructor	Community Education	06/11/12	08/31/12	\$16.00/hr.
Christianson, Monica	Mental Health Therapist	Student Health Center	07/01/12	12/31/12	\$35.00/hr.
Christianson, Monica	Operations VETS Project Director	Veteran's Center	07/31/12	12/31/12	\$2,993.00/Mth.
Clark, Rachael	Aerobic Leader	Community Education	06/25/12	08/16/12	\$30.33/hr.
Dunlap, Kimberly	Lifeguard	Community Education	06/11/12	08/31/12	\$11.00/hr.
Fernandez, Nathan	Lifeguard	Community Education	06/11/12	08/31/12	\$11.00/hr.
Fernandez, Nathan	Swim Instructor	Community Education	06/11/12	08/31/12	\$16.00/hr.
Fisher, Nancy	Associate Nurse	Student Health Center	07/01/12	12/31/12	\$36.96/hr.
Franklin, Mario	Football Program Assistant	Kinesiology	08/01/12	12/10/12	\$4,418.00/Ttl.
Geiger, Victoria	Lead Lifeguard	Community Education	06/11/12	08/31/12	\$14.00/hr.
Geiger, Victoria	Swim Instructor	Community Education	06/11/12	08/31/12	\$16.00/hr.
George, Irene	Aerobic Leader	Community Education	06/25/12	08/16/12	\$30.33/hr.
Hartman, Steve	Fitness Center Attendent (as needed)	Community Education	06/25/12	08/16/12	\$24.00/hr.
Landers, Cordell	Football Program Assistant	Kinesiology	08/01/12	12/10/12	\$2,433.00/Ttl.
Lipscomb, Allen	Mental Health Therapist	Student Health Center	07/01/12	12/31/12	\$35.00/hr.
Liskey, Renee	Choreographer ("The Wiz", 7 pieces hip-hop)	Dance	06/15/12	06/27/12	\$4,200.00/Ttl.
Lofthouse, Peter	Football Program Assistant	Kinesiology	08/01/12	06/15/13	\$8,836.00/Ttl.
Manfre-Winchester, Marian	Fitness Center Attendent (as needed)	Community Education	06/25/12	08/16/12	\$24.00/hr.
Medina, Kaitlyn	Swim Instructor	Community Education	06/11/12	08/31/12	\$16.00/hr.
Merlo, Linda	CTE Services Coordinator	Career, Technical & C.E.	03/26/12	06/30/12	\$40.00/hr.
Murphy, Bonnie	Aerobic Leader	Community Education	06/25/12	08/16/12	\$30.33/hr.
Noonan, Benjamin	Fitness Center Attendent	Community Education	06/25/12	08/16/12	\$24.00/hr.
Norman, Scott	Fitness Center Attendent (as needed)	Community Education	06/25/12	08/16/12	\$24.00/hr.
Pacheco, Eduardo	Football Program Assistant	Kinesiology	08/01/12	06/15/13	\$8,836.00/Ttl.
Pila, Jose Martinez	Veteran Peer Support Mentor	Veteran's Center	05/16/12	06/30/12	\$15.00/hr.
Randall, Steve	Football Program Assistant	Kinesiology	08/01/12	12/10/12	\$4,418.00/Ttl.
Razo, Lynda	Aerobic Leader	Community Education	06/25/12	08/16/12	\$30.33/hr.

PROFESSIONAL EXPERT

May 15, 2012

Name	Classification	Department	Begin	End	Rate
Schroeder, Carl	Lifeguard	Community Education	06/11/12	08/31/12	\$11.00/hr.
Stone-Rodriguez, Traci	Fitness Center Attendent (as needed)	Community Education	06/25/12	08/16/12	\$24.00/hr.
Thorpe, Susan	Associate Nurse	Student Health Center	07/01/12	12/31/12	\$37.50/hr.
Torres, Blanca	Lifeguard	Community Education	06/11/12	08/31/12	\$11.00/hr.
Torres, Blanca	Swim Instructor	Community Education	06/11/12	08/31/12	\$16.00/hr.
Ungeheier, Samuel	Men's and Women's Cross Country Assistant	Kinesiology	08/01/12	12/10/12	\$2,209.00/Ttl.
Urbick, Kristi	Women's Basketball Assistant	Kinesiology	08/15/12	06/15/13	\$4,418.00/Ttl.
Waddington, Alan	Men's and Women's Cross Country Assistant	Kinesiology	08/01/12	12/10/12	\$2,209.00/Ttl.
Wheeler, Andrew	Fitness Center Attendent (as needed)	Community Education	06/25/12	08/16/12	\$24.00/hr.
Wright, Linda	Aerobic Leader	Community Education	06/25/12	08/16/12	\$30.33/hr.

H. ACTION ITEMS (continued)

Business Services

2. Authorization is requested to approve the Quarterly Financial Status Report for the fiscal quarter ended March 31, 2012, and the forwarding of this report to the Chancellor's Office and the Office of the Los Angeles County Superintendent of Schools. (Page 57)
3. Authorization is requested to approve the award of bid #08-1112, Little Theater Project to E. Avico, Inc. of Los Angeles, California and authorize the Vice President of Finance & Administrative Services to execute the contract on behalf of the District. The bid price of \$96,558.00 is within budget and will be funded from Fund 41, Capital Projects. (Page 62)

Academic Affairs

4. Authorization is requested to accept the annual report from the Child Development Center Program for 4-year old children. (Page 64)
5. Authorization is requested to accept the annual report from the Child Development Center for 2.5 and 3-year old children. (Page 68)

Personnel Recommendation

6. Authorization is requested to approve the hiring of Dr. John Baker effective July 1, 2012 through August 31, 2012, as Interim Vice President of Student Services at a salary placement of \$13,923.50 monthly (plus 2.5% additional for doctorate for a total of \$14,271.59/month) plus vision and dental insurance, and prorated vacation and sick time for the duration of the contract. (Page 71)
7. Authorization is requested to approve the Short-Term Salary Schedule effective July 1, 2012. (Page 72)

General

8. Authorization is requested to approve the second reading of Board Policy BP 4020 – Program, Curriculum, and Course Development. (Page 74)
9. Authorization is requested to honor the contributions made by the classified employees of the Citrus Community College District to the educational community and adopt a proclamation declaring the week of May 20-26, 2012, as Classified School Employees Week. (Page 77)

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

I. ADJOURNMENT

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	May 15, 2012	Resolution	
SUBJECT:	California Community Colleges Quarterly Financial Report, CCFS-311Q	Information	
		Enclosure(s)	X

BACKGROUND

In accordance with Title 5 of the California Code of Regulations, section 58310, Report on District's Financial Condition, the chief executive officer or other designee of the governing board of each district shall regularly report in detail to the governing board at least once every three months the district's financial condition and shall submit reports showing the financial and budgetary conditions of the district, including outstanding obligations. The chief executive officer or other designee shall also prepare a quarterly report on forms provided by the Chancellor no later than 45 days following the completion of each quarter. The certified report shall be reviewed by the district governing board at a regularly scheduled meeting and entered into the minutes of the meetings.

This item was prepared by Carol Cone, Budget Supervisor.

RECOMMENDATION

Authorization is requested to approve the Quarterly Financial Status Report for the fiscal quarter ended March 31, 2012, and the forwarding of this report to the Chancellor's Office and the Office of the Los Angeles County Superintendent of Schools.

Carol Horton
Recommended by

Moved / Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.2.

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-31 IQ

District: (820) CITRUS

Fiscal Year: 2011-2012
Quarter Ended: (Q3) Mar 31, 2012

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2008-09	Actual 2009-10	Actual 2010-11	Projected 2011-2012

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

A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	61,098,914	59,266,083	60,295,769	55,408,147
A.2	Other Financing Sources (Object 8900)	443,916	197,484	137,691	116,008
A.3	Total Unrestricted Revenue (A.1 + A.2)	61,542,830	59,463,567	60,433,460	55,524,155
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	59,141,288	55,829,236	56,014,795	58,142,896
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,611,193	2,702,452	2,538,184	1,867,538
B.3	Total Unrestricted Expenditures (B.1 + B.2)	60,752,481	58,531,688	58,552,979	60,010,434
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	790,349	931,879	1,880,481	-4,486,279
D.	Fund Balance, Beginning	6,776,762	7,567,111	8,498,990	10,379,471
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	6,776,762	7,567,111	8,498,990	10,379,471
E.	Fund Balance, Ending (C. + D.2)	7,567,111	8,498,990	10,379,471	5,893,192
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	12.5%	14.5%	17.7%	9.8%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	12,952	11,444	11,639	10,991
-----	--	--------	--------	--------	--------

III. Total General Fund Cash Balance (Unrestricted and Restricted)		As of the specified quarter ended for each fiscal year			
		2008-09	2009-10	2010-11	2011-2012
H.1	Cash, excluding borrowed funds		16,702,770	17,617,158	12,879,981
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	14,701,468	16,702,770	17,617,158	12,879,981

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

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I.	Revenues:				
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	55,408,147	55,408,147	35,554,157	64.2%
I.2	Other Financing Sources (Object 8900)	116,008	116,008	64,377	55.5%
I.3	Total Unrestricted Revenue (I.1 + I.2)	55,524,155	55,524,155	35,618,534	64.1%
J.	Expenditures:				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	58,142,896	58,142,896	38,806,892	66.7%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,867,538	1,867,538	2,000,462	107.1%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	60,010,434	60,010,434	40,807,354	68%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-4,486,279	-4,486,279	-5,188,820	
L	Adjusted Fund Balance, Beginning	10,379,471	10,379,471	10,379,471	
L.1	Fund Balance, Ending (C. + L.2)	5,893,192	5,893,192	5,190,651	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	9.8%	9.8%		

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

NO

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

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

* As specified in Collective Bargaining Agreement or other Employment Contract

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

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

NO

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

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

This year?

NO

Next year?

NO

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

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

District: (820) CITRUS

Fiscal Year: 2011-2012
Quarter Ended: (Q3) Mar 31, 2012

Chief Business Officer

CBO Name: Carol R. Horton

CBO Phone: 626-914-8886

CBO Signature:

Date Signed:

Chief Executive Officer Name: Geraldine M. Perri, Ph.D.

CEO Signature:

Date Signed:

Electronic Cert Date: 05/03/2012

District Contact Person

Name: Carol Cone

Title: Budget Supervisor

Telephone: 626-914-8885

Fax: 626-914-8604

E-Mail: cccone@citruscollege.edu

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

Send questions to:
Christine Atalig (916)327-5772 catalig@cccco.edu or Tracy Britten (916)323-6899 tbritten@cccco.edu

© 2007 State of California. All Rights Reserved.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	May 15, 2012	Resolution	_____
SUBJECT:	Award of Contract, Bid# 08-1112, Little Theater Project	Information	_____
		Enclosure(s)	X

BACKGROUND

The Board of Trustees approves the award of all contracts for construction. Four bids were received for bid #08-1112, Little Theater Project on May 2, 2012. The responsive and responsible bid was submitted by E. Avico, Inc. of Los Angeles, California. The bid price of \$96,558.00 is within budget and will be funded from Fund 41, Capital Projects. Staff has verified E. Avico, Inc.'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 #08-1112, Little Theater Project to E. Avico, Inc. of Los Angeles, California and authorize the Vice President of Finance & Administrative Services to execute the contract on behalf of the District. The bid price of \$96,558.00 is within budget and will be funded from Fund 41, Capital Projects.

Carol R. Horton _____
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ H.3. _____

CITRUS COMMUNITY COLLEGE DISTRICT

BID RESULTS

#08-1112, Little Theater Project

Bid Opening: Wednesday, May 2, 2012, 2:00 p.m.

Purchasing Office

	Bidder	Base Bid
1	E. Avico, Inc.	\$96,558
2	Dalke & Sons Construction, Inc.	\$97,480
3	Fast Track Construction Corporation	\$99,950
4	Keystone Builders	\$143,360

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	May 15, 2012	Resolution	
SUBJECT:	Child Development Center Agency Annual Report California State Preschool Program	Information	
		Enclosure(s)	X

BACKGROUND

The California Department of Education requires the Child Development Center (CDC) to report annually on the children's program offered in the CDC. The CSPP Contract is the California State Preschool Program Contract which serves 4 year-old children; this report is a final step in a continual self-evaluation process that the center staff and children participate in. The process includes evaluating the physical spaces in the center; assessing individual children and creating program plans in any deficit areas based on patterns created in these assessments and parent surveys.

This item was prepared by Dr. Mickie Allen, CDC Director.

RECOMMENDATION

Authorization is requested to accept the annual report from the Child Development Center Program for 4-year old children.

Irene Malmgren
Recommended by

/ _____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.4.

Agency Annual Report

Agency's Legal Name		Citrus Community College District	
Vendor Number	Contract Type		CDS Code
	<input type="checkbox"/> CSPP <input checked="" type="checkbox"/> CCTR <input type="checkbox"/> CFCC <input type="checkbox"/> CHAN <input type="checkbox"/> CMIG		<input type="checkbox"/> Cal-SAFE
Person Authorized to Sign Report		Dr. Mickie Allen	
Telephone Number		626/914-8501	
Cal-SAFE Coordinator			
Telephone Number			
Date Program Self-Evaluation Completed		May 4th, 2012	
Number of Classrooms Reviewed	7	Number of Family Child Care Homes Reviewed	
Describe the Annual Report Process (Note: This area expands as necessary) Beginning in March 2012 the classroom teachers implemented the DRDPr child assessment tool, with their individual children and presented the results in parent conferences in April 2012, Results from all instruments were gathered, tallied and processed by the Program Supervisor and Center Director.			
A copy of the Program Self-Evaluation will be/has been presented to the Agency Board on Date: <u>May 15, 2012.</u>			
Statement of Completion I certify that a Program Self-Evaluation was completed.		Signature Name and Title Geraldine M Perri, Ph.D. Superintendent/President	Date

Program Self-Evaluation Due Date

Mail original documents for the FY 2011–12 Program Self-Evaluation to the CDE no later than **Friday, June 1, 2012, at 5 p.m. to the following address:**

FY 2011–12 Program Self-Evaluation
Child Development Division
California Department of Education
1430 N Street, Suite 3410
Sacramento, CA 95814-5901

If you have questions or if further clarification is needed to complete the FY 2011–12 PSE, please contact your assigned CDD Field Services Consultant or the Child Development Division at 916-322-6233.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	May 15, 2012	Resolution	_____
SUBJECT:	Child Development Center Agency Annual Report General Child Development Contract	Information	_____
		Enclosure(s)	X _____

BACKGROUND

The California Department of Education requires the Child Development Center (CDC) to report annually on the children's program offered in the CDC. The CCTR Contract is the General Child Development Contract which serves 2.5 and 3 year-old children; this report is a final step in a continual self-evaluation process that the center staff and children participate in. The process includes evaluating the physical spaces in the center; assessing individual children and creating program plans in any deficit areas based on patterns created in these assessments and parent surveys.

This item was prepared by Dr. Mickie Allen, CDC Director

RECOMMENDATION

Authorization is requested to accept the annual report from the Child Development Center for 2.5 and 3-year old children.

Irene Malmgren
Recommended by

/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.5.

Agency Annual Report

Agency's Legal Name		Citrus Community College District	
Vendor Number	Contract Type		CDS Code
	<input checked="" type="checkbox"/> CSPP <input type="checkbox"/> CCTR <input type="checkbox"/> CFCC <input type="checkbox"/> CHAN <input type="checkbox"/> CMIG		<input type="checkbox"/> Cal-SAFE
Person Authorized to Sign Report		Dr. Mickie Allen	
Telephone Number		626/914-8501	
Cal-SAFE Coordinator			
Telephone Number			
Date Program Self-Evaluation Completed		May 4th, 2012	
Number of Classrooms Reviewed		7	Number of Family Child Care Homes Reviewed
Describe the Annual Report Process (Note: This area expands as necessary) Beginning in March 2012 the classroom teachers implemented the DRDP child assessment tool, with their individual children and presented the results in parent conferences in April 2012, Results from all instruments were gathered, tallied and processed by the Program Supervisor and Center Director.			
A copy of the Program Self-Evaluation will be/has been presented to the Agency Board on Date: <u>May 15, 2012.</u>			
Statement of Completion I certify that a Program Self-Evaluation was completed.		Signature Name and Title Geraldine M Perri, Ph.D. Superintendent/President	Date

CITRUS COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: May 15, 2012 Resolution _____
SUBJECT: Employment of Dr. John Baker Information _____
Interim Vice President of Student Enclosure(s) _____
Services

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 July 1, 2012 through August 31, 2012, as Interim Vice President of Student Services at a salary placement of \$13,923.50 monthly (plus 2.5% additional for doctorate for a total of \$14,271.59/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	May 15, 2012	Resolution	
SUBJECT:	Classified Employees – Short-Term Salary Schedule	Information	
		Enclosure(s)	X

BACKGROUND

Enclosed is a new salary schedule for short-term, temporary employees. Effective July 1, 2012, short-term hires will have their own salary schedule rather than being compensated parallel to classified positions.

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

RECOMMENDATION

Authorization is requested to approve the Short-Term Salary Schedule effective July 1, 2012.

Robert Sammis
Recommended by

/

Moved _____ / Seconded _____

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.7.



Short-Term Salary Schedule

Effective July 1, 2012

Classification	Hourly Rate
Performing Arts Center Support	\$9.00
Instructional Support	\$12.00
Administrative Support	\$13.00
Campus Services	\$14.00
Fiscal Support.....	\$14.00
Student Services Support.....	\$14.00
Campus Safety Support.....	\$15.00
Technical Support	\$20.00

Performing Arts Support – Provides general assistance on a temporary basis during performances and events such as usher.

Instructional Support – Provides services on a temporary basis related to the support of instructional programs, divisions, departments, including instructional laboratories, and the bookstore.

Administrative Support – Provides general clerical and secretarial services on a temporary basis to the various campus divisions, departments, and programs.

Campus Services – Provides assistance on a temporary basis to the areas of custodial and food services.

Fiscal Support – Provides assistance on a temporary basis to the fiscal operations of the college including cashiering for the performing arts center.

Student Services Support – Provides technical assistance on a temporary basis to the areas of counseling, financial aid, admissions and records, and the library.

Campus Safety Support – Provides assistance, other than clerical or secretarial, on a temporary basis to the operation of the campus safety office.

Technical Support – Provides technical assistance on a temporary basis to the college’s technical department and other specialized needs in various divisions, departments, and programs.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	May 15, 2012	Resolution	_____
SUBJECT:	Educational Programs Committee: Board Policy BP 4020 – Second Reading	Information	_____
		Enclosure(s)	X

BACKGROUND

Responding to recommendations from the Community College League of California (CCLC) regarding Title 5 changes, the Educational Programs Committee (EPC) has updated one Policy and five Administrative Procedures. The related Administrative Procedures were presented along with the first reading of this Board policy on May 1, 2012. BP 4020 is now being submitted to the Board for a second reading.

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

RECOMMENDATION

Authorization is requested to approve the second reading of Board Policy BP 4020 – Program, Curriculum, and Course Development.

Irene Malmgren
Recommended by

/_____
Moved Seconded

Approved for Submittal

Aye ___ Nay ___ Abstained ___

Item No. H.8.

CITRUS COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS

BP 4020 PROGRAM, CURRICULUM, AND COURSE DEVELOPMENT

References:

Education Code Sections 70901(b), 70902(b), 78016

Title 5 Sections 51000, 51022, 55100, 55130, and 55150

U.S. Department of Education regulations on the integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended.

The programs and curricula of the District shall be of high quality, relevant to community and student needs, and evaluated regularly to ensure quality and currency. The Superintendent/President shall establish procedures for the development and review of all curricular offerings, including their establishment, modification, or discontinuance.

Furthermore, these procedures shall include:

- appropriate involvement of the faculty and Academic Senate in all processes;
- regular review and justification of programs and course outlines;
- opportunities for training for persons involved in aspects of curriculum development; and
- consideration of job market and other related information for career and technical programs.

All new programs and program deletions shall be approved by the Board of Trustees.

All new programs shall be submitted to the California Community College Chancellor's Office for approval as required.

Individual degree-applicable credit courses offered as part of a permitted educational program shall be approved by the Board of Trustees. Non-degree applicable credit courses and degree-applicable courses that are not part of an existing approved program must satisfy the conditions set forth in Title 5 regulations. They must also be approved by the Board of Trustees.

Credit Hour

Consistent with federal regulations applicable to federal financial aid eligibility, the District shall assess and designate each of its programs as either a "credit hour" or a "clock hour" program.

The Superintendent/President will establish procedures and prescribe the definition of "credit hour" consistent with applicable federal regulations, as they apply to community college districts.

The Superintendent/President shall establish procedures to assure that curriculum at the District complies with the definition of “credit hour” or “clock hour,” where applicable. The Superintendent/President shall also establish procedure for using a clock-to-credit hour conversion formula to determine whether a credit hour program is eligible for federal financial aid. The conversion formula is used to determine whether such a credit-hour program has an appropriate minimum number of clock hours of instruction for each credit hour it claims.

See Administrative Procedure 4020.

Office of Primary Responsibility: Academic Affairs

Date Adopted:

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	May 15, 2012	Resolution	_____
SUBJECT:	Proclamation — Classified Employees Week	Information	_____
		Enclosure(s)	_____

BACKGROUND

The third full week of May has been designated as Classified School Employees Week in California by action of the state legislature in 1986.

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

RECOMMENDATION

Authorization is requested to honor the contributions made by the classified employees of the Citrus Community College District to the educational community and adopt a proclamation declaring the week of May 20-26, 2012, as Classified School Employees Week.

Geraldine M. Perri, Ph.D.
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.9.

WHEREAS, classified school employees provide valuable services to the faculty, staff and the students of Citrus College; and

WHEREAS, classified school employees contribute to the establishment and promotion of a positive instructional environment; and

WHEREAS, classified school employees play a vital role in providing for the welfare and safety of Citrus College students; and

WHEREAS, classified school employees employed by Citrus College fulfill the College's mission by striving for excellence in all areas relative to the educational community;

THEREFORE BE IT PROCLAIMED that the Board of Trustees of the Citrus Community College District hereby recognizes and wishes to honor the contributions of the classified school employees to quality education in the State of California and in the Citrus Community College District, and declares the week of May 20-26, 2012 as **CLASSIFIED SCHOOL EMPLOYEES WEEK** at Citrus College.

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

May 1, 2012

The Board of Trustees of the Citrus Community College District met for the regular meeting on Tuesday, May 1, 2012, in the Center for Innovation Community Room.

Board President Montgomery called the meeting to order at 4:15 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).

RESOURCE PERSONNEL PRESENT: Geraldine M. Perri, Superintendent/President; John Baker, Interim 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 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: Paula Green, Lan Hao, Steven Lindsey, Martha McDonald, and Linda Welz

Faculty: Ken Guttman, Justina Rivadenyera, and Brian Waddington

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

Classified Employees: Ariel Carmona, Jr., Clarence Cernal, Bernece Deck, Angie Delgado, Teresa Ferri, Tina Gutierrez, Gary Kouba, Pam McGuern, Cathy Napoli, Judy Proctor, Mike Ramos, Jamie Richmond, Tonya Ryan, and Mary Zampielo

Adjunct Faculty: None

Students: Alisha Anderson, Walter Galvez, Minera Jimenez, Meredith Kozelchik, Panagiotos Kloutsiniotis, and Andrea Sansom

VISITORS: Tom Gerfen

COMMENTS FROM THE AUDIENCE

Tom Gerfen, Foundation Board President, remarked that the month of May is Citrus College Alumni Month. He is looking forward to the announcement appearing on the college marquee. Mr. Gerfen also announced the names of the Citrus College alumni who have been selected as Alumni of the Year. Those former students, Mr. Bobby Pedroza, Mr. Christopher Shevlin, and Ms. Cynthia Cervantes McGuire, will be recognized at Commencement in June.

Mr. Steve Handy, Athletic Trainer II, speaking as an individual, expressed concern about the impact of budget cuts on the college and the classified staff.

Geraldine M. Perri, Ph.D., Superintendent/President, recognized Student Trustee Nohemi Camacho for her service on the Citrus College Board of Trustees and her leadership on behalf of students. In particular, Dr. Perri acknowledged her advocacy efforts in Sacramento, where she eloquently represented her fellow students. Dr. Perri wished her well in her future academic pursuits. On behalf of the Board, Board President Montgomery thanked her for carrying the student message to the Board and to state legislators, saying she did a wonderful job.

Dr. Perri was pleased to announce that the California Community Colleges Board of Governors (BOG) has named Citrus College as one of three winners of its inaugural Energy and Sustainability Leadership Award. Mr. Scott Himelstein, BOG President, recognized the three colleges as “shining examples” in the area of energy and sustainability issues. Dr. Perri said Chancellor Jack Scott also commended the colleges for their vision and resourcefulness. Dr. Perri thanked the Sustainability Committee and acknowledged the efforts of the students, and the leadership of Mrs. Carol R. Horton, Vice President of Finance and Administrative Services, in developing the Sustainability Template. She said Citrus College will be honored on May 8, 2012, in Sacramento, along with Cuyamaca and Butte Colleges.

Dr. Perri was pleased to recommend the appointment of Ms. Christina Garcia as Citrus College’s Director of Development and Alumni Relations. Ms. Garcia comes to the college with 15 years of experience as an advancement professional.

Dr. Perri provided an update on two tax initiatives that backers are working to qualify for the November ballot, the Brown/CFT initiative and the Molly Munger initiative. She said the major difference is that there is no funding for community colleges in the Munger initiative. The Brown/CFT initiative supports K-16 education, while the Munger initiative supports preschools, childcare, and K-12 education. Dr. Perri also commented on AB 2591 (Furutani). Similar to legislation that is already in place for K-12 districts, this legislation would create an automatic backfill for community colleges when property tax and student fee revenues fall short of the amounts estimated in the state budget. Unfortunately, AB 2591 has been moved to the suspense file due to “unknown” costs and will remain there until the implications are studied.

Dr. Perri had the opportunity to co-present with Superintendent/President Bob Deegan of Palomar College at the recent Southern California CEO Conference. Each of them outlined budget strategies for these uncertain economic times. Chancellor Scott stated that he was very impressed with the planning and strategies of both colleges in remaining fiscally solvent.

Dr. Perri invited the college community to come to the Retiree/Tenuree reception prior to the next Board meeting on May 15, 2012, at 3:30 p.m. in the Campus Center.

Irene Malmgren, Ed.D., Vice President of Academic Affairs, introduced Mr. Brian Waddington, History instructor and Honors Program Coordinator, who presented several students who participated in the annual Honors Transfer Council of California Conference at UC Irvine. Students Peter Kloutsiniotis and Andrea Sansom made a PowerPoint presentation on the conference. Citrus College students won some of the highest awards presented, including Joshua Ramirez, who won the Dr. Juan Lara Award and Crescencio Calderon, who won an outstanding achievement award. Mr. Kloutsiniotis and Ms. Sansom thanked their mentors, Mr. Waddington; Ms. Lisa Telesca, English instructor; Dr. Kenneth Guttman, Psychology instructor; Dr. Senya Lubisich, History instructor; Ms. Lucia Riderer, Physics instructor; and Ms. Gailynn White, Sociology instructor. They also thanked Dr. Perri and the Board members for their support. Mr. Waddington also introduced Ms. Alejandra Morales, Vice President of Leadership of Phi Theta Kappa Honor Society at Citrus College. Ms. Morales announced that the Citrus College Foundation gave their chapter a \$1,000 grant to start the "Citrus College Completion Corp," a student-led campaign to raise awareness about the importance of college completion.

Dr. Malmgren provided an update on the Accreditation Midterm Report in response to the recommendations made during the 2009 Accreditation team visit. The Midterm Report is due October 15, 2012.

Dr. Malmgren reported that the college's Recording Technology A.S. degree was approved by the Chancellor's Office in April.

Regarding grants, Dr. Malmgren said the Cal State Fullerton STEM grant has been approved and will fund eight research positions this summer. The college's Race to STEM grant will send an additional eight students for a summer research experience at Cal Poly Pomona. The Department of Education has approved continuation of the Bridges to Success grant, awarding \$432,902 to the program over the next four years. Dr. Malmgren added that College Success English 098 and 099 curriculums, which piloted last fall, were featured in an article by the California Acceleration Project, entitled "Shortening the Pipeline, Integrating Reading and Writing."

Dr. Malmgren was pleased to report that Dr. Eric Rabitoy, Dean of Physical and Natural Sciences, and Dr. Dana Hester, Biology instructor, presented at the 2012 Showcase of STEM Student Talent at Cal State Fullerton in April. In addition, Dr. Rabitoy has once again been invited to serve as a judge for Glendora USD's Science Bowl 2012.

John Baker, Ed.D., Interim Vice President of Student Services, reported on Early Decision, where seniors from each of the college's feeder high schools and continuation schools are offered priority registration for fall, provided they attend orientation and assessment in the spring semester. He said that the college offers 100 seats for each high school and 40 seats for each continuation school that participates. Dr. Baker said he is especially pleased with the bridge that has been built with Glendora High School. Currently, there are 100 Glendora students signed up to participate and 50 on a wait list. He thanked Ms. Ivon McCraven, Coordinator of School Relations, and the Counseling staff for their support of this program.

Robert Sammis, J.D., Director of Human Resources, thanked his staff and the faculty who have been working to fill faculty positions for fall 2012. He said there were three outstanding candidates on this agenda for Board approval. Dr. Malmgren read the bios of the three candidates. Dr. Christine Goedhart has been a temporary full-time and adjunct Biology instructor and a Coordinator of the STEM Secrets of Science Summer Camp at Citrus College since 2010. Dr. Barbara Juncosa has 10 years of professional instruction experience in the Biological Sciences, as well as Communications Industry experience. Mr. Andrew Silva has served as an instructor of Kinesiology at two institutions and has assisted in Kinesiology curriculum development and program review. He also has expertise in the area of coaching.

Carol R. Horton, Vice President of Finance and Administrative Services, said the college is waiting for the Governor's May Revise, which should be released on May 14, 2012.

Mrs. Horton introduced Ms. Linda Welz, Chief Information Services Officer, who provided an update on the college's phone system. During spring break, a rainstorm flooded the construction area, and the existing phone system was destroyed. Ms. Welz said this provided an opportunity for the college to move forward on installing a new phone system. She said the process was done on an extremely short turnaround, and she complimented her staff and Global Communications for doing a tremendous job. She also thanked the college community for their patience. Mrs. Horton added that it usually takes six months to purchase and install a new phone system. She thanked Mr. Robert Iverson, Director of Purchasing and Warehouse, for expediting the insurance claim, and everyone who worked on the project.

Nickawanna Shaw, Academic Senate President, reported on resolutions made by the statewide Academic Senate during their Spring Plenary Session. Topics included taxpayer funding for fee-based institutions; tiered fee structures; regional degrees; and community college governance.

Ms. Shaw also commented that rules for financial aid are changing. She said the changes could have a negative impact on Citrus College students.

Nohemi Camacho, Student Trustee, reported that Spring Fest activities were going well.

Student Trustee Camacho said this would be her last meeting as student Board member. She thanked Dr. Perri and the Board for their support and guidance. She also thanked Mrs. Christine Link, Executive Assistant; and Ms. Marilyn Grinsdale, Protocol and Government Relations Officer; and the faculty and staff for their support. She said she acquired valuable skills, and she enjoyed lobbying on behalf of students. Student Trustee Camacho said her successor, Mr. Calderon, will be a great asset, and she wished him well.

Edward C. Ortell, Member, Board of Trustees, said the Metropolitan Transit Authority has recently purchased railcars for the Foothill Extension of the Gold Line. He added that the project remains on budget and on time, and will be a reality in the near future.

Susan M. Keith, Vice President, Board of Trustees, reported on an event with Los Angeles County Supervisor Michael D. Antonovich. Supervisor Antonovich said the County Assessor had experienced some problems with how property was being assessed, which will result in lower local tax revenues. There was also a discussion of strategies for continuing the Gold Line extension from Azusa to Montclair and on to the Ontario Airport. There is a contract in place to take the extension to Montclair, and if necessary, stakeholders will once again work with Congress to make certain the funding is not diverted elsewhere.

Trustee Keith attended the sabbatical presentation by Dr. Dana Hester, Biological Sciences instructor, and Dr. David Kary, Astronomy instructor. She said both presentations were extremely interesting and very inspiring. Trustee Rasmussen concurred, adding that the presentations were scholarly and exciting and the research will enhance student learning.

Patricia Rasmussen, Member, Board of Trustees, reported on the recent Foundation Board meeting. She said the Foundation has approved \$18,000 in grants to 11 recipients. In addition, 24 Bright Futures Scholarships will be presented to students at 12 local high schools this spring. Trustee Rasmussen also commented that the Foundation Board is already gearing up for Citrus College's 100th anniversary celebration.

Trustee Rasmussen reported that she and Board Vice President Keith, as the Board's ad hoc committee, have been working on modifications to the Board Self-Evaluation procedures.

Board President Montgomery commented on the "Me Small/Space Big" exhibit in the College Library. She said it features astronomy portfolios, including art and writings and is very interesting.

Board President Montgomery said she is impressed with the large number of Citrus College students that transfer to Cal State Fullerton, and she applauded the Transfer Center for their efforts and Dr. Lucinda Over, Dean of Counseling, for her leadership.

MINUTES

- Item 1:** Moved by Trustee Keith and seconded by Trustee Rasmussen to approve the regular meeting minutes of April 3, 2012, as revised. 5 Yes.

INFORMATION AND DISCUSSION

Budget Cuts at California State Universities and Implications on Community College Transfers – John Baker, Interim Vice President of Student Services

Dr. Baker introduced Dr. Over, who introduced Ms. Justina Rivadeneyra, Career/Transfer Center Coordinator. Ms. Rivadeneyra made a presentation on budget cuts at California State Universities and the implications on community college transfers, especially those students who are transferring from Citrus College.

REVISION – AP 5055 Enrollment Priorities – John Baker, Interim Vice President of Student Services

Dr. Baker announced that last spring, a task force on registration practices was formed to review our policies on enrollment, priority registration and changes in current legislation. The recommendations from the task force resulted in proposed revisions to AP 5055 Enrollment Priorities. There were no revisions suggested to the corresponding Board Policy, BP 5055 Enrollment Priorities. All constituent groups have reviewed and approved revisions to AP 5055 and the Steering Committee voted approval on April 23, 2012.

Program Reviews – English As Second Language (ESL) & Automotive Technology – Irene Malmgren, Vice President of Academic Affairs

Dr. Malmgren presented the highlights of English as Second Language and Automotive Technology program reviews.

INDEPENDENT CONTRACTORS

- Item 2:** Moved by Trustee Rasmussen 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 Rasmussen and seconded by Trustee Woods to approve facility rentals and usage. 5 Yes.

BUDGET – WARRANTS – FINANCIAL STATEMENT, ETC.

- Item 4:** Moved by Trustee Rasmussen and seconded by Trustee Woods to approve A & B Warrants for March 2012. 5 Yes.

Item 5: Moved by Trustee Rasmussen and seconded by Trustee Woods to approve purchase orders for March 2012. 5 Yes.

BIDS

Item 6: Moved by Trustee Rasmussen and seconded by Trustee Woods to allow staff to prepare specifications and formally bid Project #10-1112, LED Lighting 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 Rasmussen and seconded by Trustee Woods to allow staff to prepare specifications and formally bid Project #09-1112, Golf Range Netting Project. The project will be funded from Fund 41, Capital Projects. Award of contract will be by Board action. 5 Yes.

CURRICULUM

Item 8: Moved by Trustee Rasmussen and seconded by Trustee Woods to approve the new course, modified courses and inactivated courses. 5 Yes.

PERSONNEL RECOMMENDATIONS

Item 9: Moved by Trustee Rasmussen and seconded by Trustee Woods to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees. 5 Yes.

Item 10: Moved by Trustee Rasmussen 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 11: Moved by Trustee Rasmussen and seconded by Trustee Woods to approve the employment of short-term, non-academic employees and substitutes. 5 Yes.

PERSONNEL RECOMMENDATIONS

Item 12: Moved by Trustee Keith and seconded by Trustee Rasmussen to approve the employment of Dr. Christine Goedhart effective August 24, 2012, in a full-time tenure track position (a first year contract of 175 days) in the discipline of Biological Sciences (General), at a salary placement of Class 5 Step 4, on the Full-Time Faculty Salary Schedule (pending verification of qualifications and experience) totaling \$66,629.00 annually plus \$27,698.69 in health and statutory benefits. 5 Yes.

Item 13: Moved by Trustee Keith and seconded by Trustee Rasmussen to approve the employment of Ms. Barbara Juncosa effective August 24, 2012, in a full-time tenure track position (a first year contract of 175 days) in the discipline of Biological Sciences (Microbiology), at a salary placement of Class 4 Step 3, on the Full-Time Faculty Salary Schedule (pending verification of qualifications and experience) totaling \$60,630.00 annually plus \$26,906.22 in health and statutory benefits. 5 Yes.

Item 14: Moved by Trustee Keith and seconded by Trustee Rasmussen to approve the employment of Mr. Andrew Silva effective August 24, 2012, in a full-time tenure track position (a first year contract of 175 days) in the discipline of Kinesiology, at a salary placement of Class 2 Step 3, on the Full-Time Faculty Salary Schedule (pending verification of qualifications and experience) totaling \$54,699.00 annually plus \$26,122.73 in health and statutory benefits. 5 Yes.

SALARIES

Item 15: Moved by Trustee Ortell and seconded by Trustee Rasmussen to declare salaries for all management, classified supervisors, confidential, and other unrepresented employees indefinite for the 2012/2013 fiscal year, as a result of financial uncertainties, negotiations, legislation, and other factors. 5 Yes.

BOARD POLICIES

Item 16: Moved by Trustee Woods and seconded by Trustee Ortell to approve the first reading of BP 4020 Program, Curriculum, and Course Development. 5 Yes.

CLOSED SESSION: At 5:53 p.m., Board President Montgomery adjourned the meeting to closed session per the following sections of the Government Code:

Per Section 72122 of the Education Code and District Administrative Procedure 5520: Consideration of Student Discipline (Suspension/Expulsion/Other Action), Student #AXXXXXX20.

Student Grievance Appeal

Per Section 54954.5(f) and 54957.6: CONFERENCE WITH LABOR NEGOTIATOR, ROBERT SAMMIS, DISTRICT CHIEF NEGOTIATOR — Employee Organization(s): Citrus College Faculty Association/CTA/NEA (CCFA); Citrus College Adjunct Faculty Federation, (CAFF) Local 6352 of the American Federation of Teachers; and, California School Employees Association (CSEA) Citrus College Chapter Local 101.

Per Section 54954.5(e) and 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

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

RECONVENE OPEN SESSION: At 7:09 p.m., Board President Montgomery reconvened the meeting to open session with the following action taken:

STUDENT EXPULSION SUSPENSION DISCIPLINE

Item 17: Moved by Trustee Rasmussen and seconded by Trustee Keith, per section 72122 of Education Code and Administrative Procedure 5520, the members of the Governing Board upheld the expulsion of Student #AXXXXXX29. 5 Yes.

ADJOURNMENT: At 7:10 p.m., it was moved by Trustee Rasmussen and seconded by Trustee Keith to adjourn the meeting.

Date

Gary L. Woods
Clerk/Secretary
Board of Trustees