

CITRUS COMMUNITY COLLEGE DISTRICT

AGENDA OF REGULAR MEETING OF THE BOARD OF TRUSTEES

MEETING: First Regular Meeting in March

DATE: Tuesday, March 5, 2013

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

Susan M. Keith, President
Patricia Rasmussen, Vice President
Joanne Montgomery, Clerk/Secretary
Edward C. Ortell, Member
Gary L. Woods, 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
Arvid Spor, Vice President of Student Services
Robert Sammis, Director of Human Resources
Carol Horton, Vice President of Finance and Administrative Services
James Woolum, Academic Senate President
Robert Coutts, Classified Employees
Crescencio Calderon, Student Trustee
Members of the Board of Trustees

E. MINUTES

1. Approval of the Regular Meeting Minutes of February 5, 2013

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

1. Per Section 54957.6: Conference with Labor Negotiator, Robert Sammis, District Chief Negotiator - Employee Organization: Citrus College Faculty Association CTA/NEA (CCFA).
2. Per Section 54957.6: Conference with Labor Negotiator, Robert Sammis, District Chief Negotiator - Employee Organization: Citrus College Adjunct Faculty Federation, (CAFF) Local 6352.
3. Per Section 54957.6: Conference with Labor Negotiator, Robert Sammis, District Chief Negotiator - Employee Organization: California School Employees Association (CSEA) Citrus College Chapter Local 101.
4. Per Section 54957: Public Employee Discipline/Dismissal/Release.
5. Per Section 54956.9(a) Conference with Legal Counsel – Existing Litigation:

Gil Aguirre v. Citrus Community College District Board of Trustees, Case No. BS139800

G. INFORMATION AND DISCUSSION

1. Citrus College Foundation Presentation – Christina Garcia, Director of Development and Alumni Relations (Page 5)
2. AP 4080 - Instructional Materials, and Textbook Adoption and Procurement; and AP 4250 - Probation – Irene Malmgren, Vice President of Academic Affairs (Page 6)

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 12)
- b. Authorization is requested to approve facility rentals and usage. (Page 14)
- c. Authorization is requested to approve A & B Warrants for January 2013. (Page 16)
- d. Authorization is requested to approve purchase orders for January 2013. (Page 18)

Academic Affairs

- e. Authorization is requested to approve a field trip for six (6) students and one (1) faculty to compete/supervise at the NASA USLI Competition in Huntsville, Alabama, April 17-21, 2013. (Page 23)

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 33)
- h. Authorization is requested to approve the employment of short-term, hourly, substitutes, volunteers, and professional experts. (Page 36)

H. ACTION (continued)

Business Services

2. Authorization is requested to adopt Resolution 2012-13-07 requesting issuance of 2012-2013 tax and revenue anticipation Notes (TRANS) for the District by the Board of Supervisors of the County of Los Angeles in the amount not to exceed fifteen million dollars (\$15,000,000). (Page 42)
3. Authorization is requested to reject the claim, submitted on February 8, 2013, and to refer the claim to the District's claim administrators, Keenan & Associates, for the District's liability insurance plan (SWACC). (Page 60)
4. Authorization is requested to reject the claim, submitted on February 5, 2013, and to refer the claim to the District's claim administrators, Keenan & Associates, for the District's liability insurance plan (SWACC). (Page 61)

Personnel Recommendations

5. Authorization is requested to approve the hiring of Dr. Dana Hester beginning March 20, 2013, as Dean of Behavioral and Social Services at a salary placement of \$10,226.00 per month (plus 2.5% additional for doctorate for a total of \$10,482.00 per month), plus health and statutory benefits. (Page 62)
6. Authorization is requested to approve the re-hire of Dr. Marianne Smith as the categorically funded Grant Project Director Title V RACE to STEM Grant at a salary placement of \$92,295.00 annually, plus health and statutory benefits. This categorical contract period is from March 7, 2013 to March 6, 2014. (Page 63)
7. Authorization is requested to approve the granting of tenure to Ms. Salima Allahbachayo for the 2013-2014 academic year. (Page 64)

Board Policies

8. Authorization is requested to approve the first reading of BP 4020 – Program, Curriculum, and Course Development; BP 4040 – Library/Other Instructional Services; and BP 4230 – Grading and Academic Record Symbols. (Page 65)

Other

- 9. Authorization is requested to endorse the submission of the classified staff development nomination of Karen Praeger to the California Community Colleges Board of Governors *Classified Employee of the Year Award* Program. (Page 70)

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

H. ADJOURNMENT

Dates to Remember:

March 19, 2013	Board of Trustees Meeting
April 2, 2013	Board of Trustees Meeting
April 4, 2013	SanFACC Dinner Meeting

If requested, the agenda shall be made available in appropriate alternate formats to persons with a disability, as required by Section 202 of the American with Disabilities Act of 1990 (42 U.S.C. Section 12132), and the rules and regulations adopted in implementation thereof. The agenda shall include information regarding how, for whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires a modification or accommodation in order to participate in the public hearing.

To make such a request, please contact Christine Link, the Recording Secretary to the Board of Trustees at (626) 914-8821 no later than 12 p.m. (noon) on the Monday prior to the Board meeting.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
DATE	March 5, 2013	Resolution	_____
SUBJECT:	Citrus College Foundation Presentation	Information	X _____
		Enclosure(s)	_____

BACKGROUND

The Citrus College Foundation ended its second quarter of the 2012-2013 fiscal year on December 31, 2012.

Ms. Christina M. Garcia, Director of Development and Alumni Relations, will present a 2012 year-end report and a financial update of the Foundation.

This item was prepared by Clarence D. Cernal, Administrative Assistant, Citrus College Foundation – Development and Alumni Relations.

RECOMMENDATION

No action required; information only.

Ms. Christina M. Garcia
Recommended by

/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. G.1.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	Board of Trustees	Action	_____
DATE	March 5, 2013	Resolution	_____
SUBJECT:	AP 4080 - Instructional Materials, and Textbook Adoption and Procurement; and AP 4250 - Probation	Information	_____ X
		Enclosure(s)	_____ X

BACKGROUND

The District's Board policies and procedures are regularly reviewed and updated to align with the recommendations developed in conjunction with the Community College League of California (CCLC). Responding to their advice regarding Title 5 changes, the Educational Programs Committee (EPC) has updated two Administrative Procedures. All campus constituents have reviewed and approved; EPC approved at their September 17, 2012 meeting. The Steering Committee approved the revisions on October 8, 2012.

AP 4080 - Instructional Materials and Textbook Adoption and Procurement and AP 4250 - Probation are being submitted as information items. The associated Board Policies did not change.

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

RECOMMENDATION

No action necessary; information only.

Irene Malmgren
Recommended by

Moved / Seconded

Aye__Nay__Abstained__

Approved for Submittal

Item No. G.2.

**Academic Affairs
DRAFT as of 6/11/12**

**AP 4080 INSTRUCTIONAL MATERIALS AND TEXTBOOK
ADOPTION AND PROCUREMENT**

The textbook(s) and other instructional materials (collectively referred to herein as “instructional materials”) to be used in a course are normally included in the course outline presented to the Curriculum Committee when the course is first submitted for approval. Subsequent revisions of or updates to course outlines through the curriculum process may also include updates to the instructional materials. The process by which a change may be made to the instructional materials for a course is as follows:

1. Course outline addendum. If a faculty member teaching a course wants to use instructional materials that are not included in the course outline, he or she will submit an addendum to the course outline to the Curriculum Committee for approval. The criteria for approval will be whether the materials are congruent with the content and student learning outcomes as indicated in the course outline of record. If approved, the new course materials will be included as alternates to the previously approved course materials. Once approved, the new materials may be used by any faculty member teaching that course who meets the deadline for ordering them set by the College Bookstore.
2. Timeline. Prior to the start of each term, the College Bookstore will notify the faculty, through the deans and their secretaries, of the deadline for submitting a change in instructional materials, including a change in quantities, for each upcoming term. Each individual faculty member is responsible for submitting the request for a change by that deadline. If the faculty member does not submit a request for a change, the Bookstore will provide the same materials as were used in that section the last term it was taught by that faculty member. The deans, in cooperation with the College Bookstore, are responsible for ensuring that the quantities ordered match the expected class size. Faculty members may request new instructional materials only if those materials have been approved through the process outlined in paragraph 1.
3. Default materials. Faculty members will select default materials for each course from the approved list and submit them to the deans. In the event a

faculty member is hired to teach a course at such a late date that it is impossible for him or her to meet the deadline set by the College Bookstore, the dean will notify the Bookstore of the correct quantities required for the course section and the Bookstore will order the default materials.

4. Cost reduction efforts. Faculty members will strive to utilize the same instructional materials for a period of at least two years. In addition, faculty members will keep in mind the costs of instructional materials when adopting them, striving to keep costs to a minimum. However, faculty members will balance a concern with cost reduction with the goal of adopting instructional materials that are effective in achieving course objectives and student learning outcomes. It is the responsibility of the College Bookstore to provide faculty members, upon request, with the net cost to students of instructional materials, as soon as that information becomes available.
5. Change in edition. A course outline addendum is needed to cancel an older edition or to adopt a new or revised edition of a currently adopted textbook. However, in the event that a change in editions by the publisher, coupled with an inadequate supply of the old edition, makes it necessary for the new edition to be adopted even though it is impossible for the course outline addendum process to be completed in time, the new edition shall be considered as tentatively approved for that term only. In such a case, it is the responsibility of the College Bookstore to so inform the affected faculty member(s), through the dean. For subsequent terms the affected faculty member(s) will then have a choice whether to complete the course outline addendum process for the new edition or for a different textbook altogether, in accordance with the timeline of paragraph 2, or else to adopt one of the already approved alternatives in the course outline of record. If a faculty member fails to do this in accordance with the timeline provisions of paragraph 2, the College Bookstore will order the default materials for that course section.
6. Communication with the College Bookstore. Many problems in procurement of course materials can be avoided, and cost reduction efforts can be improved, through clear communication between faculty members and the College Bookstore. Faculty members are encouraged to communicate directly with the College Bookstore, as well as to do so indirectly through their deans, about any special requirements or permissions affecting their course sections. For instance, if a faculty member is willing to allow students to use either an older edition of a textbook or a new edition, he or she should so inform the College Bookstore. Similarly, the College Bookstore is encouraged to communicate with the faculty, either directly or through the deans, any

new information relevant to instructional materials adoption and procurement or cost reduction efforts.

INPUT FROM INTERESTED CITIZENS

Interested citizens may have comments, concerns or complaints relative to instructional materials in use at the College, including library print and non-print resources and textbooks. If an interested citizen wishes to have his or her concerns considered by the College, the process is as follows:

1. The citizen shall set forth the concerns in writing.
2. The citizen shall submit the written concerns to the Dean of Library and Information Services.
3. Within a reasonable time after receipt of the written concerns (in no event more than 60 days thereafter), a Community Response Team will be convened which consists of the Academic Senate President or their designee, the Bookstore Committee chairperson, and the faculty member(s) who selected the instructional materials (if they would like to be present), the Dean of Library, an academic dean selected by the Vice President of ~~Instruction~~ Academic Affairs, and the Vice President of ~~Instruction~~ Academic Affairs (or designee) shall meet to consider and evaluate the written concerns.
4. Following this meeting, the Vice President of ~~Instruction~~ Academic Affairs shall determine if a recommendation to the Board of Trustees is appropriate.
5. If a recommendation is deemed appropriate, the Vice President of ~~Instruction~~ Academic Affairs shall make such recommendation to the Board of Trustees.
6. The Board of Trustees will make a final determination and notify the Community Response Team of the decision.

Date Adopted:

Approved by	ASCC	9/12/12
	CSEA	9/11/12
	Management Team	9/5/12
	Senate	9/12/12
	Supervisors/Confidential	9/4/12
	EPC	9/17/12
	Steering	10/8/12

*Note: New language is indicated by underline, deleted language is indicated by ~~strikethrough~~, and legally required language is indicated in **bold**.*

AP 4250 PROBATION

Reference:

Title V, Section 55030, 55031, 55032, 55033, 55034

I. Notification of Academic and/or Progress Probation:

- A. Each student is entitled to be notified of his/her academic status and the availability of college support services to respond to the academic status before the student is dismissed. Notification will consist, at a minimum, of the following: After having attempted a minimum of 12 semester units at the end of the semester in which the student's grade point average falls below 2.0 in all units attempted, a probation notice shall be sent after the fall and spring semesters to the student via Citrus College e-mail informing him/her that he/she is on academic probation.
- B. At the end of the semester in which the student is enrolled in at least 12 units and the percentage of all units in which the student has enrolled, for which entries of W, NC, I and NP reaches or exceeds 50% **in at least two consecutive semesters**, a probation notice shall be sent to the student via Citrus College e-mail informing him/her that he/she is on progress probation.
- C. At the end of the fall semester in which the student is on academic or progress probation, a notice will be sent to the student via Citrus College e-mail informing him/her that he/she is subject to dismissal at the end of the spring semester.

II. Probationary Notification:

- A. The notification advising the student of probation will cover, at a minimum, the significance of being on probation, a referral to a counselor, and description of the services available.
- B. A student who is on academic probation and earns a cumulative Citrus College grade point average of 2.0 or better shall be removed from academic probation status.

III. Review of Probation Status

- A. A student on probation will be required to meet with a counselor to review the reasons for probation and to take corrective actions to improve academic standing. A student may be limited to the number of units and/or required to enroll in specific courses.

Board Approved 10/20/09

Revised 05/17/11

Revised _____

Approved by	ASCC	9/12/12
	CSEA	9/11/12
	Management Team	9/5/12
	Senate	9/12/12
	Supervisors/Confidential	9/4/12
	EPC	9/17/12
	Steering	10/8/12

*Note: New language is indicated by underline, deleted language is indicated by ~~strikethrough~~, and legally required language is indicated in **bold**.*

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	March 5, 2013	Resolution	_____
SUBJECT:	Independent Contractor/Consultant Agreements	Information	_____
		Enclosure(s)	X

BACKGROUND

Independent contractor/consultant agreements within budget.

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

RECOMMENDATION

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

Carol R. Horton
Recommended by

_____/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. H.1.a.

INDEPENDENT CONTRACTOR AGREEMENT
Board of Trustees Meeting – March 5, 2013

<u>CONTRACTOR CONSULTANT/ DEPARTMENT</u>	<u>RATE</u>	<u>FUNDING SOURCE</u>	<u>PERIOD</u>	<u>SERVICE</u>
<u>ADMINISTRATIVE SERVICES</u>				
Geobase, Inc.	\$5,010.00max	Bond	3/6/13-Project Completion	Geotechnical Services Tech C Remodel
Geobase, Inc.	\$5,010.00max	District	3/6/13- Project Completion	Geotechnical Services Generator Projects
<u>CENTER FOR TEACHER EXCELLENCE</u>				
Bartelt, Linda	\$11,000.00max	District	7/1/13-3/30/14	Trainer for Faculty Technology Pedagogy Academy
<u>FINE AND PERFORMING ARTS</u>				
Matzkanin, Mark	\$6,000.00max	District	4/1/13-5/17/13	Automated Lighting Design
<u>FOSTER CARE EDUCATION</u>				
Johnson, Dewayne	\$2,870.00max	Grant	3/5/13-6/30/13	Trainer for Pre-License Adoptive/ Resource Parents
Paddock, LeeAnn	\$11,016.00max	Grant	7/1/12-6/30/13 <i>Revision</i>	Training for Foster Parents
<u>HEALTH SCIENCES</u>				
Anderson, Roger DDS	no fee	no fee	3/5/13-ongoing	Clinical Education
<u>HUMAN RESOURCES</u>				
Harrington, Foxx, Dubrow & Canter LLP	\$300.00per hour	District	7/1/12-6/30/13	Legal Services
<u>MATH</u>				
Romero, Lisa	\$12,000.00max	Grant	3/6/13-12/31/13	RACE to STEM Program Evaluation – Year 2

Note: A standard District agreement for Independent Contractor/Consultant will be completed for each consultant

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE	March 5, 2013	Resolution	_____
SUBJECT:	Facility Usage/Rentals	Information	_____
		Enclosure(s)	<u>X</u>

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
March 5, 2013**

ORGANIZATION	FACILITY	ACTIVITY	DATE(S)	CHARGE
Rovner & Associates	Recording Arts Studio	Basic Tracking	1/29/13 and 2/7/13	\$800.00
Azusa Pacific University	Hammer Throw Cage	Hammer Throw Practice	Mon, Wed & Fri 1/30/13 through 5/6/13	Repair costs up to \$2,500.00
The Mash Lab	Recording Arts Studio	Basic Tracking	1/30/2013	\$200.00
Westwind Musical	Recording Arts Studio	Basic Tracking	2/2, 2/4, 2/5 & 2/6/13	\$1,520.00
Crescendo Performing Arts	Recording Arts Studio	Basic Tracking	2/11/2013	\$500.00
Randy Kim	Recording Arts Studio	Basic Tracking	2/18/2013	\$800.00
Linda Everman	PA133	Piano Recital	6/8/2013	\$112.50 plus additional labor if required
Village Dance Arts	Performing Arts Center and PA193	Dance Recital	6/20 & 6/22/13	\$3,850.00 plus additional labor if required
IOA Theatricals	Performing Arts Center	Musical Productions	7/29/13 through 8/4/13	\$25,950.00 plus additional labor if required
Azusa Pacific University	Stadium & Locker Rooms	2013 Season Football Games	9/21, 9/28, 10/12, 11/2, 11/9/2013	\$21,000.00 plus additional labor if required

CITRUS COMMUNITY COLLEGE DISTRICT		
APPROVAL OF A & B WARRANTS		
January, 2013		
B WARRANT AMOUNT PAID TO VENDORS		\$2,242,044.45
GRANT AMOUNT PAID TO STUDENTS		\$27,999.10
NUMBER OF A WARRANTS ISSUED TO EMPLOYEES	REGISTER NUMBER	AMOUNT
177	C1F-C	\$1,598,685.48
323	C5F-C	\$457,994.42
16	C5-N	\$20,923.29
1	007-C	\$878.10
2	008-C	\$1,052.35
5	008-N	\$4,038.43
12	C3F-C	\$14,240.48
400	C3F-N	\$198,176.96
2	010-C	\$866.58
6	010-N	\$2,246.88
6	023-N	\$672.44
1	C2G-C	\$2,993.00
301	C2G-N	\$1,304,207.84
1,252		\$3,606,976.25
ske		
2/28/2013		

Includes 01/01/2013 - 01/31/2013

PO Number	Vendor Name	Site	Description	Fund/Object	Amount
13-21228	Toyota Motor Sales, U.S.A. Inc	9240	Vehicles	41-6400	2.18
13-21484	Calif Library Group	9260	Online Database Subscription	01-5840	1,000.00
13-21491	DIY Golf Cart LLC	9350	Seat Cushion Kit	01-4300	389.13
13-21499	Sky-Probe.com	0310	Launch Kit-WIE Outreach	01-4300	555.24
13-21505	DIY Golf Cart LLC	9500	Seat Cushion Kit	51-4300	389.13
13-21524	Amazon.com Corporate Credit	9673	Books	01-4300	394.61
13-21525	Ware Disposal Co, Inc.	9250	Waste Services	01-5810	778.04
13-21527	CASFAA	9099	Registration Fees	01-5220	500.00
13-21528	Postmaster	9250	Bulk Mail Permit Renewal	01-5850	190.00
13-21529	Hospital Associates	3200	Monitor Arm Mount	01-4300	161.35
13-21530	R & R Custom Signs	9376	Campus Wide Replacement Signage	42-6400	7,434.98
13-21531	Sehi Computer Products Inc	9010	Fuser Assembly	01-6400	287.94
13-21532	Sehi Computer Products Inc	0280	Printer	01-6410	340.34
13-21533	E.G. Brennan & Co.	9010	Supplies	01-4300	227.06
13-21534	R & D Business Interiors	9510	Furniture Relocation	01-5800	300.00
13-21535	Infobase Learning/Films Media	3160	AV media	01-6300	157.72
13-21536	Online Framing Network 2013	9673	Poster Frames	01-4300	100.41
13-21537	Finis	0060	Swim Suits	01-4300	964.42
13-21538	San Gabriel Valley Newspaper	9375	Legal Ad-Tech C Esthetician Remodel	42-5800	2,039.36
13-21539	Sesac	9030	Music License Fee	01-5880	531.13
13-21540	Amazon.com Corporate Credit	9673	Books	01-4300	189.66
13-21541	Harbor Freight	3020	Supplies	01-4300	63.19
13-21542	Victory Custom Athletic	9350	Baseball Caps	01-4300	3,199.17
13-21543	AACC	3370	Registration Fee	01-5220	425.00
13-21544	UC Regents	9673	Conference Registration	01-5220	145.00
13-21545	Monrovia Reproduction	9370	Generator Project-Printing & Repro Costs	41-5800	4,000.00
13-21546	Lincoln Commercial Pool Equipment	0060	Swimming Supplies	01-4300	309.58
13-21547	L.A. County Department of Public Health	9040	Annual Administrative Fees	01-5800	360.00
13-21548	Los Angeles Times	9260	Print Subscription Renewal	01-4300	364.00
13-21549	Grainger, Inc.	3020	Supplies	01-4300	101.96
13-21550	Salem Press & H.W. Wilson	9260	Print Subscription Renewal	01-4300	295.00
13-21551	Brustein & Manasevit, PLLC	3370	Grant Funded Registration Fee	01-5220	150.00
13-21552	Victory Custom Athletic	9350	Baseball Jerseys	01-4300	5,923.04
13-21553	Victory Custom Athletic	9350	Baseball Jackets	01-4300	2,194.48
13-21554	Bayer HVAC, Inc.	9040	HVAC Repairs-LB	01-5630	5,000.00
13-21555	Summit Racing Equipment	3020	Supplies for Auto Lab	01-4300	345.20
13-21556	Office Depot	0010	Butcher Paper	01-4300	1,921.79
13-21557	Alert Services	0060	Supplies	01-4300	94.72
13-21558	Amazon.com Corporate Credit	9300	Book	01-4300	20.13
13-21559	Tri-Signal Integration, Inc.	9375	Fire Alarm Testing-Dyno Rooms, Tech D & E	42-5800	1,180.00
13-21560	McNeil Sound & Security System	9250	Blanket PO	01-5810	18,000.00
13-21561	ACCCA/ASSN	9280	Registration	01-5200	295.00
13-21562	ARC	3080	Printer Service	01-5800	653.59
13-21564	Daigger & Company	0030	Supplies	01-4300	102.34
13-21565	Daigger & Company	0030	Microscope Slides	01-4300	195.16

PO Number	Vendor Name	Site	Description	Fund/Object	Amount
13-21566	Medicat, LLC	9160	Medicat Electronic Record	01-5800	3,000.00
				01-5840	3,600.00
13-21567	Southern Calif Public Radio	9030	Blanket PO	01-5830	10,000.00
13-21568	Clear Channel Worldwide	9030	Blanket PO	01-5830	8,000.00
13-21569	Harbor Freight	0030	Lab Supplies	01-4300	91.02
13-21570	Best Equipment Service Team	3020	Brake Lathes Service	01-5800	168.92
13-21571	New Readers Press	3070	Subscription	01-4300	107.37
13-21572	CSI Fullmer	9190	Supplies	01-4300	152.22
13-21573	CRLA, Central Comm College	3070	Pins	01-4300	68.13
13-21574	Apple Inc	9430	iPad	01-6400	655.91
13-21575	San Gabriel Valley Tribune	9210	Subscription	01-4300	252.00
13-21576	Stabilizer Solutions	9195	Infield Mix	01-6100	1,085.00
13-21577	Sigma-Aldrich	0030	Microbiology Supplies	01-4300	297.22
13-21578	Sargent-Welch Scientific	0030	Biology Supplies	01-4300	175.06
13-21579	Uniforms Express	9350	Softball Supplies	01-4300	3,393.89
13-21580	Ellucian Support Inc	9100	Banner Software Support	42-6400	696,069.00
13-21581	Fisher Scientific	0030	Biology Supplies	01-4300	673.78
13-21582	US Hole In One	9350	Golf Classic Prize	01-4300	319.00
13-21583	Wards Natural Science	0030	Microscope Lens Cleaner	01-4300	7.76
13-21584	Tamis Systems, Inc.	9190	Software License	01-5800	3,150.00
13-21585	Union Electronic Distributors	3160	Supplies	01-4300	376.05
13-21586	Spicers Paper Inc	9250	Paper-Warehouse Stock	01-4300	3,008.40
13-21587	Greystones Consulting LLC	9660	Conference Registration	01-5220	475.00
13-21588	Washington Hilton	9660	Hotel Reservation	01-5220	769.44
13-21589	Hex-Rays SA	9100	Software License Renewal	01-5840	379.00
13-21590	Pasco Scientific	0311	Supplies	01-4300	128.36
13-21591	Fisher Scientific	0030	Physiology Supplies	01-4300	712.45
13-21592	Labmart	0030	Microbiology Supplies	01-4300	133.70
13-21593	Sargent-Welch Scientific	0030	Physiology Supplies	01-4300	60.35
13-21594	Fisher Scientific	0030	Microbiology Supplies	01-4300	1,246.90
13-21595	Fisher Scientific	0030	Biology Supplies	01-4300	1,444.56
13-21596	Securtech Co.	0311	Supplies	01-4300	86.49
13-21597	Office Depot	0310	Shredder-Library	01-6400	560.89
13-21598	Plaza Produce	9673	Lunch	01-4300	48.69
13-21599	Hearlihy	9344	Supplies	01-4300	1,562.07
13-21600	Costco Wholesale	0311	Vacuum Cleaner	01-4300	98.79
13-21601	Carolina Biological Supply	0030	Physiology Supplies	01-4300	279.75
13-21602	COADN	3200	Conference Registration	01-5200	225.00
13-21603	R & D Business Interiors	3040	Chair	01-4300	202.20
13-21604	Carolina Biological Supply	0030	Supplies	01-4300	225.90
13-21605	Carolina Biological Supply	0311	Supplies	01-4300	486.22
13-21606	Agon Swim	0060	Women's Swim Caps	01-4300	328.83
13-21607	Carolina Biological Supply	0030	Biology Supplies	01-4300	477.54
13-21608	Carolina Biological Supply	0030	Biology Supplies	01-4300	542.91
13-21609	Amazon.com Corporate Credit	9673	Supplies	01-4300	871.56
13-21611	Jeff's Sporting Goods	9350	Baseball Supplies	01-4300	12,076.87
13-21612	Ball Custom Window Coverings	9190	Blinds-M&O	01-4300	119.90
13-21613	Plaza Produce	9676	Lunch	01-4300	48.65
13-21614	CNAM Film Library	3160	AV Media	01-6300	292.50

PO Number	Vendor Name	Site	Description	Fund/Object	Amount
13-21615	Collegenet.com	9100	Software License	01-5840	2,969.15
13-21616	CCCCIO	9170	Conference Registration	01-5200	380.00
13-21617	VWR Scientific	0030	Biology Supplies	01-4300	284.52
13-21618	Sehi Computer Products Inc	9100	Printer	01-6400	341.11
13-21619	Sehi Computer Products Inc	9220	Printer	01-4300	211.03
13-21620	Miller Net Company, Inc	0060	Baseball Supplies	01-4300	528.27
13-21621	Witmer Public Safety Group	9070	Supplies	01-4300	299.04
13-21622	Frasca Plumbing Co	9430	Backflow Device Service	01-5800	1,350.00
13-21623	W W Grainger Inc.	9250	Shrink Wrap	01-4300	382.46
13-21624	Avalon Merchant Company	9060	Blanket PO	52-5630	1,000.00
13-21625	Alert Services	0060	Supplies	01-4300	671.80
13-21626	Prize Possessions	9350	Golf Tournament Prizes	01-4300	770.35
13-21627	Buddy's All Stars, Inc.	9350	Softball Supplies	01-4300	3,316.26
13-21628	College Source	9290	Site License Database Renewal	01-5800	2,443.00
13-21629	Edmund Scientific Co	0310	Celestial Globes	01-4300	424.94
13-21630	IMS Commercial Ice System Inc	9195	Ice Machine Repair	01-5610	494.52
13-21631	Tomark Sports Inc.	9195	Turface Pro & Hill Topper Clay	01-4300	969.63
13-21632	Economic Modeling LLC	3370	CTE-Career Coach & Analyst Software	01-5800	27,450.00
13-21633	Gas Control Technologies, Inc.	9040	Main Campus Gas Meter Pipe Bracing	01-5800	870.00
13-21634	Rio Hondo Community College District	9344	MS Curriculum	01-4300	13,000.00
13-21635	M J Hellmuth Plumbing, Inc.	9370	Plumbing-Central Plant Line	41-5800	10,500.00
13-21636	Sehi Computer Products Inc	0311	Printer	01-4300	211.03
13-21637	R & D Business Interiors	9673	Blanket PO	01-5800	300.00
13-21638	Ellucian Support Inc	9100	DegreeWorks Software Maintenance	01-5810	11,869.00
13-21639	Hillyard, Inc.	9270	Supplies	01-4300	4,608.02
13-21640	Fisher Scientific	0030	Lab Supplies	01-4300	313.39
13-21642	Hardy Diagnostics	0030	Microbiology Supplies	01-4300	555.80
13-21643	Office Depot	3120	Blanket PO	01-4300	1,000.00
13-21644	Automotive Lift Institute	3020	Supplies	01-4300	16.90
13-21645	Owl Bookshop	3120	Blanket PO	01-4300	750.00
13-21646	Costco Wholesale	3120	Blanket PO	01-4300	150.00
13-21647	Chinese Taste Kitchen	3120	Blanket PO	01-4700	270.00
13-21648	El Pollo Loco	3120	Blanket PO	01-4700	600.00
13-21649	CRLA, Central Comm College	3070	Application Fee	01-4300	272.50
13-21650	Plaza Produce	9676	Lunch	01-4300	41.70
13-21651	CCC EOPS Region VIII	9081	Conference Registration	01-5220	150.00
13-21652	Plaza Produce	3370	Perkins Implementation Team	01-4300	122.08
13-21653	Hardy Diagnostics	0030	Microbiology Supplies	01-4300	86.11
13-21654	Ashgate Publishing	0280	Music book	01-4300	45.09
13-21655	Harbor Freight	3020	Tools	01-4300	91.72
13-21656	The RP Group	9300	Registration	01-5200	250.00
13-21657	J W Pepper of LA	0280	Music Charts	01-4300	76.18
13-21658	Amazon.com Corporate Credit	0280	Music Books	01-4300	68.62
13-21659	Sergio's Restaurant	3120	Blanket PO	01-4700	540.00
13-21660	Costco Wholesale	3120	Blanket PO	01-4700	200.00
13-21661	VWR Scientific	0030	Microbiology Supplies	01-4300	124.29
13-21662	Ejazzlines.com	0280	Music Charts	01-4300	712.29

PO Number	Vendor Name	Site	Description	Fund/Object	Amount
Total Number of PO's				140	Total <u>912,887.10</u>

Fund Summary

Fund	Description	PO Count	Amount
01	General Fund	131	190,272.45
41	Capital Outlay Projects Fund	3	14,502.18
42	Revenue Bond Construction Fund	4	706,723.34
51	Bookstore Fund	1	389.13
52	Cafeteria Fund	1	1,000.00
		Total	<u>912,887.10</u>

PO Changes

	New PO Amount	Fund/ Object	Change Amount
13-21316	65.76	01-4300	33.19
13-21503	147.07	01-4300	40.81
Total PO Changes			<u>74.00</u>

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	x
DATE	March 5, 2013	Resolution	
SUBJECT:	Citrus Rocket Owls Travel and Participation in NASA's University Student Launch Initiative Program Huntsville, Alabama, April 17-21, 2013	Information	
		Enclosure(s)	X

BACKGROUND

NASA's Office of Education sponsors students to conduct research, build and test a power rocket as part of NASA's University Student Launch Initiative (USLI) Program. The overall student experience includes scientific research, hands-on experimental design, test operations and educational/public outreach activities.

Citrus College's proposal was one of the 35 proposals from universities and college selected to participate in the USLI competition.

Citrus College's team, the "Rocket Owls," includes six (6) students, one mentor and one faculty advisor.

Participation in the USLI Competition Program (April 17-April 21) requires:

- a. build, test and ship the rocket and its payload as proposed in their project;
- b. complete administrative paperwork;
- c. create and maintain a website where all project documentation is hosted
- d. take three exams administered by NASA engineers via teleconference
- e. launch their rocket at the USLI competition; and
- f. complete outreach and final report by June, 2013.

Lucia Riderer, full-time Citrus faculty member is the faculty advisor to the Rocket Owls team, and Mr. Rick Maschek, retired K-12 science teacher and experienced "rocketeer" is the team's mentor (one of the NASA requirements was that all participating teams have an experienced mentor with level 2 or 3 certification from NRA as part of their team). The students, their faculty advisor, and Mr. Maschek will fly to Huntsville on April 17, 2013, and return to Glendora on April 21, 2013.

Estimated Budget
Citrus Rocket Owls Participation in NASA's USLI Program
Huntsville, Alabama
April 17-21, 2013

<u>Description</u>	<u>Estimated Cost</u>
Travel for 6 students LAX to HSV and back	\$3,048.00
Hotel for 6 students/4 nights	1,181.28
Meals for 6 students	600.00
Rental Car for Students	622.18
Gasoline	50.00
Travel for instructor LAX to HSV and back*	508.00
Hotel for Instructor*	680.00
Meals for Instructor*	200.00
Rental car for instructor*	350.00
Parking*	60.00
Gasoline*	50.00
Total	7,349.46
ASCC will fund	6,000.00

*Instructor has applied for Staff Development and RACE to STEM grant funds for her travel expenses.

Participating Students

Phoebe Sulzen	Yu-han Chiang	Andrew Ferguson
Johanna Jamison	Benjamin Rhodes-Wickett	Carey Gunter

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	March 5, 2013	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.

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

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 FOR REHIRE
MARCH 5, 2013 BOARD MEETING**

Approve entering into a second (one-year) contract for the academic year 2013-2014 for the following academic employees:

Dominguez, Victoria – Mathematics
Everett, Ann – Cosmetology
Goedhart, Christine – Biology
Hernandez, Michelle – Counseling
Juncosa, Barbara – Biology
Odegaard, Eric – English
Rubio, Mariano – Automotive
Silva, Andrew – Kinesiology

**ACADEMIC EMPLOYEES - FULL-TIME
EXTRA DUTY, STIPEND ASSIGNMENTS**

MARCH 5, 2013

NAME	DESCRIPTION	ASSIGNMENT	BEGIN	END	RATE
Garate, Elisabeth	2013 Semester in Spain Spanish Courses - Study Abroad	Stipend	02/19/13	06/15/13	\$1,500.00/tl.
Juncosa, Barbara	Summer Research Experience - Race to STEM Grant	Stipend	03/07/13	03/22/13	\$520.00/tl.
Riderer, Lucia	Summer Research Experience - Race to STEM Grant	Stipend	03/07/13	03/22/13	\$520.00/tl.

**ACADEMIC EMPLOYEES - ADJUNCT
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS**

MARCH 5, 2013

NAME	DESCRIPTION	ASSIGNMENT	BEGIN	END	RATE
Boudreau, Debbie	Summer Research Experience - CSUF - STEM 2 Grant	Stipend	03/07/13	03/22/13	\$450.00/tl.
Connelly, Thomas	Instructor - Art	Hourly as needed	02/28/13	06/30/13	\$44.90/hr.
Durfield, Amberly	Instructor - English	Hourly as needed	03/06/13	06/30/13	\$44.90/hr.
Evans, Jonathan	Instructor - Theatre Arts	Hourly as needed	03/06/13	06/30/13	\$44.90/hr.
Iott, Becky	Summer Research Experience - Race to STEM Grant	Stipend	03/07/13	03/22/13	\$450.00/tl.
Lofthouse, Peter	Instructor - Kinesiology	Hourly as needed	03/06/13	06/30/13	\$44.90/hr.
Maloney, Ryan	Instructor - Commercial Music	Hourly as needed	03/06/13	06/30/13	\$44.90/hr.
Praeger, Karen	Librarian - Library	Hourly as needed	03/06/13	06/30/13	\$44.90/hr.
Rodriguez, Nelly	Instructor - English	Hourly as needed	03/06/13	06/30/13	\$44.90/hr.
Rodriguez, Raul	Summer Research Experience - Race to STEM Grant	Stipend	03/07/13	03/22/13	\$450.00/tl.
Shrope, David	Instructor - English	Hourly as needed	03/06/13	06/30/13	\$44.90/hr.
Stepp-Bolling, Cassandra	Proctor - DSP&S	Hourly as needed	03/09/13	06/30/13	\$44.90/hr.
Stoup, Nicholas	Instructor - Commercial Music	Hourly as needed	03/06/13	06/30/13	\$44.90/hr.
Stoup, Nicholas	Applied Music Tutor - Music	Hourly as needed	03/06/13	06/30/13	\$44.90/hr.
Andersen, Eddie	Instructor - Kinesiology	Hourly as needed	02/19/13	06/30/13	\$44.90/hr.

**ACADEMIC EMPLOYEES
SPRING 2013 ADJUNCT
MARCH 5, 2013**

Name	Department/Discipline	Placement	LHE Rate
Birmingham, Thomas	English	3-6	\$1,230
Connelly, Thomas	Art	1-1	\$1,025
Evans, Jonathan	Theatre Arts	1-1	\$1,025
Gerfen, Thomas	Information Technology	3-6	\$1,230
Gonzalez, Juan	Automotive	1-6	\$1,119
Maloney, Ryan	Commerical Music	1-1	\$1,025
Stoup, Nicholas	Commerical Music	1-1	\$1,025

**ACADEMIC EMPLOYEES
SPRING 2013 OVERLOAD
MARCH 5, 2013**

Name	Department/Discipline	Placement	LHE Rate
Allahbachayo, Salima	Nursing	2-7	\$1,211
Bowman, Deborah	Licensed Vocational Nursing	1-7	\$1,156
Hadsell, Clifford	EMT	4-7	\$1,321
Pohl, Claudia	Dental	1-7	\$1,156
Van Citters, Beverly	English	4-7	\$1,321
Woolum, James	Administration of Justice	3-7	\$1,266

**LAB SUPERVISORS
2012-2013 (01-01-13)
MARCH 5, 2013**

Name	Adjunct or Full-Time	Department	Begin	End	Placement	Hourly Rate
Foisia, L.E.	A	Learning Center	03/07/13	06/30/13	1-1	\$27.68
Reed, Jeanine	A	Learning Center	03/07/13	06/30/13	1-1	\$27.68

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	March 5, 2013	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.

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
MARCH 5, 2013**

NAME	CLASS/DEPT/PRCT	REASON/MOS.	BEGN/END	RANGE & STEP	MONTHLY RATE
Davis, Brandy	Interpreter Specialist (DSP&S)	During Unassigned Time	1/7/13 thru 6/30/13	48-7 (47-7+1A)	\$35.95hr

**CLASSIFIED EMPLOYEES
SEPARATIONS/LEAVES
MARCH 5, 2013**

Name	Classification/Reason	Date(s)/Department
Coutts, Robert	100% Programmer Analyst III (Intermittent FMLA)	2/1/13 thru 10/16/13 (TeCS)
Longoria-Valdez, Monique	40% Student Services Assistant (Resignation)	2/15/13 (EOP&S/Care)
Mullin, Kalia	100% Operations Assistant (Resignation)	3/23/13 (Campus Safety)
Tea, Isabella	49% Administrative Clerk I (Resignation)	2/23/13 (Student Affairs)

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	March 5, 2013	Resolution	
SUBJECT:	Short-Term, Hourly, Substitutes, Volunteers, and Professional Experts	Information	
		Enclosure(s)	X

BACKGROUND

Enclosed are personnel actions with regard to the employment of short-term, hourly, substitutes, volunteers, and professional experts.

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, hourly, substitutes, volunteers, and professional experts.

Robert Sammis
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.1.h.

**CLASSIFIED SUBSTITUTES
MARCH 5, 2013**

NAME	CLASS/DEPT/PRCT.	REASON/MOS.	BEGN/END	RANGE & STEP	MONTHLY RATE
Yang, Joyce	Administrative Clerk III	Rotating Absences	3/6/13 thru 6/30/13	26-1	16.36/hr

**SHORT-TERM, HOURLY
MARCH 5, 2013**

NAME	CATEGORY	DESCRIPTION	HOURLY RATE/TOTAL	BEGIN/END
Vellatti, Sergio	Instructional Support (Performing Arts)	Set-up and tear down equipment for Fine & Performing Arts instructional music performance programs	\$12hr	3/6/13 thru 6/30/13

VOLUNTEERS, NON-ACADEMIC

March 5, 2013

DEPARTMENT	VOLUNTEER NAME	BEGIN DATE	END DATE
Distance Education	Abuan, Lahaina	2/6/2013	5/31/2013
Learning Center	Bueno, Nancy Rosales	3/6/2013	6/15/2013
Learning Center	Cabe, Gerald	2/25/2013	6/28/2013
Kinesiology	Flores, Andrew	3/6/2013	6/14/2013

VOLUNTEER COACHES 2012/2013

Volunteer Coaches	SPORT	DATE
Watkins, Gary	Football	3/6/13 thru 6/30/13

PROFESSIONAL EXPERT

March 5, 2013

Name	Description	Department	Rate	Begin/End
Bennett, Terri	Interpreter III	DSP&S	\$39.34/hr.	01/07/13 to 06/30/13 (Revision to January 15, 2013 Board Agenda)
Estrada, Veronica	Student Affairs Program Evaluator	Student Affairs/Student Life	\$28.75/hr.	03/06/13 to 03/05/14
Holm, Dorene	Interpreter I	DSP&S	\$23.81/hr.	01/07/13 to 06/30/13 (Revision to January 15, 2013 Board Agenda)
Hurtado, Aimee	Interpreter II	DSP&S	\$27.95/hr.	01/07/13 to 06/30/13 (Revision to January 15, 2013 Board Agenda)
Liskey, Renee	Co-Choreographer (Legally Blonde)	F&PA	\$4,000.00/Ttl	03/06/13 to 03/28/13
MacDonald, Sarah	Interpreter II	DSP&S	\$27.95/hr	02/20/13 to 12/31/13
Mixson, Vonetta	Music Arranger (Women's Ensemble Pop Show)	F&PA	\$1,200.00/Ttl	03/08/13 to 03/22/13
Sengupta, Regina	Interpreter IV	DSP&S	\$46.59/hr.	01/07/13 to 06/30/13 (Revision to January 15, 2013 Board Agenda)

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	
DATE	March 5, 2013	Resolution	X
SUBJECT:	Issuance of 2012-2013 Tax Revenue Anticipation Notes	Information	
		Enclosure(s)	X

BACKGROUND

Tax Revenue Anticipation Notes (“TRANS”) are tax-exempt, short-term securities used extensively by all types of governmental entities as a cash management tool. State and local governments, including college districts, issue TRANS to supplement their general fund cash reserves and to act as a cushion for any temporary cash flow needs that may be experienced. It has been determined through cash flow analysis, that due to the distribution from the Educational Protection Account (EPA), the Redevelopment Agency Taxes (RDA), and the unknown amounts that they will generate as well as the legislature appropriating insufficient cash, that we will have a potential cash deficit in excess of \$8 million by mid April 2013. Therefore we are requesting that the Board of Trustees approve the issuance of Tax Revenue Anticipation Notes (TRANS). The cash from the state should be sufficient by late June when they distribute the tax dollars from EPA and RDA.

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

RECOMMENDATION

Authorization is requested to adopt Resolution 2012-13-07 requesting issuance of 2012-2013 tax and revenue anticipation Notes (TRANS) for the District by the Board of Supervisors of the County of Los Angeles in the amount not to exceed fifteen million dollars (\$15,000,000).

Carol R. Horton

 Recommended by

 /
 Moved Seconded

 Approved for Submittal

Aye __ Nay __ Abstained __

Item No. H.2.

RESOLUTION NO. 2012-13-07

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
CITRUS COMMUNITY COLLEGE DISTRICT
REQUESTING THE ISSUANCE OF
2012-2013 TAX AND REVENUE ANTICIPATION NOTES
FOR THE DISTRICT BY THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES**

WHEREAS, pursuant to Sections 53850 *et seq.*, of the Government Code of the State of California (the “Code”) contained in Title 5, Division 2, Part 1, Chapter 4, Article 7.6 thereof, on or after the first day of any fiscal year, the Citrus Community College District (the “District”) may borrow money by issuing notes to be designated “Citrus Community College District 2012-2013 Tax and Revenue Anticipation Notes” (the “Notes”) in anticipation of the receipt of taxes, income, revenue, cash receipts and other moneys to be received by the District attributable to its fiscal year ending June 30, 2013 (the “Repayment Fiscal Year”) for any purpose for which the District is authorized to expend moneys, including but not limited to current expenses, capital expenditures and the discharge of any obligation or indebtedness of the District; and

WHEREAS, Section 53853 of the Code provides that such notes may be issued by the board of supervisors of the county, the county superintendent of which has jurisdiction over the school or community college district on behalf of the school or community college district upon the authority of a resolution of the governing board of the school or community college district; and

WHEREAS, this Board of Trustees (the “Board of Trustees”), being the governing board of the District, desires the assistance of the Board of Supervisors of the County of Los Angeles (the “County Board”) in connection with the issuance of the Notes; and

WHEREAS, pursuant to the Code, the Notes shall be payable no more than 13 months after the date of issue and the Notes shall be payable only from revenue received or accrued during the fiscal year in which the Notes were issued; and

WHEREAS, pursuant to Section 53856 of the Code, the District may pledge any taxes, income, revenue, cash receipts or other moneys deposited in inactive or term deposits, excepting funds of the District otherwise restricted, to the repayment of the Notes, which shall be issued as a general obligation of the District, and to the extent not paid from the taxes, income, revenue, cash receipts and other moneys of the District pledged for the payment thereof, shall be paid with interest thereon from any other moneys of the District lawfully available therefor, as required by Section 53857 of the Code; and

WHEREAS, the Notes to be issued hereunder in Fiscal Year 2012-2013 when added to the interest payable thereon, may not exceed eighty-five percent (85%) of the estimated amount of the uncollected taxes, income, revenue (including but not limited to revenue from state and federal governments), cash receipts and other moneys of the District which will be available for the payment of principal of the Notes and the interest thereon, as required by Section 53858 of the Code; and

WHEREAS, it may be in the best interests of the District to participate in a Los Angeles County Schools Pooled Financing 2012-2013 Tax and Revenue Anticipation Notes Program (the “Pooled Program”) in order to achieve the highest possible rating, the lowest possible interest rate for the Notes and savings in costs of issuance and to improve the marketability of the Notes, and, accordingly, for the Treasurer and Tax Collector of the County of Los Angeles (the “Treasurer and Tax Collector”) to provide for the execution and delivery of participation certificates (“Participation Certificates”), evidencing proportionate interests in the Notes for sale to the general public on a pooled basis with the tax and revenue anticipation notes of other school districts and/or community college districts located within the County of Los Angeles (the “County”); and

WHEREAS, the Los Angeles County Office of Education has approved the selection of underwriters who will purchase any Notes issued under the Pooled Program (the “Pooled Program Notes”) and the selection of Bond Counsel who will provide the approving opinion on the Notes, and the Board of Trustees desires to have any Pooled Program Notes or, in the alternative, to have its individual Notes purchased by such underwriters upon such terms as may be approved by an Authorized Officer (as defined in Section 7 below) of the District;

NOW, THEREFORE, this Board of Trustees hereby determines and resolves as follows:

Section 1. Findings and Determinations. All of the recitals set forth herein are true and correct and this Board of Trustees so finds and determines.

Section 2. Authorization of Issuance of Notes; Terms of the Notes. This Board of Trustees hereby authorizes the issuance of its Notes in a principal amount not to exceed **\$15,000,000.00** under Section 53850, *et seq.*, of the Code to be designated “Citrus Community College District, 2012-2013 Tax and Revenue Anticipation Notes,” the principal amount to be set forth in the Purchase Contract (hereinafter defined) and the Notes. The Notes are to be numbered from one consecutively upward in order of issuance, to be in denominations of \$5,000 or any integral multiples thereof, to be dated the date of delivery thereof; to mature (without option of prior redemption) not more than 13 months after their date of issue and to bear interest, payable on the date of maturity (the “Maturity Date”) and, if the Maturity Date for such Notes is more than 12 months from the date of issuance, on a date not more than 12 months after their date issuance and on the Maturity Date, all as determined by the Treasurer and Tax Collector and provided for in the Notes, computed on the basis of a 360-day year consisting of twelve 30-day months, at the interest rate or rates determined at the time of sale thereof but not in excess of the maximum rate permitted by law. The Notes may be issued for purchase by the Pooled Program whereby the District and certain other school districts and community college districts (collectively, with respect to any one series of Participation Certificates, the “Participants”) located within the County will simultaneously issue tax and revenue anticipation notes to secure Participation Certificates evidencing proportionate and undivided interests in the Notes and the tax and revenue anticipation notes of the other Participants as provided in Section 7 below.

The principal of and interest on the Notes shall be payable in lawful money of the United States of America at the office of the Treasurer and Tax Collector if such Notes are issued for purchase by the Pooled Program. The Treasurer and Tax Collector is hereby requested to act as a trustee, fiscal agent, dissemination agent and/or presentation agent (the “Fiscal Agent”) in

connection with the Notes and the Participation Certificates related thereto, and the County may appoint an agent or other third party to perform any or all of such duties.

If the Notes are not issued for purchase by the Pooled Program, the principal of and interest on the Notes shall be payable to the registered owner thereof upon surrender of the Note at the principal office of The Bank of New York Mellon Trust Company, N.A., as certificate agent (the "Certificate Agent") as provided in the Trust Agreement (the "Trust Agreement") to be entered into by and between the County and the Certificate Agent.

Section 3. Form of Notes. The Notes shall be issued in fully registered form, and shall be substantially in the form attached hereto as Exhibit A and by this reference incorporated herein or with appropriate modifications to such form as the Treasurer and Tax Collector may determine and approve. There shall be delivered with the Notes a legal opinion of Hawkins Delafield & Wood LLP, or such other counsel as the Los Angeles County Office of Education may appoint, as bond counsel ("Bond Counsel") respecting the validity of said Notes and the exclusion from gross income of the interest thereon for federal income tax purposes and the exemption of interest thereon from present State of California personal income taxes.

Section 4. Deposit of Note Proceeds; No Arbitrage. The proceeds of sale of the Notes (net of costs of issuance) shall be deposited in or to the credit of the general fund of the District or otherwise as directed by the Authorized Officer to be withdrawn and expended for any lawful purpose for which the District is authorized to expend moneys, including, but not limited to, current expenses, capital expenditures and the discharge of any obligations or indebtedness of the District. The District hereby covenants that it will comply with the requirements of the Tax Certificate to be executed by the District with respect to the Notes and any other instructions requested by or otherwise provided by Bond Counsel.

Section 5. Payment of Notes.

(A) Source of Payment. The principal amount of the Notes, together with the interest thereon, shall be payable from taxes, income, revenue, cash receipts and other moneys which are received by the District during, or are attributable to, the Repayment Fiscal Year and which are lawfully available therefor. The Notes shall be a general obligation of the District, and to the extent the Notes are not paid from the Pledged Revenues defined below, the Notes shall be paid with interest thereon from any other moneys of the District lawfully available therefor, as provided herein and by law.

(B) Pledged Revenues. As security for the payment of the principal of and interest on the Notes, the District hereby pledges from the first unrestricted revenues received by the District (such pledged amounts being hereinafter called the "Pledged Revenues"), the amounts as fully described in the Purchase Contract and Notes. The term "unrestricted revenues" shall mean taxes, income, revenue, cash receipts, and other money of the District as provided in Section 53856 of the Code, which are intended as receipts for the general fund of the District and which are generally available for the payment of current expenses and other obligations of the District. The principal of the Notes and the interest thereon shall be a first lien and charge against and shall be payable from the moneys received by the District from such Pledged Revenues, as provided by law. Any tax and revenue anticipation notes issued subsequent to the Notes (the "Subordinated Notes") shall be payable from and secured by a lien on unrestricted revenues received or attributable to

Fiscal Year 2012-13 on a basis junior and subordinate in all respects to the lien on the unrestricted revenues received or attributable to Fiscal Year 2012-13 of the Notes authorized under Section 2 of this District Resolution. The Subordinated Notes shall not mature prior to the Notes or be subject to redemption prior to the maturity of the Notes. No deposit to any account established for the payment of principal of and interest on the Subordinated Notes shall be permitted prior to the deposit in full of each monthly set-aside requirement in the Repayment Fund for the Notes pursuant to Section 5 hereof.

In order to effect the pledge referred to in the preceding paragraph, the District agrees to the establishment of the Repayment Fund (hereinafter defined) and the District agrees to cause to be deposited, and shall request specific amounts from the District's funds on deposit with the Treasurer and Tax Collector for such purpose, directly therein the first unrestricted revenues received by the District in the amounts and on the dates set forth in the Trust Agreement if such Notes are issued for purchase by the Pooled Program or in the Notes if such Notes are issued on a stand-alone basis (each individual month a "Repayment Month" and collectively, the "Repayment Months") and any amount thereafter attributable to the Repayment Fiscal Year, until the amount on deposit in such fund, taking into consideration anticipated investment earnings thereon to be received by the Maturity Date (as specified in the Purchase Contract and Notes) is equal to the principal of and interest due on the Notes at maturity as specified in the Purchase Contract and the Notes; provided, however, that nothing herein shall prohibit or restrict the District from depositing moneys into the Repayment Fund in advance of a Repayment Month.

The District shall and does hereby authorize and instruct that, in the event that there have been insufficient Pledged Revenues received by the District by the third Business Day prior to the last Business Day (as defined in the Trust Agreement) of any Repayment Month (the "Pledge Date") to permit the deposit into the Repayment Fund of the full amount of the Pledged Revenues required to be deposited with respect to such Pledge Date, the Auditor-Controller shall collect the amount of any deficiency for deposit in the Repayment Fund in such amount as may be directed by the Treasurer and Tax Collector from any other unrestricted moneys of the District lawfully available for the payment of the principal of the Notes and the interest thereon on such Pledge Date or thereafter on a daily basis when and as such Pledged Revenues and unrestricted moneys are received by the District or for the account of the District and shall deposit said moneys with the Treasurer and Tax Collector for credit directly to the Repayment Fund.

None of the Pledged Revenues shall be available for the payment of principal of and interest due on any tax and revenue anticipation notes attributable to any Participant other than the District, and the District acknowledges and agrees that by participation in the Pooled Program or by issuing its Notes on a stand-alone basis, it shall not be entitled to any payment of principal of and interest on the Notes from the moneys of any Participant other than the District.

(C) Intercept Procedure. In accordance with Section 5(B) hereof and to effect the pledge contained in this resolution (the "District Resolution"), the District shall and does hereby authorize and instruct the Los Angeles County Auditor-Controller (the "Auditor-Controller") to intercept Pledged Revenues as set forth in Notes and the Trust Agreement, and place such amounts on deposit each Repayment Month with the Treasurer and Tax Collector directly in the Repayment Fund held by the Fiscal Agent with a designation to the Certificate Agent of the amounts to be credited for the District. Upon such deposit, such funds will not be available to the District.

(D) Deposit of Pledged Revenues in Repayment Fund. The Pledged Revenues shall be held by the County in a separate and special fund designated as the “Citrus Community College District, 2012-2013 Tax and Revenue Anticipation Notes Repayment Fund” (herein called the “Repayment Fund”) and the County will administer the Pledged Revenues through and including the Maturity Date of the Notes and apply such funds as directed in this District Resolution. Any moneys deposited in the Repayment Fund shall be for the sole benefit of the owners of the Notes and until the Notes and all interest thereon are paid, or until provision has been made for the payment of the principal of the Notes and all interest thereon in accordance with their terms, the moneys in the Repayment Fund shall be applied only for the purposes for which the Repayment Fund is created. The Treasurer and Tax Collector is directed to deposit all Pledged Revenues subject to deposit as provided in this Section 5(D) when and as received directly into the Repayment Fund, without further instruction by the District. From the dates of receipt by the Treasurer and Tax Collector of any of the Pledged Revenues subject to such deposit, the District shall have no right, title or interest therein.

(E) Disbursement and Investment of Moneys in Repayment Fund. All Pledged Revenues shall be deposited into the Repayment Fund upon receipt. After such date as the amount of Pledged Revenues on deposit in the Repayment Fund shall be sufficient to pay in full the principal of and interest on the Notes, when due, any moneys in excess of such amount remaining in or accruing to the Repayment Fund shall be transferred to the general fund of the District or otherwise as directed by the Authorized Officer. On the Maturity Date of the Notes, the moneys in the Repayment Fund shall be used, to the extent necessary, to pay the principal of and interest on the Notes.

Moneys in the Repayment Fund, to the greatest extent possible, shall be invested in Permitted Investments (as defined in the Trust Agreement) as directed by the Treasurer and Tax Collector or by the Authorized Officer in consultation with the Los Angeles County Office of Education. The Treasurer and Tax Collector (who is hereby designated as agent of the District for these purposes) is hereby requested to invest and/or to direct the investment of the proceeds of the Notes and the Participation Certificates and any other funds held under the Trust Agreement in accordance with the Trust Agreement and County policy governing the investment of such funds.

(F) Defaults in the Repayment of the Notes. If the Notes are not paid when due or are paid in whole or in part by a draw under or claim upon a form of credit support for the Notes or a series of Participation Certificates (“Credit Enhancement”) which draw or claim is not fully reimbursed on such date, they shall become Defaulted Notes (as defined in the Trust Agreement), and the unpaid portion thereof (or the portion thereof with respect to which Credit Enhancement applies for which reimbursement on a draw or claim has not been fully made) shall be deemed outstanding and shall continue to bear interest at the default rate specified in the Trust Agreement (the “Default Rate”). If the Notes are not secured by Credit Enhancement in whole or in part and are not fully paid at maturity, the unpaid portion thereof (or the portion thereof to which no Credit Enhancement applies which is unpaid), including the respective series of Participation Certificates, shall be deemed outstanding and shall continue to bear interest thereafter until paid at the Default Rate. In each case set forth in the preceding two sentences, the obligation of the District with respect to such Defaulted Notes or unpaid Notes shall not be a debt or liability of the District prohibited by Article XVI, Section 18 of the California Constitution and the District shall not be liable thereon except to the extent of any available revenues attributable to the Repayment Fiscal Year as provided in Section 5(B) above.

Section 6. Execution of Notes. The District hereby requests the Treasurer and Tax Collector, or his designated deputy, and the appropriate officers of the County Board to execute the Notes by their manual or facsimile signatures and to affix a facsimile of the seal of the County thereon. Said officers shall be authorized to cause the blank spaces thereof to be filled in prior to initial delivery as may be appropriate. The District's approval of the information set forth therein shall be conclusively evidenced by the execution of the District's Note by the Treasurer and Tax Collector.

Section 7. Approval of Sale of Notes. This Board of Trustees hereby delegates to the President or Chairperson, as applicable, of the Board of Trustees, to the Superintendent, Assistant Superintendent for Fiscal Services, Business Manager or Chief Business Officer of the District, as the case may be, or such other authorized person (each, an "Authorized Officer"), the right, on behalf of the District, to elect to have the District participate in the Pooled Program or to have the Notes issued on a stand-alone basis. Such election shall be conclusively evidenced by the execution of the District's Note by the Treasurer and Tax Collector. In case any officer whose signature shall appear on any Notes shall cease to be such officer before the delivery of such Note, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery. The Treasurer and Tax Collector shall, within the limitations set forth below, be authorized and directed, on behalf of the District, to enter into a contract of purchase (the "Purchase Contract") with the Underwriters (hereinafter defined) for the purchase of the Notes and the respective series of Participation Certificates. In connection with the Pooled Program, the Los Angeles County Office of Education, with the concurrence of this District, has appointed RBC Capital Markets, LLC, as representative of itself and any co-underwriter the Los Angeles County Office of Education may appoint as underwriters (collectively, the "Underwriters")

The tax and revenue anticipation notes of the Pooled Program shall be deposited into a trust to be established under and pursuant to the Trust Agreement, creating a trust estate, which shall contain the Notes and the tax and revenue anticipation notes of the other Participants in such series, if any. The Notes, if such Notes are issued on a stand-alone basis, shall be deposited into a trust to be established under and pursuant to the Trust Agreement, creating a trust estate, which shall contain the Notes. It is hereby recognized, acknowledged and agreed that the Certificate Agent appointed pursuant to the Trust Agreement may execute and deliver a Series of Participation Certificates on behalf of the District and the other Participants of such Series, each representing the proportional, undivided ownership interest of the registered owner thereof in the Notes of the Pooled Program related to such Series of Participation Certificates. The District agrees to recognize each registered owner of the related Series of Participation Certificates as the beneficial owner of its Notes to the extent of such registered owner's proportional, undivided interest in the Notes. The Authorized Officer is hereby authorized to execute and deliver any documents and to take such other action as may be necessary or proper to carry out the interest of the provisions hereof. The participation by the District in the Pooled Program and the execution and delivery of a Series of Participation Certificates under the Trust Agreement shall not cause the District to be liable for payments of principal of or interest on the tax and revenue anticipation notes attributable to any other Participant.

Section 8. Authorization and Approval of Preliminary Official Statement and Official Statement. The Underwriters are hereby authorized to prepare a Preliminary Official Statement and an Official Statement relating to the Notes and the Pooled Program. Each Authorized Officer is hereby authorized and directed to provide to the Underwriters such information relating to

the District as the Underwriters shall reasonably request in connection with the preparation of and for inclusion in the Preliminary Official Statement and the Official Statement. Upon inclusion of the information relating to the District therein, the Preliminary Official Statement, except for certain omissions permitted by Rule 15c2-12 of the Securities and Exchange Commission (the “SEC”) promulgated under the Securities Exchange Act of 1934, as amended (the “Rule”), is hereby deemed “final” within the meaning of the Rule; provided that no representation is made by the District as to the information contained in the Preliminary Official Statement relating to the other Participants or any municipal bond insurer.

If, at any time prior to the execution of the Purchase Contract by the County, any event occurs as a result of which the information contained in the Preliminary Official Statement relating to the District might include an untrue statement of a material fact or omit to state any material fact necessary to make the statements therein, in light of the circumstances under which they were made, not misleading, the District shall promptly notify the Underwriters. If, at any time subsequent to the execution of the Purchase Contract by the County and prior to the “end of the underwriting period” (as defined in the Rule), any event occurs as a result of which the information contained in the Official Statement relating to the District might include an untrue statement of a material fact or omit to state any material fact necessary to make the statements therein, in light of the circumstances under which they were made, not misleading, the District shall promptly notify the Underwriters. If, in the opinion of the Underwriters, such event requires the preparation and distribution of a supplement or amendment to the Preliminary Official Statement or Official Statement, the District shall prepare and furnish to the Underwriters, at the expense of the District, such number of copies of the supplement or amendment to the Preliminary Official Statement or Official Statement, as applicable, in form and substance mutually agreed upon by the District and the Underwriters, as the Underwriters may reasonably request.

Section 9. Representations and Warranties.

(A) The District is a validly existing school district or community college district under the Constitution and laws of the State, with the right and power to execute, deliver and perform its obligations under this District Resolution.

(B) The performance of the District’s obligations under this District Resolution and compliance with the provisions hereof by the District do not and will not conflict with or constitute on the part of the District a breach of, or a default under, the Constitution of the State, any existing law, charter, ordinance, regulation, decree, order or resolution, or any agreement, indenture, mortgage, lease or other instrument, to which the District is subject or by which it is bound.

(C) No action, suit, proceeding or investigation is pending or threatened against the District in any court or before any governmental authority seeking to restrain or enjoin the execution or delivery of or in any way contesting or affecting the validity of this District Resolution or the receipt or application of the Pledged Revenues pledged to pay the Notes or contesting the powers of the District to participate in the financing represented by the Participation Certificates.

(D) The maximum aggregate principal amount of the Notes, when added to the interest payable thereon, shall not exceed eighty-five percent (85%) of the estimated amount of the uncollected taxes, income, revenue (including but not limited to revenue from the State and federal

governments), cash receipts and other moneys of the District which will be available for the payment of the Notes and interest thereon as required by Section 53858 of the Act.

(E) The District, for the purpose of evidencing compliance with the provisions of Section 42133 of the California Education Code, has not filed its Fiscal Year 2011-12 or Fiscal Year 2012-13 interim financial reports with a qualified or negative certification pursuant to Education Code Section 42131(a)(1) and the Superintendent of Schools has not classified the District's interim financial reports for such fiscal year to be qualified or negative pursuant to Education Code Section 42131(a)(2); provided, however, that if the District has a qualified or negative certification with respect to its interim financial reports for such fiscal year, the District shall provide to Bond Counsel the written determination by the County Superintendent of Schools that the repayment of the Note is probable pursuant to Section 42133 of the Education Code.

(F) The District has funded and will continue to fund its Reserve for Economic Uncertainties for Fiscal Year 2012-13 in at least the minimum amount recommended by the State Superintendent of Public Instruction and Los Angeles County Office of Education.

Section 10. Continuing Disclosure.

(A) As required by the Rule, the District covenants with the beneficial owners of the Notes and the related Series of Participation Certificates that it will, and hereby authorizes its appropriate officers and employees to provide or cause to be provided, in a timely manner not in excess of ten (10) Business Days after the occurrence of such Listed Event (hereinafter defined), for the benefit of the beneficial owners of the Notes and the related Series of Participation Certificates, notice of any of the following Listed Events to the MSRB through its EMMA System with respect to its Notes:

- (1) principal and interest payment delinquencies.
- (2) non-payment related defaults, if material.
- (3) modifications to rights of holders, if material.
- (4) Bond calls, if material and tender offers.
- (5) defeasances.
- (6) rating changes with respect to the related Series of Participation Certificates.
- (7) adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (Internal Revenue Service Form 5701-TEB) or other material notices of determinations with respect to the tax status of the Notes and the related Series of Participation Certificates, or other material events affecting the tax status of the Notes and the related Series of Participation Certificates.
- (8) unscheduled draws on the debt service reserves reflecting financial difficulties.

- (9) unscheduled draws on the credit enhancements reflecting financial difficulties.
- (10) release, substitution or sale of property securing repayment of the Notes and the related Series of Participation Certificates, if material.
- (11) bankruptcy, insolvency, receivership or similar event of the District (such event is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent or similar officer for the District in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under State or federal law in which a court or government authority has assumed jurisdiction over substantially all of the assets or business of the District, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the District);
- (12) substitution of credit or liquidity providers, or their failure to perform with respect to its Note and the related Series of Participation Certificates;
- (13) the consummation of a merger, consolidation, or acquisition involving the District or the sale of all or substantially all of the assets of the District, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material; and
- (14) appointment of a successor or additional Certificate Agent or the change of name of a Certificate Agent, if material.

Unless otherwise required by the MSRB or the SEC, all notices, documents and information provided to the MSRB shall be provided to the EMMA System (hereinafter defined), the current internet address of which is <http://emma.msrb.org>. All notices, documents and information provided to the MSRB shall be provided in an electronic format as prescribed by the MSRB and shall be accompanied by identifying information as prescribed by the MSRB.

Notwithstanding any other provision herein, failure of the District to perform in accordance with this Section 10(A) shall not constitute a default under this District Resolution and may be enforced only as provided in this Section 10.

(B) Each Listed Event Notice shall be so captioned and shall prominently state the title, date and CUSIP numbers of the affected Participation Certificates and the Participant or Participants for which such Listed Event is applicable.

(C) Except as otherwise described in the Official Statement, the District represents that in the last five years, it has not failed to comply in any material respect with any previous undertaking in a written contract or agreement specified in paragraph (b)(5)(i) of the Rule.

(D) (1) This Section 10 may be amended by the District without the consent of the holders of the Notes and the related Series of Participation Certificates (except to the extent required under clause (d)(ii) below), if all of the following conditions are satisfied: (a) such amendment is made in connection with a change in circumstances that arises from a change in legal (including regulatory) requirements, a change in law (including rules or regulations) or in interpretations thereof, or a change in the identity, nature or status of the District or the type of business conducted thereby; (b) this Section 10 as so amended would have complied with the requirements of the Rule as of the date of this District Resolution, after taking into account any amendments or interpretations of the Rule, as well as any change in circumstances; (c) the District shall have delivered to the County and the Certificate Agent an opinion of Bond Counsel, addressed to the District, the County and the Certificate Agent, to the same effect as set forth in clause (b) above; (d) either (i) the District shall have delivered to the County and the Certificate Agent an opinion of Bond Counsel or a determination by an entity, in each case unaffiliated with the District (such as Bond Counsel, the County or the Certificate Agent), addressed to the District, the County and the Certificate Agent, to the effect that the amendment does not materially impair the interests of the holders of the Notes and the related Series of Participation Certificates or (ii) the holders of the Notes and the related Series of Participation Certificates consent to the amendment to this Section 10 pursuant to the same procedures as are otherwise required for amendments to this District Resolution with consent of holders of the Notes and the related Series of Participation Certificates pursuant to this District Resolution as in effect at the time of the amendment, and (e) the District shall have delivered copies of such opinion(s) and amendment to the EMMA System.

(2) This Section 10 may be amended and any provision of this Section 10 may be waived, by written agreement of the parties, without the consent of the holders of the Notes and the related Series of Participation Certificates, if all of the following conditions are satisfied: (a) an amendment to the Rule is adopted, or a new or modified official interpretation of the Rule is issued, after the effective date of this District Resolution which is applicable to Section 10 of this District Resolution, (b) the District shall have delivered to the County and the Certificate Agent an opinion of Bond Counsel, addressed to the District, the County and the Certificate Agent, to the effect that performance by the District, the County and the Certificate Agent under this Section as so amended will not result in a violation of the Rule and (c) the District shall have delivered copies of such opinion and amendment to the EMMA System.

(3) This Section 10 may be amended, without the consent of the holders of the Notes and the related Series of Participation Certificates, if each of the following conditions are satisfied: (a) the District shall have delivered to the Certificate Agent an opinion of Bond Counsel, addressed to the District and the Certificate Agent, to the effect that the amendment is permitted by rule, order or other official pronouncement, or is consistent with any interpretive advice or no-action positions of staff of the SEC, and (b) the Certificate Agent shall have delivered copies of such opinion and amendment to the EMMA System.

(E) (1) The provisions of this Section 10 shall inure solely to the benefit of the holders from time to time of the Notes and the related Series of Participation Certificates, except that beneficial owners of the Notes and the related Series of Participation Certificates shall be third-party beneficiaries of this Section 10.

(2) Except as provided in this Section 10(E)(2), the provisions of this Section 10 shall create no rights in any person or entity. The obligations of the District to comply with the provisions of this Section 10 shall be enforceable in the case of enforcement of obligations to provide notices, by any Registered Owner of outstanding Participation Certificates, or by the Fiscal Agent and Certificate Agent on behalf of the Registered Owners of outstanding Participation Certificates; *provided, however*, that the Fiscal Agent and Certificate Agent shall not be required to take any enforcement action except at the direction of the Registered Owners of not less than a majority in aggregate principal amount of the related Series of Participation Certificates at the time outstanding who shall have provided the Certificate Agent with adequate security and indemnity. The Registered Owners', Fiscal Agent's and Certificate Agent's rights to enforce the provisions of this Section 10 shall be limited solely to a right, by action in mandamus or for specific performance, to compel performance of the District's obligations under this Section. In consideration of the third-party beneficiary status of beneficial owners of Participation Certificates pursuant to Section 10(E)(1) of this Section, beneficial owners shall be deemed to be Registered Owners of Participation Certificates for purposes of this Section 10(E).

(F) For the purposes of this District Resolution, unless the context otherwise requires, the terms defined in this Section 10(F) shall, for all purposes of this District Resolution, have the meanings specified herein:

“Bond Counsel” means an attorney or firm of attorneys of nationally recognized standing in matters pertaining to the validity of, and tax-exempt nature of interest on, obligations issued by states and their political subdivisions.

“Business Day” means any day of the year other than Saturday or Sunday or any day on which banks in New York, New York or Los Angeles, California are not authorized or obligated by law or executive order to close and on which the New York Stock Exchange is not closed.

“EMMA System” means the MSRB's Electronic Municipal Market Access system or any other repository so designated by the MSRB or the SEC.

“Listed Event” means any of the events with respect to the Notes, set forth in Section 10(A) above.

“Listed Event Notice” means a notice of a Listed Event.

“MSRB” means the Municipal Securities Rulemaking Board established pursuant to Section 15B(b)(1) of the Securities Exchange Act of 1934, or any successor thereto or to the functions of the MSRB contemplated herein.

“Register” means the book or book of registration kept by the Registrar in which are maintained the names and addresses and principal amounts registered to each Registered Owner.

“Registered Owner” means the Person in whose name a Participation Certificate is registered on the Register.

“Registrar” means the Certificate Agent, or a substitute Registrar.

“SEC” means the Securities and Exchange Commission of the United States of America.

Section 11. Delivery of Notes. The proper officers of the County Board are hereby requested to deliver the Notes to the Treasurer and Tax Collector upon payment therefor in accordance herewith and in accordance with the terms of the Purchase Contract executed in connection with the Notes or the Participation Certificates, as appropriate, and the Trust Agreement. All actions heretofore taken by the officers and agents of the District and the County Board with respect to the Notes are hereby approved, confirmed and ratified, and the officers of the District and the County Board are hereby authorized and directed to do any and all things and take any and all actions including but not limited to those described herein, which they, or any of them, may deem necessary or advisable in order to consummate the lawful issuance and delivery of the Notes in accordance with this District Resolution and any resolutions hereafter adopted by this Board of Trustees.

Section 12. Non-Negotiability of Notes. In the event that the Authorized Officer shall elect to issue the District’s Notes within the Pooled Program, such Notes shall be deposited with the Certificate Agent and maintained in trust until their scheduled maturity and payment in full. The Notes shall not be transferable or assignable by the Certificate Agent. Notwithstanding the foregoing, in the event that the Notes should be lost, stolen, destroyed or mutilated prior to their stated maturity, the District shall cause to be issued a new Note or Notes of the same tenor, term and maturity as the original to replace the same upon such reasonable terms and conditions, including the payment of costs and the posting of a surety bond, as may from time to time be determined and prescribed by the Authorized Officer in consultation with the Los Angeles County Office of Education.

Section 13. Authorization for Credit Enhancement. This Board of Trustees acknowledges and agrees that the District shall be obligated to pay the District’s *pro rata* share of the cost or the cost, respectively, of any Credit Enhancement required for the Pooled Program or the District in the event the District issues its Notes on a stand-alone basis, respectively, and this Board of Trustees specifically finds and determines that the acquisition of such Credit Enhancement will benefit the District by reducing the interest cost associated with the Notes. The Authorized Officer is hereby authorized and directed to execute such reimbursement or other financing agreement as may be necessary in order to obtain said Credit Enhancement for the District’s participation in the Pooled Program or for the District if the Notes are issued on a stand-alone basis, and the District agrees to perform its obligations pursuant to such reimbursement or other financing agreement.

Section 14. Authorization to Attest. Any Authorized Officer or the Clerk of the Board of Trustees, or designee thereof, is hereby authorized and directed to attest to the signature of any other Authorized Officer, whenever required or advisable for the transactions contemplated by this District Resolution. Each Authorized Officer is authorized and directed to execute and attest such further documents, instruments and certificates as may be deemed necessary or advisable by Bond Counsel in order to accomplish the purposes of this District Resolution.

Section 15. Further Actions Authorized. It is hereby covenanted that the District, and its appropriate officials, have duly taken all proceedings necessary to be taken by them, and will take any additional proceedings necessary to be taken by them, for the levy, collection and enforcement of the taxes and other revenues pledged under this District Resolution in accordance

with the law and for carrying out the provisions of this District Resolution. The Authorized Officers, and other officers and staff of the District are hereby directed to take such further action as may be necessary to carry out the intent and purpose of this District Resolution and to execute and deliver any and all agreements, certificates and other documents that they or Bond Counsel may deem necessary or advisable to effectuate the purposes of this District Resolution without further approval of this Board of Trustees.

Section 16. Costs and Expenses. The District covenants and agrees to pay its *pro rata* share of the costs and expenses incurred in connection with the execution and delivery of the Notes, the Participation Certificates and the administration of the Pooled Program, in the event that its Authorized Officer should elect to issue the Notes.

Section 17. Indemnification of Certificate Agent. The District shall indemnify, to the extent permitted by law, the Certificate Agent and its officers, directors, agents and employees for losses, costs, expenses (including, without limitation, legal fees and expenses), suits, damages, judgments and liabilities incurred by the Certificate Agent under this District Resolution and the Trust Agreement not resulting from the Certificate Agent's own gross negligence or willful misconduct.

Section 18. Limited Liability. Notwithstanding anything to the contrary contained herein or in the Notes or in any other document mentioned herein, the District shall not have any liability hereunder or by reason hereof or in connection with the transactions contemplated hereby except to the extent payable from moneys available therefor as set forth in Section 5 hereof and the County is not liable for payment on the Notes or any other obligation of the District hereunder.

Section 19. Effective Date. This Resolution shall become effective upon its adoption by the Board of Trustees.

PASSED AND ADOPTED by the Board of Trustees of the Citrus Community College District on this _____, 2013, by the following vote:

AYES: ____

NOES: ____

ABSENT: ____

President of the Board of Trustees of the
Citrus Community College District

ATTEST:

Secretary of the Board of Trustees of the
Citrus Community College District

EXHIBIT A

FORM OF 2012-2013 TAX AND REVENUE ANTICIPATION NOTE

CITRUS COMMUNITY COLLEGE DISTRICT
COUNTY OF LOS ANGELES
STATE OF CALIFORNIA
2012-2013 TAX AND REVENUE ANTICIPATION NOTE

No. R-1

Maturity Date: _____, 20__

Principal Amount: \$ _____

Interest Rate: ____%

FOR VALUE RECEIVED, the CITRUS COMMUNITY COLLEGE DISTRICT (the "District"), County of Los Angeles, State of California, acknowledges itself indebted to and promises to pay to the [TREASURER AND TAX COLLECTOR OF THE COUNTY OF LOS ANGELES][Registered Owner] the Principal Amount stated above in lawful money of the United States of America, on the Maturity Date stated above, together with interest thereon at the Interest Rate stated above, calculated on the basis of a 360-day year of twelve 30-day months, in like lawful money of the United States of America from the date hereof until maturity. The principal of and interest due at maturity on this Note shall be payable only upon surrender of this Note as the Note shall fall due.

It is hereby certified, recited and declared that this Note is made, executed and given pursuant to and by authority of a resolution duly passed and adopted by the Board of Trustees of the District, and of a resolution duly passed and adopted by the Board of Supervisors of the County of Los Angeles, under and by authority of Article 7.6 (commencing with Section 53850) of Chapter 4, Part 1, Division 2, Title 5, of the California Government Code, and that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of this Note have existed, happened and been performed in regular and due time, form and manner as required by law, and that this Note, together with all other indebtedness and obligations of the District, does not exceed any limit prescribed by the Constitution or laws of the State of California.

The Principal Amount of the Note, together with the interest thereon, shall be payable from taxes, income, revenue, cash receipts and other moneys which are received by the District during, or are attributable to, Fiscal Year 2012-2013 and which are lawfully available therefor. The District has pledged certain unrestricted revenues the ("Pledged Revenues") to the payment of principal of the Notes and interest thereon on the dates and in the amounts set forth in the Trust Agreement, dated as of _____ 1, 2013 by and between the County of Los Angeles and The Bank of New York Mellon Trust Company, N.A., as Certificate Agent, as security for the Notes. The Notes shall be a general obligation of the District, and to the extent the Notes are not paid from the Pledged Revenues, the Notes shall be paid with interest thereon from any other moneys of the District lawfully available therefor, as provided herein and by law.

In the event of the nonpayment of this Note on the Maturity Date hereof, the balance due shall accrue interest at a default rate of one and one-half percent (1.5%) per annum above the next Business Day, 1-Year Treasury Constant Maturities yield in Federal Reserve Statistical Release H-15 (or successor publication) and the first Business Day of each month thereafter until paid in full. Such interest to be calculated based on a 360-day year of twelve 30-day months.

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Note to be executed by its Chair and by the Treasurer and Tax Collector of the County of Los Angeles and countersigned by the Executive Officer-Clerk of the Board of Supervisors, or their duly designated deputies, which signatures may be facsimile signatures (provided that one of such signatures must be manually affixed) and has caused a facsimile of its official seal to be printed hereon this ____ day of _____ 2013.

By: _____
Chair

By: _____
Treasurer and Tax Collector

Countersigned:

By: _____
Executive Officer-Clerk of
the Board of Supervisors

ASSIGNMENT

For value received, the undersigned do(es) hereby sell, assign and transfer unto The Bank of New York Mellon Trust Company, N.A., acting as Certificate Agent, the within Note and do(es) hereby irrevocably constitute and appoint _____ as the undersigned's attorney to transfer such Note on the registration books of the Certificate Agent, with full power of substitution in the premises.

TREASURER AND TAX COLLECTOR OF THE
COUNTY OF LOS ANGELES

Dated: _____, 20__

Note: The signature(s) to this Assignment must correspond with the name(s) as written on the face of the within Certificate in every particular, without alteration or enlargement or any change whatsoever.

Social Security Number,
Taxpayer Identification Number
or other Identifying Number of Assignee:

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE	March 5, 2013	Resolution	<u> </u>
SUBJECT:	Consider Rejecting Claim	Information	<u> </u>
		Enclosure(s)	<u> </u>

BACKGROUND

Claimant Arnold Henriquez, submitted a property and liability claim as a result of an accident that occurred on November 14, 2012, when a District van and his vehicle were involved in a traffic collision.

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

RECOMMENDATION

Authorization is requested to reject the claim, submitted on February 8, 2013, and to refer the claim to the District's claim administrators, Keenan & Associates, for the District's liability insurance plan (SWACC).

Carol R. Horton _____
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.3.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	March 5, 2013	Resolution	_____
SUBJECT:	Employment of Dr. Marianne Smith, Grant Project Director – RACE to STEM Grant	Information	_____
		Enclosure(s)	_____

BACKGROUND

The Grant Project Director (Title V RACE to STEM Grant) is a temporary, categorically funded position with an original hire date of March 7, 2012, with a possible extension for up to four additional years. Position requires acceptance of a categorical contract.

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

RECOMMENDATION

Authorization is requested to approve the re-hire of Dr. Marianne Smith as the categorically funded Grant Project Director Title V RACE to STEM Grant at a salary placement of \$92,295.00 annually, plus health and statutory benefits. This categorical contract period is from March 7, 2013 to March 6, 2014.

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	March 5, 2013	Resolution	_____
SUBJECT:	First Reading: BP 4020 – Program, Curriculum, and Course Development; BP 4040 – Library/Other Instructional Services; BP 4230 – Grading and Academic Record Symbols	Information	_____
		Enclosure(s)	X

BACKGROUND

The District’s Board policies and procedures are regularly reviewed and updated to align with the recommendations developed in conjunction with the Community College League of California (CCLC). Responding to their advice regarding Title 5 changes, the Educational Programs Committee (EPC) has updated three Board Policies. All campus constituents have reviewed and approved; EPC approved at their 9/17/12 and 10/15/12 meetings. The Steering Committee approved the revisions on 10/8/12 and 10/22/12.

BP 4020 – Program, Curriculum, and Course Development
 BP 4040 – Library/Other Instructional Services
 BP 4230 – Grading and Academic Record Symbols

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

RECOMMENDATION

Authorization is requested to approve the first reading of BP 4020 – Program, Curriculum, and Course Development; BP 4040 – Library/Other Instructional Services; and BP 4230 – Grading and Academic Record Symbols.

Irene Malmgren
 Recommended by

_____/_____
 Moved Seconded

 Approved for Submittal

Aye__Nay__Abstained__

Item No. H.8.

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.

34 Code of Federal Regulations Sections 600.2, 602.24, 603.24, and 668.8

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.

Board Approved 07/21/09
Revised 05/15/12
Revised _____

Approved by	ASCC	9/12/12
	CSEA	9/11/12
	Management Team	9/5/12
	Senate	9/12/12
	Supervisors/Confidential	9/4/12
	EPC	9/17/12
	Steering	10/8/12

*Note: New language is indicated by underline, deleted language is indicated by ~~strikethrough~~, and legally required language is indicated in **bold**.*

Proposed Citrus Community College District Policy CCLC No. 4040

**Academic Affairs
DRAFT as of 6/11/12**

BP 4040 LIBRARY AND OTHER INSTRUCTIONAL SUPPORT SERVICES

References:

Education Code Section 78100; Civil Code Section 1798.90

ACCJC Accreditation Standard II.C

The District shall provide library services that are an integral part of the educational program and will comply with the requirements of the Reader Privacy Act.

Board Approved 07/21/09

Revised _____

Approved by	ASCC	9/12/12
	CSEA	9/11/12
	Management Team	9/5/12
	Senate	9/12/12
	Supervisors/Confidential	9/4/12
	EPC	9/17/12
	Steering	10/8/12

*Note: New language is indicated by underline, deleted language is indicated by ~~strikethrough~~, and legally required language is indicated in **bold**.*

Proposed Citrus Community College District Policy

**Academic Affairs
DRAFT as of 7/24/12**

BP 4230 GRADING AND ACADEMIC RECORD SYMBOLS

Reference: Title 5 Section 55023

The governing board of the Citrus Community College District establishes that student performance shall be based on sound academic principles. Courses shall be graded using the grading system established by Title 5. This grading policy shall apply to all degree-applicable and non-degree-applicable credit courses. The grading system shall be published in the college catalog and made available to students. The grading system shall include the “FW” grade for unofficial withdrawal.

Approved by	ASCC	9/12/12
	CSEA	9/11/12
	Management Team	9/5/12
	Senate	9/12/12
	Supervisors/Confidential	9/4/12
	EPC	10/15/12
	Steering	10/22/12

*Note: New language is indicated by underline, deleted language is indicated by ~~strikethrough~~, and legally required language is indicated in **bold**.*

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

February 5, 2013

The Board of Trustees of the Citrus Community College District met for the regular meeting of Tuesday, February 5, 2013, in the Center for Innovation Community Room.

Board President Keith called the meeting to order at 4:15 p.m. Student Trustee Calderon 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 Crescencio Calderon, Student Trustee. Absent: None.

RESOURCE PERSONNEL PRESENT: Geraldine M. Perri, Superintendent/President; Carol R. Horton, Vice President of Finance and Administrative Services; Irene Malmgren, Vice President of Academic Affairs; Robert Sammis, Director of Human Resources; Arvid Spor, Vice President of Student Services; James Woolum, Academic Senate President; Robert Coutts, CSEA President; and Christine Link, Recording Secretary.

ADMINISTRATORS AND EMPLOYEES SIGNING THE VOLUNTARY SIGN-IN SHEET:

Management Team: Christina Garcia, Gerald Sequeira, and Linda Welz

Faculty: Jim Woolum

Supervisors/Confidential: Tedd Goldstein, Marilyn Grinsdale, and Eric Magallon

Classified Employees: Clarence Cernal, Karen Giles, and Kai Wattree-Jackson

Adjunct Faculty: Cecil Brower

Students: None

VISITORS: Bernard D. Bollinger, Jr., Laura Bollinger, Tom Gerfen, Ariane Lehew, Sharon Lewis, and Ed Richardson

INFORMATION AND DISCUSSION

Above and Beyond Classified Development (ABCD) Award – Geraldine M. Perri, Ph.D., Superintendent/President

Dr. Perri introduced a new classified employee award, the “Above and Beyond – Classified Development” (ABCD) Award. The ABCD Award provides the college with the opportunity to honor outstanding classified employees. The Classified Staff Development Committee, under the leadership of their chair, Ms. Tina Crosby, Facilities Operations Assistant, and their coordinator, Dr. Eric Rabitoy, Dean of Natural and Physical Sciences and Library, developed the criteria and process for the award. The award will be presented on a quarterly basis at Board of Trustees meetings.

Dr. Perri presented the award to the first recipient, Ms. Karen Praeger, Library Reference Technician. Ms. Praeger has worked at Citrus College since 1999. She is active in her profession and is the college’s representative to the Inland Empire Academic Library Cooperative. She is a team player and has established a welcoming culture for students who use the Reference Desk. Board President Keith presented the award to Ms. Praeger and said she is a great resource for all students, faculty and staff and we are fortunate to have her as part of the college community. Mr. Coutts congratulated Ms. Praeger on behalf of CSEA and said CSEA will add to the honor by making a \$25 donation to the Citrus College Foundation for student scholarships in the name of each honoree.

Measure G Citizens’ Oversight Committee Annual Report – Carol R. Horton, Vice President of Finance and Administrative Services

Mr. Bernard D. Bollinger, Jr., Chair of the Measure G Citizens’ Oversight Committee, presented the committee’s annual report for the fiscal year ending June 30, 2012. Mr. Bollinger commented that Citrus College has a good reputation within the community and he commended Dr. Perri. He is pleased to serve as chair of the committee, whose task it is to monitor the expenditure of Measure G funds.

Geraldine M. Perri, Ph.D., Superintendent/President, reported on the Community College League of California Legislative Conference and the SanFACC meetings that recently took place in Sacramento. Dr. Perri said Trustee Rasmussen, Trustee Montgomery, Student Trustee Calderon, and Ms. Marilyn Grinsdale, Protocol and Government Relations Officer, attended the conference and participated in the meetings. The SanFACC delegation met with seven legislators and/or staff representatives. Dr. Perri was pleased to report that the legislators were very receptive and asked questions to gain insight into SanFACC concerns. She said Student Trustee Calderon did an excellent job of telling legislators about the transformational impact Citrus College has made on his life. Dr. Perri said it was a worthwhile effort, and Citrus College will be monitoring developments on the 2013-2014 state budget.

Dr. Perri reported that on January 26, 2013, the college recognized a record 89 student athletes as "Scholar-Ballers," students who have earned a GPA of 3.0 or higher during the fall 2012 semester. Forty-four of the student athletes were also named Western State Conference Scholar Athletes for maintaining a GPA of 3.0 or higher during their sport season. In addition, for the first time the Scholar-Ballers recognized 17 Citrus College instructors who were instrumental in helping them achieve academic success. Dr. Perri thanked Board President Keith, Trustee Montgomery, and Trustee Ortell for their attendance. She also congratulated Ms. Jody Wise, Dean of Kinesiology and Athletics, and Citrus College's fine faculty and staff for their efforts to propel the Scholar-Ballers to success.

As the college gears up for the spring semester, Dr. Perri said plans have been finalized for this year's FLEX Day on February 19, 2013. She said the program includes nine interactive workshops and a keynote address by author and international speaker Andy Master.

Irene Malmgren, Ed.D, Vice President of Academic Affairs, read an e-mail from a former student to Mr. Brian Waddington, History instructor. The student is now at UCLA and has applied to the Educator's For Tomorrow research program. She credits her research experiences in Phi Theta Kappa at Citrus College in helping her to be selected to the program.

Regarding Bridges to Success, 28 participants engaged in the Reading Apprenticeship workshop on January 29, 2013, where strategies were discussed for helping students engage with reading across the disciplines. In addition, the College Success program added Supplemental Instruction to all sections of Math 20, and in spring 2013 Supplemental Instruction will be added to additional sections of English 99.

Dr. Malmgren provided an update on STEM. Several faculty members will attend the Academic Senate for California Community Colleges (ASCCC) conference in February that is focused on the needs of STEM students. Fliers and applications for the Summer Research Experience (SRE) have been distributed. STEM counselors will make class visits to speak with students, and workshops have been scheduled. The college has three new peer mentors from CSUF, one of which is a former Citrus College student who transferred to CSUF under the (STEM)2 grant this semester.

Dr. Malmgren reported that several Citrus College faculty members participated in the 7-8th grade science fair at St Louis De Merillac Parish School in Covina. The collaboration is a result of Dr. Rabitoy working with the lead science instructor at the school to organize the event. Physical and Natural Sciences instructors Dr. Dana Hester, Dr. Christine Goedhard, and Dr. Barbara Juncosa served as judges.

Arvid Spor, Vice President of Student Services, provided an update on several Student Services activities and events. The implementation of DegreeWorks is moving forward. Ms. Linda Welz, Chief Information Services Officer, and her team have been

working with the counseling faculty; Dr. Lucinda Over, Dean of Counseling; and Dr. Gerald Sequeira, Dean of Admissions and Records. The intent is to pilot DegreeWorks with counselors this summer and then roll it out to students in the fall. Counselors are also working with Admissions and Records to confirm graduation checks for over 200 students to ensure that they are on target to receive an AA-T or AS-T degree.

The annual High School Counselor Breakfast will be held on March 7, 2013. The main focus this year will be to provide information on how the Student Success Act of 2012 will affect incoming students. Dr. Spor said the counseling faculty are fulfilling one of the Strategic Planning goals at FLEX Day by presenting a workshop on how the Student Success Task Force recommendations will change the way the college serves students.

The Office of Student Life recently received a plaque recognizing Citrus College as placing 15th out of 255 colleges and universities that participated in the 2012 Cesar Chavez blood drive. Dr. Spor credited the leadership of Student Trustee Calderon and said Student Trustee Calderon and his team are already planning the 2013 Cesar Chavez blood drive in March.

James Woolum, Academic Senate President, commented on the positive image the college enjoys in the community. He reviewed some recent college successes, which he hopes will continue to resonate in the community in the spring. He thanked Ms. Paula Green, Director of Communications, and her staff for providing copies of the recently-published *Citrus Magazine* to all Citrus College faculty members. He believes faculty members will be impressed by the quality of the magazine and the depth of reporting.

Robert Coutts, CSEA President, said CSEA has installed their new executive board. He introduced First Vice President Ms. Kai Wattree-Jackson, Human Resources Technician II, and Secretary Ms. Karen Giles, Job Placement Technician II, who were in attendance at the meeting. He said the new executive board will be taking officer skills training. CSEA hopes to get more members on college committees. Mr. Coutts also thanked Dr. Perri for inviting the CSEA Executive Board to an orientation meeting with the Superintendent/President's Cabinet.

Crescencio Calderon, Student Trustee, presented a Citrus College student success story. The successful student came to the United States with no knowledge of English, and as a result he had struggled in high school. He is now at Citrus College and has mastered English and is earning high grades. He has started a club at Citrus College to bring students together who want to give back to the community.

Student Trustee Calderon thanked the Board for the opportunity to go to Sacramento. He had a positive experience providing the student perspective to legislators, along with students from Pasadena City College and Rio Hondo College.

Joanne Montgomery, Clerk/Secretary, Board of Trustees, said the CCLC conference was a positive one, and the Citrus College delegation got a lot

accomplished. She valued the time Senator Carol Liu set aside to have dinner with Citrus College representatives. Trustee Montgomery said Senator Liu is a champion for community colleges.

Trustee Montgomery also thanked Ms. Wise for celebrating the Scholar-Ballers at the January 26, 2013, basketball game. She said Ms. Wise and her staff cooked hamburgers for the entire crowd. To top off the event, the Owls won their games.

Trustee Montgomery thanked Ms. Christina Garcia, Director of Development and Alumni Relations, for attending the Monrovia Chamber of Commerce Installation Dinner and the Monrovia State of the City event.

Patricia Rasmussen, Vice President, Board of Trustees, commented that the Scholar-Baller event is a wonderful recognition for student athletes. She added that four men's basketball team members have already signed with four-year universities.

Trustee Rasmussen reported on the CCLC Legislative Conference and SanFACC meetings. She said an overall theme of the conference was "things are improving but community colleges are not out of the woods yet." Conference topics included online education, adult education, the use of Proposition 39 funds, the deferral payback, the proposed 90-unit cap, changing the census date, workforce development, lowering the 55 percent threshold to pass a parcel tax, a statewide facilities bond for 2014, and many others. Trustee Rasmussen thanked Dr. Perri for doing a great job of chairing the SanFACC meeting. Updates were provided on the SanFACC Mentor Program, the SanFACC website and the possibility of inviting Chancellor Harris to meet with SanFACC, among others.

Edward C. Ortell, Member, Board of Trustees, said the Scholar-Baller recognition at the basketball game was very inspiring. He attributed the growing number of Scholar-Ballers to the emphasis that is placed on academics at Citrus College, as evidenced by the Athletics Study Center that is set aside for study in the department and is visible under the bleachers. The room has photos of the last four years of Scholar-Ballers. Trustee Ortell also congratulated the baseball team for winning their first two games of the season.

Susan M. Keith, President, Board of Trustees, said she has been invited by Ms. Linda Wah, Pasadena City College Board Member, to participate in the planning of activities to promote collaboration with our K-12 colleagues.

Board President Keith agreed with her fellow board members that the celebration of the Scholar-Ballers was a wonderful event.

MINUTES

Item 1: Moved by Trustee Rasmussen and seconded by Trustee Montgomery to approve the regular meeting minutes of the January 15, 2013, as presented. 5 Yes.

INDEPENDENT CONTRACTORS

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

FACILITIES USE

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

PERSONNEL RECOMMENDATIONS

Item 4: Moved by Trustee Montgomery and seconded by Trustee Woods to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees. (5 Yes.)

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

Item 6: Moved by Trustee Montgomery and seconded by Trustee Woods to approve the employment of short-term, hourly, substitutes, volunteers, and professional experts. (5 Yes.)

BUDGET – WARRANTS – FINANCIAL

Item 7: Moved by Trustee Ortell and seconded by Trustee Montgomery to approve the Quarterly Financial Status Report for the fiscal quarter ended December 31, 2012, and the forwarding of this report to the Chancellor's Office and the Office of the Los Angeles County Superintendent of Schools. (5 Yes.)

BIDS

Item 8: Moved by Trustee Woods and seconded by Trustee Ortell to approve the award of bid #07-1112, Tech C Building, Esthetician Remodel Project to GDL Best Contractors, Inc. of Whittier, California and authorize the Vice President of Finance and Administrative Services to execute the contract on behalf of the District. The bid price of \$729,300 is within budget and will be funded from Fund 42, Measure G Bond. (5 Yes.)

BOARD POLICIES

Item 9: Moved by Trustee Montgomery and seconded by Trustee Rasmussen to approve the second reading of revisions to BP 3900: Speech, Time, Place and Manner. (5 Yes.)

BOARD OF TRUSTEES

Item 10: Moved by Trustee Ortell and seconded by Trustee Rasmussen to nominate Susan M. Keith to be a candidate for the California Community College Trustees Board. (5 Yes.)

CLOSED SESSION: At 5:10 p.m., Board President Keith adjourned the meeting to closed session per the following sections of the Government Code:

Per Section 54957.6: Conference with Labor Negotiator, Robert Sammis, District Chief Negotiator - Employee Organization: Citrus College Faculty Association CTA/NEA (CCFA).

Per Section 54957.6: Conference with Labor Negotiator, Robert Sammis, District Chief Negotiator - Employee Organization: Citrus College Adjunct Faculty Federation, (CCAFF) Local 6352.

Per Section 54957.6: Conference with Labor Negotiator, Robert Sammis, District Chief Negotiator - Employee Organization: California School Employees Association (CSEA) Citrus College Chapter Local 101.

Per Section 54957: Public Employee Discipline/Dismissal/Release.

Per Section 54956.9(a) Conference with legal Counsel - Existing Litigation:

Gil Aguirre v. Citrus Community College District Board of Trustees, Case No. BS139800

RECONVENE OPEN SESSION: At 6:14 p.m., Board President Keith reconvened the meeting to open session with no action taken.

ADJOURNMENT: At 6:15 p.m., it was moved by Trustee Montgomery and seconded by Trustee Woods to adjourn the meeting.

Date

Joanne Montgomery
Clerk/Secretary
Board of Trustees