

CITRUS COMMUNITY COLLEGE DISTRICT

AGENDA OF REGULAR MEETING OF THE BOARD OF TRUSTEES

MEETING: Regular Meeting in January

DATE: Tuesday, January 21, 2014

TIME: 4:15 p.m.

PLACE: Community Room, CI 159
1000 West Foothill Boulevard, Glendora, California 91741-1899

AGENDA:

A. PLEDGE OF ALLEGIANCE

B. BOARD OF TRUSTEES

Patricia Rasmussen, President
Joanne Montgomery, Vice President
Barbara R. Dickerson, Clerk/Secretary
Edward C. Ortell, Member
Susan M. Keith, Member
Mariana Vega, 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
Arvid Spor, Vice President of Student Services/Interim Vice President of Academic Affairs
Robert L. Sammis, Director of Human Resources
Rosalinda Buchwald, Director of Fiscal Services
Lisa Villa, Academic Senate President
Robert Coutts, Classified Employees
Mariana Vega, Student Trustee
Members of the Board of Trustees

E. MINUTES

1. Approval of the Regular Meeting Minutes of December 3, 2013

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

1. Per Section 54957.6: Conference with Labor Negotiator, Robert L. Sammis, District Chief Negotiator - Employee Organization: Citrus College Faculty Association CTA/NEA (CCFA).
2. Per Section 54957.6: Conference with Labor Negotiator, Robert L. Sammis, District Chief Negotiator - Employee Organization: Citrus College Adjunct Faculty Federation, (CCAFF) Local 6352.
3. Per Section 54957.6: Conference with Labor Negotiator, Robert L. Sammis, District Chief Negotiator - Employee Organization: California School Employees Association (CSEA) Citrus College Chapter Local 101.

G. INFORMATION AND DISCUSSION

1. California Common Core Standards – Geraldine M. Perri, Ph.D., Superintendent/President (Page 7)
2. Demonstration of the DegreeWorks Application for Student Education Plans and Degree Audits – Linda Welz, Chief Information Services (Page 8)
3. Educational Programs Committee – Administrative Procedure – Revision – Arvid Spor, Vice President of Student Services/Interim Vice President of Academic Affairs (Page 9)
4. Financial Resources Committee – Administrative Procedure – Revision – Rosalinda Buchwald, Director of Fiscal Services (Page 12)

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 18)
- b. Authorization is requested to approve facility rentals and usage. (Page 20)
- c. Authorization is requested to approve A & B Warrants for November and December 2013. (Page 23)
- d. Authorization is requested to approve purchase orders for November and December 2013. (Page 26)
- e. Authorization is requested to approve a \$65.00 annual membership to the American Association of Teachers of Spanish and Portuguese (AATSP). (Page 34)
- f. Authorization is requested to dispose of the enclosed list of surplus items by exchange for value, private sale, sale at public auction or donation to another public entity or non-profit agency. (Page 35)
- g. Authorization is requested to adopt the new bid threshold of \$84,100 effective January 1, 2014, for the procurement of equipment, materials, supplies, non-construction services, and maintenance repairs. (Page 39)
- h. Authorization is requested to approve Change Order Number Two in the amount of \$12,744.00 and add zero days to the time for completion for Bid #07-1112, Tech C Building, Esthetician Remodel Project. (Page 40)
- i. Authorization is requested to approve Change Order Number Two in the amount of \$19,349.70 and add twelve days to the time for completion for Bid #02-0809, Administration Building Renovation Project. (Page 46)

- j. Authorization is requested to accept Bid #07-1112, Tech C Building, Esthetician Remodel Project as complete and authorize staff to file the required Notice of Completion with the County of Los Angeles. The final contract amount is \$751,887. (Page 50)
- k. Authorization is requested to accept Project #02-1011, Districtwide Emergency Generators Project as complete and authorize staff to file the required Notice of Completion with the County of Los Angeles. The final contract amount is \$267,636. (Page 51)
- l. Authorization is requested to accept Project #02-1314, Central Plant - Energy Conservation Service Agreement as complete and authorize staff to file the required Notice of Completion with the County of Los Angeles. The final contract amount is \$195,780. (Page 52)

Academic Affairs

- m. Authorization is requested to approve the new courses, modified courses, and new programs. (Page 53)

Personnel Recommendations

- n. Authorization is requested to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees. (Page 58)
- o. Authorization is requested to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees. (Page 69)
- p. Authorization is requested to approve the employment of short-term, hourly, substitutes, volunteers, and professional experts. (Page 72)

H. ACTION (continued)

Personnel Recommendations

- 2. Authorization is requested to approve the hiring of Ms. Claudette Dain beginning February 3, 2014, as Vice President of Finance and Administrative Services at a salary placement of \$13,655.66 per month, plus health and statutory benefits. (Page 78)

3. Authorization is requested to approve the employment of Ms. Renee Payne as a temporary, one semester, full-time, non-tenure track instructor in the Health Sciences Department beginning on February 19, 2014 and ending on June 14, 2014 at a salary placement of Class 1, Step 6 on the Full-Time Faculty Salary Schedule (pending verification of qualifications and experience) totaling \$29,899.00 for the semester, plus health and statutory benefits. Ms. Payne was a one semester, full-time temporary non-tenure track instructor in Spring 2009 and Fall 2009. (Page 79)
4. Authorization is requested to approve the revised short-term salary schedule effective January 1, 2014. (Page 80)

Business Services

5. Authorization is requested to approve Resolution #2013-14-04 adopting a non-resident tuition fee of \$193.00 per semester unit, plus a \$14.00 capital outlay surcharge, effective for the 2014-2015 fiscal year (commencing with the summer term, 2014). (Page 82)
6. Authorization is requested to adopt Resolution #2013-14-05 requesting issuance of 2013-2014 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 five million dollars (\$5,000,000). (Page 84)
7. Authorization is requested to approve the specified signatures for Citrus Community College District business functions and bank accounts for the period of February 3, 2014 through November 30, 2014. (Page 102)
8. Authorization is requested to approve the Certification of Signatures for Citrus Community College District and the sending of the form to the County Superintendent of Schools Office after signatures are obtained. (Page 106)
9. Authorization is requested to authorize the Interim Director of the Haugh Performing Arts Center to sign contracts for the 2014-2015 schedule of events for the Haugh Performing Arts Center. (Page 108)
10. Authorization is requested to reject all bids received for RFP# 05-1314, Roof Installation, Mechanical Equipment and Supplies, and direct the re-bidding of the project. (Page 110)

General

11. Authorization is requested to approve the first reading of BP 2210 Officers. (Page 112)

12. Authorization is requested to approve the first reading of BP 4106 Nursing Programs. (Page 115)
13. Authorization is requested to approve the second reading of BP 5010 Admissions and Concurrent Enrollment. (Page 118)
14. Authorization is requested to select _____ and _____ as the Board of Trustees Legislative Advisory ad-hoc committee to recommend to the Board of Trustees legislative priorities for 2014. (Page 123)

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

I. ADJOURNMENT

Dates to Remember:

| | |
|-------------------|---------------------------------|
| February 4, 2014 | Board of Trustees Meeting |
| February 14, 2014 | HOLIDAY – Lincoln's Birthday |
| February 17, 2014 | HOLIDAY – Washington's Birthday |
| March 18, 2014 | Board of Trustees 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 | January 21, 2014 | Resolution | _____ |
| SUBJECT: | California Common Core Standards | Information | X _____ |
| | | Enclosure(s) | _____ |

BACKGROUND

Dr. Robert Voors, Superintendent of Glendora Unified School District, and Assistant Superintendent of Educational Services, Ms. Michelle Hunter, will provide a presentation on the California Common Core Standards and changes to the K-12 Funding Plan.

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

RECOMMENDATION

Information only; no action required.

Geraldine M. Perri, Ph.D.
Recommended by

Moved / Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. G.1.

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|--|--------------|---------------|
| TO: | BOARD OF TRUSTEES | Action | _____ |
| DATE | January 21 , 2014 | Resolution | _____ |
| SUBJECT: | Demonstration of the DegreeWorks Application for Student Education Plans and Degree Audits | Information | _____ x _____ |
| | | Enclosure(s) | _____ |

BACKGROUND

DegreeWorks is a new software application that is integrated with the Citrus College WingSpan system. This application provides tools for counselors to work with students to develop Student Educational Plans (SEP) and to perform degree audits that help track a student's progress toward goal completion.

This item was prepared by Linda Welz, Chief Information Services Officer.

RECOMMENDATION

Information only; no action required.

Linda Welz
Recommended by

/ _____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. G.2.

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|---|--------------|-------|
| TO: | BOARD OF TRUSTEES | Action | _____ |
| DATE | January 21, 2014 | Resolution | _____ |
| SUBJECT: | Educational Programs Committee – Administrative Procedure – Revision | 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).

The following Administrative Procedure was revised and approved by constituent groups on various dates and the Steering Committee on December 9, 2013. There is no corresponding Board Policy.

AP 4227 Repeatable Courses

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

RECOMMENDATION

Information only; no action required.

Arvid Spor, Ed.D. _____
Recommended by

_____/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. _____ G.3. _____

CITRUS COMMUNITY COLLEGE DISTRICT ACADEMIC AFFAIRS

AP 4227 REPEATABLE COURSES

Rev. 9/6/13

References: Title 5 Sections 55040, 55041, 55043, 55045, and 58161

The District may not designate courses as repeatable unless the course is one of the three types specified below. If a course is one of the three types below, then District policy may designate the course as repeatable and students may enroll multiple times in the course, even if they received a satisfactory grade on a prior enrollment.

~~The grade received each time shall be included for calculating GPA. A subsequent passing grade shall alleviate an immediately preceding substandard grade.~~

The District may designate courses as repeatable:

- If repetition of that course is required by CSU and/or UC for completion of a bachelor's degree.
 - A student may enroll in no more than 4 enrollments plus one additional enrollment if the significant lapse time exception applies, even when no apportionment is claimed.
- A course in which student athletes enroll to participate in an organized competitive sport sponsored by the district or a conditioning course which supports the organized competitive sport.
 - A student's enrollment in the course is limited to whichever is less: Participation of a student for up to 4 enrollments in the course or up to 350 contact hours per year, per enrolled student, per sport (of the 350 hours, up to 175 contact hours in courses dedicated to the sport and 175 contact hours in courses that focus on conditioning or skill development for the sport).
- Courses that are designed specifically for participation in non-athletic competitive events between students from different colleges as repeatable. The outcomes of the course must be tied to the student's participation in the competition. The event must be sanctioned by a formal collegiate or industry governing body.
 - A student may enroll in no more than 4 enrollments, either in one single course or a combination of courses that are related in content, even when no apportionment is claimed.

The enrollment limits, including the enrollment limits for courses that are related in content, apply even if the student receives a substandard grade or "W" during one of the enrollments or petitions for repetition due to extenuating circumstances.

Board Approved 05/18/10

| | | |
|-------------|------------------------------|----------|
| Approved by | ASCC | 11/25/13 |
| | CSEA | 10/18/13 |
| | Management Team | 11/6/13 |
| | Senate | 11/13/13 |
| | Supervisor/Confidential Team | 10/15/13 |
| | EPC | 12/2/13 |
| | Steering | 12/9/13 |

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

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|--|--------------|-------|
| TO: | BOARD OF TRUSTEES | Action | _____ |
| DATE | January 21, 2014 | Resolution | _____ |
| SUBJECT: | Financial Resources – Administrative Procedure - Revisions | Information | X |
| | | Enclosure(s) | X |

BACKGROUND

The District’s Board policies and Administrative procedures are regularly reviewed and updated to align with the recommendations developed in conjunction with the Community College League of California (CCLC).

The following Administrative Procedure was revised and approved by constituent groups on various dates and the Steering Committee on November 25, 2013. Attached to the Administrative Procedure, for information only, is the corresponding Board Policy.

AP 6340 Bids and Contracts

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

RECOMMENDATION

Information only; no action required.

Carol R. Horton _____
Recommended by

_____/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. _____ G.4. _____

CITRUS COMMUNITY COLLEGE DISTRICT ADMINISTRATIVE SERVICES

AP 6340 BIDS AND CONTRACTS

References: Education Code Sections 81641 et seq.; Public Contract Code Sections 20103.7, 20112 and 20650 et seq., and 22000 et seq.; Labor Code Sections 1770 et seq.

Limits

Bids or quotations shall be secured as may be necessary to obtain the lowest possible prices as follows:

- Purchase of goods or services up to the limits set out in the Public Contract Code will require documented quotes.
- Purchase of goods or services in excess of the limits set out in the Public Contract Code will require formal advertised bids.

Contracts involving expenditures that require competitive bidding require approval by the Board of Trustees prior to award.

***Note:** The bid minimums are annually readjusted by the Board of Governors as required by Public Contract Code Section 20651(d). The current bid minimum can be found at <http://www.cde.ca.gov/fq/ac/co/>.*

Bid Specifications

Bid specifications shall include a definite, complete statement of what is required and, insofar as practical, shall include pertinent details of size, composition, construction, and/or texture of what is specified, and minimum standards of efficiency, durability, and/or utility required of what is specified.

Notice Calling for Formal Advertised Bids

The District shall publish at least once a week for two weeks in a newspaper of general circulation published within the District or if there is no such paper, then in some newspaper of general circulation, circulated in the county, and may post on the District's web site or through an electronic portal, a notice calling for bids or proposals, stating the work to be done or materials or supplies to be furnished and the time and place when bids will be opened. The District may accept a bid that was submitted either electronically or on paper.

Bid and contract forms shall be prepared and maintained by the Director of Purchasing and Warehouse. All applicable statutory provisions and board policies shall be observed in preparation of the forms.

The Director of Purchasing and Warehouse shall be responsible for insuring that the bid specifications are sufficiently broad to encourage and promote open competitive bidding.

All bid notices for work to be done shall contain an affirmative statement requiring compliance with Labor Code Sections 1775 and 1776 governing payment of prevailing wages and Labor Code Section 1777.5 governing employment of apprentices. All bid submissions shall contain all documents necessary to assure compliance with these Labor Code Sections. Failure to provide such documentation shall cause any such bid to be deemed incomplete.

When required or determined to be appropriate, bids shall be accompanied by a certified or cashier's check, or bid bond, in the amount specified in the bid form, as a guarantee that the bidder will enter into contract and furnish the required contract bonds. When no longer required for the protection of the District, any certified or cashier's check received shall be returned to the respective bidder.

The Director of Purchasing and Warehouse shall make available to the prospective bidders bid forms with sets of specifications and drawings and shall provide a convenient place where bidders, subcontractors, and materiel personnel may examine the specifications and drawings.

The Director of Purchasing and Warehouse shall provide an electronic copy of the plans and specifications and other contract documents to a contractor plan room service at no charge upon request from that contractor plan room.

When permitted a deposit for sets of plans and specifications may be required and may be refunded when such documents are returned.

Awarding of Bids and Contracts

The awarding of bids and contracts shall be subject to the following conditions:

1. Any and all bids and contract proposals may be rejected by the District.
2. All bids shall be opened publicly and bidder shall be given the opportunity to make record of the bids received.
3. Bid and contract award recommendations to the Board of Trustees shall show a tabulation of the bids received in reasonable detail.
4. Bid and contract awards shall be made to the lowest responsible bidder substantially meeting the requirements of the specifications the District reserves the right to make its selection of materials or services purchased based on its best judgment as to which bid substantially complies with the quality required by the specifications.
5. For the purposes of bid evaluation and selection when the District determines that it can expect long-term savings through the use of life-cycle cost methodology, the use of more sustainable goods and materials, and reduced administrative costs, the District may provide for the selection of the lowest responsible bidder on the basis if best value pursuant to policies and procedures adopted by the governing board in accordance with this section.

6. “Best value” means the most advantageous balance of price, quality, service, performance, and other elements, as defined by the Board, achieved through methods in accordance with this section and determined by objective performance criteria that may include price, features, long-term functionality, life-cycle costs, overall sustainability, and required services.

Purchase without Advertising for Bids

The Vice President of Finance and Administrative Services and the Director of Purchasing and Warehouse is authorized to make purchases from firms holding county contracts without calling for bids where it appears advantageous to do so.

The Vice President of Finance and Administrative Services and the Director of Purchasing and Warehouse may, without advertising for bids within the same county purchase or lease from other public agencies materials or services by authorization of contract or purchase order.

The Vice President of Finance and Administrative Services and the Director of Purchasing and Warehouse may make purchases through the State of California Cooperative Purchasing Program operated by the Department of General Services.

Duration of Continuing Contracts for Services and Supplies

Continuing contracts for work or services furnished to the District are not to exceed five years.

Contracts for materials and supplies are not to exceed three years.

Emergency Repair Contracts without Bid

When emergency repairs or alterations are necessary to continue existing classes or to avoid danger of life or property, The Vice President of Finance and Administrative Services may make a contract on behalf of the District for labor, materials and supplies without advertising for or inviting bids, subject to ratification by the Board of Trustees.

Unlawful to Split Bids

It shall be unlawful to split or separate into smaller work orders or projects any project for the purpose of evading the provisions of the Public Contract Code requiring work to be done by contract after competitive bidding.

***Note:** The following sections apply if funds from the Kindergarten-University Public Education Facilities Bond Acts of 2002, 2004, or 2006 are used for a public works project.*

Kindergarten-University Public Education Bond Act Projects

For projects funded by 2002, 2004, or 2006 Bond Funds, the Vice President of Finance and Administrative Services will initiate and enforce, or contract with a third party to initiate and enforce, a labor compliance program for that project under Labor Code

Section 1771.7. The program will include:

- Appropriate language concerning the wage requirements of Labor Code Sections 1720 et seq. in all bid invitations and public works contracts.
- A pre-job conference with the contractor and subcontractors to discuss applicable federal and state labor law requirements.
- Project contractors and subcontractors shall be required to maintain and, at designated times, furnish certified copies of weekly payroll containing a statement of compliance signed under penalty of perjury.
- The District shall review, and if appropriate audit, the payroll records of the employees of the contractor and/or subcontractor. The review and audit shall be conducted by the Director of Purchasing and Warehouse or an independent third party, but not the third party with whom the District contracts to initiate and enforce a labor compliance program under Labor Code Section 1771.7,
- If an investigation establishes that an underpayment of wages has occurred, the District shall withhold any contract payments, equal to the amount of underpayment and any applicable penalties.
- The Vice President of Finance and Administrative shall transmit a written finding that the District has initiated and enforced, or has contracted with a third party to initiate and enforce, the required labor compliance program, to the Director of the Department of Industrial Relations, or any successor agency that is responsible for the oversight of employee wage and work hour laws.

NOTE: *This procedure is legally advised. New language is indicated by underline, deleted language is indicated by ~~strike through~~, and subsequent changes to language are indicated by **shading**.*

Approvals:

Financial Resources Committee 8/8/13

CSEA 9/18/13

ASCC 10/1/13

Academic Senate 9/11/13

Management Team 9/4/13

Supervisor/Confidential Team 9/16/13

Steering Committee 11/25/13

CITRUS COMMUNITY COLLEGE DISTRICT ADMINISTRATIVE SERVICES

BP 6340 CONTRACTS

References: Education Code Sections 81641 et seq.;
 Public Contract Code Sections 20650 et seq.

The Board delegates to the Superintendent/President or designee the authority to enter into contracts on behalf of the District and to establish administrative procedures for contract awards and management, subject to the following:

- Contracts are not enforceable obligations until they are ratified by the Board of Trustees.
- Contracts for work to be done, services to be performed or for goods, equipment, or supplies to be furnished or sold to the District that exceed the amounts specified in Public Contract Code Section 20651 shall require prior approval by the Board of Trustees.
- When bids are required according to Public Contract Code Section 20651, the Board of Trustees shall award each such contract to the lowest responsible bidder who meets the specifications published by the District and who shall give such security as the Board requires, or reject all bids.

If the Superintendent/President or designee concludes that the best interests of the District will be served by pre-qualification of bidders in accordance with Public Contract Code Section 20651.5, pre-qualification may be conducted in accordance with procedures that provide for a uniform system of rating on the basis of a questionnaire and financial statements.

If the best interests of the District will be served by a contract, lease, requisition, or purchase order through any other public corporation or agency in accordance with Public Contract Code Section 20652, the Superintendent/President or designee is authorized to proceed with a contract.

Board Approved 07/21/09
Desk Review 02/04/13

INDEPENDENT CONTRACTOR AGREEMENT
Board of Trustees Meeting – January 21, 2014

| <u>CONTRACTOR CONSULTANT/ DEPARTMENT</u> | <u>RATE</u> | <u>FUNDING SOURCE</u> | <u>PERIOD</u> | <u>SERVICE</u> |
|--|---------------------|---------------------------|-------------------------------------|--|
| <u>FINE AND PERFORMING ARTS</u> | | | | |
| Jarvis, John | \$4,500.00max | District | 1/24/14-6/30/14 | Musician Services |
| Lopez, Daniel | \$4,500.00max | District | 1/24/14-6/30/14 | Musician Services |
| Lopez, Julius | \$4,500.00max | District | 1/24/14-6/30/14 | Musician Services |
| Moreno, Robert | \$4,500.00max | District | 1/24/14-6/30/14 | Musician Services |
| Reyes, Andrew | \$4,500.00max | District | 1/24/14-6/30/14 | Musician Services |
| Sandate, Tatiana | \$4,500.00max | District | 1/24/14-6/30/14 | Musician Services |
| Shaw, Brandon | \$4,500.00max | District | 1/24/14-6/30/14 | Musician Services |
| <u>FOSTER CARE EDUCATION</u> | | | | |
| Haghani, Richard | \$9,345.00max | Grant | 7/1/13-6/30/14 <i>Revision</i> | Training Foster Care Participants |
| Hanna, Robert S. | \$4,812.50max | Grant | 7/1/13-6/30/14 <i>Revision</i> | Training Foster Care Participants |
| Maldonado, Omar | \$6,960.00max | Grant | 1/22/14-6/30/14 | FKCE Data Processing & PS-MAPP Processing of Deliverables & Training Teams |
| Reyes-Olivares, Claudia V. | \$3,952.00max | Grant | 10/16/13-6/30/14 <i>Revision</i> | Training Foster Care Participants |
| Witcher, Calvin | \$1,925.00max | Grant | 10/2/13-6/30/14 <i>Revision</i> | Training Foster Care Participants |
| <u>GOLF DRIVING RANGE</u> | | | | |
| Hilton, Greg | \$30.00 per 1/2hr | Fees | 1/24/14-6/30/14 | Private Golf Lessons |
| Hilton, Greg | \$70.00 per student | Fees | 1/24/14-6/30/14 | Group Golf Lessons |
| <u>HEALTH SCIENCES</u> | | | | |
| Desai, Sachin, DDS | no fee | no fee | 1/21/14-ongoing | Clinical Education |
| Shuffer, Justin, DDS | no fee | no fee | 1/21/14-ongoing | Clinical Education |

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

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|------------------------|--------------|---|
| TO: | BOARD OF TRUSTEES | Action | X |
| DATE | January 21, 2014 | Resolution | |
| SUBJECT: | Facility Usage/Rentals | Information | |
| | | Enclosure(s) | X |

BACKGROUND

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

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

RECOMMENDATION

Authorization is requested to approve facility rentals and usage.

Carol R. Horton _____
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ H.1.b. _____

**Use of Facilities
January 21, 2014**

| ORGANIZATION | FACILITY | ACTIVITY | DATE(S) | CHARGE |
|----------------------------------|---|----------------------------------|--------------------------------------|---|
| Kye Won Kim | Recording Arts Studio | Basic Tracking | 11/22/2013 | \$200.00 |
| Los Angeles Musicians Collective | Recording Arts Studio | Basic Tracking | 11/25/13 and 11/26/13 | \$1,400.00 |
| Westwind Musical Productions | Recording Arts Studio | Basic Tracking | 11/20/13 and 11/23/13 | \$640.00 |
| Teryn Carter | Recording Arts Studio | Basic Tracking | 11/17/2013 and 12/1/13 | \$800.00 |
| Broken Films | Campus Exteriors and ED255 | Movie Filming | 12/4/2013 | \$1,200.00 plus additional labor if required |
| Conscious Minds | Gym | Still Photo Shoot | 12/6/2013 | \$1,000.00 plus additional labor if required |
| FLS International | Campus Center East Wing | Student Arrival | 12/6/2013 | \$225.00 plus additional labor if required |
| FLS International | Campus Center East Wing | Student Orientation and Tessting | 12/9/2013 | \$375.00 plus additional labor if required |
| Broken Films | Stadium, Gym, LS115, Library, Child Development Center, ED255 and Various Exteriors | Film Shoot | 12/11/13 through 12/18/13 | \$12,300.00 plus additional labor if required |
| Red Dragon Karate | Gym | Martial Arts Graduation | 12/14/2013 | \$817.50 plus additional labor if required |
| Sport Chalet, Inc. | Pool | Scuba Lessons | Various 1/1/14 through 12/31/14 | \$55.00 per hour |
| FLS International | Campus Center East Wing | Orientation | 1/6/2014 | \$375.00 plus additional labor if required |
| Stacey G Athletics | Tennis Courts | Fitness Bootcamp | Mon, Wed & Fri 1/6/14 through 6/6/14 | \$1,120.00 plus additional labor if required |
| Rusty Miller Tennis- USTA | Tennis Courts | Tennis Tournament | 1/11, 1/12 & 1/18/14 | \$450.00 plus additional labor if required |
| FLS International | CI159 | Student Orientation | 1/13/2014 | \$100.00 plus additional labor if required |
| FLS International | LH103 | Student Orientation | 1/13 & 1/20/14 | \$100.00 plus additional labor if required |

**Use of Facilities
January 21, 2014**

| ORGANIZATION | FACILITY | ACTIVITY | DATE(S) | CHARGE |
|---|--|--|---|---|
| FLS International | PS106, PS113 and P3- 105 | Winter Classes | 1/14 through 1/24/14 | \$1,350.00 plus additional labor if required |
| Azusa Pacific University | West Softball Field | Intramural Softball Games | Tuesdays & Thursdays 2/11/14 through 4/3/14 | \$7,437.50 plus additional labor if required |
| Rusty Miller Tennis- USTA | Tennis Courts | Tennis Tournament | 2/15, 2/16 & 2/22/14 | \$450.00 plus additional labor if required |
| Bishop Amat High School | Stadium, Field Events Area and Practice Field | Track Meet | 3/8/2014 | \$2,100.00 plus additional labor if required |
| Rusty Miller Tennis- USTA | Tennis Courts | Tennis Tournament | 4/5, 4/6, 4/12 & 4/13/14 | \$600.00 plus additional labor if required |
| Native American Student Association | Stadium and Field Events Area | Native American Cultural Event | 5/3/2014 | \$4,550.00 plus additional labor if required |
| Rusty Miller Tennis- USTA | Tennis Courts | Tennis Tournament | 5/10 & 5/11/14 | \$300.00 plus additional labor if required |
| Options for Youth Public Charter School | Gym | High School All Star Volley Ball and Basket Ball Games | 6/6/2014 | \$687.50 plus additional labor if required |
| Rusty Miller Tennis- USTA | Tennis Courts | Tennis Tournament | 10/11, 10/12 & 10/18/14 | \$450.00 plus additional labor if required |
| Rusty Miller Tennis- USTA | Tennis Courts | Tennis Tournament | 10/25 & 10/26/14 | \$300.00 plus additional labor if required |

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|-------------------|--------------|---|
| TO: | BOARD OF TRUSTEES | Action | X |
| DATE | January 21, 2014 | Resolution | |
| SUBJECT: | A & B Warrants | Information | |
| | | Enclosure(s) | X |

BACKGROUND

A & B Warrants for November and December 2013 "A" warrants provide payment for employees. "B" warrants provide payments to vendors.

This item was prepared by Lucia Blades, Accounting Supervisor.

RECOMMENDATION

Authorization is requested to approve A & B Warrants for November and December 2013.

Carol R. Horton
Recommended by

/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ H.1.c. _____

| CITRUS COMMUNITY COLLEGE DISTRICT | | |
|---|------------------------|----------------|
| APPROVAL OF A & B WARRANTS | | |
| November, 2013 | | |
| | | |
| B WARRANT AMOUNT PAID TO VENDORS | | \$2,720,400.35 |
| GRANT AMOUNT PAID TO STUDENTS | | \$3,853,583.51 |
| | | |
| | | |
| | | |
| NUMBER OF A WARRANTS ISSUED TO EMPLOYEES | REGISTER NUMBER | AMOUNT |
| 2 | 303-N | \$309.06 |
| 176 | C1D-C | \$1,583,796.70 |
| 3 | 305-C | \$1,958.23 |
| 406 | C5D-C | \$696,131.81 |
| 24 | C5D-N | \$36,976.94 |
| 13 | C3D-C | \$13,342.16 |
| 470 | C9D-N | \$253,085.34 |
| 2 | 312-C | \$2,282.80 |
| 20 | 312-N | \$5,428.67 |
| 4 | 323-C | \$1,914.79 |
| 6 | 323-N | \$742.03 |
| 1 | C2E-C | \$2,993.00 |
| 301 | C2E-N | \$1,344,866.19 |
| 1,428 | | \$3,943,827.72 |
| | | |
| | | |
| ske | | |
| 1/16/2014 | | |
| | | |

CITRUS COMMUNITY COLLEGE DISTRICT

APPROVAL OF A & B WARRANTS

December, 2013

| | | |
|---|------------------------|----------------|
| | | |
| B WARRANT AMOUNT PAID TO VENDORS | | \$2,924,729.53 |
| GRANT AMOUNT PAID TO STUDENTS | | \$259,048.00 |
| | | |
| | | |
| | | |
| NUMBER OF A WARRANTS ISSUED TO EMPLOYEES | REGISTER NUMBER | AMOUNT |
| 176 | C1E-C | \$1,589,851.40 |
| 5 | 337-C | \$5,171.80 |
| 5 | 337-N | \$716.02 |
| 404 | C5E-C | \$637,134.02 |
| 23 | C5E-N | \$35,125.64 |
| 19 | C3E-C | \$16,650.11 |
| 456 | C3E-N | \$251,207.99 |
| 1 | 344-C | \$2,700.00 |
| 7 | 344-N | \$3,102.07 |
| 4 | 351-C | \$2,638.23 |
| 6 | 351-N | \$2,688.39 |
| 1 | C2F-C | \$4,788.88 |
| 301 | C2F-N | \$1,356,478.40 |
| 1,408 | | \$3,908,252.95 |
| | | |
| | | |
| ske | | |
| 1/16/2014 | | |
| | | |
| | | |

Includes 11/01/2013 - 11/30/2013

| PO Number | Vendor Name | Site | Description | Fund/Object | Amount |
|-----------|-----------------------------------|------|---------------------------------|-------------|------------|
| 14-22748 | Red Wing Shoe Store | 9190 | Blanket PO | 01-6400 | 5,000.00 |
| 14-23631 | Field Tested Systems | 0310 | Spectrometer | 01-6400 | 428.70 |
| 14-23817 | Penske Toyota | 9190 | Vehicles | 41-6405 | 41,159.16 |
| 14-23850 | Houghton Mifflin Harcourt | 3270 | Supplies | 01-4300 | 428.04 |
| 14-23866 | Pocket Nurse | 3200 | Blanket PO | 01-4300 | 1,767.00 |
| 14-23875 | Freedom Scientific BLV Group L LC | 3270 | Software Update | 01-5840 | 2,625.81 |
| 14-23880 | Fisher Scientific | 0311 | Supplies | 01-4300 | 605.59 |
| 14-23881 | Banksupplies.com | 9050 | Supplies | 01-4300 | 259.76 |
| 14-23882 | KLM Bioscientific | 0030 | Supplies | 01-4300 | 313.45 |
| 14-23883 | The Toll Roads | 9240 | Carpool Services-Transportation | 01-4300 | 123.00 |
| 14-23884 | Sehi Computer Products Inc | 3180 | Document Scanner | 01-6400 | 215.18 |
| 14-23885 | Sehi Computer Products Inc | 0010 | Printer | 01-4300 | 209.35 |
| 14-23886 | Blackboard Finance Operations | 3180 | BlackBoard Renewal | 01-5840 | 196,823.00 |
| 14-23887 | Engineered Storage Systems | 0060 | Supplies | 01-4300 | 348.64 |
| 14-23888 | Amazon.com Corporate Credit | 3340 | Supplies | 01-4300 | 284.06 |
| 14-23889 | Von's Grocery | 3340 | Food Supplies-Kenshu | 39-4300 | 305.00 |
| 14-23890 | State Chemical Co. | 9040 | Supplies | 01-4300 | 2,164.29 |
| 14-23891 | Costco Wholesale | 3340 | Blanket PO | 39-4300 | 800.00 |
| 14-23892 | Little Caesars | 3340 | Food Supplies-Kenshu | 39-4300 | 700.00 |
| 14-23893 | An Subs Inc. | 3340 | Food Supplies-Kenshu | 39-4300 | 800.00 |
| 14-23894 | Subway | 3120 | Food Supplies for FKCE | 01-4700 | 119.90 |
| 14-23895 | Von's Grocery | 3340 | Food Supplies-Kenshu | 39-4300 | 300.00 |
| 14-23896 | Costco Wholesale | 3340 | Blanket PO | 39-4300 | 700.00 |
| 14-23897 | Casterm Plastics | 3050 | Supplies-Dental | 01-4300 | 147.12 |
| 14-23898 | Little Caesars | 3340 | Food Supplies-Kenshu | 39-4300 | 700.00 |
| 14-23899 | An Subs Inc. | 3340 | Food Supplies-Kenshu | 39-4300 | 1,200.00 |
| 14-23900 | Whittier Fertilizer | 9195 | Seed | 01-4300 | 1,455.15 |
| 14-23901 | Fred Pryor Seminars | 0030 | Registration Fee | 01-5200 | 199.00 |
| 14-23902 | School Outfitters | 3200 | Markerboard-Nursing | 01-6400 | 607.57 |
| 14-23903 | REI | 0310 | Supplies | 01-4300 | 76.25 |
| 14-23904 | Dick's Sporting Goods | 9350 | Supplies | 01-4300 | 31.87 |
| 14-23905 | Barkshire Laser Leveling | 9195 | Laser Leveling-Baseball Field | 01-6100 | 1,100.00 |
| 14-23906 | Oracle America | 9100 | Oracle Support Service | 01-5810 | 123,890.06 |
| 14-23907 | DLT Solutions | 9100 | Software License | 01-5840 | 1,275.30 |
| 14-23908 | Apple Inc | 9100 | Laptop Computer | 01-6400 | 3,054.11 |
| 14-23909 | American Harlequin Corp. | 9370 | Flooring-Dance Studio | 41-6100 | 12,119.68 |
| 14-23910 | Calworks Association | 9590 | CW Portraits of Success | 01-5800 | 150.00 |
| 14-23911 | Leica Microsystems Inc. | 9170 | Microscopes | 01-6400 | 7,323.48 |
| 14-23912 | KI Systems | 3270 | Supplies | 01-4300 | 103.55 |
| 14-23913 | Bullfrog Films | 3160 | AV DVD Media | 01-6300 | 245.25 |
| 14-23914 | The Cause, Attn: Advertising | 9420 | APU Newspaper Advertising | 01-5830 | 150.00 |
| 14-23915 | Fisher Scientific | 9170 | Spectrophotometers | 01-6400 | 7,752.78 |
| 14-23916 | The Sporting Good | 9350 | Supplies-Softball | 01-4300 | 598.20 |
| 14-23917 | YC Power Systems | 9370 | Generator Repairs-CC | 41-5600 | 9,009.68 |
| 14-23918 | HCD Renewal | 9040 | Registration Renewal | 01-5800 | 24.00 |
| 14-23919 | United Pumping Service | 9040 | Services | 01-5800 | 852.50 |

PO

| Number | Vendor Name | Site | Description | Fund/Object | Amount |
|---------------|--|-------------|--------------------------------|--------------------|---------------|
| 14-23920 | Sprint Rothhammer | 0060 | Supplies | 01-4300 | 253.30 |
| 14-23921 | Jeff's Sporting Goods | 0060 | Supplies-Softball | 01-4300 | 1,424.56 |
| 14-23922 | Dentsply | 9170 | Dental Equipment Refurbishing | 01-5800 | 6,000.00 |
| 14-23923 | M J Hellmuth Plumbing, Inc. | 9040 | Plumbing Repairs-IC | 01-5630 | 1,250.00 |
| 14-23924 | Accu Tek Laboratories | 9170 | Incubator | 01-6400 | 2,352.31 |
| 14-23925 | Owl Bookshop | 9081 | EOPS Academic Planners | 01-7600 | 396.76 |
| 14-23926 | Cole-Parmer | 9170 | Hot Plates | 01-6400 | 3,152.00 |
| 14-23927 | State Water Resources Control Division of Water Quality | 9430 | Storm Water Annual Permit Fees | 01-5800 | 1,791.00 |
| 14-23928 | Dumbell Man Fitness Equipment | 0060 | Supplies | 01-4300 | 351.60 |
| 14-23929 | Brodart, Inc. | 9260 | Supplies | 01-4300 | 231.52 |
| 14-23930 | Range Servant America | 9370 | Ball Picker-Driving Range | 41-6405 | 5,889.43 |
| 14-23931 | An Subs Inc. | 3120 | Food | 01-4700 | 599.50 |
| 14-23932 | CSS/Rancho Janitorial Supplies | 9140 | Supplies | 01-4300 | 13,684.95 |
| 14-23933 | Battery Sales Unlimited | 9100 | Cart Batteries | 01-4300 | 819.20 |
| 14-23934 | CareerAcademy.com Inc. | 9100 | Certification | 01-5810 | 539.55 |
| 14-23935 | Plaza Produce | 9673 | Lunch | 01-4300 | 90.35 |
| 14-23936 | Campitelli Cookies | 9673 | Supplies | 01-4300 | 148.00 |
| 14-23937 | Patton Sales Corp. | 9673 | Supplies | 01-4300 | 161.93 |
| 14-23938 | The Daily Titan | 9420 | Newspaper Advertising | 01-5830 | 141.60 |
| 14-23939 | New World Education Network | 3200 | MAB Pro Presentation | 01-5800 | 904.00 |
| 14-23940 | Daily 49er | 9420 | Newspaper Advertising | 01-5830 | 336.00 |
| 14-23941 | USB Memory Direct | 3120 | Supplies | 01-4300 | 632.75 |
| 14-23942 | YC Power Systems | 9040 | Blanket PO | 01-5810 | 5,000.00 |
| 14-23943 | Donald Farley M.S. D.A.B.M.P. | 9370 | Dental Assist- PC Bldg | 41-5800 | 1,000.00 |
| 14-23944 | Robert Wenzlaff, Ed.D. | 3020 | Honorarium-NATEF | 01-5800 | 288.00 |
| 14-23945 | BestTurf West | 9370 | Unity Cart-Range | 41-6405 | 8,084.38 |
| 14-23946 | Cleveland Golf/Srixon | 9370 | Golf Balls | 41-4300 | 5,570.00 |
| 14-23947 | Monrovia Unified School Dist | 9090 | Blanket PO | 74-5800 | 19,000.00 |
| 14-23948 | Pocket Nurse | 3200 | Supplies | 01-4300 | 303.02 |
| 14-23949 | Battery Sales Unlimited | 3200 | Blanket PO | 01-4300 | 350.00 |
| 14-23950 | Alcan Technologies, Inc. | 9370 | Security Alarms-SS | 41-6400 | 1,594.72 |
| 14-23951 | Grainger, Inc. | 3020 | Charger-Auto Lab | 01-4300 | 410.60 |
| 14-23952 | Mandalay Bay | 9099 | Hotel Fees for Conference | 01-5220 | 542.08 |
| 14-23953 | Mandalay Bay | 9099 | Hotel Fees for Conference | 01-5220 | 542.08 |
| 14-23954 | CAE Healthcare | 9170 | Blanket PO | 01-5800 | 5,000.00 |
| 14-23955 | DCL Construction | 9370 | Counter Tops-Driving Range | 41-6100 | 3,500.00 |
| 14-23956 | Laerdal Medical Corporation | 9170 | Blanket PO | 01-4300 | 10,000.00 |
| 14-23957 | J Brandt Recognition | 3200 | Supplies-Health Services | 01-4300 | 1,008.25 |
| 14-23958 | Environmental Equipment Supply | 3020 | Blanket PO | 01-4300 | 500.00 |
| 14-23959 | R & D Business Interiors | 0030 | Storage Cabinet-Anatomy | 01-6400 | 634.50 |
| 14-23960 | Banksupplies.com | 9050 | Supplies | 01-4300 | 74.45 |
| 14-23961 | Matco Tools | 3020 | Supplies | 01-4300 | 860.66 |
| 14-23962 | Iparq | 9070 | Citation Roll Tape | 01-4300 | 555.36 |
| 14-23963 | Iparq | 9070 | Citation Rolls | 01-4300 | 2,400.00 |
| 14-23964 | Williamson-Dickie Mfg. Co. | 9190 | Uniforms | 01-5550 | 97.86 |
| 14-23965 | Kanstul Musical Instruments | 9170 | Trombone | 01-6400 | 2,180.00 |
| 14-23966 | Bravo Music | 0280 | Supplies | 01-4300 | 90.00 |
| 14-23967 | Brian Marsh | 9660 | Informational Videos-CFTE | 01-5800 | 3,000.00 |
| 14-23968 | Office Depot | 9151 | Time Clock | 01-6400 | 250.69 |

PO

| Number | Vendor Name | Site | Description | Fund/Object | Amount |
|----------------------------|--------------------------------|-------------|---------------------------------|--------------------|-------------------|
| 14-23969 | Amazon.com Corporate Credit | 9673 | Supplies | 01-4300 | 119.89 |
| 14-23970 | Avis Rent A Car | 9240 | Rental Vehicle | 01-5610 | 1,013.70 |
| 14-23971 | Safelite Auto Glass | 9240 | Repair Windshield | 01-5630 | 219.93 |
| 14-23972 | Stage Technologies Inc. | 3370 | Theatre Stage Equip Bid 04-1314 | 01-6405 | 131,439.91 |
| 14-23973 | ComputerLand of Silicon Valley | 9170 | Software License | 01-5800 | 800.00 |
| 14-23974 | Tele Express Business Sys Inc. | 9370 | Security Cameras-PA | 41-6400 | 11,534.49 |
| 14-23975 | Apple Inc | 9673 | Supplies | 01-4300 | 86.11 |
| 14-23976 | Emergency Medical Products | 3200 | EMT/EMR Supplies | 01-4300 | 878.45 |
| 14-23977 | Adolph Siemba, Aia & Assoc. | 9375 | Architect-EDC Building | 42-5800 | 15,625.00 |
| 14-23978 | Postmaster | 9220 | Postage | 01-5850 | 6,500.00 |
| 14-23979 | CDW-G | 9100 | Maintenance for Extreme | 01-5810 | 12,970.16 |
| 14-23980 | Hillyard LA Service | 9270 | Supplies | 01-4300 | 4,296.82 |
| 14-23981 | Amazon.com Corporate Credit | 0350 | Supplies | 01-4300 | 272.45 |
| 14-23982 | Daktronics | 9195 | Scoreboard Console Parts | 01-6400 | 395.60 |
| 14-23984 | Alcan Technologies, Inc. | 9375 | Security Alarms-Admin | 42-6200 | 1,668.00 |
| 14-23985 | Tele Express Business Sys Inc. | 9370 | Security Cameras-Range | 41-6400 | 9,876.57 |
| 14-23986 | Owl Bookshop | 9081 | Fall EOPS Textbooks | 01-7600 | 105,047.16 |
| 14-23987 | Ward's Natural Science | 0030 | General Biology Supplies | 01-4300 | 58.27 |
| 14-23988 | ASCAP S & C Licensing | 9030 | Music License | 01-5880 | 2,458.54 |
| 14-23989 | Vintage King Audio | 0281 | Software Update | 01-5800 | 855.00 |
| 14-23990 | BMI General Licensing | 9030 | Music License | 01-5880 | 2,516.39 |
| 14-23991 | Glendora Trophy | 9190 | Supplies | 01-4300 | 218.00 |
| 14-23992 | Hampton Tedder Electric | 9370 | Emergency Repairs | 41-5600 | 19,162.71 |
| 14-23993 | Musician's Friend | 9170 | Supplies | 01-4300 | 42.83 |
| 14-23994 | Owl Cafe | 3370 | Blanket PO | 01-4300 | 200.00 |
| 14-23995 | Commercial Van Interiors | 9370 | Van Shelving | 41-6400 | 2,538.85 |
| 14-23996 | Owl Bookshop | 9081 | Fall CARE Textbooks | 01-7600 | 797.31 |
| 14-23997 | REI | 0310 | Rechargeable Lanterns | 01-4300 | 217.96 |
| 14-23998 | Sports Imports Inc. | 0060 | Volleyball Safety Pads | 01-6400 | 1,156.40 |
| 14-24003 | California Industrial | 9370 | Pool Boiler Repair | 41-5600 | 4,632.57 |
| 14-24004 | Gas Control Technologies, Inc. | 9040 | Services-Underground Gas | 01-5800 | 2,180.00 |
| 14-24005 | Gas Control Technologies, Inc. | 9370 | Emergency Services-Gas Line | 41-5800 | 4,290.00 |
| 14-24006 | Los Angeles County Fire Dept. | 9430 | Haz Mat Program Fees | 01-5890 | 1,598.00 |
| 14-24007 | NJP Sports, Inc. | 9370 | Fencing-Pool & Tennis Counts | 41-6100 | 6,550.84 |
| 14-24008 | KI Systems | 9050 | Stools-SS | 01-6400 | 1,948.92 |
| 14-24010 | Amazon.com Corporate Credit | 0310 | Supplies | 01-4300 | 65.38 |
| 14-24011 | Amazon.com Corporate Credit | 0281 | Computer Monitors | 01-4300 | 581.10 |
| 14-24012 | Amazon.com Corporate Credit | 0281 | Projector Mount | 01-4300 | 209.24 |
| 14-24013 | Sure Foot Corporation | 9470 | Blanket PO | 59-9321 | 1,000.00 |
| 14-24015 | Azusa Pacific University | 9350 | Classified Enrichment | 01-5800 | 1,500.00 |
| 14-24016 | Genesee Scientific | 0030 | Supplies-Life Science | 01-4300 | 124.72 |
| 14-24017 | Chipman Corporation | 9250 | Moving Services | 01-5800 | 200.00 |
| 14-24018 | Gas Control Technologies, Inc. | 9040 | Emergency Repairs-CS Building | 01-5630 | 850.00 |
| 14-24019 | Jeff's Sporting Goods | 9350 | Softball Supplies | 01-4300 | 4,056.60 |
| 14-24020 | Print Manager | 9100 | Software License | 01-5840 | 1,443.75 |
| Total Number of POs | | | | 140 | 906,730.06 |

| PO Number | Vendor Name | Site | Description | Fund/Object | Amount |
|-----------|-------------|------|-------------|-------------|--------|
|-----------|-------------|------|-------------|-------------|--------|

Fund Summary

| Fund | Description | PO Count | Amount |
|------|--------------------------------|--------------|-------------------|
| 01 | General Fund | 112 | 717,418.98 |
| 39 | Community Education | 8 | 5,505.00 |
| 41 | Capital Outlay Projects Fun | 16 | 146,513.08 |
| 42 | Revenue Bond Construction Fund | 2 | 17,293.00 |
| 59 | Golf Driving Range | 1 | 1,000.00 |
| 74 | Student Financial Aid Trust | 1 | 19,000.00 |
| | | Total | 906,730.06 |

PO Changes

| | New PO Amount | Fund/ Object | Description | Change |
|----------|---------------|--------------|---|--------------------------|
| 14-23198 | 228.88 | 01-5600 | General Fund/Rentals, Leases and Repairs | 88.88 |
| 14-23199 | 235.42 | 01-5600 | General Fund/Rentals, Leases and Repairs | 95.42 |
| 14-23253 | 7,967.90 | 01-5850 | General Fund/Constl/Postage,offcampus pr | 474.15 |
| 14-23672 | 455.89 | 01-4300 | General Fund/Materials and Supplies | 36.24 |
| 14-23726 | 1,110.41 | 41-6400 | Capital Outlay Projects Fun/Equipment-Capitalized | 110.01 |
| 14-23760 | 3,150.00 | 41-5800 | Capital Outlay Projects Fun/Oth Contracted Services | 3,150.00 |
| 14-23760 | 3,150.00 | 42-5800 | Revenue Bond Construction F/Oth Contracted Service | 3,150.00 |
| | | | | Total PO 14-23760 |
| 14-23771 | 369.38 | 01-4300 | General Fund/Materials and Supplies | 56.01 |
| 14-23783 | 4,670.76 | 01-5800 | General Fund/Oth Contracted Services | 3,009.84 |
| 14-23783 | 4,670.76 | 01-5840 | General Fund/Computer/Technlgy Related S | 3,009.84 |
| | | | | Total PO 14-23783 |
| | | | | Total PO Changes |

| PO Number | Vendor Name | Site | Description | Fund/Object | Amount |
|---|--------------------------------|-------------|-----------------------------------|--------------------|---------------|
| PO | | | | | |
| Includes 12/01/2013 - 12/31/2013 | | | | | |
| 14-23451 | Kimble Chase Custom Glass Shop | 0311 | Supplies | 01-4300 | 285.60 |
| 14-23578 | Burmax Co. Inc. | 3040 | Reclining Hydraulic Chairs | 51-6400 | 1,581.53 |
| 14-23916 | The Sporting Good | 9350 | Supplies-Softball | 01-4300 | 598.20 |
| 14-23999 | Laerdal Medical Corporation | 0060 | CPR Manikins | 01-6400 | 1,083.08 |
| 14-24000 | Xerox Capital Services LLC | 9110 | New Agreement on Xerox CP | 01-5610 | 185,300.00 |
| 14-24001 | Xerox Capital Services LLC | 9110 | New Agreement for 9302 | 01-5610 | 21,800.00 |
| 14-24002 | Xerox Capital Services LLC | 9110 | Replacement to D136CP (2) | 01-5610 | 70,000.00 |
| 14-24009 | Sehi Computer Products Inc | 9081 | Printer | 01-5800 | 338.45 |
| 14-24014 | J H Mitchell | 9190 | Diesel Fuel | 01-4360 | 479.60 |
| 14-24021 | Commercial Van Interiors | 9370 | Van Shelving | 41-6405 | 4,331.95 |
| 14-24022 | Daisy I.T. | 9170 | Printer | 01-6400 | 1,139.05 |
| 14-24023 | Bainbridge Environmental | 9375 | Asbestos & Lead Testing-Fine | 42-5800 | 3,595.00 |
| 14-24024 | Monrovia Reproduction 1205 S. | 9370 | IS Bldg - Reproduction & Printing | 41-5800 | 1,500.00 |
| 14-24025 | Cool-Off, LLC | 9170 | Portable Fans-Athletics | 01-6400 | 1,507.05 |
| 14-24026 | Sundog Quality Products | 9170 | Waterpolo Fiberglass Goals | 01-6400 | 4,934.82 |
| 14-24027 | BSN Sports | 9170 | Tennis Ball Machine | 01-6400 | 2,146.76 |
| 14-24028 | Freer Percussion LLC | 9170 | Musical Instruments | 01-4300 | 240.38 |
| 14-24029 | Medco Supply | 0060 | Supplies | 01-4300 | 113.36 |
| 14-24030 | Systems Technology Associates | 9100 | HP Support Renewal | 01-5840 | 523.20 |
| 14-24031 | AED Superstore® | 9430 | AED Supplies | 01-4300 | 2,504.28 |
| 14-24032 | Dumbell Man Fitness Equipment | 9170 | Exercise Equipment-Fitness | 01-6400 | 6,311.10 |
| 14-24033 | Hillyard, Inc. | 9370 | Custodial Floor Equipment | 41-6400 | 7,524.85 |
| 14-24034 | Elesco | 9430 | Emergency Lighting Batteries-SF | 01-6100 | 10,490.13 |
| 14-24035 | Elesco | 9430 | Emergency Lighting Batteries- | 01-6100 | 8,689.09 |
| 14-24036 | Elesco | 9430 | Emergency Lighting Batteries- | 01-6100 | 8,714.52 |
| 14-24037 | Elesco | 9430 | Emergency Lighting Batteries- | 01-6100 | 2,048.80 |
| 14-24038 | Elesco | 9430 | Emergency Lighting Batteries-PC | 01-6100 | 4,534.03 |
| 14-24039 | Elesco | 9430 | Emergency Lighting Batteries- | 01-6100 | 1,833.90 |
| 14-24040 | Elesco | 9430 | Emergency Lighting Batteries- | 01-6100 | 2,053.43 |
| 14-24041 | Elesco | 9430 | Emergency Lighting Batteries- | 01-6100 | 13,671.84 |
| 14-24042 | Zone Alarm | 9100 | Software-Fire Wall | 01-5840 | 139.90 |
| 14-24043 | Wear U AT | 9350 | Woman's Basketball Uniforms | 01-4300 | 2,255.21 |
| 14-24044 | S & R Sport | 9350 | Waterpolo Replacement Nets | 01-4300 | 616.80 |
| 14-24045 | Laerdal Medical Corporation | 0060 | CPR Airways & Face Shields | 01-4300 | 1,958.62 |
| 14-24046 | behindthechair.com | 9260 | Renewal of Print Subscription | 01-6300 | 29.95 |
| 14-24047 | Pasco Scientific | 9170 | Diode Lasers | 01-6400 | 992.73 |
| 14-24048 | Southwest Plastic Binding Co. | 9110 | Shrinkwrap Machine | 01-6400 | 4,507.80 |
| 14-24049 | Amazon.com Corporate Credit | 9300 | Supplies | 01-4300 | 38.91 |
| 14-24050 | Steve Weiss Music | 9170 | Musical instruments | 01-4300 | 589.19 |
| 14-24051 | MCAH | 3120 | Registration Fee for Conference | 01-5220 | 43.60 |
| 14-24052 | Fitness Anywhere | 9170 | Fitness Training Equipment | 01-6400 | 5,435.25 |
| 14-24053 | DCL Construction | 9370 | Counter Top Replacement-Golf | 41-6200 | 3,700.00 |
| 14-24054 | Ace Business Machines, Inc. | 9050 | Supplies | 01-4300 | 207.05 |
| 14-24055 | Signature Flooring Inc. | 9370 | Flooring-Golf Range | 41-6200 | 1,000.00 |
| 14-24056 | CDW-G | 9100 | Hardware Update & Support | 01-5840 | 3,491.42 |
| | | | | 01-6400 | 6,853.22 |
| 14-24057 | SC Fuels | 9190 | Gasoline | 01-4360 | 9,966.00 |
| 14-24058 | San Gabriel Valley Tribune | 9210 | Subscription | 01-4210 | 277.00 |

| PO Number | Vendor Name | Site | Description | Fund/Object | Amount |
|----------------------------|--------------------------------|-------------|--------------------------------|--------------------|-------------------|
| 14-24059 | Oracle America | 9100 | Oracle Programs License & | 01-5840 | 3,586.06 |
| 14-24060 | Claremont Courier | 9220 | Subscription Renewal | 01-4300 | 52.00 |
| 14-24061 | Amazon.com Corporate Credit | 9100 | Supplies | 01-4300 | 39.09 |
| 14-24062 | Freestyle Photographic Supply | 3260 | Supplies | 01-4300 | 44.40 |
| 14-24063 | Amazon.com Corporate Credit | 9170 | Sound System | 01-6400 | 324.58 |
| 14-24064 | Amazon.com Corporate Credit | 9170 | Supplies | 01-4300 | 30.51 |
| 14-24065 | It's A Gas, Inc. | 9170 | Helium Tank Refill | 01-5800 | 319.00 |
| 14-24066 | SparkFun Electronics | 9170 | Electronic Components | 01-4300 | 544.18 |
| 14-24067 | Daisy I.T. | 9100 | Printer Maintenance Kit | 01-4300 | 271.41 |
| 14-24068 | Accu Tek Laboratories | 9170 | Micropipetters | 01-6400 | 1,978.51 |
| 14-24069 | Amazon.com Corporate Credit | 0260 | Supplies | 01-4300 | 174.71 |
| 14-24070 | Amazon.com Corporate Credit | 0060 | Supplies | 01-4300 | 170.01 |
| 14-24071 | Gale Group | 3160 | Ebooks | 01-5840 | 2,500.00 |
| 14-24072 | E.G. Brennan & Co., Inc. | 9010 | Supplies | 01-4300 | 581.80 |
| 14-24073 | SectorPoint, Inc. | 9100 | Citrus Website Update | 01-5810 | 31,762.50 |
| 14-24074 | New Readers Press Subscription | 3070 | Subscription | 01-4300 | 109.07 |
| 14-24075 | BSN Sports | 0060 | Football Helmets | 01-4300 | 5,661.25 |
| 14-24076 | ACCCA | 9280 | Registration Fees | 01-5200 | 325.00 |
| 14-24077 | Goldstar Training | 9070 | Campus Safety Peronnel | 01-5800 | 1,200.00 |
| 14-24078 | Office Depot | 9170 | Shredder | 01-6400 | 1,656.80 |
| 14-24079 | Studica, Inc. | 9344 | Autodesk Software Draft/Design | 01-4300 | 2,095.00 |
| 14-24080 | Dumbell Man Fitness Equipment | 0060 | Exercise Equipment-Fitness | 41-6400 | 29,522.55 |
| 14-24081 | Best Buy | 9170 | Supplies | 01-4300 | 14.16 |
| 14-24082 | Apple Inc | 9170 | Notebook Computer | 01-6400 | 2,082.72 |
| 14-24083 | ComputerLand of Silicon Valley | 9170 | Software Subscription | 01-5800 | 936.00 |
| 14-24084 | Sehi Computer Products Inc | 0210 | Printer Maintenance Kit | 01-4300 | 309.57 |
| 14-24085 | West Coast Netting | 9350 | Baseball Screens | 01-6400 | 3,349.47 |
| 14-24086 | Neu-Tec Group Inc. | 9170 | Science Test Tube Filler | 01-6405 | 28,197.86 |
| 14-24087 | A C Supply | 0310 | Supplies | 01-4300 | 404.14 |
| 14-24088 | Airdraulics | 3020 | Safety Repairs-Lifts | 41-5600 | 21,260.67 |
| 14-24089 | Plaza Produce | 3370 | LA Workforce Collaborative | 01-4300 | 536.28 |
| 14-24090 | R & D Business Interiors | 0311 | Upholstery of Chairs | 01-5800 | 1,069.15 |
| 14-24091 | Medco Supply | 9170 | Exercise Equipment-Training | 01-6400 | 3,989.40 |
| 14-24092 | Intergrated Network Cable | 9170 | AV Supplies | 01-4300 | 286.68 |
| 14-24093 | Management Concepts | 9660 | Management Conference | 01-5220 | 769.00 |
| 14-24094 | AHSIE | 9660 | AHSIE Conference | 01-5220 | 400.00 |
| 14-24095 | Digital River Education | 0281 | Software Update | 01-4300 | 643.08 |
| 14-24096 | Eagle Photography | 9210 | Portrait Photo | 01-4300 | 125.00 |
| 14-24097 | Frasca Plumbing Company | 9430 | Backflow Device Service | 01-5800 | 1,270.00 |
| 14-24098 | Prize Possessions | 9350 | Golf Tournamnet Awards | 01-4300 | 445.53 |
| Total Number of POs | | | | 87 | |
| Total | | | | | 561,013.79 |

| PO Number | Vendor Name | Site | Description | Fund/Object | Amount |
|--------------|--------------------------------|------|--------------|-------------|--------------------------|
| Fund Summary | | | | | |
| Fund | Description | | PO Count | | Amount |
| 01 | General Fund | | 78 | | 486,997.24 |
| 41 | Capital Outlay Projects Fund | | 7 | | 68,840.02 |
| 42 | Revenue Bond Construction Fund | | 1 | | 3,595.00 |
| 51 | Bookstore Fund | | 1 | | 1,581.53 |
| | | | Total | | <u>561,013.79</u> |

PO Changes

| New PO | Amount | Object | Description | Amount |
|--------------------------|-----------|---------|--|------------------------|
| 14-23221 | 1,417.00 | 01-5800 | General Fund/Oth Contracted Services | .00 |
| 14-23761 | 10,000.00 | 42-5120 | Revenue Bond Construction F/Personal Svcs-Const | .00 |
| 14-23801 | 4,325.00 | 01-5800 | General Fund/Oth Contracted Services | 1,070.00 |
| 14-23826 | 314.38 | 01-5800 | General Fund/Oth Contracted Services | 24.38 |
| 14-23839 | 255.10 | 01-4700 | General Fund/Food | .00 |
| 14-23955 | 3,500.00 | 41-6100 | Capital Outlay Projects Fun/Sites and Improvement | -3,500.00 |
| 14-23955 | 3,500.00 | 41-6200 | Capital Outlay Projects Fun/Bldg. & Improvement of | 3,500.00 |
| Total PO 14-23955 | | | | .00 |
| Total PO Changes | | | | <u>1,094.38</u> |

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|--------------------------|--------------|-------|
| TO: | BOARD OF TRUSTEES | Action | X |
| DATE | January 21, 2014 | Resolution | _____ |
| SUBJECT: | Institutional Membership | Information | _____ |
| | | Enclosure(s) | X |

BACKGROUND

The American Association of Teachers of Spanish and Portuguese (AATSP) benefits include the quarterly journal *Hispania* which is one of the best journals available for instructors to keep current in the fields of Spanish pedagogy, literature, linguistics and computer assisted language instruction. Membership provides workshops, scholarships and professional growth in Spanish teaching activities.

This item was prepared by Anna McGarry, Faculty, Language Arts.

RECOMMENDATION

Authorization is requested to approve a \$65.00 annual membership to the American Association of Teachers of Spanish and Portuguese (AATSP).

Carol R. Horton
Recommended by

/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ H.1.e. _____

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|------------------------------|--------------|-------|
| TO: | BOARD OF TRUSTEES | Action | X |
| DATE | January 21, 2014 | Resolution | _____ |
| SUBJECT: | Disposal of Surplus Property | Information | _____ |
| | | Enclosure(s) | X |

BACKGROUND

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

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

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

RECOMMENDATION

Authorization is requested to dispose of the enclosed list of surplus items by exchange for value, private sale, sale at public auction or donation to another public entity or non-profit agency.

Carol R. Horton _____
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ H.1.f. _____

Surplus List for January 21, 2014 Board

| Item # | Description | Manufacturer | Asset ID | Serial # |
|--------|-------------------|-------------------------|----------|-----------------------|
| 1 | Truck | 1989 GMC Model S15 | N/A | VIN 1GTBS14E4K8507664 |
| 2 | Utility Truck #66 | 1997 Cushman | N/A | 60-30449 |
| 3 | Utility Truck #60 | 1997 Cushman | N/A | 60-30179 |
| 4 | Floor Sweeper | Tennant Model 355 | N/A | 355-2750 |
| 5 | Monitor | Viewsonic VG2030M | | QG2070600779 |
| 6 | Monitor | Viewsonic VX724 | 4949 | PSN052823545 |
| 7 | Cash Reg POS | Posiflex SD-200 | 7391 | TP650305 |
| 8 | Cash Reg POS | Posiflex SD-200 | 7693 | TP641570 |
| 9 | Computer | ABC | 4882 | 1212056868 |
| 10 | Computer | ABC | 4069 | 0128056498 |
| 11 | Computer | Gateway 4 | 3298 | 0030131939 |
| 12 | Computer | Gateway 4 | 3313 | 0030131942 |
| 13 | Scanner | HP | | SG0AS2603B |
| 14 | Computer | Gateway 4 | 3317 | 0030131951 |
| 15 | Computer | Gateway 4 | 3276 | 00301523 |
| 16 | Computer | ABC | 3608 | 0412046467 |
| 17 | Computer | Gateway 4 | 3311 | 0030131937 |
| 18 | Computer | ABC | | 0412046463 |
| 19 | Computer | Gateway 4 | 3309 | 0030131955 |
| 20 | Monitor | Gateway 2100 | | MPV6250N04696 |
| 21 | Projector | Panasonic | 7289 | N/A |
| 22 | Monitor | Viewsonic VX724 | | PSN052824550 |
| 23 | Computer | Gateway 4 | 3316 | 0030131934 |
| 24 | Computer | Gateway 4 | 3315 | 0030131946 |
| 25 | Computer | Gateway 4 | 3320 | 0030131953 |
| 26 | Computer | Gateway 4 | 3314 | 0030131941 |
| 27 | Computer | Gateway 4 | 3312 | 0030131940 |
| 28 | Computer | Gateway 4 | 3291 | 0030131961 |
| 29 | Computer | Gateway 5 | 4055 | 003324330 |
| 30 | Computer | ABC | | 0210003653 |
| 31 | Computer | ABC | 4164 | N/A |
| 32 | Printer | HP 4050N | 1180 | USQJ004105 |
| 33 | Computer | ABC | 7751 | 01160224838 |
| 34 | Printer | HP Deskjet 6127 | 4113 | MY4983B164 |
| 35 | Printer | HP LaserJet 1200 | 7704 | CNBQ033496 |
| 36 | Projector | Mitsubishi LVPS2500 | 0666 | 0007229 |
| 37 | FAX | HP Series 900 | | MY0B2F31F6 |
| 38 | Monitor | Mag V7003-02 | 6694 | HDD6K5000915 |
| 39 | Monitor | Viewsonic 21683-1MVCTDS | 7126 | 218011203824 |
| 40 | Monitor | Viewsonic VX724 | | PSN052824408 |
| 41 | Monitor | Viewsonic 2WVX900 | 4053 | A24041800914 |
| 42 | Computer | ABC | | 0902983085 |
| 43 | Monitor | Dell AS501 | | CN08374822081A0366 |

| | | | | |
|----|-------------------------|--|-----------|----------------------|
| 44 | Computer | ABC | 0568 | 0903983086 |
| 45 | Monitor | Dell AX510 | | CN0C730C7162321B3987 |
| 46 | Computer | ABC | 4062 | 0118056480 |
| 47 | Monitor | Gateway 2100 | | MPV6250N04699 |
| 48 | Monitor | Viewsonic VX724 | | PSN052824475 |
| 49 | Monitor | Gateway 2100 | | MPV6250N04701 |
| 50 | Computer | ABC | 7789 | 0225046456 |
| 51 | Monitor | Viewsonic VS10773 | | PSD062001777 |
| 52 | Monitor | Viewsonic VP2130B | | PSD074900241 |
| 53 | Monitor | NEC Accusync 90 | | 0451251YA |
| 54 | Computer | ABC | 7811 | 0118056472 |
| 55 | Monitor | KDS RAD-5 | 2386 | 1540SBC37600540 |
| 56 | Computer | ABC | | 062004003 |
| 57 | Computer | ABC | 2222 | 0109014500 |
| 58 | Monitor | MAG XJ796 | | HDD6K4001001 |
| 59 | Computer | ABC | 4977 | |
| 60 | Computer | ABC | 3840 | |
| 61 | Monitor | Viewsonic VP2130B | 4935 | PSD055200390 |
| 62 | Computer | ABC | 4999 | 0315066990 |
| 63 | Computer | ABC | 5261/7383 | 0822067150 |
| 64 | Monitor | Mag U7003-02 | | HDD6K5000798 |
| 65 | Computer | Gateway 4 | 5716 | 0036021880 |
| 66 | Printer | HP Deskjet 6127 | 4911 | MY4C84B013 |
| 67 | Printer | HP Deskjet 6122 | | MY4A82B032 |
| 68 | Computer | Dell Optiplex 745 | 6220 | W46VQD6GHPG6JMRR7K3 |
| 69 | 14 File Cabinets | 2,3,4 & 5 drawer | | |
| 70 | 27 Chairs | Task / side, various colors | | |
| 71 | TV/VCR Combo | 19" Phillips | | |
| 72 | 6 Desks | "L" shapes, modular | | |
| 73 | 5 Bookcases | Metal/Wood | | |
| 74 | 2 Credenzas | Wood/Metal | | |
| 75 | 1 Desk/Hutch | Wood | | |
| 76 | 3 Refrigerators | Counter height | | |
| 77 | 45 Child Tables | Round, square, rectangle | | |
| 78 | 180 pieces of Furniture | Lakeshore, wood, preschool size | | |
| 79 | 30 each Sofas/Chairs | Upholstered – preschool size | | |
| 80 | 203 Chairs | Plastic, stacking – preschool size | | |
| 81 | 80 Mats | Floor Mats - nap / exercise | | |
| 82 | A/V Cart | Black metal | | |
| 83 | 4 Storage Carts | Indoor, Wood 6' Tall Mobile | | |
| 84 | 10 Storage Chests | Outdoor, plastic 6' | | |
| 85 | Learning Manipulatives | 70 boxes – misc wood, plastic, foam | | |
| 86 | Art & Craft supplies | 90 Boxes | | |
| 87 | Toys | 90 boxes – toys & games | | |
| 88 | Outdoor Play Structures | 20 Child Outdoor, plastic, various configurations | | |
| 89 | 8 Tables bench combo | Outdoor fiberglass, round, table bench combo, child height | | |

| | | | | |
|-----|-------------------|------------------------------|--------|------------------|
| | | | | |
| 90 | Washing Machine | Speedqueen | | |
| 91 | Clothes Dryer | Whirlpool, electric | | |
| 92 | Refrigerator | Hotpoint, white 23.7 CF | | |
| 93 | Refrigerator | Victory Model RA-20-37 | 007377 | S/N HO 866931 |
| 94 | Freezer | Trausen Model G22010 | 000117 | S/N T609110H99 |
| 95 | Refrigerator | GE 25CF Model PTS25LHSAR | 007382 | DR 315234 |
| 96 | Dishwasher | Hobart | 007381 | |
| 97 | Oven | Vulcan Counter Top, Electric | 007378 | |
| 98 | Stove/oven | Vulcan, Electric | 000121 | |
| 99 | Camcorder | Panasonic AG-188 | | JW5A10168 |
| 100 | Power Supply | Panasonic AG-B21P | | J5WA11952 |
| 101 | Camcorder | Panasonic AG-456 Proline | 007846 | J5HGB00398 |
| 102 | Camcorder | Panasonic AG-456 Proline | 007845 | J5HB00514 |
| 103 | Slide Projector | Kodak Ektagraphic III | | A-25872 |
| 104 | Slide Projector | Kodak Ektagraphic E-2 | | 2052586 |
| 105 | Slide Projector | Kodak AF-2 | | 5100940 |
| 106 | Slide Projector | Kodak Ektagraphic III B | | A-35156 |
| 107 | Microphone Stand | 3 each Atlas PP-763H | | |
| 108 | Headphones | 5 each Telex 510/520 | | |
| 109 | Headphones | Califone 2924AV | | |
| 110 | Slide Trays | Kodak | | |
| 111 | SD Card Readers | 8 each Dazzle Hi-Speed | | |
| 112 | Laser Disc Player | Pioneer LD-V2000 | | 390627 |
| 113 | Video Converter | Matrox RT2000 | 6446 | A230622 |
| 114 | Machine Interface | Leightronix Pro Bus | 3651 | PRPIRU01 |
| 115 | Machine Interface | Leightronix Pro Bus | 50045 | PRPIDVD |
| 116 | Machine Interface | Leightronix Pro Bus | 3665 | PRPIRU01 |
| 117 | Machine Interface | Leightronix Pro Bus | 3645 | PRPIU01 |
| 118 | Computer | IBM ThinkPad | 3851 | 1S26352AU78GD666 |
| 119 | CD Player | Akai CSD6R | | 020224706 |
| 120 | Barcode Reader | Unitech MS-180 | | 5156493624 |
| 121 | Barcode Reader | Metrologic MS-6720 | | 3002130273 |
| 122 | Barcode Reader | Metrologic MS-6720 | | 3002130281 |
| 123 | Barcode Reader | SWD-200 | | 0702GS04614 |
| 124 | Barcode Reader | SWD-200 | | 07027J02067 |
| 125 | 20 Push cycles | Child size | | |
| | | | | |

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|------------------------|--------------|----------|
| TO: | BOARD OF TRUSTEES | Action | <u>X</u> |
| DATE | January 21, 2014 | Resolution | _____ |
| SUBJECT: | Bid Threshold Increase | Information | _____ |
| | | Enclosure(s) | _____ |

BACKGROUND

Pursuant to Public Contract Code Section 20651(d) the State Chancellor's Office annually adjusts the dollar amount of the bid threshold for the procurement of equipment, materials, supplies, non-construction services, and maintenance repairs. This increase is based on the Implicit Price Deflator for the prior fiscal year rounded to the nearest one hundred dollars. The applicable adjustment of 0.858% applied to the 2013 bid threshold of \$83,400 results in the new bid threshold of \$84,100. This new bid threshold is effective January 1, 2014.

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

RECOMMENDATION

Authorization is requested to adopt the new bid threshold of \$84,100 effective January 1, 2014, for the procurement of equipment, materials, supplies, non-construction services, and maintenance repairs.

Carol R. Horton _____
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ H.1.g. _____

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|--|--------------|-------------------|
| TO: | BOARD OF TRUSTEES | Action | <u> X </u> |
| DATE | January 21, 2014 | Resolution | <u> </u> |
| SUBJECT: | Approval of Change Order Number Two for Bid #07-1112, Tech C Building, Esthetician Remodel Project | Information | <u> </u> |
| | | Enclosure(s) | <u> X </u> |

BACKGROUND

At its meeting of February 5, 2013, the Board of Trustees awarded project #07-1112, Tech C Building, Esthetician Remodel Project to GDL Best Contractors, Inc. of Whittier, California. During the course of construction the District has identified additional project requirements. They are enumerated in the enclosed Change Order Request that is part of Change Order Number Two. The increase is \$12,744.00. The revised total of the contract after Change Order Number Two is \$751,887.00. The change will add zero days to the construction time.

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

RECOMMENDATION

Authorization is requested to approve Change Order Number Two in the amount of \$12,744.00 and add zero days to the time for completion for Bid #07-1112, Tech C Building, Esthetician Remodel Project.

Carol R. Horton _____
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ H.1.h. _____

CHANGE ORDER

Adolph Ziemba, AIA & Associates
601 S. Glenoaks Boulevard, Suite 400
Burbank, CA 91502
Phone#: 818-841-2585
E-mail: aziemba@adolphiemba.com

| | | | |
|-------------|---|----------------------|-------------------------|
| PROJECT: | <u>Bid #07-1112, Tech C , Esthetician Remodel</u> | CHANGE ORDER # | <u>002 - Final</u> |
| | <u>Citrus Community College District</u> | Board Date: | <u>January 21, 2014</u> |
| CONTRACTOR: | <u>gdL Best Contractors, Inc.</u> | D.S.A. | |
| | <u>7611 Greenleaf Avenue</u> | Application# | <u>03-114608</u> |
| | <u>Whittier, CA 90602 Phone #: 582-789-1289</u> | D.S.A. File # | <u>19-C9</u> |
| | | Architect Project #: | <u>110901</u> |

Contract Summary

| | | | |
|--|----|------------------|--------------------------|
| ORIGINAL CONTRACT AMOUNT: | | \$ | <u>729,300.00</u> |
| Previous Change Order: | \$ | <u>9,843.00</u> | |
| This Change Order: | \$ | <u>12,744.00</u> | |
| Total Change Orders: | \$ | <u>22,587.00</u> | |
| REVISED CONTRACT AMOUNT: | | \$ | <u><u>751,887.00</u></u> |
| Percentage of Change to Contract for Total Change Orders: | | | <u>.031%</u> |

Notice To Proceed Date: **February 25, 2013, 179** Calendar Day Contract

| | |
|------------------------------------|-------------------------|
| ORIGINAL CONTRACT COMPLETION DATE: | August 23, 2013 |
| Previous Change Order: | <u>00</u> Calendar Days |
| This Change Order: | <u>00</u> Calendar Days |
| Total Change Orders: | <u>00</u> Calendar Days |

REVISED CONTRACT COMPLETION DATE: **August 23, 2013**

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

The Owner and the Contractor hereby agree that this change order constitutes full mutual accord and satisfaction for all time, costs and all impacts related directly or indirectly to this change order. By acceptance of this change order, the Contractor hereby agrees that the price of this Change Order represents full and final compensation to the Contractor for all cost, direct and indirect, associated with the work, including but not limited to all costs for general conditions, field and home office overhead, profit, delay, disruption or suspension of work, acceleration, labor inefficiencies and the change's impact on the unchanged work. Contractor further agrees on behalf of itself and all subcontractors to waive all rights to any further claims or requests for equitable adjustment. The time extension set forth in this Change Order constitutes the final adjustment to the date of Substantial Completion for any and all delays to the Contract Time for the items listed in this Change Order and the project as a whole.

APPROVALS:

| | |
|---|-------------|
| _____ Architect: Al Ziemba, President, Adolph Ziemba AIA & Associates | DATE: _____ |
| _____ Contractor: Francisco Lopez, President, gdL Best Contractors, Inc. | DATE: _____ |
| _____ Owner: Carol R. Horton, V.P., Citrus Community College District | DATE: _____ |

EXHIBIT "A"

Change Order No: 002 – Final
Project Name: Tech C Building, Esthetician Remodel
DSA No.: 03-114608
Owner: Citrus Community College District
Architect Project #: 110901
Board Date: January 21, 2014

Change Order #3

Description: Revise the proposed HVAC scheme by changing the route of new exhaust ducting and by adding a new roof-top exhaust fan; eliminate fire/smoke dampers at ductwork penetrating partitions around Equipment Storage Room; change roof top exhaust fans to single phase power.

Reason: Changing the routing of the new exhaust ducting utilizes an existing duct shaft and eliminates construction (and disturbance) within the classroom above the Esthetician space; fire dampers will not be needed at Equipment Storage room because the new ductwork no longer penetrates fire rated partitions (see Change Order #4, below); the change to single phase service to new exhaust fans makes use of existing electrical service and eliminates the expense of new three phase service.

Requested by: General Contractor

Cost: No cost

Time Extension: 0 Days

Change Order #4

Description: Revise configuration of metal framed drywall partitions at Equipment Storage room; and revise configuration of metal framed drywall partitions and ceiling at display area within Reception room.

Reason: These revisions are necessitated by the locations of the two existing large HVAC ducts relative to the new drywall partitions. Precise locations of existing ductwork were ascertained during demolition of existing ceilings and partitions.

Requested by: Architect

Cost: \$3,450

Time Extension: 0 Days

Change Order #5

Description: Delete new, accessible ramps and signage from 6 of the 12 designated accessible parking spaces from Lot S-9. Removal of existing accessibility signage and non-conforming ramps at these spaces shall remain a part of the construction contract.

Reason: These 6 parking spaces do not conform to the paving grading requirements of accessible spaces per the building code. Lot S-9, by code must have 4 accessible spaces. That requirement is exceeded by the remaining 6 spaces that will receive new accessible ramps and signage.

Requested by: District

Credit: \$3,875

Time Extension: 0 Days

Change Order #6

Description: Revise light switching scheme in Classroom and add one light switch/motion detector in Equipment Storage room.

Reason: The location of the projection screen in the Classroom was revised by a representative of the college after switching was installed in the Classroom. Changing the location of the projection screen required revision of the lighting scheme; the Equipment Storage was divided into two rooms under Change Order #4, necessitating separate switching for each of Equipment Storage Rooms A and B.

Requested by: District

Cost: \$2,300

Time Extension: 0 Days

Change Order #7

Description: Add one smoke detector to one of the Equipment Storage Rooms so that each room has a smoke detector.

Reason: Equipment Storage was divided into two rooms under Change Order #4, necessitating separate smoke detector for each of Equipment Storage Rooms A and B.

Requested by: DSA

Cost: \$1,214

Time Extension: 0 Days

Change Order #8

Description: Install finished wood blocking to the wall of the Classroom for installation of the projection screen.

Reason: The location of the projection screen was changed, as described under Change Order #6, after the Classroom partitions were constructed. The new wood blocking, fastened to the metal framing of the wall, will provide a solid component, for the projection screen bracket to be secured to.

Requested by: District

Cost: \$250

Time Extension: 0 Days

Change Order #9

Description: Perform duct cleaning for the remainder of the first floor of Building TC.

Reason: Duct cleaning for the north half of the first floor of building TC is covered under the construction contract. The entire first floor is served by one HVAC roof top unit. Duct cleaning for the remainder of the first floor will provide a more hygienic environment for the entire first floor HVAC zone.

Requested by: District

Cost: \$4,140

Time Extension: 0 Days

Change Order #10

Description: Repair and properly fire caulk existing voids in fire rated partitions in existing Boiler Room in Building TC. The existing voids were not the result of the construction of this contract.

Reason: Provides minor repairs to make the existing partitions more code compliant.

Requested by: District

Cost: \$450

Time Extension: 0 Days

Change Order #11

Description: Revise the specified tempered, obscure glass side-lites at exterior doors to laminated, obscure glass.

Reason: Tempered, obscure glass was not available in the required sizes. Laminated, obscured glass was available in the required sizes.

Requested by: General Contractor

Cost: \$400

Time Extension: 0 Days

Change Order #12

Description: Delete specified lavatory faucet from Accessible Restroom.

Reason: Dyson donated a combination faucet/hand dryer to the college for this location.

Requested by: District

Credit: \$270

Time Extension: 0 Days

Change Order #13

Description: Revise drywall finish from Level 5 to Level 3.

Reason: Level 3 is campus standard.

Requested by: District

Cost: No cost

Time Extension: 0 Days

Change Order #14

Description: Install new toilet and carrier in the accessible compartment of the Women's Restroom on second floor of Building TC.

Reason: This is necessary so that this toilet meets the accessible mounting height requirements of the building code. The existing toilet was not the correct mounting height and could not be adjusted to meet those requirements.

Requested by: General Contractor

Cost: \$1,495

Time Extension: 0 Days

Change Order #15

Description: Replace installed light fixtures at make-up mirrors, and install an individual circuit to lights at each make-up mirror in the Classroom.

Reason: Light fixtures at the make-up mirrors were changed so that the electric power may be fed from individual junction boxes. Individual circuits were provided for maintenance/operations reasons.

Requested by: District

Cost: \$2,650

Time Extension: 0 Days

Summary of Cost

Total Cost of This Change Order: \$12,744.00

Total Additional Working Days: 0 Days

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|--|--------------|------------|
| TO: | BOARD OF TRUSTEES | Action | X |
| DATE | January 21, 2014 | Resolution | _____ |
| SUBJECT: | Approval of Change Order Number Two for Bid #02-0809, Administration Building Renovation Project | Information | _____ |
| | | Enclosure(s) | X _____ |

BACKGROUND

At its meeting of July 16, 2013, the Board of Trustees authorized a Takeover Agreement for Bid #02-0809, Administration Building Renovation Project to Ohio Casualty Insurance of Fairfield, Ohio. During the course of construction the District has identified additional project requirements. They are enumerated in the enclosed Change Order Request that is part of Change Order Number Two. The increase is \$19,349.70. The revised total of the contract after Change Order Number Two is \$4,236,961.60. The change will add twelve days to the construction time.

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

RECOMMENDATION

Authorization is requested to approve Change Order Number Two in the amount of \$19,349.70 and add twelve days to the time for completion for Bid #02-0809, Administration Building Renovation Project.

Carol R. Horton _____
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ H.1.i. _____

CHANGE ORDER

R²A Architecture
 2900 Bristol Street, Suite E-205
 Costa Mesa, CA 92626-7909

Phone#: 714-435-0380
 Fax #: 714-435-0383
 E-mail: lrunge@r2aarchitecture.com

| | | | |
|-----------------|--|-------------------------|------------------|
| PROJECT: | District Bid #02-0809, Administration Building Renovation | CHANGE ORDER # | Two |
| | Citrus Community College District | Board Date | January 21, 2014 |
| SURETY COMPANY: | Ohio Casualty Insurance Company | D.S.A. Application # | 03-113385 |
| | 9450 Seaward Road | D.S.A. File # | 19-C9 |
| | Fairfield, OH 45014 | Architect Project # | 9662P.00 |
| CONTRACTOR: | Sea West Enterprises, Inc. | | |

| | | | |
|---------------------------|----|--------------|--------------|
| ORIGINAL CONTRACT AMOUNT: | | \$ | 4,697,000.00 |
| Previous Change Order: | \$ | (479,388.10) | |
| This Change Order: | \$ | 19,349.70 | |
| Total Change Order: | | \$ | (460,038.40) |

| | | | |
|--|--------|----|--------------|
| Percentage of Change to Contract for Total Change Orders: | -9.79% | \$ | 4,236,961.60 |
|--|--------|----|--------------|

Notice To Proceed: July 17, 2013, 240 Calendar Day Contract

| | |
|--|------------------|
| ORIGINAL CONTRACT COMPLETION DATE per Takeover Agreeeme: | March 13, 2014 |
| Previous Change Order: | 00 Calendar Days |
| This Change Order: | 12 Calendar Days |
| Total Change Orders: | 12 Calendar Days |

REVISED CONTRACT COMPLETION DATE: March 25, 2014

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

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

APPROVALS

| | | |
|-------------|--|------|
| | | DATE |
| Architect: | | |
| | | DATE |
| Contractor: | | |
| | | DATE |
| Owner: | | |

EXHIBIT "A"

Change Order No: Two

Project Name: Administration Building Renovation

DSA # 03-113385

Owner: Citrus Community College District

Architect Project No.: #9662P.00

Board Date: January 21, 2014

COP # 082

DESCRIPTION: Provide and install four (4) additional smoke detectors in the Basement. The depth of the beam pocket is greater than 10% of the floor to floor height; therefore additional smoke detectors are required.

Install smoke detectors in Rooms IDF 125 and BDF 222.

REASON:

REQUESTED BY: Contractor

ENCLOSURES: Bulletins 13 and 18

COST: \$1,497.97

TIME EXTENSION: Zero (0) Days

COP # 084

DESCRIPTION: Revised specification 16741 Data/telephone structured cabling system.

REASON: Requested by college to incorporate campus telecom standards into the approved telecom specification.

REQUESTED BY: Electrical engineer of record

ENCLOSURES: FCD 4

COST: \$8,484.00

TIME EXTENSION: Ten (10) Days

COP # 085

DESCRIPTION: Delete quartz tile in Entry Lobby 101 and Elevator Lobby 107, as scheduled on sheet 9.01, and install carpet and walk-off mat carpet. At the north Entry, level concrete slab to align with FF, and at the south Entry, pour concrete slab to be level with FF.

REASON: Owner request

REQUESTED BY: Owner

ENCLOSURES: Bulletin 12

COST: \$3,209.18

TIME EXTENSION: Zero (0) Days

COP # 92R

DESCRIPTION: Credit for deletion of the rigid foam insulation and provide 20 gauge 2" angles at the parapet and fill the void between the parapet and top of fascia with 20 gauge hat channel at 16" O.C., and covered with dens glass.

REASON: To provide attachment and substrate for lath and plaster at sloped canopy eaves

REQUESTED BY: Contractor

ENCLOSURES: RFI # 211

COST: \$3,701.80

TIME EXTENSION: Two (2) Days

COP # 095

DESCRIPTION: Provide new door 241A at roof access room 241.

REASON: Owner requested change

REQUESTED BY: Owner

ENCLOSURES: FCD 10

COST: \$2,456.75

TIME EXTENSION: Zero (0) Days

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|--|--------------|-------------------|
| TO: | BOARD OF TRUSTEES | Action | <u> X </u> |
| DATE | January 21, 2014 | Resolution | <u> </u> |
| SUBJECT: | Notice of Completion, Bid #07-1112, Tech C Building, Esthetician Remodel Project | Information | <u> </u> |
| | | Enclosure(s) | <u> </u> |

BACKGROUND

At its meeting of February 5, 2013, the Board of Trustees approved award of a contract for Bid #07-1112, Tech C Building, Esthetician Remodel Project, to remodel the Tech C Building for the Esthetician Program. Quotes were solicited and a contract was awarded to GDL Best Contractors, Inc. of Whittier, California in the amount of \$729,300. The project has now been completed with two change orders. The final contract amount is \$751,887.

California Civil Code Section 3117 requires the owner of a construction project to file a Notice of Completion in the county in which the project is located within ten days of the acceptance of the project.

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

RECOMMENDATION

Authorization is requested to accept Bid #07-1112, Tech C Building, Esthetician Remodel Project as complete and authorize staff to file the required Notice of Completion with the County of Los Angeles. The final contract amount is \$751,887.

Carol R. Horton _____
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ H.1.j. _____

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|---|--------------|-------------------|
| TO: | BOARD OF TRUSTEES | Action | <u> X </u> |
| DATE | January 21, 2014 | Resolution | <u> </u> |
| SUBJECT: | Notice of Completion, Project #02-1011, Districtwide Emergency Generators Project | Information | <u> </u> |
| | | Enclosure(s) | <u> </u> |

BACKGROUND

At its meeting of March 19, 2013, the Board of Trustees approved award of a contract for Project #02-1011, Districtwide Emergency Generators Project, to install two emergency generators at Campus Safety and IT buildings. Quotes were solicited and a contract was awarded to Global Power Group, Inc. of El Centro, California in the amount of \$267,636. The project has now been completed with no change orders. The final contract amount is \$267,636.

California Civil Code Section 3117 requires the owner of a construction project to file a Notice of Completion in the county in which the project is located within ten days of the acceptance of the project.

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

RECOMMENDATION

Authorization is requested to accept Project #02-1011, Districtwide Emergency Generators Project as complete and authorize staff to file the required Notice of Completion with the County of Los Angeles. The final contract amount is \$267,636.

Carol R. Horton _____
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ H.1.k. _____

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|---|--------------|-------|
| TO: | BOARD OF TRUSTEES | Action | X |
| DATE | January 21, 2014 | Resolution | _____ |
| SUBJECT: | Notice of Completion, Project #02-1314, Central Plant - Energy Conservation Service Agreement | Information | _____ |
| | | Enclosure(s) | _____ |

BACKGROUND

At its meeting of September 10, 2013, the Board of Trustees approved award of a contract for Project #02-1314, Central Plant - Energy Conservation Service Agreement to upgrade equipment, sensors, controls and software at the District's Central Plant facility. Quotes were solicited and a contract was awarded to Climatec Building Technologies Group of Irvine, California in the amount of \$195,780. The project has now been completed with no change orders. The final contract amount is \$195,780.

California Civil Code Section 3117 requires the owner of a construction project to file a Notice of Completion in the county in which the project is located within ten days of the acceptance of the project.

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

RECOMMENDATION

Authorization is requested to accept Project #02-1314, Central Plant - Energy Conservation Service Agreement as complete and authorize staff to file the required Notice of Completion with the County of Los Angeles. The final contract amount is \$195,780.

Carol R. Horton _____
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ H.1.I. _____

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|---|--------------|-------|
| TO: | BOARD OF TRUSTEES | Action | X |
| DATE | January 21, 2014 | Resolution | _____ |
| SUBJECT: | Curriculum Committee Actions: Approval of New Courses, Modified Courses, and New Programs | Information | _____ |
| | | Enclosure(s) | X |

BACKGROUND

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

This list represents work completed by the Curriculum Committee on October 17, 2013, November 14, 2013 and December 5, 2013.

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

RECOMMENDATION

Authorization is requested to approve the new courses, modified courses, and new programs.

Arvid Spor, Ed.D.
Recommended by

Moved / Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ H.1.m. _____

| NEW COURSES | | |
|---------------------------|---|--|
| Course Subject And Number | Course Title | Justification |
| ART 100A | Survey of Western Art from Prehistory through the Middle Ages | Provides an overview of western art and architecture from prehistory through the medieval period. |
| ART 100B | Survey of Western Art from Renaissance to Contemporary | Provides an overview of art and architecture from the Renaissance to the Contemporary period. |
| COS 161 | Haircolor | A continuation of the science, theory, professional hair coloring techniques, and procedures following COS 141. |
| COS 181 | Hairsculpting | A continuation of the theory of professional haircutting techniques and procedures introduced in COS 141. |
| CS 242 | Computer Architecture and Organization | The organization and behavior of real computer systems at the assembly-language level. |
| CS 252 | Discrete Structures | An introduction to the discrete structures used in Computer Science with an emphasis on their applications. |
| KIN 100 | Introduction to Kinesiology | This course introduces the interdisciplinary approach to the study of human movement. |
| NC 310 | ESL: Grammar – Beginning I | Teaches low-beginning English language learners introductory English grammar used in essential life functions. |
| NC 311 | ESL: Grammar – Beginning 2 | Teaches high-beginning English language learners rudimentary English grammar used in basic life functions. |
| NC 312 | ESL: Grammar – Intermediate 1 | Teaches low-intermediate English language learners English grammar used in routine life functions. |
| NC 315 | ESL and Computer Literacy I: Introduction to Computers | Introduces basic language and computer skills to English language learners. |
| PHYS 225 | Team-based Research in Physics I | An introductory course in research for students participating in team-based, physics-related research or projects. |
| PHYS 226 | Team-based Research in Physics II | A second course in research for students participating in team-based, physics-related research or projects. |
| THEA 105 | Improvisation for the Theatre | A fundamental course introducing the techniques of improvisation to enhance character development. |

| | | |
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| THEA 293B | Theatre for Young Audiences – Intermediate | An intermediate approach to theatre for child audiences. |
|-----------|--|--|

| MODIFIED COURSES | | |
|---------------------------|--|--|
| Course Subject And Number | Course Title | Justification |
| ACCT 101 | Financial Accounting | Updated SAM code, objectives and major course concepts. |
| ACCT 101H | Financial Accounting – Honors | Updated minimum qualifications, student learning outcomes, objectives, major course concepts, methods of assessment, methods of instruction, textbook, assignments, and honors addendum. |
| ACCT 102 | Managerial Accounting | Updated course objectives, catalog description, and textbook. |
| AUTO 100 | Automotive Technology and Maintenance for the Consumer | Updated course purpose, concepts, textbook, library resources, and course assignments. |
| AUTO 151 | Engine Service, Diagnosis and Repair | Updated units, methods of assessment, methods of instruction, textbook, and course assignments. |
| BIOL 102 | Human Genetics | Updated catalog description, transfer, student learning outcomes, course concepts, methods of assessment, assignments, and library resources. |
| BUS 140 | International Business | Reactivated course, updated student learning outcomes, objectives, methods of assessment, distance education, assignments, requisites, and library resources. |
| CHEM 110 | Beginning General Chemistry | Updated student learning outcomes, course objectives, library resources, and assignments. |
| CHEM 210 | Organic Chemistry I | Updated minimum qualifications, student learning outcomes, objectives, methods of assessment, textbook, entrance skills, requisites, library resources, and course assignments. |
| CHLD 110 | Early Childhood Development | Updated catalog description, SAM code, textbook, and assignments. |
| COS 141 | Salon Success | Increased lecture hours to successfully prepare students to pass state licensure exam. |
| COS 151 | Salon Success | Updated units, lecture hours, major |

| | | |
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| | | course concepts, textbook, and entrance skills. |
| DANC 269 | Intermediate Tap II | Updated course catalog description, TOP code, maximum enrollment, student learning outcomes, major concepts, entrance skills, and library resources. |
| DANC 279 | Advanced Tap I | Updated TOP code, SAM code, minimum qualifications, maximum enrollment, student learning outcomes, methods of assessment, methods of instruction, entrance skills, library resources, and assignments. |
| FREN 101 | French I | Reactivated course, updated student learning outcomes, methods of assessment, and entrance skills. |
| FREN 102 | French II | Reactivated course, updated student learning outcomes, objectives, methods of assessment, and entrance skills. |
| HIST 104 | History of World Civilization since 1500 | Updated minimum qualifications, course objectives, methods of assessment, and assignments. |
| HIST 131 | History of Latin America to 1825 | Updated textbook and outside assignment. |
| HIST 132 | History of Modern Latin America | Updated student learning outcomes, course objectives, textbook, and assignments. |
| HIST 139 | History of California | Updated SAM code, minimum qualifications, maximum enrollment, course objectives, and assignments. |
| KIN 172 | Introduction to Physical Education | Updated course title and catalog description. |
| MUSP 101 | Concert Choir II – Intermediate | Updated lecture/lab component, course concepts, arranged hours content, entrance skills, and assignments. |
| PUB 150 | Public Works I | Updated catalog description, minimum qualifications, maximum enrollment, student learning outcomes, objectives, library resources, and assignments. |
| REC 225 | Digital audio Technology II | Updated catalog description, student learning outcomes, objectives, major course concepts, textbook, and entrance skills. |
| REC 255 | Live Sound Workshop | Updated course title, description, TOP code, and student learning outcomes. |
| THEA 122 | Stagecraft | Updated lab hours arranged and |

| | | |
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| | | entrance skills. |
| THEA 140 | Introduction to Lighting for Theatre, Television and Film | Updated lab hours arranged and content. |
| THEA 150 | Introduction to Intelligent Lighting Consoles | Updated lab hours arranged and content. |
| THEA 284 | Acting Shakespeare | Updated lab hours, minimum qualifications, and added course as an elective to degrees. |
| THEA 293A | Theatre for Young Audiences – Beginning | Updated course title, description, student learning outcome, and assignments. |
| THEA 294 | Shakespeare in Production | Updated lab hours, assignments, and course added as an elective to degrees. |
| THEA 295 | Summer Concert Touring | Updated units, lecture hours, and lab hours arranged. |

| NEW PROGRAMS | |
|----------------------------|--|
| Program Title | Justification |
| Physical Science AS Degree | Prepares students for transfer to four-year institutions as majors in Chemistry, Earth Science/Geology or related science disciplines. |
| Pre-Engineering AS Degree | Prepares students for transfer into engineering programs at baccalaureate degree-granting institutions. |
| Spanish AA-T Degree | SB 1440 AA-T Degree. |

CITRUS COMMUNITY COLLEGE DISTRICT

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|----------|--------------------|--------------|-------|
| TO: | BOARD OF TRUSTEES | Action | X |
| DATE | January 21, 2014 | 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 L. Sammis _____
Recommended by

_____/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. _____ H.1.n. _____

**ACADEMIC EMPLOYEES - ADJUNCT
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
JANUARY 21, 2014**

| NAME | DESCRIPTION | ASSIGNMENT | BEGIN | END | RATE |
|-------------------------|--|-------------------|--------------|------------|-------------|
| Acosta, Jorge | Counselor - EOPS/CARE | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Anderson-McGill, Taylor | Instructor - Natural & Physical Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Arazia-Rios, Laura | Counselor- CalWORKs | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Arzoumanian, Arineh | Instructor - Engineering | Hourly as needed | 02/18/14 | 06/14/14 | \$45.80/hr. |
| Beatty, David | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/14/14 | \$45.80/hr. |
| Berberyan, Toros | Instructor - Mathematics | Hourly as needed | 02/18/14 | 06/14/14 | \$45.80/hr. |
| Billiet, Toni | Counselor- CalWORKs | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Calderon, Joseph | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/14/14 | \$45.80/hr. |
| Chan, Linda | Instructor - Natural & Physical Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Cheng, Tanshee | Instructor - Mathematics | Hourly as needed | 02/18/14 | 06/14/14 | \$45.80/hr. |
| Cheung, Michael | Instructor - Natural & Physical Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Choppi, Ron | Instructor - Natural & Physical Sciences | Hourly as needed | 08/25/14 | 12/13/14 | \$45.80/hr. |
| Chun, Mina | Instructor - Mathematics | Hourly as needed | 02/18/14 | 06/14/14 | \$45.80/hr. |
| Cole, Morgan | Instructor - Mathematics | Hourly as needed | 01/22/14 | 06/14/14 | \$45.80/hr. |
| Converse, Mark | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/14/14 | \$45.80/hr. |
| Cotter, Steve | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/14/14 | \$45.80/hr. |
| Craig-Muse, Linda | Instructor - Art | Hourly as needed | 02/19/14 | 06/30/14 | \$45.80/hr. |
| D'Amato, Jennifer | Instructor - Nursing | Hourly as needed | 02/18/14 | 06/30/14 | \$45.80/hr. |
| Davis, Charles | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/14/14 | \$45.80/hr. |
| Dery, Kenneth | Instructor - Natural & Physical Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |

**ACADEMIC EMPLOYEES - ADJUNCT
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
JANUARY 21, 2014**

| NAME | DESCRIPTION | ASSIGNMENT | BEGIN | END | RATE |
|----------------------|--|-------------------|--------------|------------|-------------|
| Dominguez, Cynthia | Instructor - Mathematics | Hourly as needed | 02/18/14 | 06/14/14 | \$45.80/hr. |
| Enos, David | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/14/14 | \$45.80/hr. |
| Entus, Robert | Instructor - Natural & Physical Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Fair, Charles | Instructor - Natural & Physical Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Farnum, Martin | Instructor - Natural & Physical Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Gerrard, Amanda | Instructor - Natural & Physical Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Hackworth, Catherine | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/14/14 | \$45.80/hr. |
| Harfouche, Youssef | Instructor - Natural & Physical Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Hartman, Raiko | Instructor - Photography | Hourly as needed | 02/19/14 | 06/30/14 | \$45.80/hr. |
| Hayter, Kari | Instructor - Theatre | Hourly as needed | 02/19/14 | 06/30/14 | \$45.80/hr. |
| Hettel, Rowan | Instructor - Engineering | Hourly as needed | 02/18/14 | 06/14/14 | \$45.80/hr. |
| Hollenshead, Marcia | Instructor - Natural & Physical Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Jackson, Joseph | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/14/14 | \$45.80/hr. |
| Jahani, Fereidoun | Instructor - Mathematics | Hourly as needed | 02/18/14 | 06/14/14 | \$45.80/hr. |
| Johnson, David | Instructor - Natural & Physical Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Johnson, Steven | Instructor - Natural & Physical Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Kassab, Mohamad | Instructor - Mathematics | Hourly as needed | 02/18/14 | 06/14/14 | \$45.80/hr. |
| Lee, Janice | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/14/14 | \$45.80/hr. |
| Lee, Monica | Instructor - Natural & Physical Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Lei, Li | Instructor - Mathematics | Hourly as needed | 02/18/14 | 06/14/14 | \$45.80/hr. |

**ACADEMIC EMPLOYEES - ADJUNCT
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
JANUARY 21, 2014**

| NAME | DESCRIPTION | ASSIGNMENT | BEGIN | END | RATE |
|------------------------|--|-------------------|--------------|------------|-------------|
| Leung, Sing | Instructor - Mathematics | Hourly as needed | 02/18/14 | 06/14/14 | \$45.80/hr. |
| Lloset, Giovana | Instructor - Mathematics | Hourly as needed | 02/18/14 | 06/14/14 | \$45.80/hr. |
| Maloney, Ryan | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/14/14 | \$45.80/hr. |
| Manrique, Miguel | Instructor - Mathematics | Hourly as needed | 02/18/14 | 06/14/14 | \$45.80/hr. |
| McCabe, Dale | Instructor - Natural & Physical Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Meredith, Stephanie | Instructor - Art | Hourly as needed | 02/19/14 | 06/30/14 | \$45.80/hr. |
| Milliken, Keely | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/14/14 | \$45.80/hr. |
| Miramontes, Nathalie | Counselor - EOPS/CARE | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Mixson, Vonetta | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/14/14 | \$45.80/hr. |
| Montes, Monica | Instructor - Natural & Physical Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Montes, Monica | Lead, 2014 S3C Secrets of Science Summer Camp - Race to STEM Grant | Hourly as needed | 02/01/14 | 08/15/14 | \$45.80/hr. |
| Montgomery, Robert | Instructor - Natural & Physical Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Nguyen, Cynthia | Instructor - Mathematics | Hourly as needed | 02/18/14 | 06/14/14 | \$45.80/hr. |
| Nguyen, Tracy | Instructor - Mathematics | Hourly as needed | 02/18/14 | 06/14/14 | \$45.80/hr. |
| O'Brien, Heather | Instructor - Photography | Hourly as needed | 02/19/14 | 06/30/14 | \$45.80/hr. |
| Ogimachi, Tom | Instructor - Mathematics | Hourly as needed | 02/18/14 | 06/14/14 | \$45.80/hr. |
| Olson, Jennifer | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/14/14 | \$45.80/hr. |
| Pastrana, Leo | Lead, 2014 Page Program - Race to STEM Grant | Hourly as needed | 02/01/14 | 08/15/14 | \$45.80/hr. |
| Pearsall, Sam | Instructor - Mathematics | Hourly as needed | 02/18/14 | 06/14/14 | \$45.80/hr. |
| Phan-Yamada, Tuyetdong | Instructor - Mathematics | Hourly as needed | 02/18/14 | 06/14/14 | \$45.80/hr. |

**ACADEMIC EMPLOYEES - ADJUNCT
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
JANUARY 21, 2014**

| NAME | DESCRIPTION | ASSIGNMENT | BEGIN | END | RATE |
|--------------------------|--|-------------------|--------------|------------|-------------|
| Praniuk, Ingrid | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/14/14 | \$45.80/hr. |
| Rath, Carolyn | Instructor - Natural & Physical Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Reagan, Di | Instructor - Mathematics | Hourly as needed | 02/18/14 | 06/14/14 | \$45.80/hr. |
| Regalado, Shelley | Instructor - Natural & Physical Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Saad, Nancy | Instructor - Natural & Physical Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Shimano, Brooke | Instructor - Natural & Physical Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Silva, Daniel | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/14/14 | \$45.80/hr. |
| Skiles, Ryan | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/14/14 | \$45.80/hr. |
| Smyth, Nathaniel | Instructor - Natural & Physical Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Stepp-Bolling, Cassandra | Instructor - Natural & Physical Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Stetson, Stephanie | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/14/14 | \$45.80/hr. |
| Stevenson, Matthew | Instructor - Mathematics | Hourly as needed | 02/18/14 | 06/14/14 | \$45.80/hr. |
| Stoup, Nicholas | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/14/14 | \$45.80/hr. |
| Sushel, Michael | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/14/14 | \$45.80/hr. |
| Taylor, Bryan | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/14/14 | \$45.80/hr. |
| Tieu, David | Counselor - EOPS/CARE | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Turcios, Ana Silvia | Counselor- CalWORKs | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Valverde, Frank | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/14/14 | \$45.80/hr. |
| Van Leersum, Amanda | Instructor - Natural & Physical Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |
| Villeneuve, Louisa | Instructor - Natural & Physical Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$45.80/hr. |

**ACADEMIC EMPLOYEES - ADJUNCT
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
JANUARY 21, 2014**

| NAME | DESCRIPTION | ASSIGNMENT | BEGIN | END | RATE |
|-----------------|--------------------------------|---------------------|--------------|------------|-------------|
| Watkins, Robert | Instructor - Art | Hourly as needed | 02/19/14 | 06/30/14 | \$45.80/hr. |
| Webb, Christin | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/14/14 | \$45.80/hr. |
| Wickes, Lara | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/14/14 | \$45.80/hr. |

**ACADEMIC EMPLOYEES - FULL-TIME
EXTRA DUTY, STIPEND ASSIGNMENTS
JANUARY 21, 2014**

| NAME | DESCRIPTION | ASSIGNMENT | BEGIN | END | RATE |
|----------------------|--|-------------------|--------------|------------|----------------|
| Allahbachayo, Salima | RN Assistant Director - Off Contract - Health Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$51.73/hr. |
| Bosler, Sarah | iPad Workshops - Center for Teacher Excellence | Stipend | 02/01/14 | 06/30/14 | \$1,000.00/tl. |
| Bowman, Deborah | Program Coordinator - Off Contract - Health Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$51.73/hr. |
| Clark, Jeremy | Coordinator for Toyota Technician Education Network - Career, Technical and Continuing Education | Stipend | 01/06/14 | 02/13/14 | \$1,000.00/tl. |
| Eisel, Gunnar | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/30/14 | \$51.73/hr. |
| Galvan, Alexander | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/30/14 | \$51.73/hr. |
| Green, Martin | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/30/14 | \$51.73/hr. |
| Hadsell, Cliff | EMT Program Coordinator - Off Contract - Health Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$51.73/hr. |
| Hoehne, William | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/30/14 | \$51.73/hr. |
| Langford, Bruce | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/30/14 | \$51.73/hr. |
| Munoz, Gino | Applied Music Tutor - Music | Hourly as needed | 02/19/14 | 06/30/14 | \$51.73/hr. |
| Peters, Gerhard | Lead Faculty - Study Abroad | Stipend | 02/13/14 | 04/26/14 | \$2,000.00/tl. |
| Pohl, Claudia | Program Coordinator - Off Contract - Health Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$51.73/hr. |
| Tucker, Gail | VN Assistant Director - Contract - Health Sciences | Hourly as needed | 01/22/14 | 06/30/14 | \$51.73/hr. |
| Waddington, Brian | Phi Theta Kappa Advisor - Language Arts | Stipend | 01/22/14 | 06/30/14 | \$1,500.00/tl. |
| Waddington, Brian | Honors and Student Research Coordinator - Language Arts | Stipend | 01/22/14 | 06/30/14 | \$1,940.00/tl. |

**ACADEMIC EMPLOYEES
 SPRING 2014 ADJUNCT
 JANUARY 21, 2014**

| Name | Department/Discipline | Placement | LHE Rate |
|---------------------|------------------------------|------------------|-----------------|
| Camacho, Tammy | Counseling | 2-5 | \$1,142 |
| Craig-Muse, Linda | Art | 1-1 | \$1,046 |
| D'Amato, Jennifer | Nursing | 1-1 | \$1,046 |
| Fogel, Charles | Mathematics | 1-1 | \$1,046 |
| Gregoire, Monique | Administration of Justice | 1-1 | \$1,046 |
| Hartman, Raiko | Photography | 1-1 | \$1,046 |
| Hayter, Kari | Theatre Arts | 1-1 | \$1,046 |
| Hettel, Rowan | Engineering | 1-1 | \$1,046 |
| Jefferson, Rolanda | Political Science | 1-1 | \$1,046 |
| Lake, Carolyn | Counseling | 2-4 | \$1,099 |
| Lopez Najera, Sandy | Mathematics | 1-1 | \$1,046 |
| Meredith, Stephanie | Art | 1-1 | \$1,046 |
| Morales, Janette | Counseling | 2-4 | \$1,099 |
| O'Brien, Heather | Photography | 1-1 | \$1,046 |
| Rodriguez, Damian | Kinesiology | 1-1 | \$1,046 |
| Watkins, Robert | Art | 1-1 | \$1,046 |

**ACADEMIC EMPLOYEES
WINTER 2014 ADJUNCT
JANUARY 21, 2014**

| Name | Department/Discipline | Placement | LHE Rate |
|------------------|------------------------------|------------------|-----------------|
| Doolittle, Jan | Child Development | 1-6 | \$1,141 |
| Norman, Scott | Kinesiology | 1-5 | \$1,093 |
| Rodriguez, Traci | Kinesiology | 1-5 | \$1,093 |

**LAB SUPERVISORS
2013-2014
JANUARY 21, 2014**

| Name | Adjunct or Full Time | Department | Begin | End | Placement | Hourly Rate |
|---------------------|---------------------------------|-------------------|--------------|------------|------------------|------------------------|
| Anderson, Brian | F | Math | 02/18/14 | 06/30/14 | 4-13 | \$37.40 |
| Berberyan, Toros | A | Math | 02/18/14 | 06/30/14 | 1-1 | \$28.23 |
| Cheng, Tanshee | A | Math | 02/18/14 | 06/30/14 | 1-3 | \$31.52 |
| Chun, Mina | A | Math | 02/18/14 | 06/30/14 | 2-3 | \$33.34 |
| Cole, Morgan | A | Math | 02/18/14 | 06/30/14 | 1-1 | \$28.23 |
| Dominguez, Victoria | F | Math | 02/18/14 | 06/30/14 | 4-13 | \$37.40 |
| Dominguez, Cynthia | A | Math | 02/18/14 | 06/30/14 | 3-3 | \$35.14 |
| Everest, Robert | F | Math | 02/18/14 | 06/30/14 | 4-13 | \$37.40 |
| Gong, Catherine | F | Math | 02/18/14 | 06/30/14 | 4-13 | \$37.40 |
| Gonzalez, Rudy | F | Math | 02/18/14 | 06/30/14 | 2-13 | \$33.76 |
| Gutierrez, Jesus | F | Math | 02/18/14 | 06/30/14 | 2-13 | \$33.76 |
| Janhani, Fereidoun | A | Math | 02/18/14 | 06/30/14 | 4-3 | \$36.95 |
| Kassab, Mohamad | A | Math | 02/18/14 | 06/30/14 | 1-3 | \$31.52 |
| Lei, Li | A | Math | 02/18/14 | 06/30/14 | 4-3 | \$36.95 |
| Leung, Sing | A | Math | 02/18/14 | 06/30/14 | 4-3 | \$36.95 |
| Lloset, Giovanna | A | Math | 02/18/14 | 06/30/14 | 3-3 | \$35.14 |
| Low, Joyce | F | Math | 02/18/14 | 06/30/14 | 3-13 | \$35.57 |
| Manrique, Miguel | A | Math | 02/18/14 | 06/30/14 | 2-3 | \$33.34 |
| Medrano, Esmeralda | F | Math | 02/18/14 | 06/30/14 | 2-13 | \$33.76 |
| Nguyen, Cynthia | A | Math | 02/18/14 | 06/30/14 | 2-3 | \$33.34 |
| Nguyen, Tracy | A | Math | 02/18/14 | 06/30/14 | 2-3 | \$33.34 |
| Nguyenhuu, Rick | F | Math | 02/18/14 | 06/30/14 | 4-13 | \$37.40 |
| Odrich, Steve | F | Math | 02/18/14 | 06/30/14 | 4-13 | \$37.40 |
| Ogimachi, Tom | A | Math | 02/18/14 | 06/30/14 | 1-3 | \$31.52 |
| Paek, Hyeyi | F | Math | 02/18/14 | 06/30/14 | 4-13 | \$37.40 |
| Pearsall, Sam | A | Math | 02/18/14 | 06/30/14 | 4-3 | \$36.95 |
| Phan-Yamada, Tuyetd | A | Math | 02/18/14 | 06/30/14 | 3-3 | \$35.14 |
| Reagan, Di | A | Math | 02/18/14 | 06/30/14 | 1-3 | \$31.52 |
| Scott, Chris | F | Math | 02/18/14 | 06/30/14 | 3-13 | \$35.57 |
| Stevenson, Matthew | A | Math | 02/18/14 | 06/30/14 | 1-3 | \$31.52 |
| Swan, Alfie | F | Math | 02/18/14 | 06/30/14 | 4-13 | \$37.40 |
| Swatzel, James | F | Math | 02/18/14 | 06/30/14 | 2-13 | \$33.76 |
| Tippins, Ralph | F | Math | 02/18/14 | 06/30/14 | 4-13 | \$37.40 |
| Trad, Mohamad | F | Math | 02/18/14 | 06/30/14 | 4-13 | \$37.40 |
| White, Sheila | F | Math | 02/18/14 | 06/30/14 | 3-13 | \$35.57 |
| Zhuang, Ying | F | Math | 02/18/14 | 06/30/14 | 4-13 | \$37.40 |

**ACADEMIC EMPLOYEES
SEPARATIONS
JANUARY 21, 2014**

| Name | Classification | Department | Reason | Date of Separation |
|--------------------|-----------------------|--------------------------------|---------------|---------------------------|
| Boquiren, Conchita | Instructor | Licensed Vocational Nursing | Retirement | 1/1/2015 |

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|----------------------|--------------|----------------------------------|
| TO: | BOARD OF TRUSTEES | Action | <u> X </u> |
| DATE | January 21, 2014 | Resolution | <u> </u> |
| SUBJECT: | Classified Employees | Information | <u> </u> |
| | | Enclosure(s) | <u> X </u> |

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 L. Sammis
Recommended by

Moved / Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. H.1.o.

**CLASSIFIED EMPLOYEES
SEPARATIONS/LEAVES
JANUARY 21, 2013**

| NAME | CLASSIFICATION | REASON | DEPT | DATES |
|----------------------------|---|---------------|---------------|--------------|
| Harsha, Richard | 49% Skilled Maintenance Technician | Resignation | Facilities | 1/2/14 |
| Marin-Hernandez, Ashley | 49% Program Assistant | Termination | Campus Safety | 1/17/14 |
| Shuy, Steven | 49% Information Tech Support Specialist I | Resignation | TeCS | 12/01/13 |
| Williams, Lorry | 100% Library Media Technician II | Resignation | Library | 12/1/13 |

**CLASSIFIED EMPLOYEES
EMPLOYMENT/CHANGE OF STATUS
JANUARY 21, 2014**

| NAME | CLASS/DEPT/PRCT | REASON/MOS. | BEGN/END | RANGE & STEP | MONTHLY RATE |
|------------------------------|--|--------------------------|-----------------|-------------------------|---------------------|
| Corral, Arthur Rene | 49% Outreach Liaison (Student Affairs) | Employment/ 12 months | 1/22/14 | 33-1 | \$1,684.86 |
| Cunha, Charles | 100% Campus Safety Officer II | Shift Change | 2/17/14 | 29-2 (27-2+2I) | \$3,270.83 |
| Gomez, Julian | 100% Campus Safety Officer II | Shift Change | 2/17/14 | 28-7 (27-2+1I) | \$4,072.70 |
| Robles- Guerra, Martha | 49% Campus Safety Officer I (Campus Safety) | Employment/ 12 months | 1/22/14 | 23-1 (22-1+1I) | \$1,316.20 |
| Shuy, Steven | 49% Information Tech Support Specialist I (TeCS) | Employment/ 12 months | 1/22/14 | 37-3 | \$2,050.39 |
| Ulloa, Kayla | 40% Student Services Assistant (EOP&S) | Employment/ 12 months | 1/22/14 | 17-1 | \$926.50 |

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|--|--------------|-------|
| TO: | BOARD OF TRUSTEES | Action | X |
| DATE | January 21, 2014 | 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 L. Sammis
Recommended by

/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. _____ H.1.p. _____

**CLASSIFIED SUBSTITUTES
JANUARY 21, 2014**

| NAME | CLASS/DEPT | REASON/MOS. | BEGN/END | RANGE & STEP | MONTHLY RATE |
|-----------------------|-----------------------------------|---|----------------------------|-------------------------|---------------------|
| Alvarez, Tony | Campus Safety Officer I | Serve as substitute during employee absences | 1/22/14 thru 6/30/14 | 22-1 | \$15.12/hr |
| Cruz, Carmen | Custodian (Custodial) | Serve as substitute during employee absences | 1/22/14 thru 6/30/14 | 22-1 | \$15.12/hr |
| Gutierrez, Arnoldo | Skilled Maintenance Technician | Serve as substitute during employee temporary upgrade | 1/22/14 thru 6/30/14 | 38-1 | \$22.44/hr |
| Jauregui, Joanna | Custodian (Custodial) | Serve as substitute during employee absences | 1/22/14 thru 6/30/14 | 22-1 | \$15.12/hr |
| Medina, Janine | Custodian (Custodial) | Serve as substitute during employee absences | 1/22/14 thru 6/30/14 | 22-1 | \$15.12/hr |
| Quijas, Mark | Custodian (Custodial) | Serve as substitute during employee absences | 1/22/14 thru 6/30/14 | 22-1 | \$15.12/hr |
| Rice, Travis | Custodian (Custodial) | Serve as substitute during employee absences | 1/22/14 thru 6/30/14 | 22-1 | \$15.12/hr |
| Serna, Joanna | Campus Safety Officer I | Serve as substitute during employee absences | 2/18/14 thru 6/30/14 | 22-1 | \$15.12/hr |

**SHORT-TERM, HOURLY
JANUARY 21, 2014**

| NAME | CATEGORY | DESCRIPTION | DEPARTMENT | HOURLY RATE/TOTAL | BEGIN/END DATE |
|-----------------------|----------------------------|-----------------------------|-------------------|------------------------------|----------------------------|
| Ciru, Teresa | Performing Arts Support | Event Support | Performing Arts | \$9/hr | 1/22/14 thru 6/30/14 |
| Ealba, Nadine | Fiscal Support | Rush Coverage | Bookstore | \$14/hr | 2/10/14 thru 2/28/14 |
| Garzon, Carolina | Fiscal Support | Rush Coverage | Bookstore | \$14/hr | 2/10/14 thru 2/28/14 |
| Hermosillo, Evelyn | Campus Services | Rush Coverage | Bookstore | \$14/hr | 2/3/14 thru 2/28/14 |
| Lopez, Jeff | STEM Support | Supplemental Instruction | STEM | \$9/hr | 1/6/14 thru 2/13/14 |
| Rios, Rebecca | Campus Services | Rush Coverage | Bookstore | \$14/hr | 2/3/14 thru 2/28/14 |
| Vazquez, Giliann | STEM Support | Supplemental | STEM | \$9/hr | 1/6/14 thru 2/13/14 |

**VOLUNTEERS, NON-ACADEMIC
JANUARY 21, 2014**

| VOLUNTEER NAME | DEPARTMENT | BEGIN DATE | END DATE |
|-----------------------|---------------------------------|-------------------|-----------------|
| Cheng, Baron | Volunteer (Veteran Center) | 1/22/14 | 12/31/14 |
| Gillespie, Brittny | Volunteer (Veteran Center) | 1/22/14 | 12/31/14 |
| Lopez, Angie | Volunteer (Veteran Center) | 1/22/14 | 12/31/14 |
| Marquez, Alexandra | Volunteer (Athletic Trainer) | 1/22/14 | 6/13/14 |
| Munday, Cody | Volunteer (Athletic Trainer) | 1/22/14 | 6/13/14 |
| Murphy, Ann-Mary | Volunteer (Student Services) | 1/22/14 | 6/30/14 |

VOLUNTEER COACHES
JANUARY 21, 2014

| VOLUNTEER NAME | SPORT | BEGIN DATE | END DATE |
|-----------------------|--------------|-------------------|-----------------|
| Martin, Donald | Football | 1/22/14 | 6/15/14 |
| Martin, Jason | Football | 1/22/14 | 6/15/14 |
| Roy, Alex | Football | 1/22/14 | 6/15/14 |

PROFESSIONAL EXPERT
January 21, 2014

| Name | Description | Department | Rate | Begin/End |
|---------------------|------------------------------------|-------------------|-------------|----------------------|
| Andersen, Jacquelyn | Activity Lead/EGR Nursing Grant | Health Sciences | \$22.00/hr. | 01/22/14 to 12/31/14 |

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|---|--------------|-------|
| TO: | BOARD OF TRUSTEES | Action | X |
| DATE: | January 21, 2014 | Resolution | _____ |
| SUBJECT: | Employment of Ms. Claudette Dain, Vice President of Finance and Administrative Services | Information | _____ |
| | | Enclosure(s) | _____ |

BACKGROUND

Ms. Claudette Dain has been selected through the hiring process as the recommended candidate to serve as Vice President of Finance and Administrative Services.

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

RECOMMENDATION

Authorization is requested to approve the hiring of Ms. Claudette Dain beginning February 3, 2014, as Vice President of Finance and Administrative Services at a salary placement of \$13,655.66 per month, plus health and statutory benefits.

Robert L. Sammis
Recommended by

Moved / Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.2.

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|---|--------------|----------|
| TO: | BOARD OF TRUSTEES | Action | <u>X</u> |
| DATE: | January 21, 2014 | Resolution | _____ |
| SUBJECT: | Employment of Ms. Renee Payne One Semester Temporary Instructor – Licensed Vocational Nursing | Information | _____ |
| | | Enclosure(s) | _____ |

BACKGROUND

The Health Sciences Department would like to hire a one semester, full-time temporary, non-tenure track faculty to fill in for the absent full-time faculty member on leave. This recommendation is to approve the hiring of this position.

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

RECOMMENDATION

Authorization is requested to approve the employment of Ms. Renee Payne as a temporary, one semester, full-time, non-tenure track instructor in the Health Sciences Department beginning on February 19, 2014 and ending on June 14, 2014 at a salary placement of Class 1, Step 6 on the Full-Time Faculty Salary Schedule (pending verification of qualifications and experience) totaling \$29,899.00 for the semester, plus health and statutory benefits. Ms. Payne was a one semester, full-time temporary non-tenure track instructor in Spring 2009 and Fall 2009.

Robert L. Sammis
Recommended by

/ _____
Moved Seconded

Approved for Submittal

Aye __ Nay __ Abstained __

Item No. H.3.

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|----------------------------|--------------|-------|
| TO: | BOARD OF TRUSTEES | Action | X |
| DATE | January 21, 2014 | Resolution | _____ |
| SUBJECT: | Short-Term Salary Schedule | Information | _____ |
| | | Enclosure(s) | X |
| | | | _____ |

BACKGROUND

Enclosed is a revised salary schedule for short-term, temporary employees effective January 1, 2014. The salary schedule is amended to include a specific pay rate for STEM instructional support.

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

RECOMMENDATION

Authorization is requested to approve the revised short-term salary schedule effective January 1, 2014.

Robert L. Sammis
Recommended by

/ _____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.4.



Short-Term Salary Schedule

Effective July 1, 2012
Revised January 1, 2014

| Job Category | Hourly Rate |
|--------------------------------------|-------------|
| Performing Arts Center Support | \$9.00 |
| STEM Instructional Support | \$9.00 |
| Instructional Support | \$12.00 |
| Administrative Support | \$13.00 |
| Campus Services | \$14.00 |
| Fiscal Support..... | \$14.00 |
| Student Services Support..... | \$14.00 |
| Campus Safety Support..... | \$15.00 |
| Technical Support | \$20.00 |

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

STEM Instructional Support – Provides supplemental instruction on a temporary basis for grant programs.

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

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

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

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

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

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

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

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|--|--------------|---|
| TO: | BOARD OF TRUSTEES | Action | X |
| DATE | January 21, 2014 | Resolution | X |
| SUBJECT: | Non-Resident Tuition Fee for 2014-2015 | Information | |
| | | Enclosure(s) | X |

BACKGROUND

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

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

RECOMMENDATION

Authorization is requested to approve Resolution #2013-14-04 adopting a non-resident tuition fee of \$193.00 per semester unit, plus a \$14.00 capital outlay surcharge, effective for the 2014-2015 fiscal year (commencing with the summer term, 2014).

Carol R. Horton _____
Recommended by

_____/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. _____ H.5. _____

CITRUS COMMUNITY COLLEGE DISTRICT

RESOLUTION #2013-14-04

2014-2015

ESTABLISHING NON-RESIDENT STUDENT TUITION FEE

WHEREAS, in accordance with Education Code Section 76140, the Board of Trustees can establish a per unit tuition fee for non-resident students effective for fiscal year 2014-2015

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

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

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Citrus Community College District approves a \$193.00 per semester unit tuition fee for non-resident students, and \$14.00 per unit capital outlay surcharge for non-resident students who are both citizens and residents of a foreign country, effective for the fiscal year 2014-2015 (commencing with the summer term 2014).

PASSED AND ADOPTED by the Board of Trustees of the Citrus Community College District this 21st day of January 2014 by the following votes:

Ayes: _____

Noes: _____

Absent: _____

Patricia Rasmussen
President, Board of Trustees

Dated: January 21, 2014

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|--|--------------|-------|
| TO: | BOARD OF TRUSTEES | Action | _____ |
| DATE | January 21, 2014 | Resolution | X |
| SUBJECT: | Issuance of 2013-2014 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 \$3 million by mid April 2014. 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 #2013-14-05 requesting issuance of 2013-2014 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 five million dollars (\$5,000,000).

Carol R. Horton
Recommended by

/_____
Moved Seconded

Approved for Submittal

Aye__Nay__Abstained__

Item No. H.6.

RESOLUTION NO. 2013-14-05

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
CITRUS COMMUNITY COLLEGE DISTRICT
REQUESTING THE ISSUANCE OF
2013-2014 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 2013-2014 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, 2014 (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 2013-2014 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 2013-2014 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 **\$5,000,000.00** under Section 53850, *et seq.*, of the Code to be designated “Citrus Community College District, 2013-2014 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 2013-14 on a basis junior and subordinate in all respects to the lien on the unrestricted revenues received or attributable to Fiscal Year 2013-14 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, 2013-2014 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 2012-13 or Fiscal Year 2013-14 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 years 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 an interim financial report for such fiscal years, 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 prior to the issuance of the Notes.

(F) The District has funded its Reserve for Economic Uncertainties for Fiscal Year 2013-14 and shall continue to fund its Reserve for Economic Uncertainties for Fiscal Year 2013-14 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 January 21, 2014, by the following vote:

AYES: ____

NOES: ____

ABSENT: ____

Dr. Patricia Rasmussen

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

ATTEST:

Dr. Barbara Dickerson

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

EXHIBIT A

FORM OF 2013-2014 TAX AND REVENUE ANTICIPATION NOTE

CITRUS COMMUNITY COLLEGE DISTRICT
COUNTY OF LOS ANGELES
STATE OF CALIFORNIA
2013-2014 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 2013-2014 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, 2014 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 _____ 2014.

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 | X |
| DATE | January 21, 2014 | Resolution | |
| SUBJECT: | Authorization of Specified Signatures for Business Functions and Bank Accounts | Information | |
| | | Enclosure(s) | X |

BACKGROUND

In accordance with Educational Code Section 85232, each order drawn on the funds of a community college district shall be signed by at least a majority of the members of the governing board of the district, or by a person or persons authorized by the governing board to sign orders in its name. No person other than an officer or employee of the district shall be authorized to sign orders. Due employment changes effective February 3, 2014 the General Signature Authorization for Business Functions and Bank Accounts has been revised.

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

RECOMMENDATION

Authorization is requested to approve the specified signatures for Citrus Community College District business functions and bank accounts for the period of February 3, 2014 through November 30, 2014.

Carol Horton

Recommended by

Moved / Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ H.7. _____

GENERAL SIGNATURE AUTHORIZATION

1. To sign warrants requiring one signature:

Geraldine M. Perri, Ph.D., Superintendent/President
Ms. Claudette Dain, Vice President of Finance and Administrative Services
Ms. Rosalinda Buchwald, Director of Fiscal Services

2. To sign order for salary placement, notices of employment, and other related documents requiring one signature:

Geraldine M. Perri, Ph.D., Superintendent/President
Ms. Claudette Dain, Vice President of Finance and Administrative Services
Ms. Rosalinda Buchwald, Director of Fiscal Services
Mr. Robert L. Sammis, Director of Human Resources

3. To witness and sign personnel oaths and forms pertaining to certification requiring one signature:

Geraldine M. Perri, Ph.D., Superintendent/President
Ms. Claudette Dain, Vice President of Finance and Administrative Services
Ms. Rosalinda Buchwald, Director of Fiscal Services
Mr. Robert L. Sammis, Director of Human Resources

4. To sign all documents pertaining to general certification requiring one signature only:

Geraldine M. Perri, Ph.D., Superintendent/President
Ms. Claudette Dain, Vice President of Finance and Administrative Services
Ms. Rosalinda Buchwald, Director of Fiscal Services
Mr. Robert L. Sammis, Director of Human Resources

5. To sign on behalf of the Board, official documents and contracts with the stipulation that contracts in excess of \$15,000 must have Board approval prior to execution (Education Code Section 81640), requiring one signature only:

Geraldine M. Perri, Ph.D., Superintendent/President
Ms. Claudette Dain, Vice President of Finance and Administrative Services
Mr. Robert Iverson, Director of Purchasing and Warehouse

DISTRICT BANK ACCOUNT SIGNATURE AUTHORIZATION

DISTRICT BANK ACCOUNTS

1. Revolving Cash Funds, Wells Fargo Bank, Glendora; one original signature required:

Geraldine M. Perri, Ph.D., Superintendent/President
Ms. Claudette Dain, Vice President of Finance and Administrative Services
Ms. Rosalinda Buchwald, Director of Fiscal Services

2. Clearing account, Pacific Western Bank, Glendora, one original signature required:

Geraldine M. Perri, Ph.D., Superintendent/President
Ms. Claudette Dain, Vice President of Finance and Administrative Services
Ms. Rosalinda Buchwald, Director of Fiscal Services

ASSOCIATED STUDENTS BANK ACCOUNTS

1. Associated Students of Citrus College (checking), Pacific Western Bank, Glendora; two signatures required (one District and one Auxiliary Services), one of which must be an original signature:

Geraldine M. Perri, Ph.D., Superintendent/President
Ms. Claudette Dain, Vice President of Finance and Administrative Services
Ms. Rosalinda Buchwald, Director of Fiscal Services
Martha McDonald, Dean of Students
Ms. Adrienne Thompson, Student Activities Supervisor

CITRUS COLLEGE BOOKSTORE/CAFETERIA BANK ACCOUNTS

1. Citrus College bookstore (checking and savings), Pacific Western Bank, Glendora; two signatures required (one District and one Auxiliary Services), one of which must be an original signature:

Geraldine M. Perri, Ph.D., Superintendent/President
Ms. Claudette Dain, Vice President of Finance and Administrative Services
Ms. Rosalinda Buchwald, Director of Fiscal Services
Martha McDonald, Dean of Students
Eric Magallon, Bookstore Supervisor

2. Citrus College Cafeteria (checking and savings), Pacific Western Bank, Glendora; two signatures required (one District and one Auxiliary Services), one of which must be an original signature:

Geraldine M. Perri, Ph.D., Superintendent/President
Ms. Claudette Dain, Vice President of Finance and Administrative Services
Ms. Rosalinda Buchwald, Director of Fiscal Services
Martha McDonald, Dean of Students
Philomena O'Shea, Cafeteria Supervisor

CITRUS COLLEGE GOLF DRIVING RANGE ACCOUNT

1. Range at Citrus (checking and savings), Pacific Western Bank, Glendora;
two original signatures required:

Geraldine M. Perri Ph.D., Superintendent/President

Ms. Claudette Dain, Vice President of Finance and Administrative Services

Ms. Rosalinda Buchwald, Director of Fiscal Services

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|-----------------------------|--------------|-------|
| TO: | BOARD OF TRUSTEES | Action | X |
| DATE | January 21, 2014 | Resolution | _____ |
| SUBJECT: | Certification of Signatures | Information | _____ |
| | | Enclosure(s) | X |

BACKGROUND

In accordance with Education Code Section 85233 the governing board of each community college district shall be responsible for filing with the county superintendent of schools the verified signature of each person, including members of the governing board, authorized to sign orders in its name. Due to employment changes effective February 3, 2014 the Certification of Signatures has been revised

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

RECOMMENDATION

Authorization is requested to approve the Certification of Signatures for Citrus Community College District and the sending of the form to the County Superintendent of Schools Office after signatures are obtained.

Carol R. Horton _____
 Recommended by

_____/_____
 Moved Seconded

Aye ___ Nay ___ Abstained ___

 Approved for Submittal

Item No. _____ H.8. _____

Citrus Community College District
SCHOOL DISTRICT

CERTIFICATION OF SIGNATURES

As clerk/secretary to the governing board of the above named school district, I certify that the signatures shown below in Column 1 are the verified signatures of the members of the governing board. I certify that the signatures shown in Column 2 are the verified signatures of the person or persons authorized to sign notices of employment, contracts and orders drawn on the funds of the school district. These certifications are made in accordance with the provisions of Education Code Sections:

K-12 Districts: 35143, 42632, and 42633

Community College Districts: 72000, 85232, and 85233

If persons authorized to sign orders as shown in Column 2 unable to do so, the law requires the signatures of the majority of the governing board.

These approved signatures are valid for the period of: February 3, 2014 to November 30, 2014

In accordance with governing board approval dated January 21, 2014.

Signature _____
Clerk (Secretary) of the Board

NOTE: Please TYPE name under signature.

Column 1

Signatures of Members of the Governing Board

| |
|--|
| SIGNATURE |
| TYPED NAME Patricia Rasmussen |
| President of the Board of Trustees/Education |
| SIGNATURE |
| TYPED NAME Barbara R. Dickerson |
| Clerk/Secretary of the Board of Trustees/Education |
| SIGNATURE |
| TYPED NAME Joanne Montgomery |
| Member of the Board of Trustees/Education |
| SIGNATURE |
| TYPED NAME Edward C. Ortell |
| Member of the Board of Trustees/Education |
| SIGNATURE |
| TYPED NAME Susan M. Keith |
| Member of the Board of Trustees/Education |
| SIGNATURE |
| TYPED NAME |
| Member of the Board of Trustees/Education |
| SIGNATURE |
| TYPED NAME |
| Member of the Board of Trustees/Education |

Column 2

Signatures of Personnel and/or Members of Governing Board authorized to sign Orders for Salary or Commercial Payments, Notices of Employment, and Contracts:

| |
|---|
| SIGNATURE |
| TYPED NAME Geraldine M. Perri, Ph.D. |
| TITLE Superintendent/President |
| SIGNATURE |
| TYPED NAME Claudette Dain |
| TITLE Vice President of Finance & Administrative Services |
| SIGNATURE |
| TYPED NAME Robert Iverson |
| TITLE Director of Purchasing and Warehouse |
| SIGNATURE |
| TYPED NAME Rosalinda Buchwald |
| TITLE Director of Fiscal Services |
| SIGNATURE |
| TYPED NAME Robert L. Sammis |
| TITLE Director of Human Resources |
| SIGNATURE |
| TYPED NAME |
| TITLE |
| SIGNATURE |
| TYPED NAME |
| TITLE |

Number of Signatures required:

| | |
|----------------------------|--------------------------------|
| ORDERS FOR SALARY PAYMENTS | ORDERS FOR COMMERCIAL PAYMENTS |
| NOTICES OF EMPLOYMENT | CONTRACTS |

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|--|--------------|-------|
| TO: | BOARD OF TRUSTEES | Action | X |
| DATE | January 21, 2014 | Resolution | _____ |
| SUBJECT: | 2014-2015 Haugh Performing Arts Center Schedule | Information | _____ |
| | | Enclosure(s) | X |
| | | | _____ |

BACKGROUND

Board approval is required to allow the Interim Director of the Haugh Performing Arts Center to enter into contractual agreements for the college for the 2014-2015 schedule of events for the Haugh Performing Arts Center and to present these offerings to the community and student audiences. The events include: Haugh Mainstage Events and Saturday Kidtastic! Events. Funds for artist fees are provided through ticket sales, ASCC support, and donations.

This item was prepared by Robert Slack, Dean of Fine and Performing Arts.

RECOMMENDATION

Authorization is requested to authorize the Interim Director of the Haugh Performing Arts Center to sign contracts for the 2014-2015 schedule of events for the Haugh Performing Arts Center.

Carol R. Horton _____
Recommended by

_____/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. _____ H.9. _____

2014/2015 Season Events: Haugh Performing Arts Center

SUBJECT TO CHANGE

Haugh Mainstage Events 2014/2015 (19 events)

| | |
|--|---|
| Sunday, October 12 th , 2014 | “An Afternoon with Humorist Jeanne Robertson” |
| Sunday, October 26 th , 2014 | “Over the Rainbow”/ Judy Garland Tribute Show |
| Friday, October 31 st , 2014 | Musical Theatre Workshop: <i>Little Shop of Horrors</i> |
| Saturday, November 16, 2014 | Performance Artist Sandra Bernhard |
| Friday, December 19 th , 2014 | Christmas Is. . . |
| Saturday, January 17 th , 2015 | “Ricky Nelson Remembered” |
| Sunday, January 25 th , 2015 | Rich Little as “Jimmy Stewart and Friends” |
| Saturday, January 31 st , 2015 | Christopher O’Riley and Matt Haimovitz |
| Sunday, February 8 th , 2015 | “Swan Lake” The Russian National Ballet Theatre |
| Saturday, February 14 th , 2015 | Celebrity Autobiography w/ Megan Mullaly, etc. |
| Saturday, March 7 th , 2015 | The Mexico National Symphony |
| Friday, March 13 th , 2015 | Citrus & APU: Battle of the Bands |
| Saturday, March 28 th , 2015 | “Chef Robert Irvine: LIVE” |
| Sunday, March 29 th , 2015 | “Broadway’s Next Hit Musical” |
| Friday, April 10 th , 2015 | Musical Theatre Workshop: <i>West Side Story</i> |
| Sunday, April 19 th , 2015 | Kevin Eubanks Quartet |
| Sunday, April 26 th , 2015 | Loretta Swit as “Eleanor Roosevelt” |
| Saturday, May 2 nd , 2015 | “The King” tribute to Elvis Presley |
| Saturday, May 16 th , 2015 | Citrus Singers 2015 |

Kidtastic! Events 2014/2015 (6 Events)

| | |
|--|---|
| Saturday, November 1 st , 2014 | “The Story Pirates” |
| Saturday, January 24 th , 2015 | “Mark Nizer’s 4-D Juggling Spectacular” |
| Saturday, February 7 th , 2015 | “The Adventures of Flat Stanley” |
| Saturday, February 21 st , 2015 | “Chris Perondi’s Stunt Dog Experience” |
| Saturday, March 21 st , 2015 | “The Gruffalo’s Child” |
| Saturday, April 25 th , 2015 | “Jack and Jill” |

CITRUS COMMUNITY COLLEGE DISTRICT

BID RESULTS

RFP #05-1314 Roof Installation, Mechanical Equipment and Supplies

Bid Opening: Wednesday, December 18, 2013, 8:00 a.m.

Purchasing Office

| Bidder | Base Bid Item 1 HVAC | Base Bid Item 2 LED Lighting | Base Bid Item 3 BUR Roofing | Alternate to Item 3 Item 4 PVC Roofing |
|--------------|----------------------------|------------------------------------|-----------------------------------|--|
| 1) Southland | \$918,934 | \$269,411 | \$452,404 | \$253,285 |

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|---|--------------|-------|
| TO: | BOARD OF TRUSTEES | Action | X |
| DATE | January 21, 2014 | Resolution | _____ |
| SUBJECT: | Board of Trustees – Board Policy Revision – First Read | 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).

There is no corresponding Administrative Procedure associated with this Board Policy.

BP 2210 Officers

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

RECOMMENDATION

Authorization is requested to approve the first reading of BP 2210 Officers.

Robert L. Sammis
Recommended by

/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. H.11.

CITRUS COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

BP 2210 OFFICERS

Reference: Education Code Section 72000

At the annual organizational meeting in December, the Board shall elect from among its members a President, Vice President, and Clerk/Secretary of the Board.

The terms of officers shall be for one year.

The duties of the President of the Board are:

- Preside over all meetings of the Board;
- Call emergency and special meetings of the Board as required by law;
- Consult with the Superintendent/President on Board meeting agendas;
- Communicate with individual Board members about their responsibilities;
- Participate in the orientation process for new Board members;
- Assure Board compliance with policies on board education, self-evaluation, and Superintendent/President evaluation;
- Represent the Board at official events and as spokesperson with the media in order to ensure Board representation.
- To serve as the Board's designated representative for discussions related to salary and fringe benefits for unrepresented employees.
- When authorized by a majority of the members of the Board of Trustees, meet with legal counsel concerning District legal matters.

The duties of the Vice President of the Board are:

- Preside over Board meetings in the event of the absence, disability, or disqualification of the President of the Board.

The duties of the Clerk/Secretary of the Board are:

- Preside over Board meetings in the event of the absence, disability or disqualification of the President and Vice President of the Board;
- Sign any documents that would require the signature of the Clerk/Secretary of the Board.

The Superintendent/President shall serve as Secretary to the Board.

The duties of the Secretary are:

- Notify members of the Board of regular, special, emergency, and adjourned meetings;
- Prepare and post Board meeting agendas;

- Have prepared for adoption minutes of Board meetings;
- Attend all Board meetings and closed sessions, unless excused, and in such cases to assign a designee;
- Conduct the official correspondence of the Board;
- Certify as legally required all Board actions;
- Sign, when authorized by law or by Board action, any documents that would otherwise require the signature of the Clerk/Secretary of the Board.

The Board elects officers each year from among all its members.

| | |
|----------------|----------|
| Board approved | 11/18/08 |
| Revised | 04/03/12 |
| Desk Review | 03/19/13 |
| Revised | 12/17/13 |

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

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|--|--------------|-----------------------------|
| TO: | BOARD OF TRUSTEES | Action | <u>X</u> |
| DATE | January 21, 2014 | Resolution | <u> </u> |
| SUBJECT: | Educational Programs Committee – Board Policy Revision – First Read | Information | <u> </u> |
| | | Enclosure(s) | <u>X</u> |

BACKGROUND

The District’s Board policies and procedures are regularly reviewed and updates to align with the recommendations developed in conjunction with the Community College League of California (CCLC).

The following Board Policy was revised and approved by constituent groups on various dates and the Steering Committee on November 25, 2013. Attached to the Board Policy, for information only, is the corresponding Administrative Procedure.

BP 4106 Nursing Programs

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

RECOMMENDATION

Authorization is requested to approve the first reading of BP 4106 Nursing Programs.

Arvid Spor, Ed.D. _____
Recommended by

_____/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. H.12.

**CITRUS COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS**

BP 4106 NURSING PROGRAMS

References: Education Code Sections 66055.8, 66055.9, 70101, 70106, 70120, 70124, 70125, 70128.5, 78260, 78261, 78261.3, 78261.5, 87482, 89267, 89267.3, and 92645; Title 5 Sections 55060 et seq. and 55521; Health and Safety Code Section 128050.

~~Nursing students who have~~ A nursing student who has already earned a baccalaureate or higher degree from a regionally accredited institution of higher learning ~~are is~~ not required to complete any general education requirements that may be required for an associate degree. Instead, ~~these students only need~~ the student only needs to complete ~~the~~ coursework necessary for licensing as a registered nurse.

The District shall consider all of the following when screening nursing students:

- Academic degrees or diplomas, or relevant certificates, held by the applicant;
- Grade point average in relevant coursework; and
- Any relevant work experience.

Board Approved 02/02/10

| | | |
|-------------|------------------------------|----------|
| Approved by | ASCC | 10/10/13 |
| | CSEA | 10/4/13 |
| | Management Team | 10/2/13 |
| | Senate | 10/9/13 |
| | Supervisor/Confidential Team | 9/18/13 |
| | EPC | 11/4/13 |
| | Steering | 11/25/13 |

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

**CITRUS COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS**

AP 4106 NURSING PROGRAMS

References: Education Code Sections 66055.8, 66055.9, 70101, 70106, 70120, 70124, 70125, 70128.5, 78260, 7861.3, 78261.5, 87482, 89267, 89267.3, and 92645; Title 5 Sections 55060 et seq. and 55521; Health and Safety Code Section 128058

The State of California Board of Registered Nursing requires the Associate Degree Nursing Program faculty to determine admission criteria within the CCCCCO Guidelines for ADN Program admission based on the Ed. Code, Title 5, and Health and Safety Code Sections.

Faculty will annually review ~~the~~ admission criteria, and analyze the data related to the pool of applicants and ~~the~~ accepted students

~~Nursing students who have~~ A nursing student who has already earned a baccalaureate or higher degree from a regionally accredited institution of higher learning ~~are is~~ not required to complete any general education requirements that may be required for an associate degree. Instead, ~~these students only need~~ the student only needs to complete ~~the~~ coursework necessary for licensing as a registered nurse.

The District shall consider all of the following when screening nursing students:

- Academic degrees or diplomas, or relevant certificates, held by the applicant;
- Grade point average in relevant coursework; and
- Any relevant work experience.

Board Approved 02/02/10

| | | |
|-------------|------------------------------|----------|
| Approved by | ASCC | 10/10/13 |
| | CSEA | 10/4/13 |
| | Management Team | 10/2/13 |
| | Senate | 10/9/13 |
| | Supervisor/Confidential Team | 9/18/13 |
| | EPC | 11/4/13 |
| | Steering | 11/25/13 |

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

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|---|--------------|---|
| TO: | BOARD OF TRUSTEES | Action | X |
| DATE | January 21, 2014 | Resolution | |
| SUBJECT: | Student Services Committee – Board Policy Revision – Second Read | 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).

The following Board Policy was revised and approved by constituent groups on various dates and by the Steering Committee on December 9, 2013. Attached to the Board Policy, for information only, is the corresponding Administrative Procedure.

BP 5010 Admissions and Concurrent Enrollment

The Board Policy was presented to and approved by the Board on December 3, 2013, for a first reading.

This item was prepared by Tonya Ryan, Administrative Assistant, Student Services.

RECOMMENDATION

Authorization is requested to approve the second reading of BP 5010 Admissions and Concurrent Enrollment.

Arvid Spor, Ed.D.
Recommended by

_____/_____
Moved Seconded

Approved for Submittal

Aye__Nay__Abstained__

Item No. H.13.

CITRUS COMMUNITY COLLEGE DISTRICT STUDENT SERVICES

BP 5010 ADMISSIONS AND CONCURRENT ENROLLMENT

References: Education Code Sections 76000, 76001, 76002, and 76038;
 Labor Code Section 3077;
 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 Section 668.16(p)

The District shall admit persons who meet one of the following requirements:

- Any person possessing a high school diploma or its equivalent.
- Other persons, who are over the age of 18 and not possessing a high school diploma and who, in the judgment of the Superintendent/President or his/her designee, are capable of profiting from the instruction offered. Such persons shall be admitted as provisional students, and thereafter shall be required to comply with the District's rules and regulations regarding scholastic achievement and other standards to be met by provisional or probationary students as a condition to being readmitted in any succeeding semester.
- Persons who are apprentices as defined in Labor Code Section 3077.
- Any high school student, as a special part-time or special full-time student, who has completed the 10th grade, receives parental consent, and who is recommended by the high school principal for advanced scholastic or vocational work.
- A kindergarten through 10th grade student, as a special part-time student, who receives parental consent and who is recommended by the principal for advanced scholastic or vocational work. The District reserves the right to determine that a student is academically qualified to benefit from the advanced scholastic or vocational work in the discipline to be studied.

Special part-time and special full-time students must have availed themselves of all opportunities to enroll in an equivalent course at their school of attendance.

The Superintendent/President shall establish procedures regarding ability to benefit from advanced scholastic or vocational work and admission of high school and younger students.

Denial or Conditions on Admissions

Citrus College may deny or place conditions on a student's enrollment upon finding that the applicant has been expelled within the preceding five years or is undergoing expulsion procedures in another California community college district, and that the applicant continues to present a danger to the physical safety of the students and employees of the District.

Denial of Requests for Admission of Special Part-Time or Special Full-Time Students

If the District denies a request for special part-time or special full-time enrollment at a community college for a pupil who is identified as highly gifted, the District shall record and issue to the student its findings and the reason for denying the request in writing within 60 days.

The Superintendent/President shall establish procedures regarding evaluation of requests for special part-time or special full-time enrollment by a pupil who is identified as highly gifted.

Claims for State Apportionment for Concurrent Enrollment

Claims for state apportionment submitted by the District based on enrollment of high school pupils shall satisfy the criteria established by statute and any applicable regulations of the Board of Governors.

The Superintendent/President shall establish procedures regarding compliance with statutory and regulatory criteria for concurrent enrollment.

See Administrative Procedure 5010.

| | |
|--------------------------|----------|
| Board Approved | 07/21/09 |
| Desk Review – No Changes | 01/27/12 |
| Revised | 12/03/13 |

CITRUS COMMUNITY COLLEGE DISTRICT STUDENT SERVICES

AP 5010 ADMISSION AND CONCURRENT ENROLLMENT

Reference: Education Code Section 76000

Eligibility for Admissions

Any high school graduate or individual with a GED or high school proficiency certificate may be admitted to Citrus College.

The District shall in its discretion, or as otherwise federally mandated, evaluate the validity of a student's high school completion. The Dean of Admissions and Records may establish procedures for evaluating the validity of student's high school completion.

Non-High School graduates over age 18

Any person who is over the age of 18 years and who, in the judgment of the Superintendent/President or his/her designee, is capable of profiting from instruction offered, may be admitted to Citrus College. Such persons shall be required to comply with the District's rules and regulations regarding scholastic achievement along with other standards to be met by provisional or probationary students as a condition to being readmitted in any succeeding semester. All non-high school graduates are encouraged to utilize counseling services.

Applicants Ineligible for Admissions

All students who are younger than 18, who have not graduated from high school, and are not currently enrolled in K-12 are not eligible for admission.

Persons holding a B-1 or B-2 visa are not eligible for admissions.

Admission requirements

All prospective students must file an Application for Admissions with the Admissions and Records Office through CCCApply. The District highly recommends that all prospective students:

- Request official high school transcripts if you attended high school within the last three years, to be sent to the Admissions and Records Office;
- Request official college transcripts from all colleges previously attended, to be sent to the Admissions and Records Office;
- Complete Citrus College's assessment and orientation; and
- Meet with a counselor.

Residency

Each student is classified as a 'resident' or a 'non-resident' for tuition purposes at the time of application. See AP 5015 Residence Determination.

Admission of International Students

International students may be admitted in accordance with AP 5012 International Students.

Special Part-time and Special Full-time Students (K-12 students)

Special part-time or special full-time students may be admitted in accordance with AP 5011 Admission and Concurrent Enrollment of High School and Other Young Students.

Admissions procedures will be clearly delineated in the District College catalog online, schedule of classes, and the College web site.

See Administrative Procedure 5011

See Administrative Procedure 5012

See Administrative Procedure 5015

| | |
|--------------------------|----------|
| Board Approved | 07/21/09 |
| Desk Review – No Changes | 01/27/12 |
| Revised | 12/03/13 |

CITRUS COMMUNITY COLLEGE DISTRICT

| | | | |
|----------|--|--------------|----------|
| TO: | BOARD OF TRUSTEES | Action | <u>X</u> |
| DATE | January 21, 2014 | Resolution | _____ |
| SUBJECT: | Board Legislative Advisory Ad-Hoc Committee | Information | _____ |
| | | Enclosure(s) | _____ |

BACKGROUND

An advisory ad-hoc committee of the Board of Trustees will be established to identify legislative priorities for 2014.

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

RECOMMENDATION

Authorization is requested to select _____ and _____ as the Board of Trustees Legislative Advisory ad-hoc committee to recommend to the Board of Trustees legislative priorities for 2014.

Geraldine M. Perri, Ph.D.
Recommended by

Moved / Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. H.14.

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

December 3, 2013

The Board of Trustees of the Citrus Community College District met for the regular meeting of Tuesday, December 3, 2013, in the Center For Innovation Community Room.

Outgoing Board President Keith called the meeting to order at 4:19 p.m. Student Trustee Vega led the Pledge of Allegiance to the Flag.

TRUSTEE ROLL CALL – Present: Barbara R. Dickerson (incoming), Susan M. Keith, Joanne Montgomery, Edward C. Ortell, Patricia Rasmussen, and Mariana Vega, Student Trustee. Absent: None.

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

ADMINISTRATORS AND EMPLOYEES SIGNING THE VOLUNTARY SIGN-IN SHEET:

Management Team: Monica Christianson, Lan Hao, Dana Hester, Jim Lancaster, Linda Welz, and Jody Wise

Faculty: Roberta Eisel and Bruce Langford

Supervisors/Confidential Team: Leigh Buchwald, Tedd Goldstein, Glenna Johnson, and Eric Magallon

Classified Staff: Clarence Cernal and Robert Coutts

Adjunct Faculty: Cecil Brower

Students: Alejandra Morales

Citrus College Foundation: Chris Garcia and Tom Gerfen

VISITORS: Laura Jimenez, Heather McGee, and Lisalee Wells

OATH OF OFFICE

Geraldine M. Perri, Ph.D., Superintendent/President, administered the Oath of Office to Dr. Barbara R. Dickerson, Trustee Area 1, elected to the Board of Trustees in the general election held on November 5, 2013. Dr. Perri also administered the Oath of Office to Dr. Edward C. Ortell, Trustee Area 3, who was re-elected (running unopposed) to the Board of Trustees in the general election held on November 5, 2013. Their terms will end November 30, 2017. She welcomed Trustee Dickerson to the Board, commenting on her wealth of experience in education. Dr. Perri said she will be a valuable asset to the college. Dr. Perri welcomed back Trustee Ortell.

Geraldine M. Perri, Ph.D., Superintendent/President, reported that the college accomplished a great deal during the fall semester. In addition to surpassing 100% of its target for Associate Degrees for Transfer, the college added more than 200 courses to the schedule of classes; approved the Annual Implementation Plan for 2014-2015; kicked off the Classified Employee Enrichment Program; initiated planning for the Centennial Celebration; and began planning for its 2015 Accreditation site visit. Dr. Perri gave a special “hats off” to the college community for their hard work and dedication. She said she is looking forward to a very rewarding new year.

Dr. Perri invited Centennial Celebration co-chairs, Ms. Chris Garcia, Director of the Foundation; and Dr. Lucinda Over, Dean of Counseling, to make a special presentation. Dr. John Baker, former Interim Vice President of Student Services, made a gift of a framed ballot from the first free election of South Africa, post-apartheid. The gift was made in honor of the college’s Centennial Celebration. The framed artwork includes a quote from Nelson Mandela, “What counts in life is not the mere fact that we have lived, it is what difference we have made to the lives of others that will determine the significance of the life we lead.” The gift reinforces Dr. Baker’s financial gift to the Foundation for the Student Services Scholarship that he established upon his departure. The frame is inscribed as follows: “A recognition gift to Citrus College, where every student counts!”

Dr. Perri said accreditation co-chairs Dr. Arvid Spor, Vice President of Student Services/Interim Vice President of Academic Affairs, and Ms. Roberta Eisel, Language Arts instructor, presented a forum on accreditation on November 26, 2013, in preparation for the college’s 2015 accreditation.

Dr. Perri thanked Outgoing Board President Keith for her leadership as Board President throughout a successful and productive year. She expressed her appreciation for Outgoing Board President Keith’s advocacy both on a local and statewide level and acknowledged her leadership on the California Community College Trustees (CCCT) board. Outgoing Board President Keith thanked the faculty, staff, and students for their support and said is it always exciting to work with Citrus College students, who will become the future leaders of the state and nation.

Arvid Spor, Ed.D., Vice President of Student Services/Interim Vice President of Academic Affairs, welcomed Trustee Dickerson and welcomed back Trustee Ortell.

Dr. Spor reported that ASCC is holding elections for the spring semester this week. They will be electing a vice president, several senators, and a student trustee-elect.

Dr. Spor reported that the Accreditation Forum was well attended and very informative. A review of all of the components of accreditation was presented and the co-leads for each of the standards were introduced.

Robert Sammis, J.D., Director of Human Resources, provided an update on the Classified Employee Enrichment Program. He said the first module on “Strengths Quest” has just concluded, and the second module on customer service will begin in January. He said those who are participating are very enthusiastic.

Carol R. Horton, Vice President of Finance and Administrative Services, congratulated Trustees Dickerson and Ortell. She thanked the Board for her retirement reception and said it has been a pleasure to work with the Board and Dr. Perri and her staff. She said each Board member is very dedicated to the college and they have all shown their dedication over the years. She said Citrus College is a great place to work.

Lisa Villa, Academic senate President, on behalf of the faculty, officially welcomed Trustee Dickerson and welcomed back Trustee Ortell. She reported that the Senate’s final meeting of the fall semester took place on the eve of Thanksgiving, but somehow managed to achieve a quorum, plus a few extra senators. They took action on two sets of APs and BPs. Ms. Villa congratulated Mrs. Horton on her retirement and wished everyone a wonderful holiday season.

Robert Coutts, CSEA President, said CSEA welcomes Trustee Dickerson and welcomes back Trustee Ortell. He reported that preparations for the CSEA Annual Holiday Buffet on December 11, 2013, are proceeding well, and he invited everyone to attend. The event will feature a “crazy holiday sweater” contest. Mr. Coutts said those who cannot attend can still purchase “chance to win” tickets, as winners do not need to be present. All proceeds from the event will go toward CSEA scholarships. He thanked Dr. Perri for the release time provided to classified staff. Mr. Coutts wished everyone happy holidays and safe travels.

Mariana Vega, Student Trustee, said she is looking forward to serving as a mentor to the student who will be elected to serve as incoming student trustee for 2014-2015. She said the students are currently engaged in activities that will benefit their fellow students, such as Adopt an Angel. They are also studying for finals. Student Trustee Vega thanked Mrs. Horton for her service to the college, and she welcomed newly elected Trustee Dickerson and returning Trustee Ortell to the Board. She wished everyone happy holidays.

Joanne Montgomery, Outgoing Clerk/Secretary, Board of Trustees, said she and Trustee Rasmussen attended a production by the college’s Theatre Arts program of *The Last Days of Judas Iscariot*, which she described as excellent.

Trustee Montgomery thanked Mrs. Horton for her service and said she will be greatly missed. She also wished happy holidays to those in attendance and advised everyone to “celebrate well.”

Patricia Rasmussen, Member, Board of Trustees, said the performances in *The Last Days of Judas Iscariot* were outstanding, and the subject matter of the play was profound.

Trustee Rasmussen reported on the Community College League of California (CCLC) conference. Chancellor Harris spoke at the conference and said community colleges are currently being bombarded by new initiatives, such as baccalaureate degrees and adult education. However, he advised colleges to remain focused on what they do best and to fulfill the recommendations of the Student Success Task Force.

Trustee Rasmussen reported on Foundation activities. She said the Foundation investments are up 5%. In a presentation to the Foundation board, the Veterans Program requested and was granted \$15,000 in one-time funding. The Alumni Association recently held a successful tea. The group is also planning an all-class reunion. She said 24 college employees have recently signed up for new payroll deductions, netting the Foundation a total of \$2,400 per month. Trustee Rasmussen said the Foundation is doing well under the leadership of Ms. Garcia.

Edward C. Ortell, Member, Board of Trustees, congratulated and welcomed Trustee Dickerson to the Board. He said her experience as a school board member and her record of community service will make her a valuable asset on the Citrus College Board of Trustees.

Trustee Ortell thanked Outgoing Board President Keith for her leadership over the years, especially her advocacy in Sacramento and at CCLC meetings on behalf of local control. He also expressed his appreciation to Mrs. Horton for successfully shepherding the college’s finances throughout the course of her tenure.

Trustee Ortell said Citrus College athletics has had a great fall season. He said many of the teams turned in exceptional performances, including the women’s soccer and volleyball teams and the football team, who recently won the Beach Bowl. In addition, women's golfer Ms. Paramee Suwantanma finished 20th in the state.

Barbara R. Dickerson, Member, Board of Trustees, thanked all those who stood behind her and supported her throughout the course of her campaign, especially her husband Dr. Mark Dickerson. She also thanked Dr. Gary L. Woods for his kind words of congratulations at the November 12, 2013, Board meeting.

Trustee Dickerson congratulated Mrs. Horton on her retirement and thanked her for reviewing the college budget with her.

Trustee Dickerson congratulated the student athletes who performed well throughout the fall season. She noted that the Owl football team prevailed in a bowl game for the first time since 1988.

Susan M. Keith, Outgoing President, Board of Trustees, commented on the remarks made by Chancellor Harris at the CCLC conference in which he cautioned community colleges against being drawn away from their important work of improving student success and implementing the recommendations of the Student Success Task Force.

Outgoing Board President Keith congratulated the Citrus College athletic teams on their fall semester success and wished everyone happy holidays.

MINUTES

Item 1: Moved by Trustee Rasmussen and seconded by Trustee Ortell to approve the regular meeting minutes of November 12, 2013, as submitted.
4 Yes (Keith, Montgomery, Ortell, Rasmussen). 1 Abstain (Dickerson).

INFORMATION AND DISCUSSION

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

Mrs. Horton introduced Ms. Heather McGee from Vicenti, Lloyd and Stutzman, Certified Public Accountants who presented the 2012-2013 audit report. It was a clean, unqualified report with no adjustments. Dr. Perri thanked Mrs. Horton, Mrs. Rosalinda Buchwald, Director of Fiscal Services, Ms. Carol Cone, Budget Supervisor, and all members of the Fiscal Services Team.

Code of Ethics/Standards of Practice – Susan M. Keith, Outgoing President, Board of Trustees

BP/AP 2715 Code of Ethics/Standards of Practice (copy enclosed) dictates that the Board of Trustees review its Code of Ethics policy at its annual organizational meeting.

Student Services Committee – Administrative Procedure Revision – Arvid Spor, Ed.D., Vice President of Student Services/Interim Vice President of Academic Affairs

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).

The following Board Policy has been revised and approved by constituent groups on various dates and by the Steering Committee on September 23, 2013:

BP 5140 – Disabled Student Programs and Services

The following Board Policies have been revised and approved by constituent groups on various dates and by the Steering Committee on October 14, 2013:

- BP 3500 – Campus Safety
- BP 3515 – Reporting of Crimes
- BP 3540 – Sexual and Other Assaults on Campus

The Board Policies above were presented to and approved by the Board on November 12, 2013.

INDEPENDENT CONTRACTORS

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

FACILITY USAGE

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

BUDGET – WARRANTS – FINANCIAL STATEMENT, ETC.

- Item 4:** Moved by Trustee Montgomery and seconded by Trustee Rasmussen to approve A & B Warrants for October 2013. 5 Yes.

- Item 5:** Moved by Trustee Montgomery and seconded by Trustee Rasmussen to approve purchase orders for October 2013. 5 Yes.

CURRICULUM

- Item 6:** Moved by Trustee Montgomery and seconded by Trustee Rasmussen to approve the new courses, modified courses, and modified program. 5 Yes.

PERSONNEL RECOMMENDATIONS

- Item 7:** Moved by Trustee Montgomery and seconded by Trustee Rasmussen to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees. 5 Yes.

- Item 8:** Moved by Trustee Montgomery and seconded by Trustee Rasmussen to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees. 5 Yes.

- Item 9:** Moved by Trustee Montgomery and seconded by Trustee Rasmussen to approve the employment of short-term, hourly, substitutes, volunteers, and professional experts. 5 Yes.

BOARD OF TRUSTEES

Item 10: Moved by Trustee Montgomery and seconded by Trustee Ortell to elect **Patricia Rasmussen** for the office of President of the Board of Trustees for the period from December 1, 2013, through November 30, 2014.

5 Yes.

On behalf of the Board, Incoming Board President Rasmussen presented Outgoing Board President Keith with a pen box plaque in honor of her service and leadership throughout 2013.

Item 11: Moved by Trustee Keith and seconded by Trustee Ortell to elect **Joanne Montgomery** for the office of Vice President of the Board of Trustees for the period from December 1, 2013, through November 30, 2014.

5 Yes.

Item 12: Moved by Trustee Ortell and seconded by Trustee Rasmussen to elect **Barbara R. Dickerson** for the office of Clerk/Secretary of the Board of Trustees for the period from December 1, 2013, through November 30, 2014.

5 Yes.

Item 13: Moved by Trustee Ortell and seconded by Trustee Keith to elect **Joanne Montgomery** to represent the Citrus College Board of Trustees on the Citrus College Foundation Board of Directors and Executive Board.

5 Yes.

Item 14: Moved by Trustee Montgomery and Trustee Ortell to select **Susan M. Keith** as an Annual Representative to the Los Angeles County School Trustees Association for 2014. The Representative shall perform duties as described in Standing Rule #7: (a) vote on all association matters; (b) communicate between the executive board, the association, and the local board; and (c) serve on the Legislative Committee.

5 Yes.

Item 15: Moved by Trustee Dickerson and seconded by Trustee Keith to select **Edward C. Ortell** as the governing board's voting representative to elect members to the Los Angeles County Committee on School District Organization in October/November 2014.

5 Yes.

Item 16: Moved by Trustee Montgomery and seconded by Trustee Dickerson to select **Susan M. Keith** and **Patricia Rasmussen** as the Board of Trustees ad-hoc committee for 2014 to recommend the instrument or process to be used in Board self-evaluation.

5 Yes.

Item 17: Moved by Trustee Keith and seconded by Trustee Ortell to select **Joanne Montgomery** and **Barbara R. Dickerson** as the Board of Trustees ad-hoc committee to recommend candidates for appointment to the Measure G Citizens' Oversight Committee.

5 Yes.

Item 18: Moved by Trustee Montgomery and seconded by Trustee Ortell to select **Susan M. Keith** as the Board’s representative for the 2015 Accreditation Self Study, Standard IV: Leadership and Governance – Standard IVB: Board and Administrative Organization. 5 Yes.

Item 19: Moved by Trustee Dickerson and seconded by Trustee Keith to set the date, time, and place for regular meetings of the Board of Trustees for the period of December 1, 2013, through November 30, 2014, as follows:

Date: 1st & 3rd Tuesdays
 Time: 4:15 p.m.
 Place: Citrus Community College District, Center For Innovation, Community Room (CI 159) or Administration Building, Board Room (AD 109)

5 Yes.

AUDITORS

Item 20: Moved by Trustee Montgomery and seconded by Trustee Ortell to approve the Annual Financial and Compliance Audit Report of all District funds from Vicenti, Lloyd & Stutzman, certified public accountants, for the fiscal year ending June 30, 2013.
 4 Yes (Keith, Montgomery, Ortell, Rasmussen). 1 Abstain (Dickerson).

SIGNATURE AUTHORIZATION

Item 21: Moved by Trustee Keith and seconded by Trustee Dickerson to approve the specified signatures for Citrus Community College District business functions and bank accounts for the period of December 3, 2013 through November 30, 2014. 5 Yes.

Item 22: Moved by Trustee Keith and seconded by Trustee Dickerson to approve the Certification of Signatures for Citrus Community College District and the sending of the form to the County Superintendent of Schools Office after signatures are obtained. 5 Yes.

SABBATICAL – FACULTY

Item 23: Moved by Trustee Montgomery and seconded by Trustee Ortell to approve Faculty 2014-2015 Sabbatical Leave recommendations as follows:

| | |
|---------------|----------------------|
| David Ryba | Fall 2014 Semester |
| James Woolum | Spring 2015 Semester |
| Thomas Eiland | Spring 2015 Semester |

5 Yes.

FACULTY PERSONNEL RECOMMENDATIONS

Item 24: Moved by Trustee Keith and seconded by Trustee Montgomery to accept the rank order of the full-time faculty positions identified by the Faculty Needs Identification Committee. Consistent with the District's forecasted hiring obligation for fall 2014, it is requested that the Board of Trustees authorize recruitment of full-time faculty positions 1 through 6 effective fall 2014. It is also requested that the Board of Trustees authorize the recruitment of additional full-time faculty members based on the final full-time faculty obligation calculation. 5 Yes.

ACADEMIC CALENDAR

Item 25: Moved by Trustee Montgomery and seconded by Trustee Dickerson to approve the revised 2013-2014 Academic Calendar. 5 Yes.

BOARD POLICIES

Item 26: Moved by Trustee Keith and seconded by Trustee Montgomery to approve the second and final reading of BP 5140 – Disabled Student Programs and Services; BP 3500 – Campus Safety; BP 3515 – Reporting of Crimes; and BP 3540 – Sexual and Other Assaults on Campus. 5 Yes.

CLOSED SESSION: At 5:16 p.m., Incoming Board President Rasmussen adjourned the meeting to closed session per the following sections of the Government Code:

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

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

Per Section 54957.6: Conference with Labor Negotiator, Robert L. 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 Conference with Legal Counsel - Anticipated Litigation:

(A) Significant exposure to litigation pursuant to subdivisions (a) and (d) (2) of Section 54956.9: One Potential Case -

(1) Existing facts and circumstances pursuant to 54956.9 (e)(1) and (e) (5)

RECONVENE OPEN SESSION: At 6:45 p.m., Incoming Board President Rasmussen reconvened the meeting to open session with no action taken.

Date

Barbara R. Dickerson
Clerk/Secretary
Board of Trustees