The Board of Trustees of the Citrus Community College District met for the Regular Meeting on Tuesday, February 21, 2006, in the Administration Building.

Board President Bevilacqua called the meeting to order at 4:18 p.m. Board President Bevilacqua led the Pledge of Allegiance to the Flag.

TRUSTEE ROLL CALL — Present: Michael Bevilacqua, Susan M. Keith, Joanne Montgomery, Edward C. Ortell, Gary L. Woods, and Lisa Daniels, Student Trustee. Absent: None.

RESOURCE PERSONNEL PRESENT: Michael J. Viera, Superintendent/President; Jeanne Hamilton, Vice President of Student Services; Carol Horton, Vice President of Finance and Administrative Services; Irene Malmgren, Vice President of Instruction; Sandra Lindoerfer, Director of Human Resources; Dennis Korn, Academic Senate President; Cathy Napoli, Classified Employees; and Christine Link, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES SIGNING THE VOLUNTARY SIGN-IN SHEET:

Management Team: Marilyn Collins, Wanda Cunyngham, Paula Green, Samuel Lee, Lois Papner, and Linda Welz

Faculty: Roberta Eisel, Marilyn Eng, Anna McGarry, Scott Mondrala, and Barbara Rugeley

Supervisors/Confidential: Marti DeYoung, Tedd Goldstein, Marilyn Grinsdale, and Lari Kirby

Classified Employees: Marian Manfre, Rose Anne Manfre-Campillo, and Peggy Olson

Adjunct Faculty: None

Students: Sandra Saco

VISITORS: None
Comments: Members of the Audience — the following faculty members expressed their concern regarding proposed changes to the evaluation process for tenured faculty that has been discussed during negotiations. The District proposes inclusion of the immediate supervisor in the evaluation process, which is not included in existing Board Policy 4114 (Faculty Evaluation) or Regulation 4114 (Evaluation – Academic Staff). Faculty believes that peer review is the best form of evaluation.

Mr. Terrence Miles, Physical Sciences (CCFA President)*
Ms. Roberta Eisel, Language Arts
Mr. Jim Lancaster, Transportation Tech*
Ms. Barbara Rugeley, Library*
Mr. John Fincher, Language Arts
Ms. Anna McGarry, Language Arts
Mr. Dennis Korn, Transportation Tech*

(*Copies of individual statements available in the Superintendent/President's Office)

Michael J. Viera, Ph.D., Superintendent/President, reported there are new auditing guidelines for community college districts to adopt ethics statements that include references to anti-fraud. The Board met the guideline as they adopted an ethics statement at their September 14, 2006, meeting, as part of a recommendation from the 2003 accreditation visit. Ms. Rosalinda Buchwald, Director of Fiscal Services, is serving as a chair for a Task Force to draft a campuswide ethics statement. The statement will be distributed to all constituent groups for approval and will be brought forward for Board approval.

Dr. Jeanne Hamilton, Vice President of Student Services, is acting as Citrus’ Accreditation Liaison Officer and has established a committee to review and respond to the other recommendations made by the 2003 visiting team. Dr. Viera thanked Ms. Susan M. Keith, Member, Board of Trustees, for agreeing to serve as the Board’s designee on the accreditation committee.

Fine Arts faculty member, Ms. Cherie Brown, reported they have been asked to “hold” the production of La Lista Negra from the Irene Ryan Acting competition held in conjunction with the Kennedy Center American College Theatre Festival competition. The production may be selected to move on to the national competition in Washington, D.C.

Dr. Viera announced the resignation of Ms. Marilyn “Joyce” Dill, Bookstore Supervisor, effective August 8, 2006, and read the following statement:

“Joyce Dill has worked at Citrus College for nearly 40 years, beginning her career as an evening clerk in the bookstore in September of 1965.

After nearly eight years of service, Joyce left Citrus to pursue other opportunities, but returned a few months later to work in a part-time, substitute capacity. In July
of 1976, Joyce was rehired in a permanent capacity as bookstore trade book buyer. Then, in July of 1979, she was reclassified as bookstore supply buyer.

In September 1980, Joyce agreed to take on full responsibility for the bookstore by becoming the temporary associate bookstore manager. A few months later, Joyce was promoted into the position, where she remains to this day.

Joyce's attention to detail, and her commitment to Citrus College, its faculty, staff, and students, has been invaluable, and she will be greatly missed.”

**Irene Malmgren, Vice President of Instruction**, introduced Behavioral Sciences faculty member, Dr. Ken Guttman, who was also the women’s basketball Head Coach.

Dr. Guttman announced he was resigning as the Head Coach of the women’s basketball team. Dr. Guttman announced that player, Ms. Alexis Pope, a two-time First-Team selection, has also been honored as a two-time All-State player. Also earning first-team honors for the women was two-time honoree Ms. Nicole Cunningham. Earning second-team All-conference honors were Ms. Semone Funn and Ms. JaTonn Parham. The Lady Owls finished their winning season with 17 victories and were 8-4 in conference. Dr. Guttman expressed his appreciation to the Board, administration, Citrus College Foundation, faculty, staff, coaches, and students during his five years as Head Coach of the women’s basketball team. Special thanks were extended to Dr. Viera; Mr. Mike Fehrs, Executive Director of Development and External Relations/Director of Foundation; Dr. Mike Hurtado, Dean of Social and Behavioral Sciences; Ms. Cathy Napoli, Admissions and Records Team Leader; Ms. Jody Wise, Dean of Physical Education and Athletics; Ms. Lari Kirby, Distance Education Supervisor; and the Associated Students of Citrus College.

On March 1, 2006, the Fine and Performing Arts Division is hosting an open house for high school students. Approximately 850 high school students plan to attend the event.

Ms. Malmgren looks forward to the faculty interview process and selecting the best candidates for the 18 available positions.

**Jeanne Hamilton, Ph.D., Vice President of Student Services**, announced that Ms. Ivon McCraven (Ms. Malmgren’s Administrative Assistant) was selected as an interim College Promotions Specialist, with the Board’s approval. The position is funded via Title V funding. Ms. McCraven will coordinate high school outreach efforts.

Dr. Hamilton thanked and complimented Ms. Linda Welz, Chief Information Services Officer, for her efforts in bringing Chancellor’s Office staff to assist MIS staff in understanding reporting procedures. As many Student Services programs are categorically funded, reporting accuracy is imperative.
Sandra Lindoerfer, J.D., Director of Human Resources, made reference to consent items included in the agenda moving faculty through the tenure process, upon the Board’s approval.

Dr. Lindoerfer was pleased to announce that, with the Board’s approval, Cosmetology instructor, Mr. Albert Graciano, will be granted tenure. It was noted that Mr. Graciano was an adjunct instructor prior to being hired permanently.

Carol Horton, Vice President of Finance and Administrative Services, reported she was in receipt of the First Principal Apportionment report, which is distributed by the Chancellor’s Office. Mrs. Horton will share more information when she has had an opportunity to review.

Bids for the Center for Innovation will be opened on Thursday, February 23, 2006. Mrs. Horton is hopeful that bids will come in within budget. It was noted that the Center for Innovation will be constructed utilizing bond funds.

Demolition of the old Math building is almost complete. All underground pilings have been removed. It took much longer to remove the old brick than anticipated.

Dennis Korn, Academic Senate President, announced that, based on a recommendation from the Academic Senate, the Steering Committee formed a compressed calendar oversight task force, composed of all constituent groups on campus, to research compressed calendar options and questions. The faculty will be represented by Professor Terry Miles and Professor Dennis Korn. A sub-task force, made up of all the represented bargaining units on campus, has also been formed to look into working condition options and questions.

The Academic Senate unanimously passed the Academic Senate Faculty Code of Ethical Conduct at the Academic Senate meeting on February 8, 2006. Mr. Korn thanked Professor Dale Salwak for his work on the original draft and all the Senators for their contributions to the final document.

The Academic Senate will be discussing the procedures for program name changes to develop ideas on the best procedures. Any name change affects many areas on campus and it is imperative that an established procedure be initiated and approved by all concerned parties.

Cathy Napoli, Classified Employees, expressed concerns of the CSEA unit regarding negotiations, specifically the Classified Salary Schedule and longevity steps. During the last negotiations, classified staff were granted two additional steps with a 2.5% increase between steps and a salary study was implemented. The compromise resulted in a decreased percentage for unit members moving to those steps, which was not requested from other constituent groups. Unit members feel it is unprecedented for a step increase to go down after five years of service. The purpose of the step increase is to reward staff for long and loyal service to the college. Classified staff demonstrated
their loyalty to the District by volunteering hours to ensure the success of Measure G. Classified staff also helped fill in for vacant positions when the District was faced with a hiring slush, in addition to completing their own work. Classified staff serve students and the community and are usually their first contact. Classified staff do their jobs with pride, knowing the needs of students come first. Ms. Napoli asked the Board to respect the loyalty of classified staff and requested equitable treatment for all staff. Experienced, long-term, loyal classified staff members have contributed greatly in making Citrus College what it is today.

Lisa Daniels, Student Trustee, reported that the ASCC is busy organizing the annual St. Patrick’s Day festivities. Spring Fest activities, which will be held March 27-31, 2006, are also being planned.

A survivor of the Holocaust is scheduled to speak to ASCC on April 26, 2006, in conjunction with the April 29, 2006, Jewish Day of Remembrance.

Ms. Daniels was pleased to report that ASCC donated $500 to sponsor the annual Youth Conference held on campus.

Susan M. Keith, Member, Board of Trustees, reported she attended the fund raising performance of La Lista Negra on Thursday, February 9, 2006. Ms. Keith complimented and congratulated students, staff, and everyone involved in the fantastic production and hopes it is selected to move on to the national competition.

MINUTES:
Item 1: Moved by Dr. Woods and seconded by Mrs. Montgomery to approve the minutes of the regular meeting of February 7, 2006.

4 Yes. 1 Abstain (Dr. Ortell).

INFORMATION AND DISCUSSION

Sabbatical Report, Fall 2004 — Glen Ross, Professor, Social Sciences — Irene Malmgren, Vice President of Instruction

Ms. Malmgren introduced Mr. Glen Ross who was provided a sabbatical for the fall 2004 semester.

Mr. Ross thanked the Board, Dr. Viera, Ms. Malmgren, and the Academic Senate for their consideration in granting his Fall 2004 sabbatical. Mr. Ross had a difficult time locating a textbook for his Introduction to Politics course, therefore, he utilized his sabbatical to begin writing/developing an appropriate textbook. Most textbooks he reviewed took an institutional approach to the study of politics and focused on the structure of the government (constitution, legislators, executives, interest groups, media, etc.) without references to the underlying concepts of politics (power, justice, authority, equality, order, community, legitimacy, etc.). Mr. Ross wanted to impress upon his students the reality that politics occur all around us, in a variety of settings, not just in
government. Mr. Ross reviewed the step by step process he underwent in developing the textbook.

Mr. Ross concluded his remarks stating that two publishers (Thompson and Prentice-Hall) expressed an interest in publishing the textbook.

Music - Commercial Program Review 2004-2005 — Irene Malmgren, Vice President of Instruction

Water Technology Program Review 2005-2006 — Irene Malmgren, Vice President of Instruction

INDEPENDENT CONTRACTORS
Item 2: Moved by Ms. Keith and seconded by Dr. Woods to approve the attached list of independent contractor/consultant agreements as submitted. 5 Yes.

FACILITY USE
Item 3: Moved by Ms. Keith and seconded by Dr. Woods to approve facility rentals and usage. 5 Yes.

BUDGET – WARRANTS – FINANCIAL STATEMENT, ETC.
Item 4: Moved by Ms. Keith and seconded by Dr. Woods to approve the Quarterly Financial Status Report for the fiscal quarter ended December 31, 2005, and authorizing the forwarding of this report to the Chancellor’s Office and the Office of the Los Angeles County Superintendent of Schools. 5 Yes.

Item 5: Moved by Ms. Keith and seconded by Dr. Woods to approve purchase orders for January 2006. 5 Yes.

Item 6: Moved by Ms. Keith and seconded by Dr. Woods to approve A & B Warrants for January 2006. 5 Yes.

CLAIMS
Item 7: Moved by Ms. Keith and seconded by Dr. Woods to consider rejecting the claim, submitted on January 27, 2006, and to refer the claim to the District’s claim administrators, Keenan & Associates, for the District’s liability insurance plan (SWACC). 5 Yes.

PERSONNEL RECOMMENDATIONS
Item 8: Moved by Ms. Keith and seconded by Dr. Woods to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees. 5 Yes.

Item 9: Moved by Ms. Keith and seconded by Dr. Woods to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees. 5 Yes.
Item 10: Moved by Ms. Keith and seconded by Dr. Woods to approve the employment of short-term, non-academic employees and substitutes.  
5 Yes.

CONSTRUCTION – CAPITAL PROJECTS

Item 11: Moved by Ms. Keith and seconded by Mrs. Montgomery to approve Change Order Eleven in the amount of $12,926.30, and add zero days to the time for completion for project number 06-0405, Stadium Upgrades Phase II, Athletic Fields Renovation.  
5 Yes.

Item 12: Moved by Dr. Woods and seconded by Ms. Keith to accept contract #06-0405, Stadium Upgrades Phase II, Athletic Fields Renovation as complete and authorize staff to file the required Notice of Completion with the County of Los Angeles. The final contract amount after all change orders is $2,532,120.49.  
5 Yes.

BIDS

Item 13: Moved by Mrs. Montgomery and seconded by Ms. Keith to approve the award of bid #10-0506, Lighting Equipment, Lamps, Adapters Lenses and Fixtures to West Coast Concert Lighting in the amount of $105,365.37 and authorize staff to execute a contract on behalf of the District.  
5 Yes.

ACADEMIC CALENDAR

Item 14: Moved by Dr. Woods and seconded by Mrs. Montgomery to approve the proposed 2006-07 Academic Calendar.  
5 Yes.

BOARD POLICIES

Item 15: Moved by Dr. Woods and seconded by Mrs. Montgomery to approve the second reading of proposed revisions to P-5120 Fees for Miscellaneous Services.  
5 Yes.

Item 16: Moved by Ms. Keith and seconded by Dr. Woods to approve the second reading of proposed changes to P-5127 Probation and Dismissal.  
5 Yes.

Item 17: Moved by Dr. Ortell and seconded by Mrs. Montgomery to approve second reading proposed changes to P-5128 Academic Renewal.  
5 Yes.

Item 18: Moved by Dr. Woods and seconded by Mrs. Montgomery to approve the second reading of proposed revisions to P-5200 Registration Priority.  
5 Yes.

EMPLOYMENT – FACULTY

Item 19: Moved by Mrs. Montgomery and seconded by Dr. Woods to approve granting tenure to Mr. Albert Graciano for the 2006-2007 academic year.  
5 Yes.
RESOLUTIONS
Item 20: Moved by Ms. Keith and seconded by Dr. Woods to approve Resolution 2005-06-16 in support of the Governor’s 2006-07 Budget. 5 Yes.

LIQUOR LICENSE
Item 21: Moved by Mrs. Montgomery and seconded by Ms. Keith to approve the Citrus College Foundation applying for a one-day liquor license from the Alcohol Beverage Control agency to serve wine at the Foundation’s private reception to be held March 31, 2006, from 6 p.m. to 8:00 p.m. on the Citrus College campus. 5 Yes.

CLOSED SESSION: At 5:32 p.m., Board President Bevilacqua adjourned the meeting to closed session per the following sections of the Government Code:

Per Section 54954.5(f) and 54957.6: CONFERENCE WITH LABOR NEGOTIATOR, SANDRA LINDOERFER, DISTRICT CHIEF NEGOTIATOR — Employee Organization(s): Citrus College Faculty Association/CTA/NEA; Adjunct Faculty United Local 6106, and California School Employees Association (CSEA) Chapter 101.

Per Section 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION:
Assistant Director of Computer Center
Dean of Admissions and Records
Dean of Business and Distance Education
Dean of Continuing and Contract Education
Interim Dean of Computer and Information Systems
Dean of Counseling
Interim Dean of Math
Dean of Fine and Performing Arts
Dean of Language Arts
Dean of Library
Dean of Physical Education and Athletics
Dean of Science, Engineering, and Health Occupations
Dean of Social and Behavioral Sciences
Dean of Students
Director of Center of International Trade and Development
Director of Child Development Center
Director of Communications
Director of Cosmetology
Director of EOPS, CARE, and CalWORKs
Director of Facilities and Construction
Director of Financial Aid
Director of Fiscal Services
Director of Health Occupations
Director of Human Resources/District Chief Negotiator
Director of Performing Arts
Director of Purchasing and Warehouse
Director of Vocational Education
Chief Information Services Officer
Executive Director of Development and External Relations and Director of Foundation
Human Resources/Staff Diversity Officer
Vice President of Instruction
Vice President of Finance and Administrative Service
Vice President of Student Services

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

ADJOURNMENT: At 6:46 p.m., it was moved by Ms. Keith and seconded by Dr. Ortell to adjourn the meeting. 5 Yes.

March 7, 2006__________
Date

Edward C. Ortell
Clerk/Secretary
Board of Trustees