

**APPROVED**  
MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF TRUSTEES  
CITRUS COMMUNITY COLLEGE DISTRICT

March 7, 2006

The Board of Trustees of the Citrus Community College District met for the Regular Meeting on Tuesday, March 7, 2006, in the Administration Building.

Board President Bevilacqua called the meeting to order at 4:15 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; 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:** Wanda Cunnyingham, Paula Green, Samuel Lee, Lois Papner, and Linda Welz

**Faculty:** Roberta Eisel and Terry Miles

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

**Classified Employees:** None

**Adjunct Faculty:** None

**Students:** Linda Chow, Kelly Marquez, and Sandra Saco

**VISITORS:** None

**Michael J. Viera, Ph.D., Superintendent/President,** introduced Mr. Robert Slack, Dean of Fine and Performing Arts, who provided an overview of the First Annual Fine and Performing Arts Open House for high school students, held March 1, 2006. Dr. Viera commented that the open house was the best recruitment event he had ever

witnessed and thanked and complimented all faculty and staff involved. It was also noted that the March 6, 2006, edition of the *San Gabriel Valley Tribune* included a very nice, complimentary article about the open house.

Mr. Slack reported the open house was a group effort and thanked everyone involved. The goal of the open house was to recruit high school students to attend Citrus programs. Invitations were sent to 40-45 schools throughout Southern California. Response was great with 19 high schools responding bringing 1,007 students and chaperones to the event.

Fourteen different workshops were presented in the areas of Fine Arts, Theatre Arts, Dance, Instrumental Music, Vocal Music, and Recording Arts. The program began with video clips and live testimonials from former and current Citrus students. World renowned trumpeter Mr. Charley Davis performed with the Blue Note Swing Orchestra. Response from students was fantastic, they were singing and dancing in the Haugh Performing Arts Center. Information about the *Citrus Summer Arts Programs 2006*, were distributed to all participants. The summer arts programs included information regarding the *Grammy Camp*, which will be held on the Citrus College campus, for the second year, July 15-31, 2006. Mr. Patrick Bolek spoke about opportunities available to 15-19 year olds through the *Grammy Camp* experience. Mr. Bolek thanked Citrus College for all efforts made ensuring the success of the *Grammy Camp*.

All participants of the open house were provided "goodie" bags that included wrist bands, pens, and dog tags. Copies of the *Clarion* newspaper, which included an article about *La Lista Negra* were also included in the "goodie" bags. Participants were provided free lunch from In-N-Out Burger.

Response from those attending has been extremely positive, some even asking when the open house will be held next year.

A video clip from the event was displayed.

Mr. Slack thanked staff from Admissions/Records, Financial Aid, Counseling, Transfer Center, External Relations, Vocational Education, and Computer Information Systems for staffing informational tables outside the Haugh Performing Arts Center during the open house.

Board President Bevilacqua commented that he considers Citrus' Fine and Performing Arts programs "Cadillac" programs. He also encouraged everyone to attend a Recording Arts graduation ceremony in order to see the quality students that Citrus College creates.

Dr. Ortell thanked and complimented Mr. Slack on the outstanding open house event. He asked that funding for the event be included in next year's budget.

Dr. Viera announced that Mrs. Carol Horton, Vice President of Finance and Administrative Services, was out ill with pneumonia. Dr. Viera and members of the Board wished Mrs. Horton well.

The production of last spring's original student written show, *La Lista Negra*, was chosen as an alternate for the national Kennedy Center American College Theatre competition in Washington D.C. Unfortunately, the production will not be showcased at the festival. However, all publicity materials for the festival will list Citrus College and the production. A number of commendations from the National Selection Team for various aspects of the production will also be publicized and forwarded to Citrus, the region, and across the country. Dr. Viera thanked and complimented Fine Arts faculty member, Ms. Cherie Brown, and everyone involved in the production.

Dr. Viera announced the retirement of Mr. Terrence Damron, Dean of Science, Engineering, and Health Sciences, effective August 30, 2006, and read the following statement:

*Terrence (Terry) Damron is retiring after 35 years of dedicated service to Citrus College and its students. Terry began his long and rewarding career at Citrus in February of 1971 as an instructor. Through the years, Terry instructed a variety of courses in the science and engineering field of study, such as Biology, Human Ecology, Life Sciences, Natural History of Sierra Nevada, Natural History of Owens Valley, and Natural History of Southern California.*

*Terry served as Academic Senate President in 1979-80 and was very active in CTA, serving on various governance boards and is a recipient of CTA's "Golden Owl" award, presented for recognition of service.*

*In January of 1997, Terry became Associate Dean of the Science, Engineering, and Health Sciences Division, where, through his efforts, the Division grew even greater. In June of 2004, he was named Dean of the Division.*

*Terry's commitment to Citrus College, its faculty, staff, and students, has been invaluable, and he will be missed.*

Dr. Ortell commented that he enjoyed working with Mr. Damron during their many years of service with CTA. Dr. Ortell also complimented and thanked Mr. Damron for his service as a Citrus manager, noting he contributed a great deal to Citrus and will be dearly missed.

**Irene Malmgren, Vice President of Instruction**, announced she visited Citrus' study abroad programs in Salamanca and London with Mrs. Horton, and Dr. Mike Hurtado, Dean of Social and Behavioral Sciences. It was noted that the trip was sponsored by AIFS. Ms. Malmgren, Mrs. Horton, and Dr. Hurtado visited classrooms and student housing locations. They also had an opportunity to talk with students and parents about the great study abroad program that Citrus hosts.

Ms. Malmgren commented that her calendar is very full with interviews for available faculty positions. Ms. Malmgren looks forward to hiring the best candidates for Citrus faculty positions.

**Jeanne Hamilton, Ph.D., Vice President of Student Services**, reported that Educational Advisor, Ms. Judy Chappie, began administering the Community College Survey of Student Engagement questionnaires this week. At this time, five classes have been surveyed.

The Annual High School Counselor's breakfast is scheduled for March 9, 2006, from 7:30 a.m. to 10:00 a.m. in the Campus Center. Dr. Hamilton commented that 40 high school counselors plan to attend.

The Annual Achievement Awards is scheduled for May 11, 2006, in the Campus Center. The dinner will begin at 5:30 p.m. Awards will be presented at 7:00 p.m.

Commencement activities are scheduled for May 20, 2006, at 10:00 a.m. in the Stadium. Dr. Hamilton acknowledged her Administrative Assistant, Ms. Pam McGuern, for all the work she does ensuring the success of commencement.

The first round of interviews for the College Nurse position are scheduled for March 8, 2006. Dr. Hamilton looks forward to interviewing and selecting the best candidate.

**Sandra Lindoerfer, J.D., Director of Human Resources**, announced staff is busy helping to support the hiring process that hiring committees are engaged in. She also looks forward to continuing to hire quality educators for all available faculty and management positions.

**Dennis Korn, Academic Senate President**, announced that the Compressed Calendar Task Force met for the first time on March 7, 2006. Dr. Viera shared research gathered from other colleges. The group discussed and developed key questions that needed to be researched and answered. Sub-groups were formed to continue researching the issues and to develop samples for presentation to the entire committee at the next meeting.

Academic Senate elections are moving forward with nominations from the floor at the March 8, 2006, Academic Senate meeting. Mr. Korn thanked Vice President/President-Elect, Ms. Roberta Eisel, and the election committee for all their hard work.

The Academic Senate will be voting on the latest version of the Citrus College Mission Statement at the March 8, 2006, Academic Senate meeting.

There appears that an increase to the Math/English Graduation Requirements could pass, statewide, as soon as this fall. The Academic Senate will renew its discussion on this important topic at the March 8, 2006, Academic Senate meeting. The Academic Senate agreed to the principles behind raising the graduation requirements in the spring

of 2005, but need to discuss action plans with the Math, English, Reading, and Basic Skills faculty in order to be ahead of the curve on this change to Title V regulations.

The Academic Senate will be making a first reading on proposed changes to the following policies and regulation: P-5111 – Admission; R-5130 – Residence Determination and Non-Resident Tuition; R-5203 – Student Course Adds; and P-6070 – Credit/No Credit Grading Option.

The Academic Senate will be discussing the planning summary from the last Accreditation Report to determine what has been accomplished and what issues are still of valid concern.

**Lisa Daniels, Student Trustee**, introduced Ms. Kelly Marquez, President of the Associated Students of Citrus College (ASCC). Ms. Marquez provided an overview of the positions she has held with ASCC. Ms. Marquez looks forward to her responsibilities in representing the students of Citrus College.

Dr. Arnold Rollin, Dean of Students, plans to attend the April 1-2, 2006, Statewide Student Senate Ad Hoc Committee meeting in Sacramento.

Students are working hard planning for Spring Fest activities and are seeking faculty and staff to serve as dealers for Casino Day, which will be held March 27, 2006.

In conjunction with the Jewish Day of Remembrance, at 11:00 a.m. on April 26, 2006, a Holocaust speaker will be on campus to speak about his experiences. The event is sponsored by ASCC.

**Edward C. Ortell, Clerk/Secretary, Board of Trustees**, reported that the National Legislative Summit was very successful. The event coincided with release of the President's budget, which contained cuts or elimination of programs important to Citrus College. He was able to lobby our local congressional representatives and reported that there was bi-partisan support to restore funding for these programs, including the Carl D. Perkins Act (vocational and technical training) and the Workforce Investment Act. Dr. Ortell said the fact that these programs are known for their value shows the influence of community colleges at the national level.

Dr. Ortell also reported that Representative Bill Thomas is retiring from Congress. Representative Thomas has been one of the major obstacles to reversing the Social Security provisions that reduced teachers' and certain other public employees' Social Security by as much as two-thirds. Representative Buck McKeon and Senator Diane Feinstein have both written legislation that would eliminate these provisions and allow teachers to collect the pensions they have earned. Dr. Ortell said he is hopeful this legislation will now go forward.

**MINUTES:**

**Item 1:** Moved by Mrs. Montgomery and seconded by Ms. Keith to approve the minutes of the regular meeting of February 21, 2006. 5 Yes.

**INDEPENDENT CONTRACTORS**

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

**FACILITY USE**

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

**SURPLUS PROPERTY**

**Item 4:** Moved by Dr. Woods and seconded by Mrs. Montgomery to declare the attached list of enlargers and lenses to be surplus property and authorize the Superintendent/President to make arrangements to donate the equipment to local K-12 Districts. 5 Yes.

**Item 5:** Moved by Dr. Woods and seconded by Mrs. Montgomery to dispose of the enclosed list of fifteen passenger vans by public auction by the Liquidation Company and use the proceeds to purchase twelve passenger vans. 5 Yes.

**Item 6:** Moved by Dr. Woods and seconded by Mrs. Montgomery to dispose of the enclosed list of surplus items by public auction by the Liquidation Company. 5 Yes.

**Item 7:** Moved by Dr. Woods and seconded by Mrs. Montgomery to declare the attached list of microscopes to be surplus property and authorize the Superintendent/President to make arrangements to donate the equipment to local K-12 Districts. 5 Yes.

*Prior to approving the following personnel recommendations, Ms. Keith commented that the Board would prefer to approve items prior to action. She asked that staff work harder to get paperwork submitted in a timely manner. Dr. Viera indicated he was also concerned about retroactive approval adding that it is his desire to eliminate retroactive approval.*

**PERSONNEL RECOMMENDATIONS**

**Item 8:** Moved by Dr. Woods and seconded by Mrs. Montgomery 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 Dr. Woods and seconded by Mrs. Montgomery 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 Dr. Woods and seconded by Mrs. Montgomery to approve the employment of short-term, non-academic employees and substitutes. 5 Yes.

**CLOSED SESSION:** At 4:48 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.**

**RECONVENE OPEN SESSION:** At 6:09 p.m., it was moved by Ms. Keith and seconded by Dr. Woods to adjourn the meeting.

March 21, 2006  
Date

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Edward C. Ortell  
Clerk/Secretary  
Board of Trustees