

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

May 2, 2006

The Board of Trustees of the Citrus Community College District met for the Regular Meeting on Tuesday, May 2, 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; Carol R. Horton, Vice President of Finance and Administrative Services; Irene Malmgren, Vice President of Instruction; Sandra Lindoerfer, Director of Human Resources; and Christine Link, Recording Secretary.

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

Management Team: Wanda Cunnyngnam, Mike Fehrs, and Lois Papner

Faculty: None

Supervisors/Confidential: None

Classified Employees: None

Adjunct Faculty: None

Students: None

Comments: Members of the Audience — Mr. Terrence Miles, Physical Sciences faculty member and CCFA President, announced that the CCFA membership was currently in the process of conducting a ratification vote on the District's contract offer as well as electing new officers and considering changes to the CCFA constitutional language. He hopes to have the ballots counted and results tabulated prior to the May 16, 2006, Board of Trustees meeting.

Michael J. Viera, Ph.D., Superintendent/President, announced that nearly \$100,000 was raised during the 24-hour Relay for Life event held on the Citrus College campus on April 22, 2006. The event is sponsored by the American Cancer Society. Dr. Viera thanked and complimented Dr. Mike Hurtado, Dean of Behavioral Sciences, for his efforts organizing the event.

Dr. Viera provided samples of re-designed *certificates of recognition* and *proclamations* to the Board. A draft of Protocol of Ceremonial Documents was also distributed. Dr. Viera complimented Mr. Mike Fehrs, Executive Director of Development and External Relations/Director of Foundation, for the excellent work his staff did designing the documents.

Mr. Scott Lay, Vice President and General Counsel of the Community College League of California, was selected as their Chief Executive Officer effective June 1, 2006. Mr. Lay was complimented for his efforts ensuring student success and representing the interests of California community college trustees and chief executive officers. On behalf of the Board, Dr. Viera will send a congratulatory letter to Mr. Lay.

Results of the California Community College Trustees Board election will be announced at the 2006 California Community College Trustees Annual Conference, held May 5-7, 2006, in La Jolla. Dr. Viera wished Dr. Edward C. Ortell, Clerk/Secretary, Board of Trustees, good luck in his re-election efforts.

The Chancellor's Office of the California Community Colleges is accepting requests for proposals (RFPs) to operate the Compton Community College District as a "center" with a community college in good standing with the Accrediting Commission for Community and Junior Colleges (ACCJC). Compton Community College District lost their accreditation with ACCJC. Dr. Viera does not intend for Citrus College to submit an RFP.

Dr. Viera said legislators in Sacramento are close to a compromise that will place a \$3 billion facilities bond measure on the November 2006 ballot. The amount designated for community colleges is approximately \$1.5 billion, representing nearly half of the total funding for higher education. Dr. Viera said if the measure passes, it will fund the Vocational Technology facility and provide additional funding for the Student Services facility. Dr. Ortell commented that community colleges have fought for a greater percentage of the split with UCs and CSUs for the past several years, with great success, moving the amount from 33% in previous years to 40% last year and finally to nearly 50% this year.

Irene Malmgren, Vice President of Instruction, made reference to a flier regarding a new program, "The Freshman Experience at Citrus College" that was provided to Trustees. The program will allow freshmen an opportunity to jump start their college experience in providing early registration assurance, individualized counseling, and an opportunity to meet new friends. The program was created as a result of outreach efforts. Ms. Malmgren thanked Mr. Fehrs and Ms. Paula Green, Director of

Communications, for their efforts in producing the flier. She also thanked all faculty and staff involved in the creation of the program.

Jeanne Hamilton, Vice President of Student Services, introduced Mr. Steve Hartman, Physical Education faculty member, who recognized the following Disabled Students Programs and Services' students for their outstanding achievements:

- Mr. Edgar Rico — *\$100 grant - Outstanding Performance in Adapted Physical Education*
- Mr. Alfonso Lopez — *\$100 grant - Outstanding Performance and Improvement in Adapted Physical Education*
- Ms. Kathy Kilmer — *Dedication and Support of Adapted Physical Education*
- Ms. Harmony Jensen — *Dale Baird Scholarship (\$500) for Excellence in Adapted Physical Education*

Sandra Lindoerfer, J.D., Director of Human Resources, was pleased to present six new faculty members for Board approval. Dr. Lindoerfer thanked everyone involved in the hiring process.

Carol Horton, Vice President of Finance and Administrative Services, announced the Central Plant had been repaired and air conditioning and heating had been restored to most campus buildings. She thanked faculty and staff for their cooperation in dealing with the heat in buildings.

Mrs. Horton looks forward to the release of the Governors May Revise in order to prepare Citrus College's budget.

The first pre-construction meeting for the Center for Innovation is scheduled to be held on May 10, 2006. It was noted that the Center for Innovation is the first completely bond funded construction project.

On behalf of the Board of Trustees, Mr. Bevilacqua presented Ms. Daniels with a plaque honoring her service as the Student Trustee. Mr. Bevilacqua thanked Ms. Daniels for her support and her efforts keeping the Board apprised of student activities and wished her good luck in her future academic endeavors.

Lisa Daniels, Student Trustee, thanked the Board and Dr. Viera for their kind words, support, and guidance during her term as Student Trustee. The opportunity to serve as Student Trustee opened many doors for her to explore. Ms. Daniels is considering becoming a teacher or perhaps an administrator.

Elections for ASCC positions were being held May 2-3, 2006. While there were two candidates for the President and Senator positions, no one applied for the Vice President and Legislative Liaison positions.

Joanne Montgomery, Vice President, Board of Trustees, was pleased to have the opportunity to attend the Golf Driving Range's 10th Anniversary Celebration on Saturday, April 29, 2006.

Edward C. Ortell, Clerk/Secretary, Board of Trustees, provided a report of a recent meeting of the California Community College Trustees Board meeting where Mr. Jason Murphy, from Senator Jack Scott's office, was a speaker.

At the request of Mr. Dan Tosney, President of the local chapter of Adjunct Faculty United (ADFAC), the Public Hearing was not held as copies of the District's initial proposal to ADFAC and ADFAC's initial proposal to the District were not available at the Citrus College library, as posted. Therefore, a Public Hearing will be held during the next regularly scheduled Board of Trustees meeting (May 16, 2006).

INFORMATION AND DISCUSSION

Introduction of Irene Nham, 2006 Phi Theta Kappa All-California Academic 3rd Team — Irene Malmgren, Vice President of Instruction

Ms. Malmgren introduced former Citrus College student, Ms. Irene Nham, who was selected as a member of the 2006 Phi Theta Kappa All-California Academic 3rd Team. Ms. Nham was honored at the 2006 Phi Theta Kappa All-California Community College Academic Team Awards sponsored by the Community College League of California on April 6, 2006.

Ms. Nham was one of ten valedictorians from El Monte High School's class of 2003. Ms. Nham is a first generation college student. Her mother and father came to the United States from Vietnam in the late 1970s. Her career goal is to become a Physical Therapist with a concentration in Sports Medicine. While at Citrus, she completed the Honors Program and participated in Honors Research.

Mr. Bevilacqua presented Ms. Nham with a plaque honoring her accomplishment in being selected to the 2006 Phi Theta Kappa All-California Academic 3rd Team. Ms. Nham thanked the Board, Dr. Viera, Ms. Malmgren, and Ms. Maia Greenwell Cunningham for their support and encouragement. She had the opportunity to be recognized on the Senate floor, toured the Governor's Office, and was introduced to Senator Bob Margett and Assembly Member Dennis Mountjoy. She commented that her trip to Sacramento was her first experience with air travel.

Building Bridges Honors Conference, Maia Greenwell Cunningham, Faculty Member, Behavioral Sciences — Irene Malmgren, Vice President of Instruction

Ms. Malmgren introduced, faculty member, Ms. Maia Greenwell Cunningham, who introduced the following students who participated in the Building Bridges Honors Conference which is held every March at the University of California, Irvine. The conference is specifically for honors students from community colleges to make

academic presentations. Students take research projects from honors courses they take at Citrus and create a 15 minute, individual, or 30 minute group, presentation:

Chris Dodge
Sandra Saco

Amanda Bowser
Joseph Lima

Student, Parker Williams, also participated in the conference but was unable to attend the Board meeting.

Ms. Greenwell Cunningham said it was a pleasure to work with the outstanding students and looks forward to another successful year with the Honors Program.

Sabbatical Report, Fall 2005, Judy Gregg, Professor, Behavioral Sciences — Irene Malmgren, Vice President of Instruction

Ms. Malmgren introduced Behavioral Sciences faculty member, Ms. Judy Gregg, who provided a narrative report on her Sabbatical where she participated as a member of a United States delegation in a study-tour of the schools and programs for infants and preschool-age children in Reggio 'nel Emilia, a town in northern Italy. "Reggio Emilia" refers to a philosophy of education that is world-renowned for its involvement of parents and community members, design of the environment as a second teacher, careful documentation of children's work and learning and development of curriculum based on the collaboration of teachers, children, and their parents. During her study-tour she was able to visit many of the schools that are funded by city or corporate money to see the practice within the programs.

Ms. Gregg concluded her remarks, stating she looks forward to working with the new Director of the Child Development Center, Ms. Mickie Allen, to improve instruction at the Child Development Center.

Physical Education, Aquatics 2005-2006 Program Review — Irene Malmgren, Vice President of Instruction

Public Works 2005-2006 Program Review — Irene Malmgren, Vice President of Instruction

MINUTES:

Item 1: Moved by Mrs. Montgomery and seconded by Ms. Keith to approve the minutes of the regular meeting of April 4, 2006, as corrected. 5 Yes.

Item 2: Moved by Mrs. Montgomery and seconded by Ms. Keith to approve the minutes of the *special* meeting of April 25, 2006. 5 Yes.

INDEPENDENT CONTRACTOR

Item 3: Moved by Dr. Woods and seconded by Ms. Keith to approve the attached list of independent contractor/consultant agreements as submitted. 5 Yes.

FACILITY USE

- Item 4:** Moved by Dr. Woods and seconded by Ms. Keith to approve facility rentals and usage. 5 Yes.

BUDGET – WARRANTS – FINANCIAL STATEMENT, ETC.

- Item 5:** Moved by Dr. Woods and seconded by Ms. Keith to approve purchase orders for March 2006. 5 Yes.
- Item 6:** Moved by Dr. Woods and seconded by Ms. Keith to approve A & B Warrants for March 2006. 5 Yes.

BIDS

- Item 7:** Moved by Dr. Woods and seconded by Ms. Keith to allow staff to prepare specifications and formally bid a new central plant to provide expanded capacity for HVAC campus-wide. Award of contract will be by Board action. 5 Yes.

FIELD TRIPS

- Item 8:** Moved by Dr. Woods and seconded by Ms. Keith to approve a field trip for 28 students from MUS 208, MUS 139, MUS 147, and for the Instrumental Music Program Summer tour to Hawaii. 5 Yes.
- Item 9:** Moved by Dr. Woods and seconded by Ms. Keith to approve a field trip for thirty-eight (38) students, one (1) faculty member and two (2) staff members to travel to Hawaii over a fourteen (14) day period. The tour begins on May 25, 2005 returning June 7, 2005. Expenses will be covered by ASO monies generated from performances. 5 Yes.

PERSONNEL RECOMMENDATIONS

- Item 10:** Moved by Dr. Woods and seconded by Ms. Keith to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees. 5 Yes.
- Item 11:** Moved by Dr. Woods and seconded by Ms. Keith to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees. 5 Yes.
- Item 12:** Moved by Dr. Woods and seconded by Ms. Keith to approve the employment of short-term, non-academic employees and substitutes. 5 Yes.

RESOLUTIONS

- Item 13:** Moved by Ms. Keith and seconded by Mrs. Montgomery to approve Emergency Resolution #2005-06-18 and authorize the Vice President of Finance and Administrative Services to seek the approval of the Los Angeles County Superintendent of Schools to repair the Liberal

Art/Business Building Roof without advertising or inviting bids pursuant to Public Contract Code Section 20654. 5 Yes.

BUDGET – WARRANTS – FINANCIAL STATEMENT, ETC.

Item 14: Moved by Mrs. Montgomery and seconded by Dr. Woods to approve the Quarterly Financial Status Report for the fiscal quarter ended March 31, 2006, 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.

SALARIES

Item 15: Moved by Ms. Keith and seconded by Dr. Woods to approve the following hourly rates: permit teachers and specialists, \$16.31 and nurse, \$26.00, effective June 7, 2006. It is further recommended effective June 7, 2006 hourly rates for permit teachers and specialists will correspond with Class I, Step 1 on the current Child Development Center salary schedule for permit teachers. 5 Yes.

RESOLUTIONS

Item 16: Moved by Dr. Woods and seconded by Mrs. Montgomery to adopt Resolution No. 2005-06-19 and approve Contract Number CPKR-5206 in the amount of \$5,858.00 for instructional materials for the period of July 1, 2005 – June 30, 2006 for the Child Development Center. 5 Yes.

AGREEMENTS

Item 17: Moved by Ms. Keith and seconded by Mrs. Montgomery to accept Agreement 615-120 and approve Amendment 615-120A in the amount of \$8,100 for PS-MAPP training for the period of May 2nd 2006 to July 31, 2006, for the Child Development Center, extending the maximum amount to be reimbursed to \$16,200. 5 Yes.

Item 18: Moved by Mrs. Montgomery and seconded by Dr. Woods to approve the Sub-Agreement of the Title V HSI Grant by and between Citrus Community College District and the University of La Verne. District will reimburse the University of La Verne actual costs for the performance of work under this agreement in the amount not to exceed \$999,818 over five years, which is based on the budget incorporated into this agreement in Exhibit A. 5 Yes.

BOARD POLICIES

Item 19: Moved by Mrs. Montgomery and seconded by Ms. Keith to approve the first reading of proposed revisions to P-5111, Admission. 5 Yes.

Item 20: Moved by Dr. Woods and seconded by Mrs. Montgomery to approve the first reading of proposed revisions to P-6070, Credit/No Credit Grading Option. 5 Yes.

SALARIES

- Item 21:** Moved by Dr. Woods and seconded by Mrs. Montgomery to declare salaries for all management, classified supervisors, confidential, and other unrepresented employees indefinite for the 2006-2007 fiscal year, as a result of financial uncertainties, negotiations, legislation, and other factors.
5 Yes.

EMPLOYMENT – FACULTY

- Item 22:** Moved by Ms. Keith and seconded by Mrs. Montgomery to approve the employment of Ms. Susan Bautista, effective July 1, 2006, in a full-time tenure track position (a first year contract of 206 days) in the discipline of Cosmetology, at a salary placement of Class 1, Step 2, on the Full-Time Faculty Salary Schedule (pending verification of qualifications and experience) totaling \$48,795.65 (\$42,431.00 plus an additional 1.5 months) annually plus \$17,112.48 in health and statutory benefits. 5 Yes.
- Item 23:** Moved by Ms. Keith and seconded by Mrs. Montgomery to approve the employment of Timothy Durfield, J.D., effective August 11, 2006, in a full-time tenure track position (a first year contract of 176 days) in the discipline of Business, at a salary placement of Class 5, Step 3, on the Full-Time Faculty Salary Schedule (pending verification of qualifications and experience) totaling \$55,024.00 annually plus \$17,859.88 in health and statutory benefits. 5 Yes.
- Item 24:** Moved by Ms. Keith and seconded by Mrs. Montgomery to approve the employment of Mr. Rudy Gonzalez, effective August 11, 2006, in a full-time tenure track position (a first year contract of 176 days) in the discipline of Mathematics, at a salary placement of Class 1, Step 3, on the Full-Time Faculty Salary Schedule (pending verification of qualifications and experience) totaling \$44,759.00 annually plus \$16,625.08 in health and statutory benefits. 5 Yes.
- Item 25:** Moved by Ms. Keith and seconded by Mrs. Montgomery to approve the employment of Mr. Joshua Junker, effective August 11, 2006, in a full-time tenure track position (a first year contract of 176 days) in the discipline of Chemistry, at a salary placement of Class 2, Step 5, on the Full-Time Faculty Salary Schedule (pending verification of qualifications and experience) totaling \$51,976.00 annually plus \$17,494.12 in health and statutory benefits. 5 Yes.
- Item 26:** Moved by Ms. Keith and seconded by Mrs. Montgomery to approve the employment of Ms. Rachel Mead, effective July 1, 2006, in a full-time tenure track position (a first year contract of 206 days) in the discipline of Cosmetology, at a salary placement of Class 1, Step 6, on the Full-Time Faculty Salary Schedule (pending verification of qualifications and

experience) totaling \$62,174.75 (\$54,065.00 plus an additional 1.5 months) annually plus \$18,717.97 in health and statutory benefits. 5 Yes.

Item 27: Moved by Ms. Keith and seconded by Mrs. Montgomery to approve the employment of Ms. Esmeralda Medrano, effective August 11, 2006, in a full-time tenure track position (a first year contract of 176 days) in the discipline of Mathematics, at a salary placement of Class 1, Step 3, on the Full-Time Faculty Salary Schedule (pending verification of qualifications and experience) totaling \$44,759.00 annually plus \$16,625.08 in health and statutory benefits. 5 Yes.

CLOSED SESSION: At 5:15 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 54954.5(e) and 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE — Financial Aid Advisor

Per Section 54954.5(e) and 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE — Administrative Clerk I

RECONVENE OPEN SESSION: At 6:54 p.m., Board President Bevilacqua reconvened the meeting to open session with no action taken.

ADJOURNMENT: At 6:55 p.m., it was moved by Dr. Woods and seconded by Ms. Keith to adjourn the meeting.

May 16, 2006
Date

Edward C. Ortell
Clerk/Secretary
Board of Trustees