The Board of Trustees of the Citrus Community College District met for the Regular Meeting on Tuesday, July 18, 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 Linda Chow (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; John Thompson, Dean of Library (representing Irene Malmgren, Vice President of Instruction); Sandra Lindoerfer, Director of Human Resources; Roberta Eisel, Academic Senate President; Cathy Napoli, Classified Employees; and Christine Link, Recording Secretary.

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

Management Team: Mike Fehrs, Paula Green, Kim Holland, Lois Papner, Linda Welz, and Jody Wise

Faculty: Mary Brawner

Supervisors/Confidential: Marti De Young, Marilyn Grinsdale, and Lari Kirby

Classified Employees: None

Adjunct Faculty: None

Students: None

VISITORS: None

Michael J. Viera, Ph.D., Superintendent/President, thanked Maintenance and Facilities staff for their efforts in cooling the campus buildings during the recent heat wave. It was noted that a new Central Plant is being constructed, via Measure G bond funds, which will better meet cooling and heating needs.
Dr. Viera was pleased to announce that chalking for the foundation of the Center for Innovation had been completed. Exact placement of the building is now visible.

Assembly Bill 318 has been signed by the Governor. The legislation will provide fiscal oversight of Compton College and an emergency $30 million loan. The El Camino Community College District will operate Compton College as a “Center” and provide an accreditation umbrella for the next five years.

Dr. Viera encouraged the Board to attend Convocation on Friday, August 11, 2006. The theme for this year’s event is “Let the Good Times Roll.”

Planning for a fall mixer with local K-12 Trustees is underway. The mixer will provide an opportunity for the Board to meet the new Superintendents of Duarte Unified School District (Dr. Dean Conklin) and Claremont Unified School District (Mr. David Cash).

The Community College System Strategic Plan has been released. The plan is the result of much collaboration between the Chancellor’s Office and the various community college constituencies. Citrus College attended several sessions designed to gather input and discuss ideas. Dr. Edward C. Ortell, the Board’s Clerk/Secretary, announced that the California Community College Trustees Board of Directors was involved in preliminary discussions of the plan and were able to get assurances that it would support local control.

**John Thompson, Ph.D., Dean of Library**, on behalf of Ms. Irene Malmgren, Vice President of Instruction, read the following biographies of three proposed new employees:

Ms. Maureen Estrada, Director of Health Sciences, began her career at Citrus in 1998 as an adjunct in the Health Sciences Department and recently served as Interim Director of Health Sciences. Her knowledge spans 23 years in the nursing field, working in various capacities at San Antonio Community Hospital, Saint Frances Medical Center, Presbyterian Intercommunity Hospital, Pioneer Hospital, Medical Center of La Mirada, and Specialty Hospital of Southern California.

Ms. Jeanette Ellis, Nursing faculty member, spent 18 years as a registered nurse at a local hospital before becoming an adjunct nursing instructor at Citrus 7 years ago. Her goal is to share her knowledge and passion, help shape the nurses of tomorrow, and teach them to care for each patient, as if it were their own loved one.

Mr. David R. Greene, Nursing faculty member, has over 14 years experience in healthcare and academia, 6 of those years at Citrus.

**Jeanne Hamilton, Ph.D., Vice President of Student Services**, reported that high school outreach grew tremendously and efforts to target local school districts has been successful. Dr. Hamilton thanked Dr. Ortell for attending a recent high school outreach meeting, which included representatives from a number of campus groups.
Dr. Hamilton reported a workshop for senior staff has been scheduled regarding measures to be used for reporting accountability data, as mandated by AB 1417. All information has been furnished by the Chancellor’s Office. Ms. Susan M. Keith, Member, Board of Trustees, indicated she was very interested in the topic and what it will mean to Citrus College.

Interviews for the Bookstore Supervisor position are scheduled for the week of July 24, 2006. Ms. Joyce Dill, retired Bookstore Supervisor, has been providing backup while her position is being filled.

Sandra Lindoerfer, J.D., Director of Human Resources, announced that the Chancellor’s Office released a model equal employment opportunity plan, which all California community colleges must follow. The plan replaces affirmation action. Training will take place in Fall 2006, with one year to develop the plan.

Roberta Eisel, Academic Senate President, announced that the Academic Senate’s executive board will be meeting to develop goals for their first Academic Senate Council meeting in August. They plan to review and possibly revise the Academic Senate’s constitution and bylaws.

Proposed changes in community college graduation requirements in Math and English are also an Academic Senate priority. The anticipated action by the Board of Governors will occur in September. Citrus’ Academic Senate has asked for data and impacts of such changes on graduation rates at Citrus College. Thanks to the leadership of Dr. Hamilton, a study of Math and English course level completions, by members of five recent graduating classes, will be conducted. The Academic Senate will ask faculty to begin evaluating the data and making recommendations for local action.

Throughout the summer, faculty are teaching, learning, and refreshing themselves and their materials in preparation for the new academic year. Many faculty stand ready to serve the college as needed. Academic Senate members serve on interview panels, equivalency committees, department meetings, and in many other capacities in order to assure academic and professional matters receive the attention they require.

Ms. Dana Hester, Academic Senate Vice President, and Ms. Eisel attended a Faculty Leadership Institute of the Academic Senate of the California Community Colleges, June 22–24, 2006, and came away with a fresh understanding of the areas of Academic Senate responsibility.

Ms. Eisel concluded her remarks stating she and Ms. Hester look forward to serving the college community.

Cathy Napoli, Classified Employees, reported that several CSEA members participated in the recent leadership workshop entitled “Who Moved My Cheese?”
Ms. Napoli thanked Dr. Viera and everyone involved in planning the All-Staff Barbeque that was held on July 11, 2006.

**Linda Chow, Student Trustee**, announced that ASCC appointed a Treasurer and Vice President and are currently recruiting additional students to serve on the ASCC Board.

**Edward C. Ortell, Clerk/Secretary, Board of Trustees**, reported that SB 709 (Speier) is moving through the Legislature, in spite of opposition from the Community College League of California. The bill seeks to appoint the Lieutenant Governor, and possibly the Governor and Superintendent of Public Instruction, to the Board of Governors. The Community College League of California opposes the bill as it would politicize the Board of Governors and reduce local control.

**Susan M. Keith, Member, Board of Trustees**, indicated there is need in Claremont for vocational education through ROP. Ms. Marti De Young, Vocational Education Supervisor, has scheduled a meeting with Dr. Viera and the new Baldy View ROP Superintendent, Mr. Jose Castro, to discuss possible collaborations and partnerships with Citrus College and the Claremont community.

**Michael Bevilacqua, President, Board of Trustees**, announced that Dr. Robert D. Haugh, former Superintendent/President of Citrus College, would be celebrating his 92nd birthday on July 24, 2006, in Monrovia. Flowers and celebratory remarks will be sent to Dr. Haugh on behalf of the Board of Trustees and the Citrus College community.

**MINUTES**

**Item 1:** Moved by Mrs. Montgomery and seconded by Dr. Woods to approve the minutes of the regular meeting of June 20, 2006.

4 Yes. 1 Abstain (Ms. Keith)

**INFORMATION AND DISCUSSION**

*Platinum Album awarded to two Citrus College faculty members and eight Citrus College Students — John Thompson, Dean of Library*

Dr. Thompson introduced Mr. Alan Waddington, Instructional Lab Technician III, who discussed an award commemorating the role of the Citrus College drum line, Mr. Waddington, and Mr. Tim Jaquette (Audio Recording Supervisor), in the Gwen Stefani CD entitled *Love.Angel.Music.Baby*, which achieved sales of 6,000,000. Mr. Waddington said appearing on television before 30 million people was the best “real world” experience the students could possibly have. Ms. Keith remarked that Citrus College is fortunate to have such talented individuals with strong industry ties as Mr. Waddington and Mr. Jaquette. Mrs. Joanne Montgomery, Vice President, Board of Trustees, added her congratulations.

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

BUDGET – WARRANTS – FINANCIAL STATEMENTS, ETC.
Item 4: Moved by Ms. Keith and seconded by Dr. Woods to approve purchase orders for June 2006. 5 Yes.

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

INSTITUTIONAL MEMBERSHIPS
Item 6: Moved by Ms. Keith and seconded by Dr. Woods to approve a $200.00 annual membership to the Southern 30 Information Exchange Consortium. 5 Yes.

CONSTRUCTION – CAPITAL PROJECTS
Item 7: Moved by Ms. Keith and seconded by Dr. Woods to accept contract #14-0506, Flush and Repair the Chilled Water System as complete and authorize staff to file the required Notice of Completion with the County of Los Angeles. The final contract amount is $113,096.00. 5 Yes.

BIDS
Item 8: Moved by Ms. Keith and seconded by Dr. Woods to allow staff to prepare specifications and formally bid three elevators at the following campus locations: Technical Building B, the Physical Science Building, and the Campus Center Cafeteria. Award of contract will be by Board action. 5 Yes.

FIELD TRIP RECOMMENDATIONS
Item 9: Moved by Ms. Keith and seconded by Dr. Woods to approve the 2006 fall sports transportation schedule. 5 Yes.

PERSONNEL RECOMMENDATIONS
Item 10: 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 11: 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 12: Moved by Ms. Keith and seconded by Dr. Woods to approve the employment of short-term, non-academic employees and substitutes. 5 Yes.
BIDS
Item 13: Moved by Mrs. Montgomery and seconded by Ms. Keith to approve the award of bid #18-0506, Print Shop Electrical Upgrade in the amount of $24,042.00 to D & J Foothill Electric Contractors, Inc. of La Verne, California and authorize the Vice President of Finance & Administrative Services to execute the contract on behalf of the District. 5 Yes.

CONSTRUCTION – CAPITAL PROJECTS
Item 14: Moved by Dr. Woods and seconded by Mrs. Montgomery to approve Change Order One in the amount of $53,076.74 and add ninety days to the time for completion for project number 07-0506, Liberal Arts/Business Building Roof Replacement. 5 Yes.

Item 15: Moved by Mrs. Montgomery and seconded by Dr. Woods to approve Change Order Six-Final in the amount of $278.00 for project number 01-0203, New Math/Science Building. 5 Yes.

CONTRACTS
Item 16: Moved by Ms. Keith and seconded by Dr. Woods to adopt Resolution #2006-07-01 and accept contract CCTR-6125 in the amount of $1,299,290 for early education and care services for the period of July 1, 2006 to June 30, 2007, for the Child Development Center. 5 Yes.

Item 17: Moved by Dr. Woods and seconded by Ms. Keith to adopt Resolution #2006-07-02 and accept contract CFDP-6023 in the amount of $352,864 for early education and care services for the period of July 1, 2006 to June 30, 2007, for the Child Development Center. 5 Yes.

GRANTS
Item 18: Moved by Ms. Keith and seconded by Mrs. Montgomery to accept the award of $8,000 from the Metropolitan Water District of Southern California to support the development and promotion of Distance Education curriculum in the Water Technology program at Citrus College. 5 Yes.

MANAGEMENT PERSONNEL RECOMMENDATIONS
Item 19: Moved by Ms. Keith and seconded by Mrs. Montgomery to approve the hiring of Ms. Maureen Estrada effective July 1, 2006, as the Director of Health Sciences at a salary placement of $95,144.00 annually, plus $22,664.28 in health and statutory benefits. 5 Yes.
FACULTY PERSONNEL RECOMMENDATIONS

Item 20: Moved by Ms. Keith and seconded by Mrs. Montgomery to approve the employment of Ms. Jeanette Ellis, effective August 11, 2006, in a full-time tenure track position (a first year contract of 176 days) in the discipline of Licensed Vocational Nursing, at a salary placement of Class 1, Step 4, on the Full-Time Faculty Salary Schedule (pending verification of qualifications and experience) totaling $47,084.00 annually plus $16,897.08 in health and statutory benefits. 5 Yes.

Item 21: Moved by Ms. Keith and seconded by Mrs. Montgomery to approve the employment of Mr. David Greene, effective August 11, 2006, in a full-time tenure track position (a first year contract of 176 days) in the discipline of Licensed Vocational Nursing, at a salary placement of Class 1, Step 4, on the Full-Time Faculty Salary Schedule (pending verification of qualifications and experience) totaling $47,084.00 annually plus $16,897.08 in health and statutory benefits. 5 Yes.

MEMORANDUM OF UNDERSTANDING

Item 22: Moved by Mrs. Montgomery and seconded by Ms. Keith to approve the Memorandum of Understanding between the Citrus Community College District and the Citrus College Faculty Association. The purpose of the Memorandum of Understanding is to establish the reassigned time for full-time head coaches during the period July 1, 2006 through June 30, 2007. 5 Yes.

CLOSED SESSION: At 5:10 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 — Faculty Member

RECONVENE OPEN SESSION: At 5:54 p.m., Board President Bevilacqua reconvened the meeting to open session with no action taken.

ADJOURNMENT: At 5:55 p.m., it was moved by Dr. Woods and seconded by Mrs. Montgomery to adjourn the meeting.

August 15, 2006
Date
Edward C. Ortell
Clerk/Secretary
Board of Trustees