

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

December 19, 2006

The Board of Trustees of the Citrus Community College District met for the Regular Meeting on Tuesday, December 19, 2006, in the Administration Building.

Board President Montgomery called the meeting to order at 4:15 p.m. Board President Montgomery led the Pledge of Allegiance to the Flag.

**TRUSTEE ROLL CALL** — Present: Michael Bevilacqua, Susan M. Keith, and Joanne Montgomery. Absent: Edward C. Ortell, Gary L. Woods, and Linda Chow (Student Trustee).

**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, Eric Rabbitoy, and Linda Welz

**Faculty:** None

**Supervisors/Confidential:** Marti De Young

**Classified Employees:** None

**Adjunct Faculty:** None

**Students:** Sandra Saco

**VISITORS:** None

**Michael J. Viera, Ph.D., Superintendent/President,** was pleased to present a compressed, 16 week, academic calendar, effective for the Fall 2007 semester, for approval. Dr. Viera feels the new calendar will enhance enrollment as neighboring community college districts (Chaffey, Rio Hondo, Glendale, Mt. San Antonio, and Pasadena City) have all adopted compressed calendar schedules. A Compressed Calendar Committee, with members from all campus constituent groups, including

students, was charged with creating a 16 week compressed academic calendar. The committee held several meetings and also hosted a campus forum to ensure all comments were received. Dr. Viera thanked Ms. Roberta Eisel, Academic Senate President, for her leadership in acquiring approval from the Academic Senate for the compressed calendar. It was noted that the Academic Senate passed and approved a resolution in support of the compressed calendar. Dr. Viera also thanked Ms. Sandra Saco, ASCC President, for her support of the compressed calendar. Special thanks were also extended to Mr. Mike Pinta, ASCC representative, for his attendance at committee meetings and support of the new schedule. Classes are scheduled in blocks through the new calendar. A Consultation Hour has been scheduled every day from 2:40 to 3:50 p.m. for campus and organization meetings; no classes will be scheduled. A Student Activities hour has also been scheduled on Mondays and Wednesdays from 11:30 a.m. to 12:55 p.m.; classes will be scheduled. Dr. Viera thanked the students, deans, and committee members for working diligently to bring the compressed calendar to fruition.

**Board President, Mrs. Joanne Montgomery**, on behalf of the Board, thanked Dr. Viera, Ms. Eisel, Ms. Saco, and Ms. Irene Malmgren, Vice President of Instruction, for their leadership in the creation and approval of a 16 week compressed academic calendar.

Dr. Viera also thanked Mr. Eric Rabitoy, Dean of Science, Engineering, and Health Sciences, Ms. Maureen Estrada, Director of Health Occupations, and Ms. Marti DeYoung, Vocational Education Supervisor, for their work on the application for a new occupational program, Registered Nursing. Mrs. Montgomery also thanked Ms. Malmgren for her guidance in the creation of the Registered Nursing Program.

**Board President, Mrs. Joanne Montgomery, and Board Clerk/Secretary, Ms. Susan M. Keith**, both attended performances of "*Christmas Is...*" indicating it was a wonderful show. Ms. Phyllis Fritz, Foundation Board President, was complimented for her dedication ensuring the success of the Foundation Dinner that was held prior to the Saturday, December 9, 2006, performance of "*Christmas Is...*" It was noted that a new donor wall, located in the Library, was unveiled during the dinner event.

## MINUTES

**Item 1:** Moved by Ms. Keith and seconded by Mr. Bevilacqua to approve the minutes of the organizational meeting of December 5, 2006.  
3 Yes. 2 Absent (Dr. Ortell & Dr. Woods).

## INDEPENDENT CONTRACTORS

**Item 2:** Moved by Ms. Keith and seconded by Mr. Bevilacqua to approve the attached list of independent contractor/consultant agreements as submitted.  
3 Yes. 2 Absent (Dr. Ortell & Dr. Woods).

**FACILITIES**

- Item 3:** Moved by Ms. Keith and seconded by Mr. Bevilacqua to approve facility rentals and usage. 3 Yes. 2 Absent (Dr. Ortell & Dr. Woods).

**PERSONNEL RECOMMENDATIONS**

- Item 4:** Moved by Ms. Keith and seconded by Mr. Bevilacqua to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees.

3 Yes. 2 Absent (Dr. Ortell & Dr. Woods).

- Item 5:** Moved by Ms. Keith and seconded by Mr. Bevilacqua to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees.

3 Yes. 2 Absent (Dr. Ortell & Dr. Woods).

- Item 6:** Moved by Ms. Keith and seconded by Mr. Bevilacqua to approve the employment of short-term, non-academic employees and substitutes.

3 Yes. 2 Absent (Dr. Ortell & Dr. Woods).

**BIDS**

- Item 7:** Moved by Mr. Bevilacqua and seconded by Ms. Keith to approve the award of bid #06-0607, Block Wall at Facilities Compound, to Cornerstone Concrete and Construction, Inc. of Upland, California, in the amount of \$123,000.00, and authorize the Vice President of Finance and Administrative Services to execute the contract on behalf of the District.

3 Yes. 2 Absent (Dr. Ortell & Dr. Woods).

- Item 8:** Moved by Ms. Keith and seconded by Mr. Bevilacqua to approve the award of bid #04-607, Technical Building B Nursing Program Alterations, to GTA Construction, Inc. of Brea, California, in the amount of \$379,000.00, and authorize the Vice President of Finance and Administrative Services to execute the contract on behalf of the District.

3 Yes. 2 Absent (Dr. Ortell & Dr. Woods).

- Item 9:** Moved by Mr. Bevilacqua and seconded by Ms. Keith to approve the award of bid #08-0607, Campuswide Fire Alarm Control Panel Upgrade Re-Bid, to R. M. Systems, Inc. of Placentia, California, in the amount of \$391,099.75, and authorize the Vice President of Finance and Administrative Services to execute the contract on behalf of the District.

3 Yes. 2 Absent (Dr. Ortell & Dr. Woods).

**ACADEMIC CALENDAR**

- Item 10:** Moved by Ms. Keith and seconded by Mr. Bevilacqua to approve the proposed 16 week primary term calendar and to request authorization from the California Community College Chancellor's Office for implementation beginning Fall, 2007.

3 Yes. 2 Absent (Dr. Ortell & Dr. Woods).

**CURRICULUM**

**Item 11:** Moved by Mr. Bevilacqua and seconded by Ms. Keith to approve the Chancellors Office Application for Approval – New Occupational Program for the Registered Nursing Program and the submission of the application after the signature of the Superintendent/President certify Board of Trustee authorization. 3 Yes. 2 Absent (Dr. Ortell & Dr. Woods).

**EMPLOYMENT – MANAGEMENT**

**Item 12:** Moved by Ms. Keith and seconded by Mr. Bevilacqua to approve the hiring of Ms. Sylvia Smythe effective January 2, 2007, as the Director of Basic Skills at a salary placement of \$100,131.45 annually, plus \$24,705.07 in health and statutory benefits. 3 Yes. 2 Absent (Dr. Ortell & Dr. Woods).

**ADJOURNMENT:** At 4:27 p.m., it was moved by Ms. Keith and seconded by Mr. Bevilacqua to adjourn the meeting.

January 23, 2007  
Date

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Susan M. Keith  
Clerk/Secretary  
Board of Trustees