The Board of Trustees of the Citrus Community College District met for the Regular Meeting on Tuesday, September 9, 2008, in the Administration Building Board Room.

Board President Ortell called the meeting to order at 4:25 p.m. Board President Ortell led the Pledge of Allegiance to the Flag.

TRUSTEE ROLL CALL — Present: Susan M. Keith, Joanne Montgomery, Edward C. Ortell, Patricia Rasmussen, Gary L. Woods, and Andrew Cress (Student Trustee). Absent: None.

RESOURCE PERSONNEL PRESENT: Geraldine M. Perri, 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; Robert Sammis, Interim Director of Human Resources; John Vaughan, Academic Senate President; Cathy Napoli, CSEA President; and Christine Link, Recording Secretary.

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

Management Team: Paula Green, Lan Hao, Martha McDonald, Sylvia Smythe, and Linda Welz

Faculty: Terry Miles

Supervisors/Confidential: Tedd Goldstein, Marilyn Grinsdale, Lari Kirby, and Adrienne Thompson

Classified Employees: None

Adjunct Faculty: Bob Orso

Students: Karlyn Bradley, Joshua Gaglia, Kasun Goonetilleke, Megan Hans, Matthew Janicke, Quinn Klingerman, Erika Lim, Karine Ponce, Edith Recinos, Daniela Rodriguez, Ashley Woodard, and Ara Zaroyan

VISITORS: Jennetta Harris
Terry Miles, CCFA President and Physical Sciences faculty member, said CCFA has been working with management over the summer to resolve several matters. He is pleased with openness of communications, and he gave kudos to Dr. Perri and Mr. Sammis for their positive manner. Mr. Miles said this year CCFA will be working to update their constitution and by-laws. He has appointed Mr. John Fincher, Language Arts faculty member, to fill a vacancy on the Board and Ms. Dana Hester, Academic Senate liaison and Biology faculty member, to serve as the CCFA liaison to the Academic Senate.

Mr. Bob Orso, CCAFF President, thanked the Board of Trustees and Dr. Perri for their support of the adjunct faculty orientation.

Geraldine M. Perri, Ph.D., Superintendent/President, expressed her appreciation to everyone who participated in her inauguration that was held prior to the Board meeting in the Louis E. Zellers Center For Innovation Community Room.

Dr. Perri observed that the start of the semester had been very busy. She thanked those individuals who worked hard on staff development activities under the leadership of Dr. John Thompson, Dean of Library and Information Services.

Dr. Perri described convocation as “sensational.” She thanked Mr. John Vaughan, Academic Senate President, and Ms. Roberta Eisel, Accreditation faculty co-chair, for an entertaining and informative presentation on accreditation and student learning outcomes. She also thanked Mr. Bruce Langford, Fine and Performing Arts faculty member, for his wonderful emceeing abilities. Dr. Perri expressed her appreciation to the convocation planning committee and volunteers who did an outstanding job in organizing all aspects of the event. Everything was done well and in a spirit of collaboration and fun. Dr. Perri also thanked the division Deans who invited her to drop in on their opening day meetings and greet the faculty and staff.

On August 28, 2008, Citrus College held a special orientation event for adjunct faculty members. The turnout was excellent, and Dr. Perri thanked Mr. Bob Orso, Citrus College Adjunct Faculty Federation (CCAFF) President, and Mr. Tom Gerfen, adjunct faculty member, for conceiving the idea for the event. She also thanked Ms. Irene Malmgren, Vice President of Instruction, and the Deans for their efforts in making it happen.

Student Services organized a “New Student Welcome Day” for students and their parents. Dr. Perri said it was very popular and a great way to welcome new students to Citrus College.

Dr. Perri reported that enrollment is now at 13,253 and contact hours are up 6 percent. She congratulated the entire college community for their concerted effort, which has led to this increase in enrollment.
Dr. Perri was pleased to attend the LVN graduation and she congratulated the graduating class. She is proud that Citrus College is addressing the national shortage of nurses.

Dr. Perri provided the keynote speech at this month’s Glendora Chamber of Commerce meeting. She highlighted the good things happening at Citrus College and presented information on the critical role community colleges play in higher education.

_Irene Malmgren, Vice President of Instruction_, provided the Board with the new Faculty Learning Institute flier. The first workshop takes place on September 25 and 26, 2008, and will feature innovative classroom techniques to reach today’s students.

Citrus College will be the recipient of a _Leading the Way in Environmental Initiatives_ award from the Irwindale Chamber of Commerce. This award, based on data submitted by Mr. Jeffrey Eichler, Environmental Health Program Supervisor, will be presented to Citrus College for our successful efforts to reduce solid waste.

Ms. Malmgren invited the Board to participate in an All Campus Book Event on October 16 and 17, 2008. The group is reading _The Last Lecture_ by Dr. Randy Pauch. Dr. Pauch was a Computer Science faculty member at Carnegie Mellon, who passed away in July at the age of 47 of cancer.

Ms. Malmgren announced the College Success/Early Alert Workshops begin on September 15, 2008. All College Success students are encouraged to attend, and the workshops are open to all Citrus College students.

Thirty-eight adjuncts who teach College Success classes attended a workshop on August 29, 2008, to share information, review syllabi and course content; and to have their questions answered.

_Jeanne Hamilton, Ph.D., Vice President of Student Services_, reported that the new UMOJA program is off to a strong start with full enrollment. We have a learning community with a paired counseling class and history class, the History of African-Americans. Business faculty members, Dr. Rhoda James and Dr. Timothy Durfield, will work with Mr. James Rose, adjunct counselor, to develop a mentoring program for students.

Check disbursement is one of the most crucial steps for the financial aid process. It requires coordination between the Financial Aid Office, TeCS, and the Business Office. Final testing of the new process is being completed this week, and checks should be disbursed to students on time. Dr. Hamilton complimented TeCS for their spirit of cooperation.

The Annual Planning Meeting for Student Services will be held at Dr. Hamilton’s home on September 19, 2008. She invited Board members to attend.
Robert Sammis, J.D., Interim Director of Human Resources, commented on the excellent campus events that have recently taken place. He noted in particular the Adjunct Faculty Orientation, which he described as very successful.

Carol R. Horton, Vice President of Finance and Administrative Services, explained agenda items related to the transfer of funds and the need to prepare for borrowing to cover cash shortages, due to the continuing state budget impasse. This is the first time in her career that she has needed to prepare this type of agenda item. Mrs. Horton said there is concern that education will be negatively impacted, if hard spending caps are imposed and the governor is given the authority to make additional mid-year cuts.

John Vaughan, Academic Senate President, said the first meeting of the Academic Senate will take place on September 10, 2008. It will include an overview of the implementation of the program review process; collaboration with the Foundation on a book scholarship for students; a vote on the pre-requisite challenge form and procedures; and an accreditation update. The ASCC Executive Board has developed a new format to streamline meetings in anticipation of large agendas this year.

Cathy Napoli, CSEA President, said CSEA will resume meetings with their members next week, during which time members will be encouraged to serve on accreditation teams and volunteer for A Taste of Autumn.

Andrew Cress, Student Trustee, said ASCC continues to discuss their goals for the upcoming semester. There are only two seats left open on the ASCC Board and eight applications to fill them. Mr. Cress said this is indicative of the quality of student leadership this year. Mr. Cress will be meeting with Ms. Martha McDonald, Dean of Students, to discuss the feasibility of a textbook rental program at Citrus College.

Joanne Montgomery, Member Board of Trustees, was pleased to note the front page article in the Pasadena Star-News highlighting the participation of Citrus College Cosmetology students in Foothill Unity’s Back to School event. One hundred twenty Cosmetology students provided manicures and haircuts to 1,400 children returning to area schools. Mrs. Montgomery thanked Cosmetology faculty members Mr. Albert Graciano and Ms. Sally Carver-Merkel, and Ms. Gus Brooks, Director of Cosmetology, for participating in the event.

Mrs. Montgomery congratulated Dr. Perri on the excellent convocation and praised the two new, innovative events, which welcome new students and support adjunct faculty.

Susan M. Keith, Vice President, Board of Trustees, said the LVN graduation was very impressive, with a great deal of camaraderie exhibited by the students. This is a rigorous program, and the graduating class was large.

Mrs. Keith appreciated the opportunity to discuss ways in which the budget might be resolved with Assembly Member Anthony Adams, during his visit to campus on September 5, 2008.
Patricia Rasmussen, Member, Board of Trustees, praised Citrus College’s Center for International Trade Development, directed by Mr. Gene Bohatch. This program provides free or low-cost programs and services to assist local companies in doing business abroad and is part of the mission of community colleges.

Dr. Rasmussen congratulated Mrs. Horton for her “green” efforts, which have resulted in $10,000 in rebates from Southern California Edison recently and $400,000 in rebates over the course of the year.

Edward C. Ortell, President, Board of Trustees, said if the budget is still at impasse, the San Gabriel/Foothill Association of Community College (SanFACC) meeting in October could provide an opportunity to develop a joint position that would carry weight with legislators.

MINUTES
Item 1: Moved by Dr. Woods and seconded by Dr. Rasmussen to approve the August 19, 2008, meeting minutes. 5 Yes.

PUBLIC HEARING
Board President Ortell opened a public hearing at 5:00 p.m., for the purpose of hearing public viewpoints regarding the District’s proposed 2008-2009 Gann Appropriation Limit. Hearing no comments, he declared the public hearing closed at 5:02 p.m.

During the public hearing Mrs. Horton provided the following explanation regarding GANN Appropriation Limits:

*Article XIII B of the Constitution of the State of California, as approved by the voters in November 1979, requires the establishment of Appropriation Limits on “Proceeds of Taxes” revenues for public agencies, including community college districts, beginning with the 1980-81 fiscal year. Each district is required to determine and adopt such an Appropriation Limit for the 2008-2009 fiscal year, as a legislative act.*

INFORMATION AND DISCUSSION

ASCC Executive Board Fall 2008 – Martha McDonald, Dean of Students

Ms. McDonald introduced Mr. Stefano Saltalamacchia, ASCC President. Mr. Saltalamacchia thanked the Board for supporting students by attending their special events and athletic competitions. He then introduced the ASCC Board for 2008-2009, which he said exemplified hard work, dedication, and diversity.
Ms. Malmgren introduced Dr. Jack Call. Dr. Call attended Rio Hondo College and earned a Bachelor of Arts Degree in Philosophy from Cal State University. He also holds a Master's Degree and Ph.D. in philosophy from Claremont Graduate University. Dr. Call reported on his sabbatical, during which he wrote a book entitled: *God is a Symbol of Something True: Why You Don’t Have to Choose Between a Literal Creator God and a Blind, Indifferent Universe*. Dr. Call said he had just received word that his book will be published.

**INDEPENDENT CONTRACTORS**

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

**FACILITY USE**

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

**BUDGET – WARRANTS – FINANCIAL STATEMENT, ETC.**

*Item 4:* Moved by Mrs. Keith and seconded by Dr. Rasmussen to approve A & B Warrants for August 2008. 5 Yes.

*Item 5:* Moved by Mrs. Keith and seconded by Dr. Rasmussen to approve purchase orders for August 2008. 5 Yes.

**INSTITUTIONAL MEMBERSHIPS**

*Item 6:* Moved by Mrs. Keith and seconded by Dr. Rasmussen to approve a $500.00 one year membership to the National Association for Community College Entrepreneurship. 5 Yes.

**PERSONNEL RECOMMENDATIONS**

*Item 7:* Moved by Mrs. Keith and seconded by Dr. Rasmussen to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees. 5 Yes.

*Item 8:* Moved by Mrs. Keith and seconded by Dr. Rasmussen to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees. 5 Yes.

*Item 9:* Moved by Mrs. Keith and seconded by Dr. Rasmussen to approve the employment of short-term, non-academic employees and substitutes. 5 Yes.
INDEPENDENT CONTRACTORS

Item 10: Moved by Dr. Rasmussen and seconded by Mrs. Keith to approve a consultant agreement with Ms. Susan Moe Kubik at the cost of $20,000 (maximum) from September 10, 2008 through December 15, 2008, to conduct an operational review of the Citrus College Office of Development and External Relations areas. 3 Yes. 2 No (Dr. Ortell & Dr. Woods).

RESOLUTIONS

Item 11: Moved by Dr. Rasmussen and seconded by Dr. Woods to adopt Resolution No. 2008-09-04 establishing the District’s GANN Appropriation Limit of $76,629,229 for the 2008-2009 fiscal year. 5 Yes.

Item 12: Moved by Mrs. Montgomery and seconded Dr. Woods to approve Resolution No. 2008-09-05 authorizing the Vice President of Finance and Administrative Services or designee to make temporary cash loans during the 2008-2009 fiscal year, between District funds whenever such transfers are needed to cover cash flow problems and to permit payment of obligations. The amount of any individual transfer to any fund shall not exceed $5,000,000. 5 Yes.

Item 13: Moved by Mrs. Montgomery and seconded by Mrs. Keith to approve Resolution No. 2008-09-06 authorizing the Vice President of Finance and Administrative Services or designee to borrow funds from the Los Angeles County Treasurer during the 2008-2009 fiscal year, whenever such transfers are needed to cover cash flow problems and to permit payment of obligations. The amount of any individual transfer to any fund shall not exceed $51,928,003. 5 Yes.

CLOSED SESSION: At 5:21 p.m., Board President Ortell 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, ROBERT SAMMIS, DISTRICT CHIEF NEGOTIATOR — Employee Organization(s): Citrus College Faculty Association/CTA/NEA; Citrus College Adjunct Faculty Federation (CCAFF), Local 6352; and California School Employees Association (CSEA) Chapter 101.

Per Section 54954.5(e) and 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Per Section 54956.9(b): CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

RECONVENE OPEN SESSION: At 6:05 p.m., Board President Ortell reconvened the meeting to open session with no action taken.
BOARD RETREAT
The Board participated in discussions, facilitated by Dr. Cindra Smith, in regard to Board goals, priorities, and CEO/Board relations.

ADJOURNMENT:  At 8:05 p.m., it was moved by Dr. Woods and seconded by Mrs. Montgomery to adjourn the meeting. 5 Yes.

October 7, 2008
Date

Gary L. Woods
Clerk/Secretary
Board of Trustees