

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

March 3, 2009

The Board of Trustees of the Citrus Community College District met for the Regular Meeting of Tuesday, March 3, 2009, in the Administration Building Board Room.

Board President Keith called the meeting to order at 4:15 p.m. Board President Keith 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, 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: Kim Holland, Lan Hao, Robert Iverson, Martha McDonald, Lois Papner, Sylvia Smythe, and Linda Welz

Faculty: Timothy Durfield, Roberta Eisel, Paula Green, Dave Kary, and Terry Miles

Supervisors/Confidential: Tedd Goldstein, Marilyn Grinsdale, Lari Kirby, and Eric Magallon

Classified Employees: Bob Lopez

Adjunct Faculty: None

Students: Ashley Cordero, Siobhan Frantz, Michael Kruggel, Abigail Thomson, Rebeci Vicine, and Pete O. Villarreal,

VISITORS: None

Geraldine M. Perri, Ph.D., Superintendent/President, reported that the college has been very busy with many activities that are deserving of commendation. She thanked

the faculty, staff, and students for the extraordinary performance of *The Wizard of Oz*. The production is receiving wide recognition, including much acclaim from the community.

Dr. Perri said it has been a pleasure to watch our men's and women's basketball teams win many games over the past few weeks. Our men's team prevailed over Victor Valley last Saturday and will play Riverside City College at home this week.

Dr. Perri said the annual High School Counselor's Breakfast was well-attended and provided a wonderful way to connect with area high schools. She particularly enjoyed the way the event highlighted our successful alumni. She thanked all who worked so diligently to make it a success.

Over 70 faculty, staff, and students attended the *All-Campus Budget Forum*. The forum presented the latest statewide budget information, while also sharing our campus efforts to deal with the ever-changing budget situation. Dr. Perri thanked the entire Board of Trustees for their attendance at the forum.

Dr. Perri presented an update on emergency preparedness training. She said the college has made major strides in developing our comprehensive plan. We have identified over 50 employees that will serve as members of our Emergency Operations Team. They have completed several courses and many hours of training and have participated in a "mock emergency" drill. With the Board's support, we have been able to outfit our Emergency Operations Center with the required equipment and technology, including a ham radio, antennas, base station radios, phone cable, and conduit for the EOC. On March 26th the college will hold an all-college forum on emergency preparedness. The Board will participate in an executive training on March 5th. Our training and drilling will continue over the course of the semester and will include all-campus drills. Dr. Patricia Rasmussen, Clerk/Secretary, Board of Trustees, thanked Dr. Perri and her team for their diligence in ensuring Citrus College is prepared for emergencies.

Irene Malmgren, Vice President of Instruction, reported that Citrus is gearing up for our 4th Annual Open House on March 10th and 11th. The event has become very popular, and in spite of a daily seating capacity of 1,400, we are now turning people away.

Dr. Terrence Roberts, Psychologist, Educator, Consultant and member of the "Little Rock Nine," will return to Citrus College on March 18th to present "Lessons from Little Rock," an exploration of the impact of this historic school desegregation event. It will take place in the Haugh Performing Arts Center at 10:00 a.m.

Ms. Malmgren reported on STEM grant activities that have taken place since mid-January. The interim STEM Center opened on March 2nd and is holding Supplemental Instruction tutoring and calculus enrichment workshops. Ms. Dana Hester, Physical, Natural and Health Sciences instructor, submitted new degrees in biology, chemistry,

physics, and astronomy to the Curriculum Committee. Outreach activities include a Girl Scout Troop Science Exploration Day; a science booth at La Fetra Elementary School; and math tutors sent to Whitcomb Continuation School and Goddard Middle School. Glendora Unified School District has also requested chemistry and physics tutors from our STEM Center.

Citrus College Automotive Technology programs will receive recognition in *Parts & People* magazine. The publication has a distribution of 12,400. Ms. Malmgren thanked Mr. James Lancaster, Dean of Career, Technical and Continuing Education, for hosting journalists from the magazine when they visited our campus.

Dr. Dale Salwak, Language Arts faculty member, has posted a review in the *London Times Higher Education Magazine* of a book entitled, "First We Read, Then We Write: Emerson on the Creative Process," by Robert D. Richardson. Ms. Malmgren said it is good to have one of our faculty members recognized internationally.

Jeanne Hamilton, Ph.D., Vice President of Student Services, reported that the Student Employment Center has given out 440 appointments to students for on-campus testing for jobs by the U.S. Census Bureau. She thanked Mr. Tedd Goldstein, Student Employment Services Supervisor, for heading up this exciting opportunity for our students.

Ms. Lucinda Over, Dean of Counseling, has reported that 690 students participated in a pilot program for mandatory orientation services. As a result, reading placement scores have improved and fewer students are asking for review of placement.

In other student-related activities, 40 pints of blood were collected as a result of an ASCC blood drive; the Bookstore sold 110 bus passes at half price—double the usual number sold—as part of our efforts to reduce parking problems; and the Umoja Program and Latina Leadership Network collaborated on an event to celebrate Black History Month, which featured speakers from Cal State LA, Mt. San Antonio College, and Ms. Paula Green, Director of Communications.

Robert Sammis, J.D., Director of Human Resources, reported that the most recent of the ongoing training series for managers and supervisors was well attended, with lively discussion and lots of questions. The next topic will be the Classified Hiring Process, which will include information on how to keep the process timely and moving forward.

Carol R. Horton, Vice President of Finance and Administrative Services, thanked the Board for attending the Budget Forum. She is hopeful they found it useful and informative.

Regarding campus construction projects, Mrs. Horton said the Student Services Building is "out of the ground," to use a construction term. Other projects are going well. Board President Keith said on March 2nd, Dr. Hamilton and her colleagues on the Claremont Unified School District Board of Education received a campus tour. The

visiting board members were pleased to learn that our Student Services will be centralized in one facility. Dr. Edward C. Ortell, Member, Board of Trustees, thanked Dr. Hamilton for her service on the Claremont Unified School District, and said it is exemplary of how our Citrus College faculty and staff serve their communities.

John Vaughan, Academic Senate President, said at their last meeting, the Academic Senate received reports on several topics, including the progress of the SLOA team; Earth Day; and a document on shared governance. They also held a forum on the process for textbook procurement.

Mr. Vaughan announced that the Readers to Leaders Bookstore Scholarship Committee awarded four \$300 scholarships to aid students in purchasing textbooks for this semester.

Cathy Napoli, CSEA President, said the classified staff found the Budget Forum very interesting and informative and she thanked Dr. Perri and the Board for providing classified staff with release time so they could attend.

Andrew Cress, Student Trustee, said there were many more qualified applicants for the Readers to Leaders scholarships than could be awarded scholarships, and ASCC is discussing donating additional funds to increase the number available.

Mr. Cress said the ASCC is looking forward to the "March in March" in Sacramento. Issues they will lobby for include workforce training; property tax backfill; maintaining low student fees; AB 669 Residency Requirements; and AB 386 Closed Captioning.

Joanne Montgomery, Member, Board of Trustees, commented on the many exciting campus events that keep her returning to campus on a daily basis. She attended the recent accreditation meeting and she applauded the enthusiasm and energy of the staff and what they are achieving through the power of working together. She thanked accreditation co-chairs, Dr. Hamilton and Mrs. Roberta Eisel.

Mrs. Montgomery said she and Dr. Rasmussen continue their work on Board policies, and they have now compiled them into a large notebook. She asked the Board to review it so they are comfortable with the work thus far.

Patricia Rasmussen, Clerk/Secretary, Board of Trustees, said, as members of the Board subcommittee to update and revise the process for Board self-evaluation, she and Mrs. Montgomery have completed a draft. The evaluation documents include a self-evaluation with a place for input from Dr. Perri and an external survey.

Dr. Rasmussen announced highlights of the annual 29th Senate District Education Summit, which will be held at Citrus College on March 19th from 6:00 to 8:00 p.m. in the Campus Center. The event is organized by Senator Bob Huff and will feature keynote speaker, Mrs. Kathryn Radkey-Gaither, California Undersecretary of Education, and Assemblyman Anthony Adams. Panelists include Dr. J. Michael Ortiz, President of Cal

Poly Pomona; Dr. Edmond Heatley, Superintendent of Chino Valley Unified School District; and Mrs. Montgomery.

Congressman David Dreier visited the college on February 19th. Dr. Rasmussen said the Congressman met with Dr. Perri and members of the Board for over an hour and discussed ways in which we could work together to benefit from federal funding.

Dr. Rasmussen said *The Wizard of Oz* production was like watching an SLO come to life. She was pleased that so many children from local schools were invited to attend. Her comments were echoed by other Board members and special recognition was given to Mr. Vaughan and Mr. Douglas Austin, Fine and Performing Arts instructor, for their outstanding work.

Edward C. Ortell, Member, Board of Trustees, commented that in addition to the campus meeting with Congressman Dreier, Dr. Perri and members of the Board also attended a San Gabriel Valley Public Affairs Network event where the Congressman was honored. Congressman Dreier continues to work for completion of the Gold Line, and in response to a question about the best argument for completion of the light rail line, he said "Citrus College." Dr. Ortell added that he is pleased that one of our local elected officials and advocate for community colleges, Hilda Solis, has been appointed to President Obama's cabinet as Secretary of Labor.

Board President Keith attended the campus event honoring Black History Month. She said it was a wonderful, well-attended event. She thanked the Umoja Program and the Latina Leadership Network for their sponsorship and Ms. Green for speaking at the event.

MINUTES

Item 1: Moved by Dr. Rasmussen and seconded by Mrs. Montgomery to approve the February 17, 2009, meeting minutes as submitted. 5 Yes.

INFORMATION AND DISCUSSION

Disney College Program Graduates from Citrus College – Irene Malmgren, Vice President of Instruction/Kim Holland, Director, Workforce Development

Ms. Malmgren introduced Dr. Kim Holland, Director of Workforce Development, who presented five Citrus College students who graduated from the "Disney College" program in January. These students have earned Citrus College credit through cooperative work experience education and/or credit by examination by working at Disneyland and simultaneously taking organizational leadership and marketing classes.

Student Learning Outcomes and Assessment – Roberta Eisel, Student Learning Outcomes and Assessment Coordinator/ Dave Kary, Curriculum Committee Chair

An update on student learning outcomes and assessment was presented by Ms. Roberta Eisel, Student Learning Outcomes and Assessment Coordinator, and Dr. David Kary, Curriculum Committee Chair.

INDEPENDENT CONTRACTORS

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

FACILITY USE

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

PERSONNEL RECOMMENDATIONS

Item 4: Moved by Mrs. Montgomery and seconded by Dr. Rasmussen approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees. 5 Yes.

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

FIELD TRIP

Item 6: Moved by Dr. Ortell and seconded by Dr. Woods to approve a field trip for thirty-three (33) students from MUS 222 Women's Ensemble Summer Tour, one (1) faculty member and three (3) chaperones to travel to Palm Desert, California over a seven (7) day period. The group will depart on June 12, 2009 and return on June 18, 2009. All expenses will be covered by monies secured from fundraising activities. 5 Yes.

EMPLOYMENT – MANAGEMENT

Item 7: Moved by Dr. Ortell and seconded by Mrs. Montgomery to approve the hiring of Robert Iverson effective March 4, 2009, as the Director of Purchasing and Warehouse at a salary placement of \$98,628.00 annually, plus \$34,069.13 in health and statutory benefits. 5 Yes.

LIQUOR LICENSE

Item 8: Moved by Dr. Rasmussen and seconded by Mrs. Montgomery to approve the application of a one-day liquor license from the Alcoholic Beverage Control Agency for the Glendora Chamber of Commerce to serve beer and wine on campus on April 16, 2009, at the Glendora Citizen of the Year Banquet and Celebration. 5 Yes.

CLOSED SESSION: At 5:20 p.m., Board President Keith 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, AFT-6352 (CCAFF); 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 6:46 p.m., Board President Keith reconvened the meeting to open session with no action taken.

ADJOURNMENT: At 6:47 p.m., it was moved by Dr. Rasmussen and seconded by Mrs. Montgomery to adjourn the meeting.

March 17, 2009
Date

Patricia Rasmussen
Clerk/Secretary
Board of Trustees