

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

April 7, 2009

The Board of Trustees of the Citrus Community College District met for the Regular Meeting of Tuesday, April 7, 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.

***VOLUNTARY SIGN-IN SHEET NOT AVAILABLE FOR THIS MEETING.***

**COMMENTS FROM THE AUDIENCE**

**Cathy Napoli, President of CSEA Chapter 101**, addressed the Board regarding action approving a tentative agreement between the District and CSEA. She thanked bargaining team members, Ms. Rose Ann Manfre-Campillo, Account Clerk Cashier; Ms. Pam McGuern, Administrative Assistant; Mr. Steve Handy, Athletic Trainer; and Mr. Gary Kouba, Gardener; and she introduced Ms. Peggy Olson, Administrative Secretary and CSEA Chief Negotiator. Ms. Olson thanked the Board, Dr. Perri, and Dr. Sammis for very peaceful negotiations. CSEA appreciates the District's willingness to negotiate the best contract possible in these difficult financial times.

**Terry Miles, CCFA President**, commented on the legality of Accreditation Standard IIIA1c requiring, as a component of faculty evaluation, that faculty be evaluated on student success with regard to SLOs. Mr. Miles also reported that CTA and CCA have voted to support Propositions 1A-F. Attached to these meeting minutes is the document from Ron Norton Reel, Lynette Nyaggah, and Alan Frey (CCA) that Mr. Miles referred to.

**Geraldine M. Perri, Ph.D., Superintendent/President**, thanked Board President Keith; Dr. Gary L. Woods, Vice President, Board of Trustees; Mrs. Joanne Montgomery, Member, Board of Trustees; and Dr. Edward C. Ortell, Member, Board of Trustees; for joining her at the official ribbon cutting for our new softball field. The event went well,

and the college was pleased to receive certificates of recognition from the City of Glendora, Assemblyman Anthony Adams, and Senator Bob Huff. Dr. Perri wished the Lady Owls a great season.

Dr. Perri commended our Blue Note Swing Orchestra on the recent Battle of the Big Bands with the Azusa Pacific University Orchestra. She said it was an evening of delightful entertainment, and she thanked our students and Mr. Bob Slack, Dean of Fine and Performing Arts, for the wonderful display of talent.

The college continues to work on Board policies, and Dr. Perri congratulated Mrs. Montgomery and Dr. Patricia Rasmussen, Clerk/Secretary, Board of Trustees, for their efforts and leadership with regard to Board policy revisions. Dr. Perri added that work continues on administrative procedures to accompany these policies.

Dr. Perri reported that nearly 60 members of the Citrus College community attended the Emergency Preparedness Forum on March 26, 2009. The forum provided an update on our plans for handling college emergencies. Our new video on earthquakes, which will soon be available through our website, was debuted. To allow additional participation, a second forum will be held on April 29, 2009, at 2:40 p.m. in CI 159.

Dr. Perri reported that Dr. Martha Kanter, Chancellor of Foothill-De Anza Community College District, has been nominated as the US Undersecretary of Education. Dr. Kanter has been a long-term leader in education in our state. Dr. Perri said, if confirmed, Dr. Kanter will continue to serve us well, and she wished her much success.

**Irene Malmgren, Vice President of Instruction**, reported that Citrus College students, Mr. Josh Gaglia and Mr. Angel Cruz were named to the All-California Academic Team for their scholastic achievement and contributions to Citrus College. Ms. Malmgren and Mr. Brian Waddington, Honors Program Coordinator, accompanied them to Sacramento where they received their awards and attended a special reception.

Citrus College students Ms. Yvonne Chow, Mr. Allen Tung, and Mr. Gaglia represented Citrus College at the Undergraduate Student Research Conference hosted by the University of California, Irvine, and the Honors Transfer Council of California. The conference was attended by students from 21 community colleges throughout California, who presented some of the top student research done on those campuses. Ms. Malmgren thanked the faculty who spend many extra hours with students, helping them to excel. Board President Keith said it is wonderful to learn about the outstanding achievements of our students. She added that the pursuit of academic excellence, as demonstrated by them, is important to the future of our state and nation.

Fourteen Citrus College managers and faculty met with representatives of the Hewlett Foundation on April 1, 2009. Citrus was selected based on data from the Chancellor's Office showing positive changes in achievement rates of our basic skills students. The Hewlett team was very impressed with the level of support for basic skills demonstrated by our administration and board of trustees.

Ms. Malmgren provided a STEM update. Citrus is providing after-school math tutoring at Goddard Middle School and Whitcomb Continuing High School. The Calculus Enrichment Workshops in the Interim STEM Center have been very well received. Ms. Malmgren said that Board President Keith was quoted in the Claremont *Courier* on our STEM programs and student success.

**Jeanne Hamilton, Ph.D., Vice President of Student Services**, reported that the Career Transfer Center is hosting a northern tour of universities again this year. Fifty Citrus students will visit the campuses of UC Santa Cruz, UC Davis, Sacramento State, San Francisco State, UC Berkeley, UC Merced, and Fresno State. Mr. Raul Sanchez and Mr. Robert Gamboa, Educational Advisors, will accompany the students.

This afternoon the ASCC presented Mr. Tony Giannone, Campus Security Supervisor, with keys to the new Ford Ranger in a "Key Passing Ceremony." The vehicle was purchased for Security with ASCC funds.

The Career/Transfer Center hosted an Art Portfolio Panel on April 1, 2009. Ms. Paige Miyabe, Educational Advisor, took the lead in organizing the event, along with the Career/Transfer Center staff. They were assisted by faculty from the Art Department. Over 130 students attended the panel and learned about the requirements for attending an art college.

**Robert Sammis, J.D., Director of Human Resources**, expressed his gratitude to the CSEA negotiating team for reaching a tentative collective bargaining agreement with the District. Dr. Sammis said the team was always well-prepared and very professional, and their candor helped the teams to reach agreement. He added that the classified staff is well-represented.

**Carol R. Horton, Vice President of Finance and Administrative Services**, spoke to agenda regarding the 2009-2010 budget development assumptions, and the budget calendar. She also reviewed the process for budget revisions to restricted funds in the district.

**John Vaughan, Academic Senate President**, said at their March 25, 2009, meeting, the Academic Senate passed 28 Board policies and administrative procedures. They also passed academic calendars for 2010-2011 and 2011-2012. At their next meeting they will act on student grievance procedures and a resolution thanking Dr. Robert Evans, Social and Behavioral Sciences Instructor, for his dedication and service to Citrus College. Mr. Vaughan noted that Dr. Perri would be attending the Academic Senate meeting to provide an update and take questions from the Academic Senate. Mr. Vaughan acknowledged Dr. Perri for attending the Academic Senate meeting several times this academic year.

During spring break, Mr. Vaughan and Dr. Jack Call, Academic Senate Vice President, will attend the Spring Plenary Session for the Statewide Academic Senate. Ms. Marilyn Eng, Student Success Counselor, will present a workshop at this plenary session.

**Andrew Cress, Student Trustee**, said ASCC is preparing for Springfest 2009 and the upcoming Student Senate for California Community Colleges Spring General Assembly. They have also approved goals for spring 2009. The ASCC textbook subcommittee is discussing a donation to the reserve textbook area in the library. Mr. Cress thanked ASCC Vice President, Ms. Abigail Thomson; Mr. Gaglia, and the entire library staff for their efforts to increase student access to textbooks.

**Patricia Rasmussen, Clerk/Secretary, Board of Trustees**, said the Battle of the Big Bands was a wonderful event and a testimony to the quality of our performing arts program.

She also attended the Emergency Preparedness Forum on March 26, 2009, which she said was well done and well attended.

Dr. Rasmussen said our new publication, *A Taste of Citrus*, will be sent to elected officials and community leaders and is a great way to keep them informed. She added that the publication is well done.

Dr. Rasmussen attended a State Assembly forum on the water crisis in California. She said the crisis is real, and it is very important we do everything we can to conserve. Dr. Rasmussen also commented that the fiscal outlook from the Legislative Analyst indicates the state's economy continues to worsen, and the state is in a serious financial situation.

**Gary L. Woods, Vice President, Board of Trustees**, said on April 25, 2009, Citrus College will be co-host for an event to honor the new US Secretary of Labor, Hilda Solis. He said this will be an important event, as the Labor Secretary may play a role in future funding for workforce development.

**Susan M. Keith, President, Board of Trustees**, attended the performance of *California Suite*, by our Theatre Arts Department, and she said it was very enjoyable.

Board President Keith complimented Ms. Sylvia Smythe, Director of Basic Skills, for the article in the Claremont *Courier* regarding basic skills efforts at Citrus College. She said the article did a good job of portraying the success of our students.

Board President Keith reported on the recent Foundation Board Retreat. She said it was well attended, and she thanked Dr. Perri for her participation. They developed a new mission statement and a vision and values statement. She said, due to the state's economic situation, the importance of community college foundations is increasing.

## MINUTES

**Item 1:** Moved by Dr. Rasmussen and seconded by Dr. Woods to approve the March 3, 2009, regular meeting minutes. 5 Yes.

## INFORMATION AND DISCUSSION

### **Educational Master Plan Update – Irene Malmgren Vice President of Instruction**

Ms. Malmgren provided an update on our Educational and Facilities Master Plan, which is a requirement for accreditation. The plan is moving forward on schedule, and she thanked her leadership team, Dr. Lan Hao, Director of Institutional Research; Ms. Linda Welz, Chief Information Officer; and Ms. Paula Green, Director of Communications, for their work.

### **Sabbatical Report, Fall 2008, Jack Wood, English Instructor – Irene Malmgren, Vice President of Instruction**

Ms. Malmgren introduced Mr. Jack Wood, Language Arts faculty, who presented his sabbatical report for fall 2008. Mr. Wood has been a professor of English at Citrus since 1990. He authored a textbook for English 101 entitled, *Road to Adventure*, which is published through our bookstore. Mr. Wood spent his sabbatical working on his book entitled, *What's Wrong with American Education?* Attached to these meeting minutes is a synopsis of his work.

### **Career/Technical Program Reviews – Irene Malmgren, Vice President of Instruction**

#### **Biology Program Review 2008-2009 – Irene Malmgren, Vice President of Instruction**

#### **Communications Program Review 2007-2008 – Irene Malmgren, Vice President of Instruction**

#### **Forestry Program Review 2008-2009 – Irene Malmgren, Vice President of Instruction**

#### **Motorcycle Technology Program Review 2007-2008 – Irene Malmgren, Vice President of Instruction**

## INDEPENDENT CONTRACTORS

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

## FACILITY USE

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

**INSTITUTIONAL MEMBERSHIP**

- Item 4:** Moved by Dr. Woods and seconded by Mrs. Montgomery to approve a \$200.00 annual membership to the California Community College Mental Health & Wellness Association. 5 Yes.

**PERSONNEL RECOMMENDATIONS**

- Item 5:** Moved by Dr. Woods and seconded by Mrs. Montgomery to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees, as revised. 5 Yes.
- Item 6:** Moved by Dr. Woods and seconded by Mrs. Montgomery to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees. 5 Yes.
- Item 7:** Moved by Dr. Woods and seconded by Mrs. Montgomery to approve the employment of short-term, non-academic employees and substitutes. 5 Yes.

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

- Item 8:** Moved by Mrs. Montgomery and seconded by Dr. Woods to approve the 2009-10 Budget Development Assumptions, Budget Calendar and Budget Calendar Flowchart that were approved by the Financial Resources Committee on March 17, 2009. 5 Yes.
- Item 9:** Moved by Dr. Woods and seconded by Dr. Rasmussen to approve the attached budget revisions for funds 01.3, 33.0, 39.0, 41.0, 42.0, 51.0, 52.0, 59.0, 71.0, and 74.0 for the fiscal year 2008-2009. 5 Yes.

**FIELD TRIP**

- Item 10:** Moved by Mrs. Montgomery and seconded by Dr. Rasmussen to approve a field trip/tour for approximately forty-two (42) students from *MUS 211 Citrus Singers Tour Ensemble (Pop)*, two (2) faculty members, one (1) staff member, and one (1) sound engineer to travel to Maui, Hawaii from June 5, 2009 through June 17, 2009. 5 Yes.

**RESOLUTION**

- Item 11:** Moved by Mrs. Montgomery and seconded by Dr. Woods to adopt Resolution No. 2008-09-09, certifying Geraldine M. Perri, Ph.D., Superintendent/President, as the Board authorized representative of Citrus Community College District to approve a contract with the California Department of Education for the Tech Prep Regional Coordination Project – Region 7 for 2009-2010. 5 Yes.

**SALARIES**

- Item 12:** Moved by Dr. Rasmussen and seconded by Mrs. Montgomery to declare salaries for all management, classified supervisors, confidential, and other unrepresented employees indefinite for the 2009/2010 fiscal year, as a result of financial uncertainties, negotiations, legislation, and other factors. 5 Yes.

**AGREEMENTS**

- Item 13:** Moved by Dr. Woods and seconded by Dr. Ortell to approve the tentative agreement between the Citrus Community College District and the California School Employees Association and its Citrus College Chapter 101, effective January 1, 2009 through December 31, 2011, ratified by a majority affirmative vote of the unit membership. 5 Yes.

**BOARD POLICIES**

- Item 14:** Moved by Dr. Rasmussen and seconded by Dr. Woods to approve the second reading of the following Board Policies: Board Policy 2015 Student Trustee, Board Policy 2315 Closed Session, Board Policy 2715 Code of Ethics Standards of Practice and Board Policy 2720 Communications Among Board Members. 5 Yes.

**ELECTION – BOARD OF TRUSTEES**

- Item 15:** Moved by Dr. Woods and seconded by Mrs. Montgomery to approve Resolution #2008-09-10 to order the Biennial Governing Board Election, Tuesday, November 3, 2009. 5 Yes.
- Item 16:** Moved by Dr. Rasmussen and seconded by Dr. Woods to accept nominations from the Board of Trustees and approve their vote for candidates for election to the California Community College Trustees Board of Directors of the Community College League of California. 5 Yes.

**CLOSED SESSION:** At 5:38 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 Adjunct Faculty Federation, (CCAFF) Local 6352 of the American Federation of Teachers; Citrus College Faculty Association/CTA/NEA (CCFA); and, California School Employees Association (CSEA) Chapter 101; and unrepresented employee: Superintendent/President.**

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

**RECONVENE OPEN SESSION:** At 6:33 p.m., Board President Keith reconvened the meeting to open session with no action taken.

**ADJOURNMENT:** At 6:34 p.m., it was moved by Dr. Woods and seconded by Dr. Rasmussen to adjourn the meeting. 5 Yes.

May 5, 2009  
Date

Patricia Rasmussen  
Clerk/Secretary  
Board of Trustees