

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

February 2, 2010

The Board of Trustees of the Citrus Community College District met for the Regular Meeting on Tuesday, February 2, 2010, in the Administration Building Board Room.

Board President Woods called the meeting to order at 4:16 p.m. Board President Woods 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 Karine Ponce (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 Academic Affairs; Robert Sammis, Director of Human Resources; Jack Call, Academic Senate President; Steve Siegel, CSEA President; and Christine Link, Recording Secretary.

ADMINISTRATORS AND EMPLOYEES SIGNING THE VOLUNTARY SIGN-IN SHEET:

Management Team: Paula Green, Lan Hao, Kim Holland, Martha McDonald, Sylvia Smythe, Edward Trickey, and Linda Welz

Faculty: Jack Call

Supervisors/Confidential: Leigh Buchwald, Marilyn Grinsdale, and Eric Magallon

Classified Employees: None

Adjunct Faculty: None

Students: Alejandra Delgado

VISITORS: Lisa Bailey, Tom Gerfen, Anita Hernandez, and Roy LaBomme

Geraldine M. Perri, Superintendent/President, thanked Trustee Keith, Trustee Ortell, Trustee Montgomery, and Student Trustee Ponce, for their attendance at the Community College League of California (CCLC) Annual Legislative Conference. Following the conference, the group met with a number of legislators. Dr. Perri said the

meetings were productive and provided the opportunity to reinforce the importance of community colleges in these difficult economic times.

Dr. Perri was pleased to welcome the Glendora Rotary to Citrus College for their annual Dan Stover Music Scholarship program. Over 65 Rotarians had the opportunity to watch four high school students compete. Dr. Perri thanked the Music Department for providing background music and judging the competition. She also thanked Ms. Pam Sewell, Administrative Assistant, for coordinating the luncheon.

All divisions of the college are getting ready to welcome students and faculty back for the spring semester. Dr. Perri invited the Board to attend Spring Flex Day on February 16, 2010.

Irene Malmgren, Vice President of Academic Affairs, said the college is wrapping up the winter intersession and looking forward to the spring semester.

She reported that the college provided an orientation for students and parents for the Spain 2010 study abroad program. The orientation stressed the academic focus of the program and that it is an outstanding opportunity for students to both learn and explore the world. This year, 55 students will participate.

Reporting on college activities, Ms. Malmgren said the CDC collected 15 pairs of children's shoes for the Haiti effort. She also announced that at the February 6, 2010, basketball games, the college will be honoring our "Scholar Ballers," to recognize students who achieve in the classroom as well as in sports.

Jeanne Hamilton, Vice President of Student Services, reported that she and Dr. Lucinda Over, Dean of Counseling Programs and Services, met with counselors and deans to go over budget implications for categorical programs in light of the Governor's proposed cuts and the loss of the federal ARRA funds. In addition, Mr. Sam Lee, Dean of Language Arts and Enrollment Management; Mr. Jim McClain, Dean of Mathematics; and Ms. Sylvia Smythe, Director of College Success; met with counselors to consult on issues related to the preparation of the class schedule. The focus of the discussion was the needs of students.

On Friday, February 5, 2010, Ms. Martha McDonald, Dean of Students; members of the Security Department; and the Glendora Police Department (Glendora P.D.) will conduct a campus walk-through to familiarize the Glendora P.D. with the campus layout and buildings. This will enable the Glendora P.D. to estimate the amount of time it would take to do a campus lockdown in case of a major incident. Dr. Hamilton said this procedure is consistent with what they have done at other local K-12 school districts and colleges.

Robert Sammis, Director of Human Resources, reported that he has completed 12 workshops for classified staff to discuss the job description project. He said the project

is well underway and they are receiving many comments in advance of the deadline in mid-February.

Dr. Sammis said Human Resources has recently completed three training sessions for deans, managers, supervisors, and confidential employees on evaluation techniques. The next scheduled training is "Getting to Know the Classified Contract." This training will also review unique procedural issues concerning classified staff schedules and classification. The next training topic will be "Getting to Know the Full-time Faculty Contract." Dr. Sammis said response to the trainings has been very positive.

Carol R. Horton, Vice President of Finance and Administrative Services, reserved her comments for the Public Hearing portion of the meeting.

Karine Ponce, Student Trustee, reported on the CCLC Legislative Conference, saying she received a lot of useful information she will share with her fellow students. She enjoyed the opportunity to meet with legislators and represent Citrus College and community college students throughout the state. She expressed her appreciation for this learning experience on the legislative process to the members of the Board, Dr. Perri, and Ms. Marilyn Grinsdale, Protocol and Government Relations Officer.

Student Trustee Ponce said students are preparing for winter intersession finals and the new spring semester. ASCC will assist in funding attendance at a business conference for five Citrus College students and Mr. Richard Ghidella, Business instructor, who have been invited to present at the conference as a result of their outstanding research.

Trustee Susan M. Keith, Member, Board of Trustees, reported on the meetings with our legislators in Sacramento that took place following the CCLC conference. Citrus College and the other SanFACC colleges met as a group, and reserved a room in the Capitol, where each legislator came to them at a designated time. She complimented Student Trustee Ponce for her excellent representation of the student perspective, and she added that legislators are always very interested in what students have to say.

Trustee Joanne Montgomery, Clerk/Secretary, Board of Trustees, commented on some of the informative workshops at the CCLC conference, including one on a recent Public Policy Institute of California Survey regarding Californian's opinions on and perceptions of higher education. Trustee Montgomery said the survey indicates voters overall have a low opinion of how state government is handling higher education and are concerned about state budget cuts in funding.

As the Board's representative to the Los Angeles County School Trustees Association (LACSTA), Trustee Montgomery attended their winter meeting, where leading green technology and service providers in Los Angeles County made a presentation on the advantages and benefits of green products and services. Trustee Montgomery said they had many great ideas. She added that this information reinforced how proactive we are with our environmental efforts at Citrus College.

Trustee Edward C. Ortell, Member, Board of Trustees, commented on the recent hearings in the state legislature on the Master Plan for Higher Education. He said the review of the Master Plan a few years ago resulted in a recommendation to diminish local control. That recommendation was rejected only after a great deal of lobbying and information sharing by trustees and trustees from other college districts. He said we will need to monitor the current hearings to make sure they do not make similar recommendations. Trustee Ortell added that the passage of local bond measures helps to protect local control by giving the voters a voice and a stake in local decision making. In addition, a constitutional amendment, SCA6, which would lower the percentage for passage of a local parcel tax for schools from 66 and two thirds to 55 percent, is currently under discussion in the legislature. Trustee Ortell said a local parcel tax lets local voters decide on whether or not to provide additional funding for schools and colleges in their own communities.

Trustee Ortell complimented the men's basketball team for their recent win over Bakersfield College, with a score of 84-80.

Trustee Patricia Rasmussen, Vice President, Board of Trustees, said the Flex Day program looks very interesting, with a lot of great sessions. She is looking forward to attending.

Trustee Rasmussen commented on the recognition of long-serving trustees in the Winter 2009 *Trustee Quarterly Magazine*, a publication of the Association of Community College Trustees (ACCT). ACCT recognized trustees throughout the country who have served for 20 or more years and are currently serving on their boards. Among those recognized were Trustee Woods, who was first elected in 1982, and Trustee Ortell, who was first elected in 1969. Trustee Rasmussen congratulated them for their many years of service.

Trustee Gary L. Woods, President, Board of Trustees, said the Governor's proposed budget does not bode well for community colleges, and the continuing budget crisis poses even a greater threat to our state funding. He said these factors make the lowering of the majority vote required for passage of a parcel tax more important than ever before.

MINUTES:

Item 1: Moved by Trustee Rasmussen and seconded by Trustee Montgomery to approve the regular meeting minutes of January 19, 2010. 5 Yes.

PUBLIC HEARING

As background for the Public Hearing, Mrs. Horton provided an explanation of the agenda item related to the transfer of funds between state categorical programs. Mrs. Horton said the Budget Act of 2009-10 authorizes each community college district to redirect funds between certain designated categorical programs as dictated by the needs of their own district. At this time, Citrus College will not redirect funds, but will

continue to backfill cuts to categorical programs with money from our General Fund. However, we may not be able to sustain this practice in 2010-11.

Board President Woods opened a public hearing at 5:50 p.m. for the purpose of hearing public comment with regard to the transfer of funds between state categorical programs. Hearing no comments, he declared the public hearing closed at 5:51 p.m.

INFORMATION AND DISCUSSION

Irwindale Chamber of Commerce Business of the Month Award – Irene Malmgren, Vice President of Academic Affairs

Ms. Malmgren introduced Ms. Kim Holland, Director of Workforce Development, who represents the college on the Irwindale Chamber of Commerce. Ms. Holland introduced Ms. Lisa Bailey, President/CEO of the Irwindale Chamber of Commerce, and Ms. Anita Hernandez, Chair of the Irwindale Chamber of Commerce Board of Directors. Ms. Bailey and Ms. Hernandez presented Citrus College with their *Business of the Month Award*. Citrus College earned this recognition for the positive impact the college makes on the community in the area of workforce development.

INDEPENDENT CONTRACTORS

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

FACILITIES USE

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

SURPLUS

Item 4: Moved by Trustee Keith and seconded by Trustee Rasmussen to dispose of the enclosed list of surplus items by exchange for value, private sale, sale at public auction by The Liquidation Company or donation to another public entity. 5 Yes.

CONSTRUCTION – CAPITAL PROJECTS

Item 5: Moved by Trustee Keith and seconded by Trustee Rasmussen to approve Change Order #5 in the amount of \$76,688.00 for Project #06-0506, Vocational Technology Complex. 5 Yes.

Item 6: Moved by Trustee Keith and seconded by Trustee Rasmussen to approve a field trip for twenty-eight (28) students, one (1) faculty member and two (2) chaperones to travel to the Mexican Riviera over a 7 day period. The group will depart on June 20, 2010 and return on June 27, 2010. All expenses will be covered by monies secured from fundraising activities. 5 Yes.

PERSONNEL RECOMMENDATIONS

- Item 7:** Moved by Trustee Keith and seconded by Trustee 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 Trustee Keith and seconded by Trustee 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 Trustee Keith and seconded by Trustee Rasmussen to approve the employment of short-term, non-academic employees and substitutes, as revised. 5 Yes.

RESOLUTION

- Item 10:** Moved by Trustee Montgomery and seconded by Trustee Keith to approve Resolution #2009-10-04 to transfer \$1.00 or more between the Academic Senate, Childcare Tax Bail Out, Equal Employment Opportunity, Economic Development, Apprenticeship, Part-time Faculty Office Hours, Part-time Faculty Health Insurance, Part-time Faculty Compensation, Transfer Education and Articulation, Matriculation, and Physical Plant and Instructional Support programs. 5 Yes.

BUDGET – WARRANTS – FINANCIAL STATEMENT, ETC.

- Item 11:** Moved by Trustee Keith and seconded by Trustee Rasmussen to approve the Quarterly Financial Status Report for the fiscal quarter ended December 31, 2009, and the forwarding of this report to the Chancellor's Office and the Office of the Los Angeles County Superintendent of Schools. 5 Yes.

COLLECTIVE BARGAINING

- Item 12:** Moved by Trustee Montgomery and seconded by Trustee Rasmussen to approve the Tentative Agreement between the Citrus Community College District and the Citrus College Faculty Association, effective January 1, 2009, through December 31, 2011, ratified by a majority affirmative vote of the unit membership. 5 Yes.

BOARD POLICIES

- Item 13:** Moved by Trustee Keith and seconded by Trustee Montgomery to approve the second reading of Board Policies BP4021 – Program Discontinuance; BP 4060 – Delineation of Functions Agreement; BP 4106 – Nursing Programs; BP 4220 – Standards of Scholarship; BP 4225 – Course Repetition; BP 4260 – Prerequisites, Co-requisites and Advisories; BP 4290 – Classroom Interference; BP 4300 – Field Trips and Excursions; and BP 4400 – Community Education Programs. 5 Yes.

CLOSED SESSION: At 5:50 p.m., Board President Woods 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).

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

Per Section 54956.9: CONFERENCE WITH LEGAL COUNSEL — EXISTING LITIGATION and CONFERENCE WITH LEGAL COUNSEL — ANTICIPATED LITIGATION

RECONVENE OPEN SESSION: At 5:27 p.m., Board President Woods reconvened the meeting to open session with no action taken.

ADJOURNMENT: At 5:28 p.m., it was moved by Trustee Keith and seconded by Trustee Rasmussen to adjourn the meeting.

February 16, 2010
Date

Joanne Montgomery
Clerk/Secretary
Board of Trustees

For the supplemental documents as presented in this meeting, go to:
<http://www.citruscollege.edu/admin/bot/Documents/Board%20Meeting%20Agendas>