The Board of Trustees of the Citrus Community College District met for the Regular Meeting on Tuesday, February 16, 2010, in the Administration Building Board Room.

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


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, Lucinda Over, Sylvia Smythe, Edward Trickey, and Linda Welz

Faculty: Jack Call and Roberta Eisel

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

Classified Employees: None

Adjunct Faculty: None

Students: Karlyn Bradley and Alejandro Delgado

VISITORS: Elaine Reodica

Geraldine M. Perri, Superintendent/President, was very pleased to report that the college’s accreditation has been reaffirmed for the next six years. She took the opportunity to thank those members of the college community who participated in the self study process and who gave so generously of their time and talent. She
commended accreditation co-chairs, Ms. Roberta Eisel, Language Arts instructor, and Dr. Jeanne Hamilton, Vice President of Student Services, for their diligence. She also thanked the Board of Trustees for their leadership and support throughout the process. Dr. Perri said it is fitting that the entire college celebrate this outstanding achievement.

Dr. Perri thanked the members of the Board who attended the FLEX Day activities. She also thanked the members of the Faculty Learning Institute for their hard work and creativity in planning the program. Dr. Perri gave special kudos to Mr. Eric Rabitoy, Dean of Physical and Natural Science; Ms. Sylvia Smythe, Director of College Success; and Ms. Judi Kemp, Administrative Secretary, for their work in coordinating the event. She also commended the Food Services team and the talented faculty and students who provided the wonderful musical backdrop.

Dr. Perri introduced special guest Ms. Elaine Reodica, regional representative for budget advocacy for the Community College League of California. A community college alumna and graduate of UCLA, Ms. Reodica is currently working with community colleges in Southern California on issues related to the state budget.

Dr. Perri was pleased to note the action item requesting approval of tenure for 16 faculty members. She said achieving tenure is one of the most important milestones in the life of a faculty member. She added that, as a college, we take the recruitment and selection of faculty and the tenure process very seriously.

Irene Malmgren, Vice President of Academic Affairs, congratulated the Faculty Learning Institute and all those who contributed to the excellent FLEX Day program.

Ms. Malmgren reported that the STEM Complex calendar of events for Spring 2010 is now available on the STEM webpage. Activities include Supplemental Instruction for math and science classes, Focus on Calculus Peer Mentoring, workshops, and tutoring.

College Success will hold a workshop for 24 adjuncts teaching College Success classes on February 17, 2010. The workshop is the third one of its kind, and will be led by faculty. The purpose is to provide a forum for adjuncts to meet and discuss courses, lab requirements and students with their faculty leads. Past workshops have received high evaluations from both full-time and adjunct faculty members.

Ms. Malmgren reported that the Automotive Technology Program held an awards ceremony on February 4, 2010. Over 80 certificates were awarded to students in the areas of undercar/drive train specialist, under hood specialist and Toyota/Lexus/Scion specialist. In addition, they awarded honors to the 2009 Student of the Year, the Outstanding Business Partner of 2009 and the 2009 Distinguished Alumni.

Jeanne Hamilton, Vice President of Student Services, reported that Citrus College will again be participating in the Azusa Unified School District and Azusa Chamber of Commerce Job Shadow Day. A record 16 managers, supervisors, and classified staff
have volunteered to have high school students shadow them for a portion of the day. This is the third year Citrus College has participated in the program.

Campus Security conducted a walk-through of the campus with the Glendora Police Department on February 5, 2010, for the purpose of determining the amount of time a lockdown or evacuation would take in the event of an emergency. The walk-through was coordinated by Ms. Martha McDonald, Dean of Students, and Mr. Ben Macias, Interim Security Supervisor.

Robert Sammis, Director of Human Resources, reported that a second round of training on the topic of the CSEA contract will take place on February 17, 2010, for managers, supervisors, and deans.

Carol R. Horton, Vice President of Finance and Administrative Services, reported that they are monitoring news from Sacramento regarding state funding, however, at this point there is little to report.

Jack Call, Academic Senate President, said the Academic Senate’s first meeting of the spring semester will take place on March 10, 2010. At the meeting they will receive a brief report from the accreditation co-chairs, Dr. Hamilton and Ms. Eisel, regarding the good news on reaffirmation of our accreditation. They will also provide information on the follow-up reports the college must prepare and file with the commission.

Dr. Call said Ms. Eisel will be organizing the committee to solicit nominations of senate officers for the 2010-2011 academic year. Results of the nominations will be published prior to the fourth week of the semester, and nominations from the floor will be accepted at the meeting on March 10. The election by secret ballot will follow within two weeks.

Trustee Patricia Rasmussen, Vice President, Board of Trustees, congratulated Ms. Sharon Lewis, Citrus College Foundation Board member, on being selected as Glendora’s Citizen of the Year. Trustee Rasmussen said Ms. Lewis has done many wonderful things for Citrus College and her community.

Trustee Rasmussen enjoyed the FLEX Day workshops. She found the workshop entitled “Who are Our Students?” presented by Dr. Lucinda Over, Dean of Counseling, particularly informative. Trustee Rasmussen noted that our student demographics indicate our students are younger than the average community college student, and that the majority of our students find mathematics very challenging.

Trustee Rasmussen commented on information from Chancellor Jack Scott regarding the transfer of courses from community colleges to four-year institutions. According to Chancellor Scott, community college students take many units in excess of what they need to complete their degrees. A study by the California Legislative Analyst’s Office concluded that this problem cost taxpayers $28 million in 2007-2008. One solution for this problem would be the adoption of common course numbering, so that community
college students would be able to initially enroll in only those courses they know will transfer.

Trustee Rasmussen welcomed everyone back for the Spring 2010 semester.

**Trustee Joanne Montgomery, Clerk/Secretary, Board of Trustees**, commented on FLEX Day and the start of the new semester. She congratulated the 16 faculty members who are being awarded tenure.

**Trustee Susan M. Keith, Member, Board of Trustees**, commented that FLEX Day was very enjoyable and a great opportunity to celebrate our reaffirmation of accreditation.

Trustee Keith thanked Mr. Tedd Goldstein, Student Employment Supervisor, for writing to his congressman regarding legislation that is before Congress that would provide additional funding for California’s community colleges. She added that every advocacy letter makes a difference.

**Trustee Edward C. Ortell, Member, Board of Trustees**, said in a recent meeting with Chancellor Scott in Sacramento, the Chancellor mentioned how difficult it has become for community colleges to successfully go through the accreditation process. Chancellor Scott has spoken on the matter before a hearing of the Accrediting Commission for Community and Junior Colleges/Western Association of Schools and Colleges (ACCJC/WASC). Trustee Ortell said this makes Citrus College’s achievement of receiving full accreditation by the ACCJC/WASC even more noteworthy.

**MINUTES**

**Item 1:** Moved by Trustee Rasmussen and seconded by Trustee Montgomery to approve the regular meeting minutes of February 2, 2010. 5 Yes.

**INFORMATION AND DISCUSSION**

**Reaffirmation of Accreditation – Jeanne Hamilton and Robert Eisel, Self Study Co-Chairs**

Dr. Hamilton and Ms. Eisel made a presentation on the ACCJC/WASC decision to grant Citrus College full accreditation status. They discussed the visiting team’s evaluation report, which includes an assessment of the college’s response to the seven recommendations from 2003; an analysis of our self study; findings in the four broad standards; six recommendations for further action and four commendations. Dr. Hamilton and Ms. Eisel also presented the commission’s timeline for follow-up reporting.

Dr. Hamilton thanked Ms. Stacy Quillen-Armstrong, Publications Specialist, for her assistance in developing the presentation.
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.

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

BUDGET – WARRANTS – FINANCIAL STATEMENT, ETC.
Item 4: Moved by Trustee Keith and seconded by Trustee Rasmussen to approve A & B Warrants for January 2010. 5 Yes.
Item 5: Moved by Trustee Keith and seconded by Trustee Rasmussen to approve purchase orders for January 2010. 5 Yes.

CONSTRUCTION – CAPITAL PROJECTS
Item 6: Moved by Trustee Keith and seconded by Trustee Rasmussen to accept Project #2009-10-02, Emergency Central Plant Boiler Replacement as complete and authorize staff to file the required Notice of Completion with the County of Los Angeles. The final contract amount is $195,255.41. 5 Yes.
Item 7: Moved by Trustee Keith and seconded by Trustee Rasmussen to accept Project #01-0910, Energy Service Contract for Installation of Energy Efficient Glazing in the Library Staff Lounge as complete and authorize staff to file the required Notice of Completion with the County of Los Angeles. The final contract amount is $47,500.0. 5 Yes.

FIELD TRIP
Item 8: Moved by Trustee Keith and seconded by Trustee Rasmussen to approve a field trip/tour for thirty-one (31) students from MUS 150 (Professional Performance Techniques) and MUS 228 (Blue Note Swing Orchestra), and six (6) staff members to perform in Hawaii on June 25, 2010, through July 18, 2010. 5 Yes.

PERSONNEL RECOMMENDATIONS
Item 9: 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 10: 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 11: Moved by Trustee Keith and seconded by Trustee Rasmussen to approve the employment of short-term, non-academic employees and substitutes. 5 Yes.

CONTRACTS
Item 12: Moved by Trustee Montgomery and seconded by Trustee Keith to approve a $60,000 contract between Citrus College and Mt. San Antonio College for the San Gabriel Valley Career Technical Education Community Collaborative Round Three for the period of February 17, 2010, through December 31, 2011. 5 Yes.

Item 13: Moved by Trustee Rasmussen and seconded by Trustee Keith to approve a $60,000 contract between Citrus College and Rio Hondo College for the San Gabriel Valley Career Technical Education Community Collaborative Round Three for the period of February 17, 2010, through December 31, 2011. 5 Yes.

EMPLOYMENT – FACULTY
Item 14: Moved by Trustee Keith and seconded by Trustee Rasmussen to approve the granting of tenure to the following for the 2010-2011 academic year:
   Susan Bautista, Cosmetology
   Shauna Bigby, Health Center Nurse
   Ricky Brown, Psychology
   Timothy Durfield, Business
   Jeanette Ellis, Licensed Vocational Nursing
   Badieh Farahani, Chemistry
   Rudy Gonzalez, Mathematics
   David Green, Licensed Vocational Nursing
   Alicia Longyear, Counseling
   Jennifer McLeod, Counseling/DSPS
   Rachel Mead, Cosmetology
   Esmeralda Medrano, Mathematics
   Michelle Plug, Counseling
   Rebecca Rudd, English
   Nickawanna Shaw, Physical Education/Coach
   Kristie-Ann Shimokawa, Counseling
   5 Yes.

CLOSED SESSION: At 4:48 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 5:30 p.m., Board President Woods reconvened the meeting to open session with the following action taken:

Item 15 & 16: The Board of Trustees took action in closed session to not enter into a contract for the following year for two second contract faculty. The Board’s decision was unanimous.

ADJOURNMENT: At 5:30 p.m., it was moved by Trustee Montgomery and seconded by Trustee Rasmussen to adjourn the meeting.

March 2, 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