

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

October 5, 2010

The Board of Trustees of the Citrus Community College District met for the Regular Meeting of Tuesday, October 5, 2010, in the Administration Building Board Room.

Board President Woods called the meeting to order at 4:17 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 Alejandra Delgado (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; Roberta Eisel, Academic Senate President; Steve Sigel, CSEA President; and Christine Link, Recording Secretary.

ADMINISTRATORS AND EMPLOYEES SIGNING THE VOLUNTARY SIGN-IN SHEET:

Management Team: Paula Green, Lan Hao, Sam Lee, Sylvia Smythe, and Linda Welz

Faculty: Roberta Eisel and Mo Trad

Supervisors/Confidential: Marilyn Grinsdale and Adrienne Thompson

Classified Employees: Joyce Miyabe

Adjunct Faculty: None

Students: Lahlania Joy Abuan, Elisha Corona, and Daniel Hernandez

VISITORS: None

COMMENTS FROM THE AUDIENCE

Ken J. Dery, Citrus College Adjunct Faculty Federation (CCAFF) President, introduced himself and said he will serve as the liaison between the Board of Trustees and CCAFF. He is interested in taking important college issues back to the CCAFF Executive Board for their consideration.

Geraldine M. Perri, Ph.D., Superintendent/President, reported that historic legislation, SB 1440: CSU Transfer, was signed into law last week. SB 1440 requires California's community colleges to create degrees for transfer to the California State University (CSU) system.

Dr. Perri announced that Citrus College has been selected as the winner of the California Green Community College Award. The college received the award for our sustainability programs and policies that impact the college's carbon footprint through significant energy savings; creating green curricula; implementing green building standards; and waste reduction. Dr. Perri congratulated those who have been leaders in transitioning the college toward a green philosophy. She recognized Mrs. Carol R. Horton, Vice President of Finance and Administrative Services; Dr. Irene Malmgren, Vice President of Academic Affairs; Ms. Kim Holland, Director of Workforce Development; and Mr. Bob Bradshaw, Project Manager.

Dr. Perri was pleased to report that Citrus College's Veterans' Center was featured in a video produced by the state Chancellor's Office and shown at the White House Summit on Community Colleges. Ms. Martha McDonald, Dean of Students; Ms. Teresa Ferri, Financial Aid Technician; and one of our veteran students appear in interviews in the video. Dr. Perri thanked Ms. Paula Green, Director of Communications, and Ms. McDonald for handling the last minute request from the Chancellor's Office. The White House Summit on Community Colleges took place this week and focused on the following topics: Pathway to Baccalaureate, Increasing Community College Completion, Affordability – Financial Aid to Community College Students, Community Colleges in the 21st Century, The Importance of Community Colleges to Veterans and Military Families, and Industry and Community College Partnerships.

Dr. Perri; Susan M. Keith, Member. Board of Trustees; Dr. Jeanne Hamilton, Vice President of Student Services; Dr. Malmgren; and Ms. June Stephens, Executive Director of Development and External Relations, attended the Community College League of California (CCLC) 2020 Vision for Student Success and the Future of Our System Conference. The conference provided an overview of the future direction of the system with regard to student access and success, and in particular, ways to increase the number of students who complete high-quality degrees and certificates and transfer.

Following many hours of planning and careful analysis, the adoption budget for 2010-2011 is on the agenda for Board action. The budget takes into consideration college planning priorities, strategies for revenue enhancement and means to cost containment. Dr. Perri thanked Ms. Horton and her team for all of their work and oversight of the process.

Irene Malmgren, Ed.D., Vice President of Academic Affairs, reported that the college hosted an "Employment Exploration Brunch" for dislocated workers and students with disabilities. Discussion topics included barriers to educational goals and services the college offers. Dr. Malmgren commended Ms. Holland and the staff from Workforce

Development; Student Employment Services; Financial Aid; DSP&S; and EOP&S, CARE and CalWORKs.

Citrus College student Mr. Craig Stremel has successfully completed the preliminary assignments and was selected to participate in the National Community College Aerospace Scholars Program, which will take place at the Johnson Space Center in Houston. The selection process for this program is extremely competitive, and Dr. Malmgren congratulated Mr. Stremel.

Dr. Malmgren reported on several college workshops for students and staff. Sponsored by the Bridges to Success grant, the Writing Café is collaborating with the Career/Transfer Center to present “Personal Statement Prep” workshops. The Writing Café will also sponsor its first guest speaker—Dr. Dale Salwak. Dr. Salwak will speak on “How to Make the Most of Your Writing Talents.” On October 23, 2010, STEM will sponsor a Saturday science workshop for Azusa High School students called “Citrus Crime Scene Investigators.” Mr. Eric Rabitoy, Dean of Physical and Natural Sciences, has arranged for Dr. Cliff Hadsell, Health Sciences instructor, to present a Fire Extinguisher Safety Training Workshop on November 5, 2010. Ms. Kathy Bakhit, Economics instructor, presented on the topic of globalization and outsourcing at Glendora High School to over 100 students, and feedback was very positive. The Faculty Learning Institute will present a Fall 2010 Coffee and Conversation Event, featuring the “hot topics” of the Arizona immigration law and the legalization of marijuana.

Jeanne Hamilton, Ph.D., Vice President of Student Services, reported that Citrus College has been notified that we were awarded one of 15 grants nationwide by the Department of Education for “Centers of Excellence for Veteran Student Success.” She thanked Ms. McDonald; Dr. Lucinda Over, Dean of Counseling; and Ms. Ivon McCraven, Coordinator of School Relations, for taking the lead, and our consultant, Dr. Al Solano, who assisted greatly.

Citrus College has transfer admission guarantees with seven campuses of the University of California (UC), and the college submitted a record 420 TAG agreements this year, as compared to 96 last year. Dr. Hamilton congratulated Mr. Raul Sanchez, Counselor, and the Career/Transfer Center team for providing this important help to students.

The Career Transfer Center has 14 CSU workshops and 11 UC workshops scheduled in October and November to assist students with the transfer application process. Most of the dates are already full. Dr. Hamilton thanked the Bridges to Success staff who are assisting with the personal statement applications in the Writing Café.

Robert Sammis, J.D., Director of Human Resources, reported that his department is excited to kickoff the 2010 management and supervisors training program. In October they will present training on the classified staff hiring process and in November they will present training on supervisor/confidential evaluations and goal setting.

Roberta Eisel, Academic Senate President, reported on the work of the Academic Senate. At their next meeting, Dr. Lan Hao, Director of Institutional Research, will present on the Citrus College results of the Community College Survey of Student Engagement. They will also take action on the proposed changes to the annual and six-year program review processes.

Ms. Eisel reported that the work of the Faculty Needs Identification Committee is complete. The work was done collaboratively, with careful attention to the work done by faculty and deans to identify the areas of most crucial need.

Alejandra Delgado, Student Trustee, said ASCC has received two awards for their recent, very successful blood drive. She also announced that, in honor of Hispanic Heritage Month, ASCC will co-host an event featuring award-winning author Victor Villasenor, whose novel *Rain of Gold* is a New York Times Bestseller.

Edward C. Ortell, Member, Board of Trustees, recently attended a candidates' forum for the candidates of the 59th Assembly District. None of the candidates are from the San Gabriel Valley, and Trustee Ortell said it will be important to meet with the winner early, so the college can convey the message of the great job we do in serving students and our local communities. The winner will be the college's main representative in the State Assembly.

Patricia Rasmussen, Vice President, Board of Trustees, commented on two recent *USA Today* articles. One article discussed the White House Summit on Community Colleges and the importance of linkages between community colleges and employers for doing job training. The other article described the difficulties students are having getting classes and the frequency in which they are turning to private institutions. Many of these institutions are not accredited, and students are paying as much as \$30,000 for courses they later discover will not be accepted at four-year colleges and universities.

Joanne Montgomery, Clerk/Secretary, Board of Trustees, attended the unveiling of a 54-foot mural painted by Citrus College art students on the side of ITT Systems Corporation office building in Monrovia. The mural depicts ITT's mission to support past, present, and future deep space missions. Trustee Montgomery thanked Dr. Malmgren for facilitating the project, Ms. Stephens and Ms. Green for attending the event, and our talented art students for their fine work.

Trustee Montgomery attended the Vocational Nursing pinning ceremony. She said it is wonderful to see all of the new vocational nurses ready to enter the workforce.

Susan M. Keith, Member, Board of Trustees, reported highlights of the CCLC's 2020 Vision for Student Success and the Future of Our System Conference. She expressed appreciation for the ideas and said that final recommendations will be available on the CCLC website.

Trustee Keith thanked Dr. Perri and Mrs. Horton for their informative presentations at the recent Budget Forum.

Reporting on Foundation activities, Trustee Keith said Ms. Stephens was welcomed at the recent Foundation board meeting. In addition, she was pleased to note that the "Valley's Got Talent" fundraiser has already received \$35,000 in donations. Ms. Stephens accompanied Trustee Keith to the recent Town and Gown event in Claremont, and as a result, the college is receiving a \$2,500 scholarship. She expressed appreciation to Ms. Stephens for her professional skills.

Trustee Keith thanked the entire college community for their dedication to Citrus College and to students, as evidenced by the many honors that Citrus is receiving nationally, statewide, regionally and locally. Trustee Keith also thanked Dr. Perri for an excellent presentation at Claremont Rotary and talked about the overwhelming appreciation for the presentation and for Citrus College that she is hearing as she moves about the community.

Gary L. Woods, President, Board of Trustees, also attended the 59th Assembly District candidates' forum. He said several of the candidates had attended community colleges, and while they expressed favorable opinions of community colleges, it is apparent they do not understand the importance of community college education. He is hopeful that Citrus College will be able to better inform the winner.

MINUTES

Item 1: Moved by Trustee Keith and seconded by Trustee Montgomery to approve the regular meeting minutes of September 14, 2010, as submitted. 5 Yes.

HEARINGS

Board President Woods opened a public hearing at 4:53 p.m., for the purpose of hearing public viewpoints on the District's proposed Adopted Budget for 2010-2011. Hearing no comments, he declared the public hearing closed at 4:53 p.m.

INFORMATION AND DISCUSSION

2010-2011 District Budget PowerPoint Presentation – Carol R. Horton, Vice President of Finance and Administrative Services

Mrs. Horton provided an explanation and PowerPoint presentation regarding the 2010-2011 District Budget. She also provided an update on the state budget.

Learning Communities Presentation – Irene Malmgren, Vice President of Academic Affairs

Dr. Malmgren introduced Ms. Lisa Villa, Counselor, and Mr. Carsten Dau, Language Arts instructor, who made a presentation on the Citrus College

learning communities (LC), introducing the concept of LCs, and outlining the rationale for the growth of the LC program at Citrus College.

My Citrus Story – Irene Malmgren, Vice President of Academic Affairs

Dr. Malmgren introduced Dr. Sam Lee, Dean of Language Arts and Enrollment Management, who made a presentation on the “My Citrus Story” (MCS) poster project. Dr. Lee introduced “My Citrus Story” student, Jose Duran, who is now an El Monte Police Officer. A video clip featuring “My Citrus Story” student Stefnie Huth, was also shown. The project is in its second year and is intended to create a culture of discovery and achievement at Citrus College.

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.

PERSONNEL RECOMMENDATIONS

Item 4: 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 5: 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 6: Moved by Trustee Keith and seconded by Trustee Rasmussen to approve the employment of short-term, non-academic employees and substitutes. 5 Yes.

BUDGET – WARRANTS – FINANCIAL STATEMENT, ETC.

Item 7: Moved by Trustee Montgomery and seconded by Trustee Rasmussen to approve the attached budget for all District funds for the 2010-2011 fiscal year. 5 Yes.

IMMUNIZATION

Item 8: Moved by Trustee Montgomery and seconded by Trustee Keith to approve the Student Health Center to administer influenza vaccine to faculty and staff who request shots and to reimburse the Student Health Center at the rate of \$17.00 per injection. 5 Yes.

EMPLOYMENT – FACULTY

Item 9: Moved by Trustee Keith and seconded by Trustee Montgomery to accept the rank order of the full-time faculty positions identified by the Faculty Needs Identification Committee. Consistent with the District's forecasted hiring obligation for fall 2011, it is requested that the Board of Trustees authorize recruitment of eight (8) full-time faculty positions effective spring 2011, and additional hiring for fall 2011 based on the final full-time faculty obligation calculation (anticipated to be seven (7) additional full-time faculty for fall 2011). Each job posting will bear the statement, "Position contingent upon funding and final Board approval." 5 Yes.

BOND

Item 10: Moved by Trustee Ortell and seconded by Trustee Montgomery to adopt Resolution #2010-11-06, in support of Duarte Unified School District's Measure E Facilities Bond. 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); and California School Employees Association (CSEA) Citrus College Chapter Local 101.

Per Section 54956.9: CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION AND CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

RECONVENE OPEN SESSION: At 7:39 p.m., Board President Woods reconvened the meeting to open session with no action taken.

ADJOURNMENT: At 7:40 p.m., it was moved by Trustee Rasmussen and seconded by Trustee Keith to adjourn the meeting.

October 19, 2010

Date

Joanne Montgomery
Clerk/Secretary
Board of Trustees