

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

March 1, 2011

The Board of Trustees of the Citrus Community College District met for the Regular Meeting on Tuesday, March 1, 2011, in the Administration Building Board Room.

Board President Rasmussen called the meeting to order at 4:15 p.m. Student Trustee Delgado 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; Cathy Napoli, CSEA Past President; and Christine Link, Recording Secretary.

ADMINISTRATORS AND EMPLOYEES SIGNING THE VOLUNTARY SIGN-IN SHEET:

Management Team: Paula Green and Lan Hao

Faculty: Roberta Eisel

Supervisors/Confidential: Carol Cone, Tedd Goldstein, Marilyn Grinsdale, and Eric Magallon

Classified Employees: None

Adjunct Faculty: Cecil Brower

Students: Nohemi Camacho, Brandi Garcia, Don Linneman, and Erick Sanzon

VISITORS: None

Geraldine M. Perri, Ph.D., Superintendent/President, began her report by thanking Ms. Jody Wise, Dean of Physical Education and Athletics, for leading the Board on a tour of the remodeled Main Gymnasium. The work that has been done is very impressive and will greatly benefit our student athletes. She congratulated Mrs. Carol

R. Horton, Vice President of Finance and Administrative Services, and her team on their efforts and leadership during this renovation project.

Dr. Perri thanked the faculty and staff who serve on the staff development committees and Mr. Eric Rabitoy, Dean of Physical and Natural Sciences, for their work in planning the very successful Flex Day.

Dr. Perri thanked Dr. Irene Malmgren, Vice President of Academic Affairs, for leading the Flex Day work session on the Educational and Facilities Master Plan. Dr. Perri said that as a part of the Educational and Facilities Master Plan, the college is developing an integrated planning model for the institution, which details the planning processes and how they are tied to budget and continuous review and improvement. Mrs. Susan M. Keith, Member, Board of Trustees, thanked Dr. Perri and everyone who has been working on these planning documents, saying they are very complex and require a great deal of effort.

Dr. Perri was pleased to say that there was a good turnout at the Adjunct Orientation. She appreciated the opportunity to address the adjuncts and give them a brief update on the state of the college.

Regarding the state budget, Dr. Perri reported that on February 18, 2011, the Assembly and Senate budget committees met to take action on the 2011-2012 budget issues. There was good news in that both houses rejected the Governor's proposal to allocate funding reductions through a change in the census date and instead allocate reductions through a proportionate workload reduction. They also agreed that language accompanying the reduction would express the intent that community colleges protect transfer, career/technical education, and basic skills courses to the extent possible. Both houses approved of the \$400 million reduction proposed by the Governor and increasing student fees to \$36 per unit. However, they rejected the Governor's proposal to grow the system by 1.9%, opting instead to allow the \$110 million in new fee revenues to partially offset the base reductions, for a net impact of approximately \$290 million.

Dr. Edward C. Ortell, Clerk/Secretary, Board of Trustees, commented that the college should carefully monitor the workload reductions that are being proposed. The Assembly Higher Education Committee is holding hearings on ways in which community colleges might offer baccalaureate degrees, and that could open the door for increasing enrollment in a new area.

On a positive note, Dr. Perri said Citrus College has added 186 sections for the spring semester, resulting in a schedule that is 20% larger. Headcount is up 19% and contact hours are up 23%. She also congratulated the men's basketball team on their recent win over College of the Canyons, which takes them to the regional semi-finals.

Dr. Perri thanked Mr. Tedd Goldstein, Student Employment Services Supervisor, and the members of the college community who served as mentors for Azusa Unified

School District's "Job Shadow Day." The college partnered with Azusa Pacific University (APU) and the Azusa Chamber of Commerce on the project. Dr. Perri served as the keynote speaker at the event luncheon.

Dr. Perri was pleased to be selected to do a video interview for the City of Duarte and Duarte Unified School District's State of the City and School District Luncheon. The video focused on the importance of a college education and the partnership between Citrus College and Duarte USD.

Irene Malmgren, Ed.D., Vice President of Academic Affairs, reported that Flex Day was well attended, and she thanked those involved. Instead of a paper feedback form, this year they are using Survey Monkey to gather feedback. This has proven very successful, with much greater feedback and more comments than in the past.

Dr. Malmgren reported that enrollment numbers reflect that classes are full, at 99.6% of capacity, and the number is expected to increase slightly. She thanked the faculty for demonstrating their commitment to students by enrolling as many of them into their classes as possible.

Regarding collegewide "green" initiatives, Dr. Malmgren announced that the college will host an event called "Join the Green Revolution" on March 9, 2011, where 16-year-old Alec Looz, the founder of Kids vs. Global Warming, will speak. Dr. Malmgren also gave a reminder that "A Sustainable Approach to Textbooks" will be presented on March 18, 2011, where publishers will present their solutions to cost and resource issues.

Dr. Malmgren was pleased to announce that the MAA-Tensor Foundation confirmed they will award \$6,000 to "Support and Inspire Program for Women in Mathematics" for another year. Dr. Malmgren recognized Ms. Lucia Riderer, Mathematics instructor, for her efforts in securing this award.

Jeanne Hamilton, Ph.D., Vice President of Student Services, reported that the semester is off to a busy start, and she is pleased that parking does not seem to be presenting quite as many problems as in the past.

The new online self-service attendance rosters were available to faculty on February 23, 2011. Ms. Lois Papner, Dean of Admissions and Records, demonstrated how to print the rosters on Flex Day.

On behalf of the Student Services team, Dr. Hamilton thanked the supervisors and managers who staffed the information booths the first two days of the semester. She said it is very helpful for students, and it also helps the Student Services staff do the work of registration, rather than providing directions. She thanked Mr. Goldstein for organizing the effort.

Financial Aid launched the online scholarship application on February 14, 2011. They have processed 400 applications in the first two weeks and 200 more are in the pipeline. Dr. Hamilton said this is a significant increase from prior years, and she thanked Ms. Linda Welz, Chief Information Services Officer, and her TeCS team, and the staff in Financial Aid who made the online application available.

Robert Sammis, J.D., Director of Human Resources, reported that he has done three trainings on sexual harassment prevention, and the final one will take place next week. There is also online training for anyone unable to attend one of the sessions. Trainings for the rest of the year include one for managers and supervisors on employee absences and one for deans on documentation.

Carol R. Horton, Vice President of Finance and Administrative Services, thanked the Board for touring the remodeled Main Gymnasium. She also thanked the faculty for their input on the design and said the reuse of space has been amazing. The next walk-through will be for the Student Services Building. She anticipates they will begin to move furniture and equipment into the building next month. Mrs. Horton commented that in spite of construction delays due to availability of construction materials, wet weather, and other difficulties resulting from the economic downturn, the building has been well constructed and the project has been well managed. Change orders are very low, at less than 2%. She thanked the Citizens Oversight Committee for their good work and said that this is going to be a beautiful building.

Roberta Eisel, Academic Senate President, said that following a stimulating and productive Flex Day, the spring semester is underway. The Academic Senate is gearing up for nominations and elections; its self-evaluation; and action on an array of Board policies and administrative procedures.

Thanks to the leadership of Dr. Hamilton, Dr. Malmgren, and the Academic Senate, a work group will be convened to address enrollment concerns, including those identified in the January 20, 2011, Legislative Analyst Office policy brief. Issues include open access and the California Community College mission; enrollment management criteria; priority registration; maximum number of units; and course repetition. The first meeting will be on March 3, 2011.

Alejandra Delgado, Student Trustee, said that ASCC will hold a special election April 12 -13, 2011, for students to vote on a student representation fee of \$1 per student. If passed, these funds will be used for student advocacy activities on behalf of community colleges. In addition, Student Trustee Delgado attended the first SanFACC student mixer last week. She said students from Citrus, Chaffey, Mt. SAC, and Glendale brainstormed ideas on how to advocate for a possible special election in June.

Edward C. Ortell, Clerk/Secretary, Board of Trustees, thanked Ms. Delgado and ASCC for their leadership and advocacy. He said much of the college's team effort on behalf of the Foothill Extension of the Gold Line was lead by students, and he believes they made a difference in the outcome.

Joanne Montgomery, Vice President, Board of Trustees, expressed her appreciation for the tour of the Main Gymnasium. She said as the daughter of a college athletic coach, she especially appreciated the photos of student athletes, which she said are motivational and inspiring.

Susan M. Keith, Member, Board of Trustees, thanked External Relations for their efforts in publicizing the outstanding accomplishments of many Citrus College students and bringing positive recognition to the college during these difficult times. She added that the redistricting process that is now underway may result in changing the perspectives of some of our legislators regarding education funding, as the demographic profile of their districts change.

Trustee Keith reported that Mr. Tom Gerfen, president of the Citrus College Foundation and retired Citrus College faculty member, received special recognition at the recent Foundation board meeting for his very generous donation to Valley's Got Talent, which will go to student scholarships. Trustee Keith said his donation was truly from the heart.

Patricia Rasmussen, President, Board of Trustees, congratulated Dr. Perri for being named one of the San Gabriel Valley YWCA's "Women of Achievement" for 2011. She said this is a very prestigious award and a wonderful recognition of Dr. Perri's many accomplishments.

Board President Rasmussen thanked Trustee Montgomery for chairing the last Board meeting in her absence, which was due to jury service. She said she commuted to the court in downtown Los Angeles via Metrolink and found it to be a very efficient and viable method of transportation. There were many students using the Metrolink to travel into Los Angeles, and she believes that the Gold Line will be very valuable to students who will be commuting to Citrus College.

MINUTES

Item 1: Moved by Trustee Woods and seconded by Trustee Montgomery to approve the regular meeting minutes of March 1, 2011.
4 Yes. 1 Abstain (Trustee Rasmussen).

INDEPENDENT CONTRACTORS

Item 2: Moved by Trustee Keith and seconded by Trustee Montgomery 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 Montgomery to approve facility rentals and usage.
5 Yes.

INSTITUTIONAL MEMBERSHIP

- Item 4:** Moved by Trustee Keith and seconded by Trustee Montgomery to approve a \$200.00 one year membership to the California Association of Community College Registrars and Admissions Officers (CACCRAO).
5 Yes.

CONSTRUCTION – CAPITAL PROJECTS

- Item 5:** Moved by Trustee Keith and seconded by Trustee Montgomery to approve Change Order Number One in the amount of \$118,058.00 and add zero days to the time for completion for project number 02-0607, Main Gymnasium Remodel.
5 Yes.

PERSONNEL RECOMMENDATIONS

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

CONSTRUCTION – CAPITAL PROJECTS

- Item 8:** Moved by Trustee Montgomery and seconded by Trustee Woods to accept Project #02-0607, Main Gymnasium Remodel as complete and authorize staff to file the required Notice of Completion with the County of Los Angeles. The final contract amount is \$3,518,058.00.
5 Yes.

CONTRACTS

- Item 9:** Moved by Trustee Woods and seconded by Trustee Montgomery to approve the purchase contract for the property at 1155 W. Foothill Blvd., Glendora, CA 91741 for a purchase price of \$1,400,000.00.
4 Yes. 1 No (Trustee Keith).

EMPLOYMENT – FACULTY

- Item 10:** Moved by Trustee Keith and seconded by Trustee Ortell to approve the employment of Ms. Christine Goedhart as a temporary, one semester, full-time, non-tenure track instructor in the Biological Sciences Department beginning on February 22, 2011 and ending on June 18, 2011 at a salary placement of Class 5, Step 1 on the Full-Time Faculty Salary Schedule (pending verification of qualifications and experience) totaling \$31,343.50 annually (pro rated) plus \$8,248.32 in health and statutory benefits.
5 Yes.

EMPLOYMENT – MANAGEMENT

Item 11: Moved by Trustee Ortell and seconded by Trustee Montgomery to approve the hiring of Mr. Fred Diamond effective March 18, 2011, as Director of Facilities and Construction at a salary placement of \$116,182.00 annually, plus \$42,315.00 in health and statutory benefits.
5 Yes.

CLOSED SESSION: At 4:56 p.m., Board President Rasmussen adjourned the meeting to closed session per the following sections of the Government Code and in memory of Mr. Bob Bullock, retired Art instructor, who positively impacted the lives of many Citrus College students and members of the community during his 35-year tenure:

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

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

RECONVENE OPEN SESSION: At 5:44 p.m., Board President Rasmussen reconvened the meeting to open session with the following action taken:

EMPLOYMENT – FACULTY

Item 12: The Board took action to non-reelect a second contract probationary faculty member.
5 Yes.

ADJOURNMENT: At 5:45 p.m., it was moved by Trustee Keith and seconded by Trustee Woods to adjourn the meeting.
5 Yes.

March 15, 2011
Date

Edward C. Ortell
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>