

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

March 15, 2011

The Board of Trustees of the Citrus Community College District met for the Regular Meeting on Tuesday, March 15, 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; Robert Sammis, Director of Human Resources; Stephen Lindsey, Dean of Business, CSIS, Distance Education, and Library, representing Irene Malmgren, Vice President of Academic Affairs; Roberta Eisel, 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, Steve Lindsey, Martha McDonald, Sylvia Smythe, and Linda Welz

Faculty: Roberta Eisel

Supervisors/Confidential: Tedd Goldstein

Classified Employees: None

Adjunct Faculty: None

Students: Nohemi Camacho, Rhiannon Conrado, Raul Landeros, and Erick Sanzon

VISITORS: None

Geraldine M. Perri, Ph.D., Superintendent/President, was pleased to report on some of the recent successes of Citrus College students. Dr. Perri congratulated the men's

basketball team for making it to the state championship, where they played against San Francisco City College. The Owls were not victorious, but the game was close and well-played. Dr. Perri congratulated the student athletes, Head Coach Chris Victor and the assistant coaches. She thanked Ms. Jody Wise, Dean of Physical Education and Athletics, for her leadership with all of the college's athletic teams.

Dr. Perri congratulated Mr. Yamato Kaneko, Phi Theta Kappa (PTK) Honor Society student, for being selected to receive PTK's 2011 Guistwhite Scholarship. Mr. Kaneko was selected out of 1,340 applicants nationally to receive a \$5,000 scholarship that will assist him in pursuing his bachelor's degree. Dr. Perri applauded the leadership of the college's PTK advisors.

Dr. Perri reported that four Citrus College photography students placed as finalists in the Photographers Forum International competition. She congratulated the students for their work, and she commended the efforts of Mr. Darrell Carr, Photography instructor.

Reporting on recent activities, Dr. Perri said she had an opportunity to provide an update on the budget and respond to questions at the Academic Senate meeting on March 9, 2011. Dr. Perri and Ms. June Stephens, Executive Director of Development and External Relations, also attended a reception welcoming Dr. Terry Nichols as the new Superintendent of the Duarte Unified School District. Dr. Perri said the college is looking forward to a collaborative working relationship with Duarte Unified School District.

Dr. Perri said news from the Community College League of California (CCLC) indicates that there were several thousand students rallying on the steps of the State Capitol on March 14, 2011, chanting "let the people vote." The positive rally was met with the dire news that the Senate has abandoned talks with the Governor on two significant issues: the length of the tax extensions and specifics of a cap on state spending.

CCLC has provided revised projections for Citrus College in terms of the reductions in FTES, which coincide with three proposed budget scenarios. The first scenario is a \$2.8 million cut with a reduction of 664 FTES equal to 221 sections. The second scenario is a \$5 million cut with a reduction of 1,168 FTES equal to 389 sections. The third scenario is an \$8 million cut with a reduction of 1,843 FTES equal to 614 sections. Dr. Perri reported that the college is preparing two budgets that will address the first and third scenarios.

Dr. Perri asked Ms. Stephens to report on a recent gift to the Citrus College Foundation. Ms. Stephens announced that the Foundation received a \$10,000 contribution to create two scholarship funds: the Albert and Georgia Meissenburg Scholarship and the Eleanor Thatcher Scholarship. The funds are gifts from Mrs. Georgia Meissenburg, a long-time Glendora resident, and were established to give back to Citrus College, where she and her sister Eleanor were students. Both women graduated in 1938.

Stephen Lindsey, J.D., Dean of Business, CSIS, Distance Education, and Library, reported on behalf of Dr. Irene Malmgren, Vice President of Academic Affairs. Dr. Lindsey reiterated congratulations to Citrus College students Mr. Yamato Kaneko and Ms. Gabrielle Lamarche, who were selected for the PTK All-California Academic Team. Ms. Carolyn Perry, PTK advisor, will accompany the students to a luncheon honoring the All-California Academic Team in Sacramento on March 21, 2011.

Dr. Lindsey was pleased to report that a team of Citrus College students mentored by Ms. Lucia Riderer, Physics professor, have been selected to participate in a very prestigious NASA competition, the "2011 MSI/CC Reduced Gravity Education Flight Program." The students competed against high-powered schools, including ivy leagues. They will conduct their proposed experiment this spring, and the culminating experience will take place this summer at the Houston Space Center.

Dr. Lindsey announced that Citrus College student Mr. Ricky Lin is eligible to go to the state SkillsUSA competition in April. Last year, Mr. Lin was the state finalist for California in the national SkillsUSA competition held in Kansas City.

On March 9, 2011, Citrus College hosted an early Earth Day event in the Haugh Performing Arts Center where 16-year old Alec Looz encouraged the audience of 1,200 to "Join the Green Revolution." Dr. Lindsey said the event was attended by Citrus College students, faculty and staff; community members; and students from area high schools and middle schools. Mr. Looz also invited those in attendance to join a "Million Youth March" to demonstrate to lawmakers the urgency of climate change.

Jeanne Hamilton, Ph.D., Vice President of Student Services, reported that Citrus College has 142 students from Japan this semester. Upon learning of the earthquake, the International Student Center sent an e-mail to all of the Japanese students, expressing concern and letting them know that the student lounge would be open and providing televised news all day. They also offered counseling and assistance in calling home. Ms. Lori Gatto, International Student Technician, used Facebook to contact current students and alumni to offer assistance and encouragement. Mr. Coe Lamoureux, International Student Supervisor, also opened the center on Saturday for part of the day to allow students to use the computers and telephone. The students are discussing fund raising efforts to support relief.

Dr. Hamilton was saddened to report that Mr. Andy Sprogis, DSP&S Instructional Lab Technician, passed away on March 6, 2011. Mr. Sprogis had worked at the college since 1993 and assisted many students with disabilities in using adaptive technology in the High Tech Center. His family requested that a memorial service be held at the college. Dr. Lucinda Over, Dean of Counseling, and the DSP&S staff are planning a service for March 24, 2011, in CI 159.

Dr. Hamilton said that Club Rush took place on the Campus Center Mall on March 8 and 9, 2011. There was a great deal of enthusiasm exhibited by all of the 15 clubs that participated. Huntington Memorial Hospital brought their blood mobile to the event and

was able to collect 86 units of blood. Dr. Hamilton said the Office of Student Life has received inquiries from students wishing to start five new clubs. The college's clubs program is led by Mr. Aaron Bennett, a graduate intern from Azusa Pacific University (APU). The Office of Student Life has also hired two interns from APU who will share the responsibility of developing a Leadership Academy for Citrus College students.

Carol R. Horton, Vice President of Finance and Administrative Services, spoke to an agenda related to the award of the Restroom Building East Campus Project to Tek-Up Tek-Up Construction. The District has determined that Tek-Up was the low bidder, can perform the duties for which they did not list a sub-contractor and that there were no grounds for a bid protest. However, Tek-Up will be monitored to ensure that they do the work themselves.

Roberta Eisel, Academic Senate President, reported that the Academic Senate met on March 9, 2011. They appreciated the timely and informative presentation by Dr. Perri and Dr. Malmgren, and several faculty members have remarked that the presentation helped them understand the deep challenges the college is facing.

The Academic Senate approved several BPs and APs. In addition, they approved the Physical Education program name change to Kinesiology/Health/Athletics, and they agreed to conduct a survey of the faculty on the work of the department chairs task force, a task that carries over from the earlier work of that group.

Ms. Eisel said the Academic Senate has worked with the Office of Academic Affairs to coordinate a sabbaticals forum on April 7, 2011, where 2009-2010 sabbatical recipients will share their sabbatical projects.

Alejandra Delgado, Student Trustee, reported on ASCC activities. On March 30 and 31, 2011, ASCC will host the National Caesar Chavez Blood Drive to help increase blood donations amongst the Latino community. Last year, Citrus College students gathered more blood donations for this national blood drive than many large colleges and universities. Student Trustee Delgado also reported that ASCC will partially sponsor the Citrus College students who will compete in NASA's 2011 MSI/CC Reduced Gravity Education Flight Program.

Susan M. Keith, Member, Board of Trustees, reported that she and her husband attended the men's basketball championship game. She said the caliber of the team and the coaches was impressive. She is very proud of the entire team.

Trustee Keith also attended a reception welcoming the Interim Superintendent for Claremont Unified School District, Dr. Gloria Johnston.

Patricia Rasmussen, President, Board of Trustees, reported that she was pleased that Citrus College has been proactive with its Disaster Preparedness Plan in light of the disaster in Japan, and she gave kudos to the staff for keeping the plan up to date.

Board President Rasmussen was also pleased that the students are planning to find a way to contribute to aid for Japan.

MINUTES:

Item 1: Moved by Trustee Montgomery and seconded by Trustee Woods to approve the regular meeting minutes of March 1, 2011. 5 Yes.

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.

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

Item 4: Moved by Trustee Keith and seconded by Trustee Montgomery to approve purchase orders for February 2011. 5 Yes.

PERSONNEL RECOMMENDATIONS

Item 5: 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 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 classified 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.

Board President Rasmussen thanked and recognized the retirees.

BIDS

Item 8: Moved by Trustee Woods and seconded by Trustee Ortell to approve the award of bid #03-0910, Restroom Building East Campus Project to Tek-Up Construction of Woodland Hills, California and authorize the Vice President of Finance and Administrative Services to execute the contract on behalf of the District. The bid price of \$544,340.00 is within budget and will be funded from Measure G Bond funds. 5 Yes.

RESOLUTION

Item 9: Moved by Trustee Keith and seconded by Trustee Montgomery to approve Resolution #2010-11-11 recognizing the Centennial of the City of Glendora. 5 Yes.

BOARD OF TRUSTEES

Item 10: Moved by Trustee Keith and seconded by Trustee Montgomery to approve the first reading of Board – CEO Protocols.

3 Yes (Trustee Keith, Trustee Montgomery, Board President Rasmussen).
2 No (Trustee Ortell and Trustee Woods).

There was discussion regarding the Board – CEO Protocols.

Trustee Woods raised the following points: scheduling of workshop without meeting and consent of entire board; cost of workshop not discussed or approved; he is still not aware of the cost of the workshop; committee of Trustees Ortell and Montgomery formed to discuss protocols. Trustee Woods stated that I then left and went home and after I left Joanne announced to the others that she would not work with Ed and took Ed off the committee without my knowledge or consent. At all times he objected to protocols as taking away his right as an elected official to represent his area effectively. Trustee Woods stated, for example, the basis for representation in America is the right to disagree. Item 11 states that if an item is passed by a majority of the board, the majority has no right to use the media as a personal forum. This flies in the face of the American system. In such areas as the U.S. Constitution, the First Amendment is the freedom of speech. The U.S. Supreme Court where the minority of the court can write a dissenting opinion, and people like our founding fathers and people that are our heroes such as Patrick Henry. Item 17. Must conduct meetings with the CEO between the hours of 7:30 a.m. and 5:30 p.m. I work and can rarely meet with the CEO during these hours. In addition, the CEO is not hired for these hours. The CEO does not have hours. Item 18. Meetings are limited to two meetings per year. This limits my ability to represent my district and for those reasons and more, I object to these protocols.

Trustee Montgomery noted to Trustee Woods that she did not remove Trustee Ortell from the committee. Trustee Ortell stated well, at the time before, Joanne and I were appointed to the committee and then Joanne said she didn't want to work with me. Trustee Montgomery responded that I would be happy to work with you. Trustee Ortell stated that I was then later removed from the committee. Trustee Montgomery noted her colleagues did not want her on the committee. She later indicated that the board members were not sure if they were ready at that point to form a sub committee to write protocols.

Trustee Ortell indicated he would not vote in favor of the protocols as they limit his freedom of speech and academic freedom. He mentioned the limitation of meetings to twice a year with the CEO and cited the Education Code. He noted protocols run counter to the governing code

and to ward arrangement of a district. He noted continuing objection to the Board Retreat meetings that had been held.

Trustee Keith noted that if there is a minority opinion it should be the Board's role to respect one's colleagues and if in public one would note it was a decision of the board although they may not have agreed.

Trustee Montgomery noted that the intent of the protocols is not aimed at whether they meet with the Superintendent but instead that meetings of the Board be the time for Board discussion and items should not be discussed privately with the CEO. She noted that the Board should operate as one group. She indicated that the first item of the protocols says what it is all about - that the Board acts as a collective body, no individual member shall give direction to the CEO. She noted that the Board should take action as a Board rather than meet separately with the CEO. She indicated that it is the duty of the Board to do their work in front of the public

Trustee Keith noted that appointments with the CEO should be during routine business hours and should be limited. She indicated that two board members should not be meeting with the CEO on a regular basis. She noted that there are lots of ways to get information and that she has never had a problem doing that.

Board President Rasmussen stated she and Trustee Montgomery worked on the protocols with the aim of ensuring that the business of the board is done in public, with discussion. She indicated that there are multiple ways that the Board receives information from the superintendent aside from face-to-face, one-on-one appointments. She noted that the CEO oversees the daily of the operations of the college and with community events it would be a challenge to meet with five people individually. She indicated that there are 16 Board meetings a year and special work sessions. The goal in establishing the protocols is to position the District in its best possible light especially in regard to the City of Bell scandal. She noted that she wants to ensure there are no perceptions of Brown Act violations or other improprieties by establishing common ways of communicating helps us understand and how we are to interact with each other and with the superintendent. She indicated that concerns had been expressed regarding meetings held with the same two trustees and the CEO outside of the District and in the evening hours with other members of the Board not privy to the dialogue. She noted that the protocols codify the ability to have everybody be equal in terms of discussion and that all board action is done in the face of the public.

There was continued discussion regarding the out-of-District meetings and the number of meetings held. Trustee Ortell indicated that there were two

meetings in two years. Board President Rasmussen indicated that there were many more than two meetings per year and that it has gone on for decades. Trustee Ortell requested documentation of the meetings.

Trustee Ortell noted that we are going to be facing some difficult times and that this document detracts the Board from that when there isn't evidence that it has been misused. He noted it runs counter to free speech and academic freedom and, we are elected to represent the board. We are not elected otherwise. That's how the district was formed and there has been no abuse of that. Trustee Ortell indicated the Brown Act is the law that governs the way boards operate. It's got ruling after ruling. There is a ruling in there about open jaw circular calling where one board member contacts another board member; then two board members go out to dinner; and then you've got 3 board members lined up and that's a violation of the Brown Act.

Trustee Rasmussen noted that it was unfortunate that the Board had to take the time to discuss this topic. She indicated that there had been conflicting directives between members of the board making an awkward situation for the president. She indicated that the protocols were drafted up as protocols for board behavior with the purpose of doing the business of the Board in open session.

- Item 11:** Moved by Trustee Woods and seconded by Trustee Ortell to table the first reading of Board – CEO Protocols.
 3 No (Trustee Keith, Trustee Montgomery, Board President Rasmussen).
 2 Yes (Trustee Ortell and Trustee Woods).

CLOSED SESSION: At 5:04 p.m., Board President Rasmussen 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

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

RECONVENE OPEN SESSION: At 5:24 p.m., Board President Rasmussen reconvened the meeting to open session with no action taken.

ADJOURNMENT: At 5:25 p.m., it was moved by Trustee Keith and seconded by Trustee Woods to adjourn the meeting.

May 17, 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>