

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

May 15, 2012

The Board of Trustees of the Citrus Community College District met for the regular meeting on Tuesday, May 15, 2012, in the Center for Innovation Community Room.

Board President Montgomery called the meeting to order at 4:17 p.m. Student Trustee Calderon 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 Crescencio Calderon, Student Trustee.

RESOURCE PERSONNEL PRESENT: Geraldine M. Perri, Superintendent/President; John Baker, Interim Vice President of Student Services; Carol R. Horton, Vice President of Finance and Administrative Services; Robert Sammis, Director of Human Resources and Chief Negotiator; Samuel Lee, Dean of Language Arts and Enrollment Management (representing Academic Affairs); Nickawanna Shaw, Academic Senate President; Steve Siegel, CSEA President; and Christine Link, Recording Secretary.

ADMINISTRATORS AND EMPLOYEES SIGNING THE VOLUNTARY SIGN-IN SHEET:

Management Team: Bob Bradshaw, Christina Garcia, Paula Green, Robert Iverson, Lucinda Over, and Linda Welz

Faculty: None

Supervisors/Confidential: Carol Cone, Marti DeYoung, and Marilyn Grinsdale

Classified Employees: Lori Amato, Ariel Carmona, Clarence Cernal, Pam McGuern, Cathy Napoli, and Tonya Ryan

Adjunct Faculty: Cecil Brower

Students: Norma Saldana

VISITORS: Tom Gerfen

RECOGNITION OF TENURED FACULTY

Prior to the Board meeting being called to order, Dr. Perri congratulated the following faculty members for earning tenure:

Jesus Gutierrez, Mathematics
Christine Styles, Economics
Stephanie Yee, Counseling

PRESENTATION OF PROCLAMATIONS TO RETIREES

Proclamations were prepared for all staff retiring during the 2011-12 academic year. After the tenuree's were honored, Board President Montgomery presented retirement proclamations for retirees in attendance (identified by italics):

Audrey Abas – Faculty
Yolanda Arroyo – Faculty
Diane Brown – Faculty
Sally Carver – Faculty
David Casey – Faculty
Jane Cole – Classified
Linda (Holly) Collville – Faculty
Wendy Coulter – Classified
Anthony Giannone – Supervisors/Confidential
Jennifer Joanis – Classified
Susan Kennedy – Faculty
Ida Manzanares – Classified
Rachel Mead – Faculty
Linda Merlo – Classified
Jerrie Nackos – Classified
Virginia Perry – Faculty
Tena Pevehouse – Supervisors/Confidential
Karen Sabatino – Classified
Fola Soremekun – Faculty
Kathryn Sweeney – Classified
Mary Wharton – Classified
Jack Wood – Faculty
James Zaharek – Faculty

Geraldine M. Perri, Ph.D., Superintendent/President, said the Tenuree/Retiree Reception that immediately preceded the Board meeting was a great event, which celebrated those who achieved the milestone of tenure, while wishing the college's retirees well on the next adventure in their lives. She thanked Ms. Philomena O'Shea, Cafeteria Supervisor, and her staff; Ms. Caroline Locke, Administrative Clerk III; and Ms. Linda Welz, Chief Information Services Officer; and her staff for all of their efforts in coordinating this successful event.

Dr. Perri welcomed the new Student Trustee, Mr. Crescencio Calderon, to the Board. Student Trustee Calderon is a member of Phi Theta Kappa, with a 3.94 GPA. He is also the President of HOPE Citrus College, an immigrant youth support group. He has organized numerous college events, such as e-waste recycling and the Cesar Chavez Blood Drive, and he volunteers at the local Homework House. His goal in life is to help

create social change and encourage the Hispanic community to go to college. He hopes to study law and become an immigration attorney.

Dr. Perri also welcomed Ms. Christina Garcia, Director of Development and Alumni Relations. Ms. Garcia has more than 15 years of experience as an advancement director. She holds a bachelor's degree in Liberal studies and a master's degree in clinical psychology from Azusa Pacific University.

Last Monday, Dr. Perri and Mrs. Carol R. Horton, Vice President of Finance and Administrative Services, went before the California Community Colleges Board of Governors to accept their inaugural Energy and Sustainability Leadership Award on behalf of Citrus College. Dr. Perri thanked and commended Mrs. Horton and the Sustainability Committee for their efforts and leadership. Mrs. Horton asked Mr. Bob Bradshaw, Project Manager, to introduce the members of the Sustainability Committee who were present.

Dr. Perri said there was an excellent turnout for Parent Night, with more than 200 parents and their high school seniors in attendance. She thanked Dr. Eric Rabetoy, Dean of Physical and Natural Sciences; Mr. Robert Slack, Dean of Fine and Performing Arts; and Dr. Martha McDonald, Dean of Students; for their excellent presentations. She also thanked Ms. Ivon McCraven, Coordinator of School Relations, for her outstanding efforts in coordinating the event.

In keeping with Classified School Employees' Week, Dr. Perri thanked the Classified Staff for their efforts on behalf of the college. In addition, she said there are many celebratory end-of-the-year events coming up, and she extended an invitation to the college community to come out and enjoy the festivities.

Samuel Lee, Ed.D., Dean of Language Arts and Enrollment Management, reported that the college's Tutorial Services and Bridges to Success Writing Café have recently been certified by the College Reading and Learning Association. This year, 850 students recorded 5,400 visits for a total of 6,500 hours of tutoring in 85 subjects. In the Writing Café, some 600 students recorded 1,700 visits for 1,300 hours of writing support. Dr. Lee commended the efforts of the staff and lab supervisors, led by Learning Center Supervisor Gerald Helm.

Regarding other activities, Dr. Lee said student mentors from CSUF, who started at community colleges, will hold two workshops for Citrus College students who are interested in STEM transfer. The student mentors will also be on campus two days a week this spring, working with students in the STEM Center to increase transfer awareness. In addition, last week CSUF approved seven Citrus College students for a paid Summer Research Experience. There will be a college workshop on May 18th for the Math faculty, entitled, "Strategies for Success—Study Skills for College Math Students." On May 12th, the Women in Engineering program hosted Glendora girls in grades 3-5 for an "egg drop" competition, where these young students and their college

mentors designed, built and dropped egg carrier contraptions. Dr. Lee said the event was a great success.

Dr. Lee was pleased to note that an article about Dr. Dale Salwak, English instructor, appeared on the Chancellor's Office website. The article is entitled, "Professor's trip to North Korea bridges cultural divide."

John Baker, Ed.D., Interim Vice President of Student Services, reported that the Art Portfolio Workshop and College Fair took place on May 10th, with 13 universities represented. He thanked Ms. Justina Rivadeneyra, Career/Transfer Center Coordinator, and Ms. Natalie Desimone, Career/Transfer Center adjunct counselor, for planning the very successful and well-attended event.

Dr. Baker provided some current information regarding financial aid awarded to Citrus College students. Not quite half of the college's students are receiving financial aid. The Pell Grant amount is \$5,500 per student. There were also 9,524 students who took advantage of the Board of Governors (BOG) waiver. Dr. Baker commented that the economy is pushing our students hard.

Carol R. Horton, Vice President of Finance and Administrative Services, reported on the webinar presented by the Chancellor's Office and the Community College League of California (CCLC) regarding the May Revise to the state budget. She said the Governor's January budget estimated a \$9.5 billion shortfall, but the shortfall has grown to about \$16 billion. The May Revise relies on the Governor's tax initiative passing in November and if that does not happen, triggers are in place to make cuts in January. Citrus College has already planned to cut \$2.6 million for 2012/2013, but that figure will now need to be revised. There are several risks in the Governor's revised budget, even if the taxes are passed. Mrs. Horton said one of the significant risks is the redevelopment monies from the cities that the Governor is relying on to balance his budget may not be available. She added that if the taxes pass, the college will not receive any additional funding—only a \$3 million buy down of deferrals. If the tax measure fails, there will be no buy down funds, and the college will lose an additional \$3 million. Trustee Keith said she personally believes it is important for everyone to get behind the Governor's tax proposal. She suggested the Board form an ad hoc committee to explore possible advocacy efforts outside of the college that are consistent with legal guidelines. Trustee Rasmussen said she would be happy to assist.

Crescencio Calderon, Student Trustee, said he has been attending Board meetings for the past few months to prepare for his leadership role as student Board member. Regarding his background, Student Trustee Calderon said he comes from a humble background and he has been a community and student activist, advocating for equality in education. He reported that Spring Fest was a tremendous success. ASCC Commissioner of Activities Ms. Brandi Garcia provided excellent leadership. He said ASCC is planning to hold an ASCC candidates' forum on May 29th, and elections will take place on June 5th and 6th.

Patricia Rasmussen, Member, Board of Trustees, said that students could have an important role in the upcoming elections by registering other students and by voting.

Trustee Rasmussen commented on the “Earth, Wind and Fire” event, which is the Cosmetology Department’s annual showcase and is done in collaboration with the Fine and Performing Arts Department. She said it was a phenomenal production. Trustee Keith agreed, adding that it exhibited a good, complementary relationship between the two departments.

Trustee Rasmussen also commented on Citrus College’s “Report to the Community,” saying it is a stellar publication and very well done.

Trustee Rasmussen reported on the CCLC Trustees’ Conference. She provided highlights of a session presented by the RP Group and Chaffey College on basic skills entitled, “Is the Basic Skills Initiative Working?” The session explored problems and possible solutions with regard to basic skills education. Trustee Rasmussen also commented on a report by the American Association of Community Colleges, which indicates that community colleges are at a historic crossroads.

Susan M. Keith, Vice President, Board of Trustees, commented on the CCLC conference and the basic skills session. She was reminded of the well-attended collegewide Flex Day session at Citrus College several years ago, featuring Dr. Vincent Tinto, which launched the college on several very successful initiatives. She thought a similar presentation at Citrus College on basic skills by those who presented at the CCLC conference might be beneficial.

Edward C. Ortell, Member, Board of Trustees, said it is always nice to hear good things about community colleges. This was the case at the recent candidate’s forum hosted by the Glendora Chamber of Commerce at the Citrus Valley Association of Realtors’. He said the forum featured candidates for the State Assembly and Senate who will be on the ballot in the June primary. For each office, the two candidates with the highest number of votes, regardless of party, will appear on the November ballot. There will be another candidates’ forum prior to the election in November. Trustee Ortell added that voter registration ends next week.

MINUTES

Item 1: Moved by Trustee Woods and seconded by Trustee Rasmussen to approve the regular meeting minutes of May 1, 2012. 5 Yes.

INFORMATION AND DISCUSSION

ARCC 2012 Presentation – Dr. Lan Hao, Director of Institutional Research

Dr. Hao presented the Accountability Reporting for the Community Colleges (ARCC) report. The presentation was focused on data related to Citrus College. All seven performance indicators are above peer average. Detailed data and

analysis was also presented regarding the Student Progress and Achievement Rate.

INDEPENDENT CONTRACTORS

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

FACILITIES USE

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

BUDGET – WARRANTS – FINANCIAL STATEMENT, ETC.

Item 4: Moved by Trustee Rasmussen and seconded by Trustee Keith to approve A & B Warrants for April 2012. 5 Yes.

Item 5: Moved by Trustee Rasmussen and seconded by Trustee Keith to approve purchase orders for April 2012. 5 Yes.

SURPLUS PROPERTY

Item 6: Moved by Trustee Rasmussen and seconded by Trustee Keith 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.

PERSONNEL RECOMMENDATIONS

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

BUDGET – WARRANTS – FINANCIAL STATEMENT, ETC.

Item 10: Moved by Trustee Keith and seconded by Trustee Woods to approve the Quarterly Financial Status Report for the fiscal quarter ended March 31, 2012, and the forwarding of this report to the Chancellor's Office and the Office of the Los Angeles County Superintendent of Schools. 5 Yes.

BIDS

- Item 11:** Moved by Trustee Woods and seconded by Trustee Keith to approve the award of bid #08-1112, Little Theater Project to E. Avico, Inc. of Los Angeles, California and authorize the Vice President of Finance & Administrative Services to execute the contract on behalf of the District. The bid price of \$96,558.00 is within budget and will be funded from Fund 41, Capital Projects. 5 Yes.

CHILD DEVELOPMENT CENTER

- Item 12:** Moved by Trustee Rasmussen and seconded by Trustee Woods to accept the annual report from the Child Development Center Program for 4-year old children. 5 Yes.
- Item 13:** Moved by Trustee Rasmussen and seconded by Trustee Woods to accept the annual report from the Child Development Center for 2.5 and 3-year old children. 5 Yes.

EMPLOYMENT – MANAGEMENT

- Item 14:** Moved by Trustee Keith and seconded by Trustee Rasmussen to approve the hiring of Dr. John Baker effective July 1, 2012 through August 31, 2012, as Interim Vice President of Student Services at a salary placement of \$13,923.50 monthly (plus 2.5% additional for doctorate for a total of \$14,271.59/month) plus vision and dental insurance, and prorated vacation and sick time for the duration of the contract. 5 Yes.

SALARIES

- Item 15:** Moved by Trustee Woods and seconded by Trustee Keith to approve the Short-Term Salary Schedule effective July 1, 2012. 5 Yes.

BOARD POLICIES

- Item 16:** Moved by Trustee Rasmussen and seconded by Trustee Keith to approve the second reading of Board Policy BP 4020 – Program, Curriculum, and Course Development. 5 Yes.

PROCLAMATIONS

- Item 17:** Moved by Trustee Keith and seconded by Trustee Rasmussen to honor the contributions made by the classified employees of the Citrus Community College District to the educational community and adopt a proclamation declaring the week of May 20-26, 2012, as Classified School Employees Week. 5 Yes.

CLOSED SESSION: At 5:33 p.m., Board President Montgomery 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 Faculty Association/CTA/NEA (CCFA); Citrus College Adjunct Faculty Federation, (CCAFF) Local 6352 of the American Federation of Teachers; and, California School Employees Association (CSEA) Citrus College Chapter Local 101.

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

Per Section 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Superintendent/President

RECONVENE OPEN SESSION: At 7:14 p.m., Board President Montgomery reconvened the meeting to open session with no action taken.

ADJOURNMENT: At 7:15 p.m., it was moved by Trustee Keith and seconded by Trustee Woods to adjourn the meeting.

June 19, 2012

Gary L. Woods
Clerk/Secretary
Board of Trustees