

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

November 20, 2012

The Board of Trustees of the Citrus Community College District met for the regular meeting of Tuesday, November 20, 2012, in the Center For Innovation Community Room.

Board President Montgomery called the meeting to order at 4:15 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; Carol R. Horton, Vice President of Finance and Administrative Services; Irene Malmgren, Vice President of Academic Affairs; Arvid Spor, Vice President of Student Services; Robert Sammis, Director of Human Resources; James Woolum, Academic Senate President; and Christine Link, Recording Secretary.

ADMINISTRATORS AND EMPLOYEES SIGNING THE VOLUNTARY SIGN-IN SHEET:

Management Team: Monica Christensen, Christina Garcia, Lan Hao, and Martha McDonald

Faculty: Roberta Eisel, Ken Guttman, Bruce Langford, Patricia Lawrence, Terry Milles, Laura M. Villegas, and Jim Woolum

Supervisors/Confidential: Tedd Goldstein, Marilyn Grinsdale, Ben Macias, and Eric Magallon

Classified Employees: Clarence Cernal

Adjunct Faculty: Cecil Brower and Linda Chan

Students: Nayiri Baghdassarian and David Tate

VISITORS: Jolie Elman and Tom Gerfen

BOARD OF TRUSTEES

Item 1: Moved by Trustee Rasmussen and seconded by Trustee Keith to change the order of the agenda as follows, as a result of Trustee Rasmussen's illness:

COMMENTS: MEMBERS OF THE AUDIENCE

INFORMATION/DISCUSSION: Introduction of the Student Ambassadors

CLOSED SESSION

CONSENT/ACTION ITEMS

REPORTS

INFORMATION/DISCUSSION: Veterans Grant Update & Campus Safety Report

5 Yes.

COMMENTS FROM THE AUDIENCE

Ms. Nayiri Baghdassarian, ASCC Vice President, announced that there will be an ASCC *Rock the Vote* celebration in the Campus Center Mall on Tuesday, November 27, 2012, at 11:30 a.m. The event, co-sponsored by the Citrus College Foundation, will celebrate the students who "rocked the vote" and provide an opportunity to thank everyone for their support of education.

Mr. John Fincher, CCFA President, said he has surveyed the full-time faculty on services provided by TeCS. He said 66% reported that it takes upwards of three to four days to get someone out for a service call. He said some faculty members no longer rely on TeCS to service their equipment.

Regarding the agenda item on the limitation of lifetime healthcare benefits for Board members, Mr. Fincher said this item does not affect Board members who have already retired, but only those who have not yet retired.

INFORMATION AND DISCUSSION

Introduction of Student Ambassadors – Arvid Spor, Ed.D., Vice President of Student Services

Dr. Spor introduced Dr. Martha McDonald, Dean of Students, who introduced the Student Ambassadors for the spring semester.

CLOSED SESSION: At 4:22 p.m., Board President Montgomery adjourned the meeting to closed session per the following sections of the Government Code:

Per Section 54957.6: Conference with Labor Negotiator, Robert Sammis, District Chief Negotiator - Employee Organization: Citrus College Faculty Association CTA/NEA (CCFA);

Per Section 54957.6: Conference with Labor Negotiator, Robert Sammis, District Chief Negotiator - Employee Organization: Citrus College Adjunct Faculty Federation, (CCAFF) Local 6352;

Per Section 54957.6: Conference with Labor Negotiator, Robert Sammis, District Chief Negotiator - Employee Organization: California School Employees Association (CSEA) Citrus College Chapter Local 101.

Per Section 54957.6: Conference with Designated Representatives, Warren Kinsler and Joanne Montgomery - Unrepresented Employee - Superintendent/President.

Per Section 54957: Public Employee Discipline/Dismissal/Release.

Per Section 54956.9(a) Conference with legal Counsel - Existing Litigation:

Gil Aguirre v. Citrus Community College District Board of Trustees, Case No. BS139800

RECONVENE OPEN SESSION: At 4:47 p.m., Board President Montgomery reconvened the meeting to open session with no action taken.

INDEPENDENT CONTRACTORS

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

BUDGET – WARRANTS – FINANCIAL STATEMENT, ETC.

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

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

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

INSTITUTIONAL MEMBERSHIP

Item 6: Moved by Trustee Rasmussen and seconded by Trustee Ortell to approve a \$300.00 membership to the Califa Group. 5 Yes.

CURRICULUM

Item 7: Moved by Trustee Rasmussen and seconded by Trustee Ortell to approve the modified courses. 5 Yes.

PERSONNEL RECOMMENDATIONS

- Item 8:** Moved by Trustee Rasmussen and seconded by Trustee Ortell to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees. 5 Yes.
- Item 9:** Moved by Trustee Rasmussen and seconded by Trustee Ortell to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees. 5 Yes.
- Item 10:** Moved by Trustee Rasmussen and seconded by Trustee Ortell to approve the employment of short-term, hourly, substitutes, volunteers, and professional experts. 5 Yes.

BUDGET – WARRANTS – FINANCIAL STATEMENT, ETC.

- Item 11:** Moved by Trustee Woods and seconded by Trustee Ortell to approve the Quarterly Financial Status Report for the fiscal quarter ended September 30, 2012, and authorizing the forwarding of this report to the Chancellor's Office and the Office of the Los Angeles County Superintendent of Schools. 5 Yes.
- Item 12:** Moved by Trustee Keith and seconded by Trustee Rasmussen to approve the attached budget revisions for fund 01.0 for the fiscal year 2012-2013. 5 Yes.

ACADEMIC CALENDAR

- Item 13:** Moved by Trustee Ortell and seconded by Trustee Woods to approve the revised 2013-2014 Academic Calendar. 5 Yes.

COLLECTIVE BARGAINING

- Item 14:** Moved by Trustee Keith and seconded by Trustee Woods to approve the Tentative Agreement between the Citrus Community College District and the California School Employees Association and its Citrus College Chapter 101, effective January 1, 2012, through December 31, 2014, ratified by a majority affirmative vote of the unit membership. 5 Yes.

MEMORANDUM OF UNDERSTANDING

- Item 15:** Moved by Trustee Rasmussen and seconded by Trustee Woods to approve the MOU between the Citrus Community College District and California School Employees Association, Citrus College Chapter 101 dated July 24, 2012, regarding the Child Development Center Layoff. 5 Yes.

BOARD POLICIES

- Item 16:** Moved by Trustee Woods and seconded by Trustee Ortell to approve the second reading of BP 3520 Local Law Enforcement. 5 Yes.

- Item 17:** Moved by Trustee Ortell and seconded by Trustee Woods to approve the Superintendent/President to direct staff to draft a Board Policy and Administrative Procedure regarding the use of District computer resources and support services by members of the Board of Trustees. 5 Yes.

Board President Montgomery asked that a report be prepared on what trustees have in way of technical equipment and services provided by the college. Trustee Ortell asked that the report include the total number of visits to trustees as well as any other services provided by the college.

BOARD OF TRUSTEES

- Item 18:** Moved by Trustee Keith and seconded by Trustee Rasmussen for the Citrus College Board of Trustees to limit eligibility for lifetime healthcare benefits to qualified Board of Trustee members who resign or retire by the end of their current term of office. This benefit program of lifetime medical benefits for Board of Trustee members will sunset at the beginning of the next term of office.
3 Yes (Keith/Montgomery/Rasmussen). 2 No (Ortell/Woods).
- Item 19:** Moved by Trustee Woods and seconded by Trustee to table Item 18.
2 Yes (Ortell/Woods). 3 No (Keith/Montgomery/Rasmussen)

At 4:58 p.m., Trustee Rasmussen excused herself from the meeting.

Geraldine M. Perri, Superintendent/President, began her report by thanking the ASCC leadership for their “Rock the Vote” efforts. She said the education community of the state is breathing a sigh of relief with the passage of Proposition 30. Citrus College is already planning to add more than 150 class sections for the winter and spring semesters. Dr. Perri congratulated all those who worked to get out the vote.

Dr. Perri commented on a recent report by the Campaign for College Opportunity entitled, “Meeting Compliance but Missing the Mark,” that addresses progress on SB 1440, the historic 2010 legislation intended to create a preferred pathway for California community college students to transfer to the CSU system. Dr. Perri noted the following: 18 out of 112 colleges statewide have developed between nine and 18 transfer model curriculum (TMC)-aligned associate degrees and 9 community colleges have developed only two to four associate degrees. In contrast, Fullerton College has adopted all 18 initial TMC pathways and Citrus College and Pasadena City College offer 13, making them the strongest leaders across the community college system.

Dr. Perri congratulated Dr. Eric Rabitoy, Dean of Library, Natural and Physical Sciences, on being recognized by the Duarte Education Foundation at their annual “It Takes A Village” dinner. Dr. Rabitoy was honored for his collaboration with the Duarte Unified School District to provide credit college courses for high school students at Duarte High School.

Dr. Perri said the 32nd Annual Thanksgiving Buffet was a wonderful success. She thanked Ms. Philomena O'Shea, Cafeteria Supervisor, and her staff for the delicious food and Dr. Lucinda Over, Dean of Counseling, and Dr. Rabitoy for co-chairing this annual college event.

Dr. Perri was pleased to attend the *Foster 2 Famous* dinner on November 14, 2012. This foster youth success initiative assists foster youth by connecting them with the support services and financial aid they need to achieve their goals. She said students Ms. Mikisha Deason and Mr. Matt Deason, founders of the *Foster 2 Famous Club* at Citrus College, were in attendance. Both students graduated with associate degrees in June 2012.

Dr. Perri thanked everyone who has helped our students be successful this semester, and she wished the entire college community a very Happy Holiday Season.

Irene Malmgren, Ed.D., Vice President of Academic Affairs, reported on several academic events and activities. Citrus College's Women in Engineering program hosted a successful Rocket Camp workshop on October 20, 2012. Twenty-four middle school girls built and launched Alpha rockets and heard a presentation by the Citrus Rocket Owls about NASA and their University Student Launch Initiative program. The college has received a \$1,000 grant from the California Space Grant Consortium that will enable a Citrus College team to participate in the Near Space Balloon Project at Cal Poly, Pomona.

More than 50 students attended the Citrus Business Association meeting on October 23, 2012, where they heard encouragement and advice from former Citrus College business students who now have careers in business. Mr. Robert Smolin, Business instructor, is the club's advisor.

The Automotive Technology Department will host an open house on November 28, 2012.

Dr. Malmgren said the Library will be open for 6 hours on December 8, 2012, to facilitate students preparing for finals.

Dr. Malmgren provided an update on the Bridges to Success grant. So far this semester, the Writing Café has conducted 454, 45-minute consultations; provided two "Poetry in Motion" workshops, with a poetry reading scheduled for December 7, 2012, presented a series of workshops entitled, "Secrets," presented by adjunct instructor Mr. Mick Curran; and held a UC Personal Statement workshop in which 26 students participated. There will be a Bridges to Success professional development workshop on Reading Apprenticeship in January that will provide faculty with strategies to help their students read class texts critically.

Arvid Spor, Ed.D., Vice President of Student Services, reported that he and Dr. Malmgren will be visiting the college's feeder high schools beginning next week to share

information with the principals on how their graduates have performed at Citrus College. He said this is the second year the college has done this, and he believes that it is something the principals find useful.

Robert Sammis, J.D., Director of Human Resources, thanked the Board for approving the collective bargaining agreement between the District and CSEA. Dr. Sammis congratulated CSEA for ratifying the contract and said it sets forth good balance and brings fairness into the workplace.

Carol R. Horton, Vice President of Finance and Administrative Services, spoke to the Report for the Fiscal Quarter Ended September 30, 2012, and the Budget Revision for Fund 01.0 for the fiscal year 2012-2013 that were included on the agenda for approval. She said the revisions in the adopted budget for 2012-2013 reflect changes that were made possible by the passage of Proposition 30. Susan M. Keith, Vice President, Board of Trustees, said it is important that the college uphold its promises to students regarding adding classes, now that Proposition 30 has passed.

Jim Woolum, Academic Senate President, thanked Board President Montgomery and Trustee Keith for joining the Academic Senate in honoring 23 college employee veterans during their November 14, 2012, meeting. A resolution was presented to each employee in recognition of their service to the country and the college.

Mr. Woolum expressed appreciation to the more than six million voters who voted in favor of Proposition 30. He said the courses that are being added to the winter and spring schedules will provide Citrus College students with additional opportunities to complete their educational goals.

Mr. Woolum; Ms. Lisa Villa, Counselor; and Ms. Roberta Eisel, English instructor, attended the State Academic Senate Plenary Session that took place November 8-10, 2012. Workshop topics included the Student Success Act, a continued emphasis on AA and AS degrees for transfer from the Chancellor's Office, and a timeline for colleges to submit courses in the transfer curriculum for evaluation. The issue of repeatability of courses and "families" of courses in the Fine and Performing Arts area drew intense discussion. Mr. Woolum said Ms. Eisel was a panelist during a workshop on accreditation, in her capacity as a state senate committee member. Chancellor Brice Harris spoke at the General Session. His remarks focused on student access and success.

Mr. Woolum wished everyone a happy and safe Thanksgiving Holiday.

Crescencio Calderon, Student Trustee, commented on the veterans' events at the college, and he highlighted the story of student veteran Mr. Joe Billeter. Mr. Billeter is an ASCC Senator and a United States Army veteran. He is grateful for the support he has received at Citrus College in helping him transition from the military to college life. Student Trustee Calderon read a poem by Mr. Billeter entitled, "The Call."

Edward C. Ortell, Member, Board of Trustees, congratulated the Citrus College athletic teams on a great season. He said the football team made it to a bowl game, even though they opposed some excellent teams. He also congratulated the women's soccer team on an excellent season and said the women's golf and volleyball teams had also competed very well. He added that sports develop valuable life skills, such as team building and working together to form coalitions.

Joanne Montgomery, President, Board of Trustees, reported on the many college and community events she has attended recently. She said the college is very proud of Dr. Rabitoy's recognition by the Duarte Education Foundation. She also thanked Dr. Spor for accompanying her to the tailgating event at the new Duarte Stadium. Board President Montgomery said Saluting Our Veterans is always a great celebration and a nice way to honor veterans. She also enjoyed the retirement party for Ms. Shirley Porch, Library Media Technician, which celebrated Ms. Porch's 40 years of service. Board President Montgomery concluded by saying the Thanksgiving lunch was very nice, and she wished everyone a Happy Thanksgiving.

MINUTES

Item 20: Moved by Trustee Woods and seconded by Trustee Keith to approve the regular meeting minutes of October 16, 2012, as presented.
4 Yes (Keith/Montgomery/Ortell/Woods). 1 Absent (Rasmussen).

INFORMATION AND DISCUSSION

Veterans Grant Update – Arvid Spor, Ed.D., Vice President of Student Services

Dr. McDonald and Ms. Monica Christensen, Project Director, provided an update on the Operation Veteran Education and Transitional Services (Operation VETS) grant, including a video made for the Chancellor's Office and a PowerPoint on the progress and success of the grant.

Campus Safety Report – Arvid Spor, Ed.D., Vice President of Student Services

The annual Campus Safety Report was presented for information only.

ADJOURNMENT: At 5:46 p.m., it was moved by Trustee Keith and seconded by Trustee Woods to adjourn the meeting.

December 4, 2012

Date

Clerk/Secretary
Board of Trustees