

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

March 20, 2012

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

Board President Montgomery called the meeting to order at 4:15 p.m. Student Trustee Camacho 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 Nohemi Camacho (Student Trustee).
Absent: None.

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; Irene Malmgren, Vice President of Academic Affairs; Robert Sammis, Director of Human Resources and Chief Negotiator; Nickawanna Shaw, Academic Senate President; Steve Handy, CSEA 2nd Vice President; and Christine Link, Recording Secretary.

ADMINISTRATORS AND EMPLOYEES SIGNING THE VOLUNTARY SIGN-IN SHEET:

Management Team: Paula Green, Lan Hao, and Lucinda Over

Faculty: Roberta Eisel and Bruce Langford

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

Classified Employees: Clarence Cernal and Steve Handy

Adjunct Faculty: Cecil Brower and Bill Zeman

Students: Walter Galvez and Chia-Chen Heu

VISITORS: Gabriel Juan and Tyree Vance

COMMENTS FROM THE AUDIENCE

Bruce Langford, CCFA Chief Negotiator, thanked the Board, Dr. Perri, and Dr. Sammis for the collegial negotiating process. Mr. Langford said it is a very good contract, and it has been ratified by the faculty. He expressed his appreciation for the team spirit that

exists at Citrus College. Board President Montgomery thanked Mr. Langford and Dr. Sammis for their fine leadership.

Bill Zeman, CCAFF President, provided a semi-annual update on the adjunct faculty. He said adjunct faculty are aware of the impending cuts. He thanked the District for contract language that spells out a process for rehire, which adjuncts are finding helpful. Mr. Zeman thanked Dr. Eric Rabitoy, Dean of Physical and Natural Sciences, and his staff for the Spring Orientation event for adjuncts. Mr. Zeman also commented on the significant work that was done to qualify the CTF tax initiative for the ballot. Board President Montgomery thanked him for his work on the initiative. Trustee Keith said it would be beneficial for the California Community College system to quickly begin a campaign for passage of the new tax initiative (something like CSU is doing). She referred to flyers produced by the CSU system that outlined the potential impact on their system in the event the Governor's initiative fails.

Geraldine M. Perri, Ph.D., Superintendent/President, reported that it has been another victorious season for Citrus College's men's basketball. She congratulated the team members who were present at the meeting, and she thanked them for a successful and exciting year. Dr. Perri introduced Ms. Jody Wise, Dean of Kinesiology, Health and Athletics, who introduced Coach Chris Victor. Coach Victor was named the State Men's Basketball Coach of the Year by CCCAA. Coach Victor introduced the players in attendance, and he thanked the Board of Trustees, Dr. Perri, and the faculty and staff for their support throughout the season.

Dr. Perri said she had the opportunity to film a public service announcement (PSA) for the college at KGEM Cable TV in Monrovia, along with Student Ambassadors Ms. Kourtney Williams and Mr. Crescencio Calderon. She said the students did an excellent job, and she is looking forward to the debut of the PSA. She thanked Ms. Paula Green, Director of Communications, and Mr. Clarence Cernal, Administrative Assistant, for assisting during the filming.

As Citrus College focuses on student success and preparing students for transfer, Dr. Perri said the college has received notice of impending budget reductions by the CSU system. She said this will undoubtedly make it even more difficult for Citrus College students to transfer. CSU has announced that it will likely eliminate most of its spring 2013 enrollment across 23 campuses, with only 8 campuses accepting transfer students. Locally, those remaining open include CSU Fullerton; CSU Los Angeles; and CSU San Bernardino. Cal Poly Pomona is not on the list of those campuses remaining open for spring 2013, and that will have a major impact on Citrus College students. If the November tax initiative fails, CSU will be cut an additional \$200 million and anticipates reducing enrollment by 20,000 – 25,000 students.

Dr. Perri said the Governor has reached an agreement with the backers of the "Millionaire's Tax" to unite behind one tax initiative in November. The purpose of the compromise is to reduce competition and increase the chances for voter approval. The new merged initiative is designed to balance the state budget and prevent further cuts

to education. The Chancellor's Office has advised community college districts to budget cautiously for 2012-2013, as midyear trigger reductions are likely if the ballot fails in November.

Dr. Perri said the Community College League of California (CCLC) has taken an "oppose" position on SB 1560 (Anderson). This bill is a reintroduction of the original version of SB 1143 (Liu), from 2010. It proposes to withhold half of the funding for a student's enrollment until the student completes the class.

Irene Malmgren, Ed.D., Vice President of Academic Affairs, reported that the Citrus College Digital History Art Gallery Reception experienced a good turnout and went very well. She commended the Library staff for their excellent work.

Dr. Malmgren said, thanks to Ms. Suzanne Martinez, HSI Grant Project Coordinator, and Basic Skills Funding, the library is coordinating with ESL 101 and ENG 99 courses to implement an interactive library scavenger hunt using handheld devices. The project will be piloted in fall 2012.

Regarding Bridges to Success, the college piloted College Survival 101 this spring in the Writing Café. There were four workshops: Envisioning Your Future; Using Your Senses to Learn; Active Reading; and Organizing Your Time. More than 160 students participated.

Dr. Malmgren said Race to STEM has now registered 35 students in the STEM Academy. A new STEM Academy poster features a bar code where students can hold up their smart phones and it takes them directly to the online application.

John Baker, Ed.D., Interim Vice President of Student Services, reported that the Leadership Academy held its kickoff event on March 15, 2012. More than 50 students and 10 staff attended. Dr. Baker said the program is the outcome of several semesters of collaboration with Azusa Pacific University's College Counseling and Student Development program, the Office of Student Life and Leadership, and an advisory committee comprised of Citrus College staff and community members. Each of the workshops in the academy have stated learning outcomes and methods of evaluation. He gave special thanks to the advisory committee: Dr. Kathy Bakhit, Economics instructor; Dr. Timothy Durfield, Business instructor; Dr. Rhoda James, Business instructor; and Ms. Marti De Young, Career/Technical Education Programs Supervisor.

Dr. Baker said the Transfer Task Force will meet to discuss CSU's announcement regarding the elimination of spring 2013 enrollment at some campuses. He added that Citrus College needs to involve Pomona College (Cal Poly) in articulation and transfer.

The Counseling Department has begun classroom visits for students enrolled in College Success/Basic Skills. They plan to visit 62 classrooms. Students will receive information about college services that will help them succeed.

Dr. Baker was pleased to announce that the Owl Bookshop nearly doubled the number of Pell Grant students it served this year, thanks to cooperation between the Bookstore, Financial Aid, Finance and Administrative Services, and TeCS. He added that the new method of service greatly benefits students.

Robert Sammis, J.D., Director of Human Resources, reported that the training workshops for managers and supervisors will return this spring. The workshops will include: a review of all of the new Human Resources Board Policies and Administrative Procedures; effective techniques for evaluating classified employees; and changes in the faculty contract.

Carol R. Horton, Vice President of Finance and Administrative Services, reported on details of the new tax initiative compromise. She said the compromise tax initiative structure is substantially similar to Governor Brown's initiative; however the sales and income tax factors have changed. The Legislative Analyst's Office estimates that it will bring the state \$6.8 billion to \$9 billion in 2012-2013, while the Department of Finance estimates it will bring in about \$9 billion. Mrs. Horton said the initiative is already on the streets for signature gathering. With regard to the potential for voter support, currently there are no polling numbers available.

Nickawanna Shaw, Academic Senate President, announced the topics that will be under discussion during the Academic Senate for California Community Colleges Area C plenary session, which will take place at Citrus College on March 31, 2012. She invited comments on the topics from the members of the Board.

Nohemi Camacho, Student Trustee, reported on ASCC activities. ASCC will hold a Caesar Chavez Blood Drive on March 28 and 29, 2012. The event is being planned by Student Trustee-Elect Crescencio Calderon and ASCC volunteers. On March 22, 2012, ASCC will present *Talkin' Bout My Generation*, a theatrical production that addresses issues faced by today's young Americans.

Patricia Rasmussen, Member, Board of Trustees, commended Mr. Robert Slack, Dean of Fine and Performing Arts, and Mr. Alan Waddington, Instructional Lab Technician III, for the very entertaining 9th Annual Battle of the Big Bands. She said it was an exciting performance with good camaraderie between Citrus College and Azusa Pacific University. Trustee Rasmussen also commended Mr. Mike Hillman, Fine Arts instructor, for helping to coordinate the "Souper Supper Benefit," which benefited the needy in Glendora. Citrus College students crafted bowls, which were purchased by members of the community. Local restaurants donated the soup.

Joanne Montgomery, President, Board of Trustees, commented on the 9th Annual Battle of the Big Bands. She enjoyed the new format, and she said Mr. Bruce Langford, Music instructor, did a great job as emcee.

Susan M. Keith, Vice President, Board of Trustees, said she recently attended a California School Boards Association regional meeting of K-12 school districts. At the

meeting, a principal, a teacher, and a student spoke to them about the impact of the cuts to education. The student's comments addressed her biggest concern, which was not being able to get the classes she would need at the community college level to finish in two years and transfer to a four-year college or university. Trustee Keith found the student's comments very interesting, as she was addressing a K-12 group and could have spoken on any topic related to cuts to education. Trustee Keith said Representative Anthony Portantino warned of changes in terminology being implemented by leaders in Sacramento. An example of this would be to use the word "shortfall" rather than "cuts," when talking about reductions in funding.

Edward C. Ortell, Member, Board of Trustees, commented on the retirement of Chancellor Jack Scott. He said the Chancellor has been a frequent visitor and friend to Citrus College over the years, and he endorsed the college's Measure G campaign while he was a state senator. Trustee Ortell suggested that the college send Chancellor Scott a letter of congratulations on his retirement.

MINUTES

Item 1: Moved by Trustee Rasmussen and seconded by Trustee Keith to approve the regular meeting minutes of March 6, 2012, as submitted. 5 Yes.

INFORMATION AND DISCUSSION

Accreditation Update – Irene Malmgren, Ed.D., Vice President of Academic Affairs and Accreditation Co-Chair; and Robert Eisel, Accreditation Co-Chair

Dr. Malmgren and Ms. Eisel provided an update to the Board on completion of the accreditation midterm report, including the process and the major findings. Attached to the minutes are the handouts provided at the meeting.

Administrative Procedure Revisions – Geraldine M. Perri, Ph.D., Superintendent/President

The Board Sub-Committee of Board President Montgomery and Trustee Keith met on January 18, 2012, to conduct a review of Board Policies and Administrative Procedures in the 2000 series. Following that review, the entire Board participated in discussions regarding the revisions at their work session held during the regularly scheduled Board meeting of February 7, 2012.

The following Administrative Procedures were reviewed at the meeting: AP 2710 – Conflict of Interest, and AP 2712 – Conflict of Interest Code. It was noted that the APs were submitted to the Steering Committee, for information only, on March 12, 2012

INDEPENDENT CONTRACTORS

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

FACILITY USE

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

BUDGET – WARRANTS – FINANCIAL STATEMENT, ETC.

- Item 4:** Moved by Trustee Woods and seconded by Trustee Rasmussen to approve A & B Warrants for February 2012. 5 Yes.
- Item 5:** Moved by Trustee Woods and seconded by Trustee Rasmussen to approve purchase orders for February 2012. 5 Yes.

PERSONNEL RECOMMENDATIONS

- Item 6:** Moved by Trustee Woods 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 7:** Moved by Trustee Woods 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 8:** Moved by Trustee Woods and seconded by Trustee Rasmussen to approve the employment of short-term, non-academic employees and substitutes. 5 Yes.

BOARD POLICIES

- Item 9:** Moved by Trustee Keith and seconded by Trustee Woods to approve the first reading of the following Board Policies: BP 2210 – Officers; BP 2220 – Committees of the Board; BP 2355 – Public Meeting Decorum; and BP 2430 – Delegation of Authority to Superintendent/President. 5 Yes.

BOARD OF TRUSTEES

- Item 10:** Moved by Trustee Rasmussen and seconded by Trustee Keith to accept nominations from the Board of Trustees and approve their vote for candidates for election to the California Community College Trustees Board of Directors of the Community College League of California. 5 Yes.

CLOSED SESSION: At 5:35 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

RECONVENE OPEN SESSION: At 6:47 p.m., Board President Montgomery reconvened the meeting to open session with no action taken.

ADJOURNMENT: At 6:48 p.m., it was moved by Trustee Keith and seconded by Trustee Rasmussen to adjourn the meeting.

April 3, 2012

Date

Gary L. Woods
Clerk/Secretary
Board of Trustees