

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

January 17, 2012

The Board of Trustees of the Citrus Community College District met for the regular meeting on Tuesday, January 17, 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 Finance and Administrative Services; Robert Sammis, Director of Human Resources and Chief Negotiator; Steve Siegel, CSEA President; and Christine Link, Recording Secretary.

ADMINISTRATORS AND EMPLOYEES SIGNING THE VOLUNTARY SIGN-IN SHEET:

Management Team: Lan Hao, Martha McDonald, and Linda Welz

Faculty: None

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

Classified Employees: None

Adjunct Faculty: None

Students: Walter Galvez and David Tate

VISITORS: Cecil Brower

Geraldine M. Perri, Ph.D., Superintendent/President, said she hoped everyone had a wonderful holiday season, and she welcomed the college community back to a new year.

Dr. Perri introduced Mr. Tedd Goldstein, Student Employment Services Supervisor, who, along with Ms. Carol Cone, Budget Supervisor and Supervisor/Confidential Team President, presented the Student Worker of the Semester for fall 2011. The recipient was Mr. Nelson Hua, who works in the Bookstore. Board President Montgomery congratulated Mr. Hua, saying the college appreciates his efforts.

The winter session is underway, and Dr. Perri said the campus has been very active with new and returning students. Enrollment is at capacity and Student Services has been busy assisting students.

On Tuesday, January 10, 2012, Dr. Perri and Mrs. Carol R. Horton, Vice President of Finance and Administrative Services, attended the Board of Governors (BOG) regularly scheduled meeting in Sacramento. Dr. Perri, assisted by Mrs. Horton, presented Citrus College's template for sustainability to the BOG. The presentation was well received, and the BOG complimented Citrus College on being leaders in sustainability. The template will eventually serve as the statewide model for sustainability for California's community colleges. Dr. Perri thanked Mrs. Horton and her team for their efforts in developing the template.

Dr. Perri reported that on January 9, 2012, the BOG took action to support the Student Success Task Force Recommendations. Dr. Irene Malmgren, Vice President of Academic Affairs, and Dr. John Baker, Interim Vice President of Student Services, are chairing a college workgroup with the Academic Senate to discuss the implications for Citrus College, including possible measures to align the college with the recommendations. Dr. Perri said the Vice Chancellor of Government Relations is proposing some legislation to implement the recommendations.

Dr. Perri was pleased to announce that the Citrus College Foundation received a \$50,000 donation from Mr. Anthony La Fetra for the La Fetra Memorial Scholarship Fund. Dr. Perri said the college is very gratified by this generous donation.

On January 13, 2012, all Emergency Operations Center officers participated in the "annual planning exercise" as part of the college's ongoing efforts to ensure the safety of the college community. Dr. Perri added that there will be an Emergency Operations Center simulation in the spring.

Dr. Perri is looking forward to joining members of the Board for the annual Community College League of California Legislative Conference (CCLC) in Sacramento later in the month. They are planning to meet with state legislators and advocate on behalf of community colleges.

Irene Malmgren, Ed.D., Vice President of Academic Affairs, reported on several noteworthy events that took place in December. Twenty-five Child Development Center (CDC) families were adopted by the Citrus College family for the Holiday Giving Program. The gesture was met with a great deal of gratitude from the families. The CDC team thanked the Board for their support.

Two of our former students, Mr. Anthony Logerfo and Mr. Corey McCormick, performed on the Jimmy Kimmel Show.

In addition, about 40 students from Gladstone High School came to Citrus College on a Saturday morning to participate in a DNA lab.

Dr. Malmgren also reported that Women in Mathematics took a field trip earlier this month to visit the University of California at Irvine. They especially enjoyed the Department of Engineering and the Dana Point Ocean Institute.

John Baker, Ed.D., Interim Vice President of Student Services, announced that the college has a new registrar, Ms. Kristina Spalding. Ms. Spalding comes to Citrus College from Chaffey College, where she held various positions in Admissions and Records. She received her bachelor's degree in legal studies from Kaplan University and her master's degree in human behavior from National University. Ms. Spalding plans to pursue a doctorate in higher education with an emphasis on student success from Azusa Pacific University.

Dr. Baker said he and Dr. Malmgren are planning to meet this spring with the principals of the six feeder high schools in the district.

Robert Sammis, J.D., Director of Human Resources, reported that this month his department will have an outside speaker present on disabled students and student rights. Dr. Sammis also said that training for managers and supervisors will resume this spring. Topics include employee evaluation, the new APs, and issues of attendance.

Carol R. Horton, Vice President of Finance and Administrative Services, provided highlights of the Governor's proposed budget for 2012-2013. The Governor identified an initial deficit of \$9.2 billion, which he proposes to close through deep programmatic cuts and a temporary revenue increase that would need to be approved by voters. If the tax initiative fails, community colleges would be subject to midyear trigger cuts of up to \$482.3 million. Other highlights include augmentation of base funding by \$218.3 million to buy down deferrals from previous years. There is no new funding proposed for growth, COLA, or restoration of categorical programs that were reduced in 2009-2010. The Governor proposes to provide annual funding increases of at least 4% to CCCs, CSUs, and UCs for years 2013-2014 through 2015-2016, contingent upon voter approval of the tax initiative in November 2012.

Steve Siegel, CSEA President, announced the names of the new CSEA executive board members for 2012. They are: Mr. Siegel, President; Mr. Mike Ramos, First Vice President; Mr. Steve Handy, Second Vice President; Ms. Olivia Canales, Secretary; Mr. Robert Coutts, Public Relations Officer; Mr. Anthony Deck, Political Action Officer; and Ms. Cathy Napoli, Past President. Mr. Siegel said CSEA is looking forward to a great year.

Nickawanna Shaw, Academic Senate President, was not at the meeting but provided the attached written report.

Nohemi Camacho, Student Trustee, said ASCC held their first meeting of the year and have begun to plan spring activities. ASCC will hold a blood drive on January 24-25, 2012. All of the units of blood collected will go to the Huntington Hospital. Student Trustee Camacho added that she is looking forward to attending the CCLC Legislative Conference.

Edward C. Ortell, Member, Board of Trustees, commented on the recent success of Citrus College's women's basketball team against College of the Canyons. He said our men's basketball team also prevailed, and he congratulated them and thanked them for exciting games.

Board President Montgomery said she also attended the basketball games and she added her congratulations, saying the Owls have another championship team this year.

Patricia Rasmussen, Member, Board of Trustees, attended a reception coordinated by Ms. Lucia Riderer, Physics instructor, for the Women in Engineering Grant. She said it is exciting to hear about career opportunities for women in engineering. During the reception, Trustee Rasmussen enjoyed hearing about the Citrus GraviTeam's trip to NASA. She thanked Ms. Riderer for her leadership.

Susan M. Keith, Vice President, Board of Trustees, also enjoyed attending the Women in Engineering Grant reception. Trustee Keith also commented on a *Clarion* article by news editor Daniel Hernandez entitled, "The Silent Heroes: finding the hero within." The article depicts the life struggles of Citrus College instructors who have found their voices and now use those voices to help guide students toward life and career goals. Trustee Keith thanked Mr. Hernandez for his well written article.

MINUTES

Item 1: Moved by Trustee Rasmussen and seconded by Trustee Woods to approve the December 6, 2011, Board meeting minutes as submitted.

5 Yes.

HEARINGS

Board President Montgomery opened a public hearing at 4:46 p.m. for the purpose of hearing public viewpoints regarding the Energy Service Contract to upgrade lighting controls, ballasts, motion sensors and control panels in five lecture halls in the Lecture Hall and Physical Science buildings.

Hearing no comments, Board President Montgomery closed the hearing at 4:46 p.m.

INFORMATION AND DISCUSSION

REVISION – AP 6340 – Bids and Contracts – Carol R. Horton, Vice President of Finance and Administrative Services

REVISION – AP 7503 – Leaves: Classified Administrator/Manager and Supervisor/Confidential – Robert Sammis, J.D., Director of Human Resources

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.

FACILITIES 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 November and December 2011. 5 Yes.

Item 5: Moved by Trustee Woods and seconded by Trustee Rasmussen to approve purchase orders for November and December 2011. 5 Yes.

BIDS

Item 6: Moved by Trustee Woods and seconded by Trustee Rasmussen to adopt the new bid threshold of \$81,000 effective January 1, 2012, for the procurement of equipment, materials, supplies, non-construction services, and maintenance repairs. 5 Yes.

SURPLUS PROPERTY

Item 7: Moved by Trustee Woods and seconded by Trustee Rasmussen 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.

CONSTRUCTION – CAPITAL

Item 8: Moved by Trustee Woods and seconded by Trustee Rasmussen to approve Change Order #1 in the amount of \$2,125 for Project #05-1112, Campus Center Flooring Asbestos Abatement. 5 Yes.

Item 9: Moved by Trustee Woods and seconded by Trustee Rasmussen to approve Change Order Number Two in the amount of \$22,617.43 and add four days to the time for completion for project number 03-0910, Restroom Building East Campus. 5 Yes.

FIELD TRIPS

- Item 9:** Moved by Trustee Woods and seconded by Trustee Rasmussen to approve a field trip for thirty-one (31) students and two (2) faculty to compete at the Kennedy Center American College Theatre Festival held in Ogden, Utah on February 5, 2012 through February 12, 2012. 5 Yes.

AGREEMENTS

- Item 10:** Moved by Trustee Woods and seconded by Trustee Rasmussen to approve the Subaward Agreement Number S-5261-CITRUS between CSU Fullerton Auxiliary Services Corporation and Citrus College, which runs from October 1, 2011 through September 30, 2016. 5 Yes.

PERSONNEL RECOMMENDATIONS

- Item 11:** 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 12:** 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 13:** Moved by Trustee Woods and seconded by Trustee Rasmussen to approve the employment of short-term, non-academic employees and substitutes. 5 Yes.

TUITION

- Item 15:** Moved by Trustee Keith and seconded by Trustee Woods to approve Resolution #2011-12-05 adopting a non-resident tuition fee of \$179.00 per semester unit, plus a \$38.00 capital outlay surcharge, effective for the 2012-2013 fiscal year (commencing with the summer term, 2012). 5 Yes.

CONSTRUCTION – CAPITAL PROJECTS

- Item 16:** Moved by Trustee Ortell and seconded by Trustee Woods to accept Project #05-1112, Campus Center Flooring Asbestos Abatement as complete and authorize staff to file the required Notice of Completion with the County of Los Angeles. The final contract amount is \$30,925. 5 Yes.
- Item 17:** Moved by Trustee Keith and seconded by Trustee Ortell to approve the award of a contract for project #06-1112, Energy Service Contract, Lecture Halls to upgrade lighting controls, ballasts, motion sensors and control panels in five lecture halls in the Lecture Hall and Physical Science buildings to O' Bryant Electric, Inc. of Chatsworth, California in the amount of \$48,988.00, and authorize the Vice President of Finance & Administrative Services to execute the contract on behalf of the District. The project will be funded by Fund 41, Capital Projects. 5 Yes.

RESOLUTIONS

- Item 18:** Moved by Trustee Rasmussen and seconded by Trustee Ortell to approve Resolution #2011-12-06 to submit required documentation to the state to allow the Child Development Center to receive full reimbursement for December 1, 2011. 5 Yes.

BOARD POLICIES

- Item 19:** Moved by Trustee Ortell and seconded by Trustee Rasmussen to approve the second reading of Board Policy BP 5205 Student Accident Insurance. 5 Yes.

- Item 20:** Moved by Trustee Rasmussen and seconded by Trustee Woods to approve the first read of the following Board Policies: BP 7112 – Resignations and Retirements; BP 7200 – Classification of Academic Employees; BP 7201 – Recruitment and Selection: Full-Time Faculty; BP 7202 – Recruitment and Selection: Adjunct Faculty; BP 7204 – Evaluation: Adjunct Faculty; BP 7206 – Faculty Exchange; BP 7207 – Minimum Qualifications and Equivalency; BP 7208 – Tutoring; BP 7301 – Recruitment and Selection: Classified Staff; BP 7302 – Short-Term and Substitute Employees; BP 7303 – Professional Experts; BP 7304 – Student Employment; BP 7401 – Recruitment and Selection: Academic Administrators; BP 7402 – Evaluation: Academic Administrators; BP 7403 – Leaves: Academic Administrators; BP 7404 – Vacation: Academic Administrators; BP 7405 – Holidays: Academic Administrators; BP 7406 – Sabbatical Leave: Academic Administrators; BP 7407 – Salary Guide: Academic Administrators; BP 7408 – Retreat Rights: Academic Administrators; BP 7502 – Evaluation: Classified Administrator/Manager; BP 7505 – Holidays: Classified Manager, Supervisor/Confidential Employees; and BP 7509 – Discipline: Classified Administrator/Manager and Supervisor/Confidential. 5 Yes.

CLOSED SESSION: At 4:56 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 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 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

Consideration of expulsion of student #AXXXXXX15, pursuant to Education Code Section 72122 and District Administrative Procedure AP-5520 Student Discipline Procedures

RECONVENE OPEN SESSION: At 5:52 p.m., Board President Montgomery reconvened the meeting to closed session with the following action taken:

STUDENT – EXPULSION – SUSPENSION – DISCIPLINE

Item 21: Moved by Trustee Woods and seconded by Trustee Keith, per Section 72122 of Education Code and Administrative Procedure 5520, the members of the Governing Board upheld the expulsion of Student #XXXXXX15. 5 Yes.

ADJOURNMENT: At 5:53 p.m., it was moved by Trustee Rasmussen and Trustee Woods to adjourn the meeting.

February 7, 2012

Date

Gary L. Woods
Clerk/Secretary
Board of Trustees

For the supplemental documents as presented in this meeting, go to:

<http://www.citruscollege.edu/admin/bot/Documents/Forms/AllItems.aspx?RootFolder=%2fadmin%2fbot%2fDocuments%2fBoard%20Meeting%20Agendas%2f2012%20Agendas&FolderCTID=&View=%7b050DCDF2%2d17CF%2d470A%2d9886%2dF9719260DBC6%7d>