

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

February 5, 2013

The Board of Trustees of the Citrus Community College District met for the regular meeting of Tuesday, February 5, 2013, in the Center for Innovation Community Room.

Board President Keith 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. Absent: None.

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; Robert Sammis, Director of Human Resources; Arvid Spor, Vice President of Student Services; James Woolum, Academic Senate President; Robert Coutts, CSEA President; and Christine Link, Recording Secretary.

ADMINISTRATORS AND EMPLOYEES SIGNING THE VOLUNTARY SIGN-IN SHEET:

Management Team: Christina Garcia, Gerald Sequeira, and Linda Welz

Faculty: Jim Woolum

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

Classified Employees: Clarence Cernal, Karen Giles, and Kai Wattree-Jackson

Adjunct Faculty: Cecil Brower

Students: None

VISITORS: Bernard D. Bollinger, Jr., Laura Bollinger, Tom Gerfen, Ariane Lehew, Sharon Lewis, and Ed Richardson

INFORMATION AND DISCUSSION

Above and Beyond Classified Development (ABCD) Award – Geraldine M. Perri, Ph.D., Superintendent/President

Dr. Perri introduced a new classified employee award, the “Above and Beyond – Classified Development” (ABCD) Award. The ABCD Award provides the college with the opportunity to honor outstanding classified employees. The Classified Staff Development Committee, under the leadership of their chair, Ms. Tina Crosby, Facilities Operations Assistant, and their coordinator, Dr. Eric Rabitoy, Dean of Natural and Physical Sciences and Library, developed the criteria and process for the award. The award will be presented on a quarterly basis at Board of Trustees meetings.

Dr. Perri presented the award to the first recipient, Ms. Karen Praeger, Library Reference Technician. Ms. Praeger has worked at Citrus College since 1999. She is active in her profession and is the college’s representative to the Inland Empire Academic Library Cooperative. She is a team player and has established a welcoming culture for students who use the Reference Desk. Board President Keith presented the award to Ms. Praeger and said she is a great resource for all students, faculty and staff and we are fortunate to have her as part of the college community. Mr. Coutts congratulated Ms. Praeger on behalf of CSEA and said CSEA will add to the honor by making a \$25 donation to the Citrus College Foundation for student scholarships in the name of each honoree.

Measure G Citizens’ Oversight Committee Annual Report – Carol R. Horton, Vice President of Finance and Administrative Services

Mr. Bernard D. Bollinger, Jr., Chair of the Measure G Citizens’ Oversight Committee, presented the committee’s annual report for the fiscal year ending June 30, 2012. Mr. Bollinger commented that Citrus College has a good reputation within the community and he commended Dr. Perri. He is pleased to serve as chair of the committee, whose task it is to monitor the expenditure of Measure G funds.

Geraldine M. Perri, Ph.D., Superintendent/President, reported on the Community College League of California Legislative Conference and the SanFACC meetings that recently took place in Sacramento. Dr. Perri said Trustee Rasmussen, Trustee Montgomery, Student Trustee Calderon, and Ms. Marilyn Grinsdale, Protocol and Government Relations Officer, attended the conference and participated in the meetings. The SanFACC delegation met with seven legislators and/or staff representatives. Dr. Perri was pleased to report that the legislators were very receptive and asked questions to gain insight into SanFACC concerns. She said Student Trustee Calderon did an excellent job of telling legislators about the transformational impact Citrus College has made on his life. Dr. Perri said it was a worthwhile effort, and Citrus College will be monitoring developments on the 2013-2014 state budget.

Dr. Perri reported that on January 26, 2013, the college recognized a record 89 student athletes as "Scholar-Ballers," students who have earned a GPA of 3.0 or higher during the fall 2012 semester. Forty-four of the student athletes were also named Western State Conference Scholar Athletes for maintaining a GPA of 3.0 or higher during their sport season. In addition, for the first time the Scholar-Ballers recognized 17 Citrus College instructors who were instrumental in helping them achieve academic success. Dr. Perri thanked Board President Keith, Trustee Montgomery, and Trustee Ortell for their attendance. She also congratulated Ms. Jody Wise, Dean of Kinesiology and Athletics, and Citrus College's fine faculty and staff for their efforts to propel the Scholar-Ballers to success.

As the college gears up for the spring semester, Dr. Perri said plans have been finalized for this year's FLEX Day on February 19, 2013. She said the program includes nine interactive workshops and a keynote address by author and international speaker Andy Master.

Irene Malmgren, Ed.D, Vice President of Academic Affairs, read an e-mail from a former student to Mr. Brian Waddington, History instructor. The student is now at UCLA and has applied to the Educator's For Tomorrow research program. She credits her research experiences in Phi Theta Kappa at Citrus College in helping her to be selected to the program.

Regarding Bridges to Success, 28 participants engaged in the Reading Apprenticeship workshop on January 29, 2013, where strategies were discussed for helping students engage with reading across the disciplines. In addition, the College Success program added Supplemental Instruction to all sections of Math 20, and in spring 2013 Supplemental Instruction will be added to additional sections of English 99.

Dr. Malmgren provided an update on STEM. Several faculty members will attend the Academic Senate for California Community Colleges (ASCCC) conference in February that is focused on the needs of STEM students. Fliers and applications for the Summer Research Experience (SRE) have been distributed. STEM counselors will make class visits to speak with students, and workshops have been scheduled. The college has three new peer mentors from CSUF, one of which is a former Citrus College student who transferred to CSUF under the (STEM)2 grant this semester.

Dr. Malmgren reported that several Citrus College faculty members participated in the 7-8th grade science fair at St Louis De Merillac Parish School in Covina. The collaboration is a result of Dr. Rabitoy working with the lead science instructor at the school to organize the event. Physical and Natural Sciences instructors Dr. Dana Hester, Dr. Christine Goedhard, and Dr. Barbara Juncosa served as judges.

Arvid Spor, Vice President of Student Services, provided an update on several Student Services activities and events. The implementation of DegreeWorks is moving forward. Ms. Linda Welz, Chief Information Services Officer, and her team have been

working with the counseling faculty; Dr. Lucinda Over, Dean of Counseling; and Dr. Gerald Sequeira, Dean of Admissions and Records. The intent is to pilot DegreeWorks with counselors this summer and then roll it out to students in the fall. Counselors are also working with Admissions and Records to confirm graduation checks for over 200 students to ensure that they are on target to receive an AA-T or AS-T degree.

The annual High School Counselor Breakfast will be held on March 7, 2013. The main focus this year will be to provide information on how the Student Success Act of 2012 will affect incoming students. Dr. Spor said the counseling faculty are fulfilling one of the Strategic Planning goals at FLEX Day by presenting a workshop on how the Student Success Task Force recommendations will change the way the college serves students.

The Office of Student Life recently received a plaque recognizing Citrus College as placing 15th out of 255 colleges and universities that participated in the 2012 Cesar Chavez blood drive. Dr. Spor credited the leadership of Student Trustee Calderon and said Student Trustee Calderon and his team are already planning the 2013 Cesar Chavez blood drive in March.

James Woolum, Academic Senate President, commented on the positive image the college enjoys in the community. He reviewed some recent college successes, which he hopes will continue to resonate in the community in the spring. He thanked Ms. Paula Green, Director of Communications, and her staff for providing copies of the recently-published *Citrus Magazine* to all Citrus College faculty members. He believes faculty members will be impressed by the quality of the magazine and the depth of reporting.

Robert Coutts, CSEA President, said CSEA has installed their new executive board. He introduced First Vice President Ms. Kai Wattree-Jackson, Human Resources Technician II, and Secretary Ms. Karen Giles, Job Placement Technician II, who were in attendance at the meeting. He said the new executive board will be taking officer skills training. CSEA hopes to get more members on college committees. Mr. Coutts also thanked Dr. Perri for inviting the CSEA Executive Board to an orientation meeting with the Superintendent/President's Cabinet.

Crescencio Calderon, Student Trustee, presented a Citrus College student success story. The successful student came to the United States with no knowledge of English, and as a result he had struggled in high school. He is now at Citrus College and has mastered English and is earning high grades. He has started a club at Citrus College to bring students together who want to give back to the community.

Student Trustee Calderon thanked the Board for the opportunity to go to Sacramento. He had a positive experience providing the student perspective to legislators, along with students from Pasadena City College and Rio Hondo College.

Joanne Montgomery, Clerk/Secretary, Board of Trustees, said the CCLC conference was a positive one, and the Citrus College delegation got a lot

accomplished. She valued the time Senator Carol Liu set aside to have dinner with Citrus College representatives. Trustee Montgomery said Senator Liu is a champion for community colleges.

Trustee Montgomery also thanked Ms. Wise for celebrating the Scholar-Ballers at the January 26, 2013, basketball game. She said Ms. Wise and her staff cooked hamburgers for the entire crowd. To top off the event, the Owls won their games.

Trustee Montgomery thanked Ms. Christina Garcia, Director of Development and Alumni Relations, for attending the Monrovia Chamber of Commerce Installation Dinner and the Monrovia State of the City event.

Patricia Rasmussen, Vice President, Board of Trustees, commented that the Scholar-Baller event is a wonderful recognition for student athletes. She added that four men's basketball team members have already signed with four-year universities.

Trustee Rasmussen reported on the CCLC Legislative Conference and SanFACC meetings. She said an overall theme of the conference was "things are improving but community colleges are not out of the woods yet." Conference topics included online education, adult education, the use of Proposition 39 funds, the deferral payback, the proposed 90-unit cap, changing the census date, workforce development, lowering the 55 percent threshold to pass a parcel tax, a statewide facilities bond for 2014, and many others. Trustee Rasmussen thanked Dr. Perri for doing a great job of chairing the SanFACC meeting. Updates were provided on the SanFACC Mentor Program, the SanFACC website and the possibility of inviting Chancellor Harris to meet with SanFACC, among others.

Edward C. Ortell, Member, Board of Trustees, said the Scholar-Baller recognition at the basketball game was very inspiring. He attributed the growing number of Scholar-Ballers to the emphasis that is placed on academics at Citrus College, as evidenced by the Athletics Study Center that is set aside for study in the department and is visible under the bleachers. The room has photos of the last four years of Scholar-Ballers. Trustee Ortell also congratulated the baseball team for winning their first two games of the season.

Susan M. Keith, President, Board of Trustees, said she has been invited by Ms. Linda Wah, Pasadena City College Board Member, to participate in the planning of activities to promote collaboration with our K-12 colleagues.

Board President Keith agreed with her fellow board members that the celebration of the Scholar-Ballers was a wonderful event.

MINUTES

Item 1: Moved by Trustee Rasmussen and seconded by Trustee Montgomery to approve the regular meeting minutes of the January 15, 2013, as presented. 5 Yes.

INDEPENDENT CONTRACTORS

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

FACILITIES USE

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

PERSONNEL RECOMMENDATIONS

- Item 4:** Moved by Trustee Montgomery and seconded by Trustee Woods to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees. (5 Yes.)
- Item 5:** Moved by Trustee Montgomery and seconded by Trustee Woods to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees. (5 Yes.)
- Item 6:** Moved by Trustee Montgomery and seconded by Trustee Woods to approve the employment of short-term, hourly, substitutes, volunteers, and professional experts. (5 Yes.)

BUDGET – WARRANTS – FINANCIAL

- Item 7:** Moved by Trustee Ortell and seconded by Trustee Montgomery to approve the Quarterly Financial Status Report for the fiscal quarter ended December 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 8:** Moved by Trustee Woods and seconded by Trustee Ortell to approve the award of bid #07-1112, Tech C Building, Esthetician Remodel Project to GDL Best Contractors, Inc. of Whittier, California and authorize the Vice President of Finance and Administrative Services to execute the contract on behalf of the District. The bid price of \$729,300 is within budget and will be funded from Fund 42, Measure G Bond. (5 Yes.)

BOARD POLICIES

- Item 9:** Moved by Trustee Montgomery and seconded by Trustee Rasmussen to approve the second reading of revisions to BP 3900: Speech, Time, Place and Manner. (5 Yes.)

BOARD OF TRUSTEES

Item 10: Moved by Trustee Ortell and seconded by Trustee Rasmussen to nominate Susan M. Keith to be a candidate for the California Community College Trustees Board. (5 Yes.)

CLOSED SESSION: At 5:10 p.m., Board President Keith 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: 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 6:14 p.m., Board President Keith reconvened the meeting to open session with no action taken.

ADJOURNMENT: At 6:15 p.m., it was moved by Trustee Montgomery and seconded by Trustee Woods to adjourn the meeting.

March 6, 2013
Date

Joanne Montgomery
Clerk/Secretary
Board of Trustees