

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

October 15, 2013

The Board of Trustees of the Citrus Community College District met for the regular meeting of Tuesday, October 15, 2013, in the Center for Innovation Community Room.

Board President Keith called the meeting to order at 4:15 p.m. Student Trustee Vega 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 Mariana Vega, Student Trustee. Absent: None.

RESOURCE PERSONNEL PRESENT: Geraldine M. Perri, Superintendent/President; Carol R. Horton, Vice President of Finance and Administrative Services; Robert Sammis, Director of Human Resources; Martha McDonald, Interim Executive Dean; Samuel Lee, Dean of Language Arts and Enrollment Management; Lisa Villa, Academic Senate President; Kaiumeka Wattree-Jackson, CSEA First Vice President; and Christine Link, Recording Secretary.

ADMINISTRATORS AND EMPLOYEES SIGNING THE VOLUNTARY SIGN-IN SHEET:

Management Team: Sara Gonzales-Tapia, Paula Green, Lan Hao, Lucinda Over, Gerald Sequeira, Marianne Smith, and Linda Welz

Faculty: Roberta Eisel and Bruce Langford

Supervisor/Confidential Team: Tedd Goldstein, Marilyn Grinsdale, Glenna Johnson, and Eric Magallon

Classified Staff: Clarence Cernal, Joel Cheng, and Joyce Miyabe

Adjunct Faculty: None

Students: Tyler Hernandez, Alejandra Morales, and Christian R.

Citrus College Foundation: Chris Garcia

VISITORS: Gil Aguirre and Gabriel Juan

Geraldine M. Perri, Ph.D., Superintendent/President, reported that, with the passage of AB 86 earlier this year, the state will be awarding \$25 million in planning grants to local consortia, made up of at least one community college district and one K-12 adult education provider, to enhance coordination and collaboration between community colleges and K-12 schools regarding adult education. In order to address the matter of adult education from an informed perspective and to plan accordingly, Citrus College is calling a meeting to address AB 86 within the college's service area. An invitation has been sent to the superintendents and directors of adult education in our K-12 districts to meet with Mr. James Lancaster, Dean of Curriculum, Career, Technical and Continuing Education; Dr. Arvid Spor, Vice President of Student Services/Interim Vice President of Academic Affairs; and Dr. Perri to explore the topic.

Dr. Perri was pleased to announce that Ms. Roberta Eisel, Language Arts instructor, has been appointed by the Academic Senate for California Community Colleges to its Accreditation Committee for the 2013-2014 academic year. This will be Ms. Eisel's third term on the statewide committee.

Dr. Perri was also pleased to report that Mr. Darrell Carr, retired Photography instructor, was among those honored at the Duarte Education Foundation "It Takes a Village" event. This annual event celebrates educators and students, as well as the Foundation's successful relationship with Citrus College. Dr. Perri congratulated Mr. Carr, and she thanked Trustee Woods, Trustee Ortell, and Trustee Montgomery for attending the event.

Dr. Perri introduced the Steering Committee Highlights, a new, online college communication intended to showcase the activities and actions of the committee. The highlights will be distributed collegewide after each Steering Committee meeting and will be accessible on the Governance at Citrus College website, along with the agenda and minutes for each meeting. Dr. Perri thanked Ms. Patricia Robidoux, Administrative Assistant, and TeCS for their efforts in creating the Steering Committee Highlights.

Labor leader and civil rights activist Ms. Dolores Huerta came to the college on October 9, 2013, to address students, faculty and staff as part of the college's Hispanic Heritage Day celebration. Ms. Huerta encouraged greater community involvement and activism, voter participation, and tolerance. Dr. Perri said her message was enthusiastically received by the over 400 members of the audience. She thanked Ms. Adrienne Thompson, Student Life and Leadership Development Supervisor, and the ASCC leadership for arranging the visit.

Samuel Lee, Ed.D., Dean of Language Arts and Enrollment Management, reported on Academic Affairs activities. The STEM program will be holding its annual Careers in Math and Science workshop on October 30, 2013.

Dr. Lee said faculty members Ms. Victoria Dominguez, Math, and Ms. Rebecca Rudd, English, are seeing great success in their Fast Track Learning Community. The

success rate is 20% higher than the average math class. Ms. Dominguez and Ms. Rudd will be sharing the results and their methodologies with their departments.

The *Clarion* recently attended the Journalism Association of Community Colleges fall conference. In addition to numerous individual awards, Dr. Lee said the *Clarion* once again won two General Excellence awards, the highest award possible, for its newspaper and website publications.

Martha McDonald, Ed.D., Interim Executive Dean, reported on recent and upcoming Student Services activities. The Health Center will be holding several events in October, including a women's self-defense class, a blood glucose and cholesterol screening, and a nutrition lecture.

Dr. McDonald said the Transfer Center helped 135 students submit a University of California TAG application for fall 2014. This is an increase of 62 students over fall 2013. The College of Completion Fair took place on October 17, 2013, with approximately 55 universities and various Citrus College programs. UCLA Day at Citrus College will be October 25, 2013. There will also be Resume, Career Planning, and Choosing a Major workshops available through the Career/Transfer Center during the fall 2013 semester. Dr. McDonald said a Career Center goal for 2013-2014 is to enhance career series modules to help students identify an educational goal and/or program of study early.

Robert Sammis, J.D., Director of Human Resources, reported that the Classified Staff Development cohort has taken the first of three Strengths Quest modules. They followed up with a brown bag lunch to discuss what they learned and how to apply it. The training is being done by Dr. Keith Hall from Azusa Pacific University. The second module will take place in January 2014.

Lisa Villa, Academic Senate President, said that Mr. John Vaughan, Vice President/President Elect, and she will be attending the statewide Academic Senate Area C meeting this week. Ms. Villa joined Dr. Perri in congratulating Ms. Eisel on her appointment to the state Academic Senate Accreditation Committee. Ms. Villa said our local Academic Senate continued to review policies and procedures with changes generated by the Student Success Act mandates. After attending numerous meetings on this topic, she said she appreciates the honest discussion and genuine concern for students exhibited by all constituencies collegewide.

Kaiumeka Wattree-Jackson CSEA First Vice President, said during the CSEA Chapter 101 meeting last week, their members nominated the current executive board to serve for a second term next year.

The chapter met the alternate Area G director candidates at their last meeting. They cast their vote for Azusa Unified School District CSEA President Amber Sanchez. They are awaiting the results of the election from their state field office.

Mariana Vega, Student Trustee, said she joined Trustee Woods and Dr. Spor for the Azusa Golden Days parade. She said it was a good event with a great turnout.

Patricia Rasmussen, Vice President, Board of Trustees, said the recent STEM symposium was amazing and very inspiring. She said the lives of students are being changed as a result of the program.

Trustee Rasmussen and Ms. Chris Garcia, Director of Foundation, attended a Glendora Unified School District board meeting, where the board learned about La Fetra Elementary School students visiting Citrus College in May 2013. The report was well received. Trustee Rasmussen said La Fetra's 4th and 5th grade students have adopted Citrus College.

Susan M. Keith, President, Board of Trustees, recently attended a Regional Advocacy Convening at Mt. San Antonio College presented by the Community College League of California (CCLC) and the Community College Public Relations Organization (CCPRO). She said CCLC's advocacy focus for this year will be to boldly and bluntly confront the issue of equity in higher educational opportunity and to work for financial aid resources that will enable all students to attend full-time, which equates to higher student achievement. In addition, CCLC will address the inequities in the Cal Grant program, which, according to Scott Lay, currently awards \$1,473 a year to public community college students, while students at proprietary institutions receive \$9,223. CCLC has also discussed the possibility of additional work study resources being available for colleges. CCLC will also address reducing the number of students needing remediation through pre-assessment review, K-12 articulation, and alternatives to traditional basic skills sequencing. Board President Keith added that Citrus College is already successfully implementing alternatives to traditional basic skills sequencing.

Board President Keith also relayed information on the state budget framework that was discussed at a higher education stakeholder meeting. The proposed framework includes the need for predictable funding; additional investment in student support at the pre-entry and entry levels; building on the Student Success Task Force and the metrics established by the system, including equity in outcomes; local flexibility to best serve students; and alignment across all segments.

Regarding the last California Community College Trustees (CCCT) meeting, Board President Keith said CCLC is discussing the possibility of reorganizing and merging its CEO and CCCT boards. There have been concerns expressed about the proposal.

MINUTES

Item 1: Moved by Trustee Montgomery and seconded by Trustee Woods to approve the regular meeting minutes of October 1, 2013.
4 Yes (Keith, Montgomery, Ortell, Woods). 1 Abstain (Rasmussen).

INFORMATION AND DISCUSSION

Above and Beyond Classified Development (ABCD) Award – Arvid Spor, Ed.D., Vice President of Student Services/Interim Vice President of Academic Affairs

Dr. Perri announced that Mr. Ron Livingston, Information Technology Support Specialist III, is the fourth recipient of the ABCD award. Some of his characteristics that make him a good choice for the award include the fact that he leads by example, is dependable, and he demonstrates a strong work ethic. Board President Keith presented Mr. Livingston with the “Hootie” trophy, and she thanked him for all that he does for Citrus College. On behalf of the classified staff, Ms. Wattree-Jackson congratulated Mr. Livingston. She said the classified staff appreciates the recognition of their service through the ABCD award.

2013-2014 Annual Implementation Plan (AIP) – Lan Hao, Ed.D., Director of Institutional Research

Dr. Hao and Dr. McDonald presented highlights of the 2013-2014 Annual Implementation Plan (AIP), which is part of the Citrus College Strategic Plan for 2011-2016 that was implemented in fall 2011. This marks the third year of implementation of the college’s five-year strategic plan.

The annual implementation plan details the definitive activities and the corresponding measurable outcomes the college will complete to advance the Citrus College Strategic Plan in the 6 focus areas and 13 institutional goals identified.

Consideration of the Resolution Authorizing the Issuance and Sale of Citrus Community College District General Obligation Bonds Election of 2004, Series 2013D – Carol R. Horton, Vice President of Finance and Administrative Services

In accordance with AB 182 and the changes to California Government Code Section 53508.5 and California Education Code Sections 15146(b) and (c), Mrs. Horton presented information on a resolution authorizing the issuance and sale of Citrus Community College District General Obligation Bonds Election of 2004, Series 2013D in an Aggregate Principal Amount not to exceed \$29,004,698. Also included with the resolution were the Preliminary Official Statement and the Contract of Purchase. Mrs. Horton presented information regarding the Series 2013D via a PowerPoint presentation.

This information must be presented twice, and the Board must understand the payback ratio. The resolution will go to the Board at its November meeting.

**Program Plan for Extended Opportunities Programs & Services 2013-2014 –
Arvid Spor, Ed.D., Vice President of Student Services/Interim Vice
President of Academic Affairs**

The California Community Colleges Chancellor's Office requires the Extended Opportunity Programs and Services to submit an annual plan. The plan presented serves as a year-end report for the previous academic year and describes program goals for the current academic year. An estimated 600 Citrus College students will participate in the EOP&S program in 2013-2014. Citrus College has received a categorical allocation of \$728,144 with a local District contribution of \$156,917 to provide EOP&S services for the 2013-2014 year.

INDEPENDENT CONTRACTORS

Item 2: Moved by Trustee Woods and seconded by Trustee Montgomery 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 Montgomery to approve facility rentals and usage. 5 Yes.

BUDGET – WARRANTS – FINANCIAL STATEMENT, ETC.

Item 4: Moved by Trustee Woods and seconded by Trustee Montgomery to approve A & B Warrants for September 2013. 5 Yes.

Item 5: Moved by Trustee Woods and seconded by Trustee Montgomery to approve purchase orders for September 2013. 5 Yes.

BIDS

Item 6: Moved by Trustee Woods and seconded by Trustee Montgomery to allow staff to prepare specifications and formally bid the procurement of stage rigging equipment. The project will be funded from Fund 01.3, VTEA Funds. Award of contract will be by Board action. 5 Yes.

PERSONNEL RECOMMENDATIONS

Item 7: Moved by Trustee Woods and seconded by Trustee Montgomery 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 Woods and seconded by Trustee Montgomery 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 Woods and seconded by Trustee Montgomery to approve the employment of short-term, hourly, substitutes, volunteers, and professional experts. 5 Yes.

CONTRACTS

Item 10: Moved by Trustee Rasmussen and seconded by Trustee Montgomery to approve the contract between the Chancellor's Office and Citrus College for the Proposition 39 program implementation. 5 Yes.

LIQUOR LICENSE

Item 11: Moved by Trustee Rasmussen and seconded by Trustee Montgomery to grant approval for the Citrus College Foundation to apply for a one-day liquor license from the Alcoholic Beverage Control agency to serve wine at the Foundation's private reception to be held December 13, 2013, from 6 p.m. to 8 p.m. on the Citrus College campus. 5 Yes.

BOARD POLICIES

Item 12: Moved by Trustee Ortell and seconded by Trustee Montgomery to approve the first reading of BP 2750 Board of Trustees Technology Use and Support. 5 Yes.

CLOSED SESSION: At 5:32 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 L. Sammis, District Chief Negotiator - Employee Organization: Citrus College Faculty Association CTA/NEA (CCFA).

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

Per Section 54957.6: Conference with Labor Negotiator, Robert L. 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 72122 of the Education Code and District Administrative Procedure 5520: Consideration of Student Discipline (Suspension/Expulsion/Other Action), Student #CXXXXXX00.

RECONVENE OPEN SESSION: At 5:59 p.m., Board President Keith reconvened the meeting to open session with the following action taken:

STUDENT – EXPULSION – SUSPENSION – DISCIPLINE

Item 13: The Board of Trustees, by a unanimous vote, upheld the expulsion of Student #CXXXXXX00.

ADJOURNMENT: At 6:00 p.m., it was moved by Trustee Ortell and seconded by Trustee Woods to adjourn the meeting.

November 13, 2013
Date

Joanne Montgomery
Clerk/Secretary
Board of Trustees