



Board Highlights



Highlights of October 20, 2009 Board of Trustees Meeting

Citrus Community College District Board of Trustees

Mrs. Susan M. Keith

President
Claremont/Azusa/La Verne/Pomona Representative

Dr. Gary L. Woods

Vice President
Azusa/Covina/Glendora/Irwindale Representative

Dr. Patricia Rasmussen

Clerk/Secretary
Glendora/Azusa/San Dimas Representative

Mrs. Joanne Montgomery

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Monrovia/Bradbury/Duarte Representative

Dr. Edward C. Ortell

Member
Duarte/Arcadia/Azusa Monrovia Representative

Ms. Karine Ponce

Student Representative

Dr. Geraldine M. Perri

Superintendent/President

Mission Statement

Citrus College delivers high quality instruction that empowers students to compete globally and to contribute to the economic growth of today's society.

We are dedicated to fostering a diverse educational community and cultural learning environment that supports student success in pursuit of academic excellence, economic opportunity, and personal achievement.

Citrus College Board Highlights are published by the Office of External Relations for staff use and are not intended as documentation.

Official meeting minutes are available in the Superintendent/President's Office.

REPORTS Superintendent/President

Dr. Geraldine M. Perri, superintendent/president, reported on the accreditation site visit and said the college can truly be proud of the hard work, dedication, and leadership that went into preparing for the visit and self study. The visit validated the college's strengths and has set the path for future enhancement through the team's recommendations. Dr. Perri commended all 175 faculty members, staff and students who were a part of this rich process. She extended special thanks to the board for their support and involvement.

Dr. Perri gave kudos to our outstanding students and fine faculty and staff for a wonderful "Night of Music from Film." She acknowledged the talents of Mr. Bill Hoehne, fine and performing arts instructor, in arranging and directing the performance.

Close to 200 Citrus College alumni attended the all-class Alumni Association reunion last weekend. Dr. Perri commended the Alumni Association and Mr. Eric Magallon, bookstore supervisor; Mr. Tom Gerfen, foundation board president; and Citrus College alumni, Ms. Joyce Dill and Ms. Sharon Lewis, for their efforts in organizing this very special event.

Dr. Perri said that the Citrus College Foundation and the college is extremely pleased to be the recipients of a \$10,000 donation from Senator Bob Margett's Hands, Hearts and Horizons Foundation. The donation will help Citrus establish a book reserve program to assist our students who are unable to afford the cost of textbooks. The college community is invited to a reception on October 27 to acknowledge Senator Margett's gift.

Academic Affairs

Ms. Irene Malmgren, vice president of academic affairs, provided a reminder for the All-Campus Book Event, "*The Art of Possibility*." Discussions on the book will take place November 5 and 6.

The STEM Complex Open House will take place November 3, at 3:00 p.m. The STEM Center is now serving over 500 students weekly, and they may need to explore options to expand the center. STEM representatives have met with the Claremont USD assistant superintendent and faculty to discuss possible partnerships. Students from Claremont participated for the first time in last summer's PAGE program.

Ms. Malmgren said there will be a science workshop at Citrus College for Azusa middle school students on November 7, from 9:00 a.m. to noon. Seventy middle school students have registered to participate in a physics, chemistry or biology workshop. The workshops will be led by Citrus faculty, along with five faculty members from Azusa USD. After school tutoring is up and running in four schools in three of our K-12 USDs, Glendora, Azusa and Duarte.

Faculty leads are creating new "learning paths" for English 30 and 40 students. These learning paths will guide students through the lab requirement with specific PLATO; directed learning materials; writing clinics; and workshop activities that tie into the class curriculum. Ms. Malmgren said Ms. Sylvia Smythe, director of college success, and the faculty leads have worked very hard to coordinate this program.

Ms. Malmgren said the musical *Chicago* will be performed in the Haugh Performing Arts Center next weekend. The production showcases the colleges' Musical Theatre Workshop performers and musicians.

Student Services

Dr. Jeanne Hamilton, vice president of student services, reported that her staff is meeting to review registration issues from the past few registration periods. They are focusing on problems with linked classes, such as learning communities and fast track classes, and roll out for non-payment of fees. They are working collaboratively with Academic Affairs and Fiscal Services to make sure all points of view are considered in decision making. They are also planning to do a focus group on registration with students in December.

Human Resources

Dr. Robert Sammis, director of human resources, made some brief comments about the recommendations made at the conclusion of the accreditation site visit. He said the team cited areas already self-identified by our self study. Human Resources is expediting the work to the extent possible. Where items are within the scope of bargaining, they will reach out and consult with the bargaining groups.

Dr. Sammis said the district has reached a conceptual agreement with CCFA and there are only a few details left to work out. He anticipates a tentative agreement shortly that will go out to the faculty for ratification and then to the board for approval.

Finance and Administrative Services

Mrs. Carol R. Horton, vice president of finance and administrative services, reported that she, Dr. Sammis and Ms. Brenda Fink, staff diversity officer, are working on calculating the full-time faculty obligation number as it relates to the workload reduction imposed by the Chancellor's Office. The Chancellor's Office has not yet provided a number or the necessary forms. Her staff is also working on budget revisions to the restricted general fund.

Mrs. Horton reported on three agenda items, including the change of three subcontractors by the prime contractor; the remodel of the Physical Education Building; and a request to go to bid on the remodel of the main Gymnasium.

COMMENTS

Academic Senate

Dr. Jack Call, academic senate president, reported on the last Academic Senate meeting. They heard two reports from vice president/president-elect, Ms. Roberta Eisel. Ms. Eisel explained how the Faculty Needs Identification Committee conducts its work. The committee met to rank requests for faculty positions on October 19. She also gave an update on the current status of SLOs and assessments. In addition, Mr. Dave Kary, curriculum chair, reported on the importance of making sure course outlines of record are kept current, including the list of textbooks. There was follow-up discussion on the issue of the "free market" in add codes. He said Dr. Hamilton has suggested a change to AP 5075 that would prohibit students from exchanging add codes. This revision will be sent to the constituent groups for approval. The Academic Senate has reviewed 11 APs and BPs and approved all of them. They also reviewed a number of other APs and BPs as old business and ultimately approved 23 of them.

Dr. Call and Ms. Malmgren held interviews with three candidates for the position of program review coordinator. Mr. Jim Woolum, social and behavioral sciences instructor, was selected.

The Sabbatical Policy Review Committee met and worked to finalize the application and scoring rubric, which will be distributed with the application. The rubric will assist applicants in knowing how their applications will be evaluated. The Department Chairs Task Force will meet again on October 30. Dr. Call anticipates they will discuss a proposal to reorganize duties that are currently supported by faculty reassigned time or stipends.

Members of the Board of Trustees

Ms. Karine Ponce, student board member, said ASCC continues to work on APs and BPs. ASCC had a discussion on AP 5075, Course Adds and Drops, and they were in agreement that add codes should not be sold. The ASCC has also approved \$6,000 for students to attend the State Senate for California Community Colleges General Assembly.

Ms. Ponce said many of the ASCC members have been involved with STEM and will be attending the STEM Open House. She strongly supports the STEM programs, such as Supplemental Instruction, where the instructor is another student. She said this makes the learning environment very comfortable.

Mrs. Joanne Montgomery, board member, commented on the enormity of the task of creating the Accreditation Self-Study, and she expressed her appreciation to all of those who contributed. She also thanked External Relations, including Ms. Paula Green, director of communications, and Mr. Rocky Reynolds, reprographics supervisor, and their staffs for providing the notebook with all of the college brochures and fliers. She said it is nice for board members to see what is going out to the college and the community. She also expressed her appreciation for the new Photo Directory.

Mrs. Montgomery attended "Night of Music from Film," and said it was a wonderful program. The show was presented by 200 students, and Mrs. Montgomery said it was good to see the house packed with so many students supporting their peers. Dr. Patricia Rasmussen, board clerk/secretary, echoed her comments and Mrs. Keith agreed, saying it was a fabulous performance, and one she was proud to take friends to see.

Dr. Rasmussen attended the All-Class Alumni Reunion, and said everyone who attended loves this institution and had a great time. She recognized the efforts of Mr. Gerfen and Mr. Magallon in organizing the event.

Dr. Rasmussen commented on recent publicity in the local media on the Senator Bob Margett Book Reserve Program. She said Senator Margett has been a long-time friend of Citrus College.

Mrs. Keith said it was good to see two Citrus College graduates recently featured in the *Claremont Club* magazine.

Mrs. Keith also said she has spent considerable time reading an article in the Statewide Academic Senate publication, the *Senate Rostrum*, entitled: "What Does Proficiency Look Like on the ACCJA Rubric." She said it is a very complex subject to understand, and she saluted everyone at Citrus College who is working to achieve some very difficult accreditation standards.

INFORMATION AND DISCUSSION

Ms. Lucinda Over, dean of counseling programs and services, provided a presentation on the new mandatory online orientation which will be taken by all new students. Ms. Linda Welz, chief information services officer, and Ms. Kristie Shimokawa, coordinator of non credit matriculation, assisted with the presentation. Mrs. Keith thanked everyone who collaborated on the project.

BOARD ACTION

The board approved four action items, including preparation to formally bid the remodel of the main Gymnasium with funding from Measure G and the hiring of Mr. Edward Trickey as the executive director of development and external relations.