



# Board Highlights



Highlights of March 16, 2010 Board of Trustees Meeting

## Citrus Community College District Board of Trustees

### Dr. Gary L. Woods

President  
Azusa/Covina/Glendora/Irwindale Representative

### Dr. Patricia Rasmussen

Vice President  
Glendora/Azusa/San Dimas Representative

### Mrs. Joanne Montgomery

Clerk/Secretary  
Monrovia/Bradbury/Duarte Representative

### Dr. Edward C. Ortell

Member  
Duarte/Arcadia/Azusa Monrovia Representative

### Mrs. Susan M. Keith

Member  
Claremont/Azusa/La Verne/Pomona 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, thanked the members of the board for attending the Metro Gold Line Foothill Extension event at Citrus College on March 5. She said there was a large turnout, and it was gratifying to see the many elected officials and community, business, education and student leaders in attendance. Dr. Perri added that we are looking forward to the day when our students and members of the community will have the option of riding the Gold Line to Citrus College.

Dr. Perri commended our Men's Basketball Team and their coach, Mr. Rick Croy, for their successful record of achievement this season. The team has much to celebrate, with an overall record of 29-3. This is the second greatest season in the program's history.

Dr. Perri was very pleased to report that Citrus College was one of ten community colleges in the state to receive a \$25,000 award from the Sempra Energy Foundation for scholarships. The scholarships will go to students in programs that promote advances in environmental compliance, sustainability planning and alternative energy. The college received the news following a campus visit and tour by Sempra Energy officials. Dr. Perri thanked Ms. Irene Malmgren, vice president of academic affairs; Mr. James Lancaster, dean of career, technical and continuing education; Ms. Kim Holland, director of workforce development; and Ms. Marilyn Grinsdale, protocol and government relations officer, for their participation in the visit.

Dr. Perri was pleased to report that two of our Phi Theta Kappa Honor Society students, Mr. Christian Ramirez and Mr. Allen Tung, have been named to the All-California Academic Team. Students on the All-California Academic Team are selected on the basis of grades, leadership and community service. Dr. Perri commended the students for this honor and the faculty mentors, social and behavioral sciences instructors Ms. Carolyn Perry and Mr. Brian Waddington, who guided them in the process.

Citrus College has won four awards from the Community College Public Relations Organization (CCPRO). Two awards are for news releases and two are for photography. Dr. Perri congratulated Mr. Edward Trickey, executive director of development and external relations; Ms. Paula Green, director of communications; Ms. Stacy Quillen-Armstrong, publications specialist; and Mr. Roy LaBomme, photographer.

Dr. Perri was also pleased to report that three of our students were selected as finalists in the *Photographers' Forum* magazine's Annual Student Photography Contest and will be featured in a book. Dr. Perri congratulated our students and Mr. Darrell Carr, fine and performing arts instructor, for this honor.

Citrus College will serve as the host site for Senator Bob Huff's Annual Education Summit on March 18. The event will be attended by elected officials, educators, parents, students and the community.

### Academic Affairs

Ms. Malmgren reported that the Fine and Performing Arts Department held an open house on March 10 for over 1,100 high school students who are interested in pursuing a career in the arts. The students were provided an overview of what Citrus College can offer and ensemble performances by the Citrus Singers, Concert Choir, Salsa Band, Blue Note Orchestra and Night Shift. They also attended one of ten workshops.

Ms. Malmgren said on March 13, AP biology students from Glendora High School performed a bacterial transformation lab at Citrus College. Dr. Scott Mondrala, biology instructor, and Dr. Eleanor Tsark, STEM science coordinator, taught the lab.

Nine representatives from Coastline College came to Citrus College on March 11 to learn about our College Success Program. They met with Ms. Sylvia Smythe, director of college success; Mr. Jim McClain, dean of mathematics; Mr. Sam Lee, dean of language arts and enrollment management; Dr. Lucinda Over, dean of counseling; Ms. Marilyn Eng, counselor; and mathematics instructors Ms. Esmeralda Medrano and Mr. Paul Swatzel. Ms. Malmgren said the group was very impressed with our program and our facilities.

Ms. Malmgren said Supplemental Instruction, which has been so successful in STEM courses, is being piloted this semester in two English 100 classes. English 100 is a "gateway" course that we are targeting with the Bridges to Success grant, in order to improve the retention and success of students.

### Student Services

Dr. Jeanne Hamilton, vice president of student services, reported that last month Citrus College participated in Azusa Unified School District's annual Job Shadow Day. A record 16 college managers, supervisors and classified staff volunteered to mentor 23 students. The students toured the campus and observed the mentors in their daily activities. Azusa Pacific University hosted a luncheon for the students and mentors following the event. Mr. Tedd Goldstein, student employment services supervisor, has coordinated our participation in this event for the past three years.

The Counseling Department is beginning their outreach to the basic skill classes, encouraging them to make a counseling appointment to develop an educational plan. Educational advisors will visit 78 classes and speak to approximately 2,400 students. Over 60 early alert workshops have been scheduled to assist students who need study skills and time management assistance.

Dr. Hamilton gave kudos to Ms. Joanne Hinojosa, EOP&S/CARE supervisor, for being awarded a grant at the Latina Leadership Network (LLN) conference. The grant will fund a mother/daughter tea for high school and junior high school students from the Azusa Unified School District, where a panel of successful women will speak. In addition, our region, which includes Citrus College and 7 other colleges, was presented the "Region of the Year" award by the LLN.

## Human Resources

Dr. Robert Sammis, director of human resources, was pleased to report that the first section of the Human Resources board policies and administrative procedures, consisting of human resource issues related to all employees, has now been approved by all of the constituent groups. They will go to the Steering Committee on March 22.

Dr. Sammis will begin a new training program on March 17 on "Getting to Know the Faculty Contract." He will be conducting three training sessions.

The classified job description review is moving forward, and all information from employees and managers has now been received. The committee will convene next week and determine next steps.

## Finance and Administrative Services

Mrs. Carol R. Horton, vice president of finance and administrative services, provided an update on news from Sacramento. Legislators continue to focus most of their efforts on the budget. A small bit of good news was that the March apportionment will go out on time. It was forecasted earlier that this apportionment might be postponed, but better than projected state revenues has now made the postponement unnecessary.

The capitol project to remodel Hayden Hall will be funded with a 50/50 match, if there is a statewide facilities bond on the November ballot. However, if there is no bond on the ballot this year, the Hayden Hall project will have to go back into the pot along with many other state projects and compete again for funding.

## COMMENTS

### Academic Senate

Dr. Jack Call, academic senate president, said that at their Academic Senate meeting on March 10, they received a report on the 2012-2013 and 2013-2014 academic calendars from Mr. Steve Odrich, Academic Calendar Committee member. There was a discussion about the merits of an earlier start and earlier end date for the fall semester in both years. They have agreed to survey the faculty and bring the results back for discussion when the calendars return as action items. They also received an update on Program Review from Mr. Jim Woolum, program review coordinator. Ms. Roberta Eisel, accreditation co-chair, reported on the nominations for senate officers. She also provided an update on the reaffirmation of our accreditation. In addition, they discussed 21 board policies and administrative procedures from Human Resources and 11 board policies and administrative procedures from Campus Safety.

Dr. Call also provided a written status report on the work of the Department Chairs Task Force.

### Members of the Board of Trustees

Ms. Karine Ponce, student trustee, reported on ASCC activities. ASCC has approved travel expenses for two students to attend the prestigious Phi Theta Kappa state award ceremony in Sacramento. They are currently making plans for Cinco de Mayo.

Ms. Ponce will attend the March in March in Sacramento, and she will also accompany several other students and a regional Community College League of California representative to speak with Senator Bob Huff about Competitive Cal Grants.

Trustee Patricia Rasmussen, board vice president, attended the Gold Line celebration on March 5. There was some discussion of installing a traffic light at the corner of Foothill Blvd. and Citrus Avenue, and Trustee Rasmussen thinks this would be important for pedestrian safety once the Gold Line is open and serving Citrus College.

Dr. Rasmussen thanked the Art Department for once again participating in Glendora's Empty Bowls event. This annual event raises funds for needy people in our community.

Trustee Rasmussen commended the Cosmetology Department for hosting a "day of beauty" for 12 students from Whitcomb High School. The event will take place on the day of their prom. The students will receive hairstyling, make-up and manicures.

Trustee Edward C. Ortell, board member, has been monitoring the state hearings on the Master Plan for Higher Education. He said Citrus College had taken a leadership role in retaining local control the last time the plan was under review. The statewide Academic Senate had also been helpful, and he hoped they would continue to be supportive this time.

Dr. Ortell suggested the board recognize our Men's Basketball Team and Coach Rick Croy at a future board meeting. He said they have had another outstanding season and they deserved a show of appreciation.

## INFORMATION AND DISCUSSION

Dr. Hamilton introduced Mr. Rafael Herrera, coordinator/counselor for the Center for Teacher Excellence. Mr. Herrera and his colleague from the University of La Verne, Dr. John Bartel, presented an overview of the Center for Teacher Excellence, funded by an HSI Title V cooperative grant. The grant is nearing the end of its funding, and they are planning to pursue new funding sources. This grant has served 600 students.

Mrs. Horton provided some highlights of the program review for Fiscal and Administrative Services. She said the program review identifies the symbiotic relationship between Fiscal and Administrative Services and Student Services and Instruction. It also indicates the volume of work they do, despite staffing shortages. Mrs. Horton thanked Ms. Rosalinda Buchwald, director of fiscal services, and her staff for writing the program review.

Dr. Hamilton commented on the Owl Bookshop Program Review. She said the Owl Bookshop has made several improvements since their last program review. They now have better communication with instructional deans; they have worked for more affordable textbook prices; and they have achieved more buybacks. In addition, they have transitioned from a "bricks and mortar" store to a fully integrated online service. Dr. Hamilton expressed her appreciation to Mr. Eric Magallon, bookstore supervisor.

## BOARD ACTION

The board approved four action items, including approval of the agreement for services with the Maintenance Superintendents' Association and the California Urban Forest Council for providing a contract education course on urban forest management planning.