The Board of Trustees of the Citrus Community College District met for the regular meeting on Tuesday, May 21, 2019, in the Administration Building Board Room.

Board President Keith called the meeting to order at 4:15 p.m. Student Trustee Gonzalez-Villatoro led the Pledge of Allegiance to the Flag.


RESOURCE PERSONNEL PRESENT: Geraldine M. Perri, Superintendent/President; Claudette E. Dain, Vice President of Finance and Administrative Services; Gerald Sequeira, Acting Vice President of Student Services; Arvid Spor, Vice President of Academic Affairs; Robert L. Sammis, Director of Human Resources; Nickawanna Shaw, Academic Senate President; Jorge Cortez, CSEA President; and Christine Link, Recording Secretary.

ADMINISTRATORS, EMPLOYEES, STUDENTS AND VISITORS SIGNING THE VOLUNTARY SIGN-IN SHEET:

Management Team: Junior Domingo, Chris Garcia, Dana Hester, Lan Hao, Gina Hogan, Bob Hughes, Shawn Jones, Marianne Smith, Maryann Tolano-Leveque, Melissa Utsuki, John Vaughan and Michael Wangler

Faculty: Dave Brown, Terry Miles and Dave Ryba

Supervisors/Confidential: Doug Schultz

Classified: Jorge Cortez, Manuel Guerrero and Felix Perez, Jr.

Adjunct: Cecil Brower

COMMENTS FROM THE AUDIENCE
Mr. Terry Miles, President of the Citrus College Faculty Association (CCFA), thanked the Board and Dr. Perri for the tenuree and retiree reception. He announced the CCFA end-of-year gathering at the San Antonio Winery on June 1st. He commented on the May revision of the state budget and highlighted the reduction of COLA to 3.26%; the increase in the state’s STRS contribution; and the funding formula remaining at 70/20/10. He noted the Faculty Association of California Community Colleges (FACCC) unanimous vote of
“no confidence” in the State Chancellor’s Office. Mr. Miles said he is concerned about the evolution of the online college and its corporatization, consolidation, and reduction of local control.

**Geraldine M. Perri, Ph.D., Superintendent/President**, welcomed Ms. Nancy Gonzalez-Villatoro, the newly elected Student Trustee for 2019-20. Nancy is a communication studies major with an emphasis in public relations. She is a first-generation college student who plans to transfer to a university to earn her bachelor's, master's and Ph.D. degrees. She wants to run her own public relations firm. Currently, Nancy serves as the Inter-Club Council (ICC) Commissioner of Public Relations, Latinos Unidos Student Association at Citrus liaison, secretary and ICC Representative. Both of Nancy’s parents are Guatemalan, so she is fluent in Spanish. She loves to travel, camp, dance, and she enjoys watching movies and TV shows on Netflix. Dr. Perri said we are very fortunate to have her join the Board of Trustees, and she looks forward to Nancy’s leadership.

Dr. Perri thanked the Board and college community for recognizing the newly tenured faculty, and retirees at the reception held earlier. She thanked the retirees for their service, and congratulated the tenurees. She also thanked Caroline Tippins, Human Resources Technician I, and her team for coordinating this event.

The PBS NewsHour was mentioned next, referring to their special report: “Making the Grade: Rethinking College” which included interviews of faculty and students at Citrus College. Dr. Perri expressed kudos to Ms. Victoria Dominguez, math instructor, who welcomed the cameras into her “Statistics with Concurrent Support” classroom where she and her students were interviewed. The show highlighted Citrus’ new curriculum and its successful outcomes. Dr. Perri recommended that everyone see the program. She commended Mr. Michael Wangler, Dean of Mathematics and Business, and Dr. Gina Hogan, Dean of Language Arts and Library, and the math and English faculty for doing an excellent job of implementing the AB 705-inspired changes to curriculum.

Dr. Perri spoke about the Classified School Employees Week designated to celebrate and honor the excellent work of our classified employees. The kickoff celebration was the Staff Appreciation Breakfast on Friday, May 17th. She invited Mr. Jorge Cortez, CSEA President, to join her and Board President Keith for the presentation of the “Classified School Employees Week” proclamation. Board President Keith was also recognized by Dr. Perri for her service on the California Community College Trustees (CCCT) Board since 2013. Trustee Keith was 1 of 21 CCCT board members elected in state-wide elections by trustees in California. She served on the sub-committee of the national Association of Community College Trustees; and the CCCT’s financial aid committee; and as a member of Assemblymember Chris Holden’s Educational Advisory Committee. At the end of May, her term as a state CCCT Board member will come to an end. Dr. Perri praised and thanked Board President Keith for her service at the state level. Trustee Barbara Dickerson was also congratulated for her recent election as President of the Los Angeles County School Trustees Association (LACSTA).
Arvid Spor, Ed.D., Vice President of Academic Affairs, reported that the Citrus College Foster and Kinship Care program recently hosted the first annual “For the Children” foster and kinship conference at Citrus College. More than 100 attendees, were able to visit with 15 resource vendors, attend workshops, listen to the keynote speaker and a dynamic foster youth panel. It was a wonderful event. On May 12th a barbershop quartet from Citrus College placed first in the Barbershop Harmony Society’s southwest division, and won the novice championship of the southeast / southwest regional competition. Lastly, Dr. David Kary, astronomy faculty, spoke at the Claremont Club as part of the Citrus College Foundation Speakers’ Bureau on May 7th. He spoke about “A Visitor from Another Star: I1 2017 U1 'Oumuamua.”

Gerald Sequeira, J.D., Acting Vice President of Student Services, announced that Mr. David Rodriguez, veterans’ counselor, will be recognized as the America’s Christian Credit Union (ACCU) 2019 recipient of the World War II Veteran Carl Harstein award. David is a Citrus College alum, and is currently a member of the U.S. Air Force reserves. He started his career in the Air Force in 2003 as an F-15 avionics mechanic, and later went into communications. He deployed in support of operations New Dawn, Enduring Freedom, and Inherent Resolve. He is being given this award as part of ACCU’s celebration of Patriot’s Week. Dr. Sequeira also announced that Dr. Martha McDonald, Vice President of Student Services, will be returning to campus by the end of May. He is thrilled to welcome her back, and he thanked Dr. Perri, the cabinet, and staff for their support while he served as Acting Vice President.

Claudette E. Dain, Vice President of Finance and Administrative Services, spoke about the May revision of the state budget. She said that the governor has recommended that the student success portion of the student success funding formula be capped at 10% for the next two years, but said that this is still being negotiated. She expects the 2020 state budget to be finalized by June 10th. Ms. Dain also said that Ms. Rosalinda Buchwald, Director of Fiscal Services, is attending the Association of Chief Business Officials (ACBO) conference, and she is hearing that the 2018-19 budget deficit has been reduced to approximately $50 million, but that the hold-harmless districts will not share in the deficit. On May 9th the college held the Educational and Facilities Master Plan (EFMP) planning Charrette with approximately 80 people in attendance. Ms. Dain thanked Board President Keith for attending the Charrette, and mentioned that the college was well represented by Citrus College students, faculty, and staff, along with Foundation members, K-12 leaders, and industry partners who also participated in the Charrette.

Nickawanna Shaw, Academic Senate President, stated that May 22nd is the last Academic Senate meeting of the academic year. They will be saying goodbye to three retiring faculty members, and Dr. Perri will swear in the new board. She also mentioned that May 22nd is Harvey Milk day.

Jorge Cortez, CSEA President, started by thanking Dr. Perri and Ms. Christine Link, Executive Assistant, for the “best” staff appreciation breakfast ever. He thanked all of the “mateys” that made it so fun for everyone - especially the facilities department for building some of the games. He said that the staff members “ARRGH” very grateful for the gift
cards and hard work that was contributed to this successful event. He then thanked the trustees for their recognition of the classified staff. He concluded his remarks by welcoming the new Student Trustee, Ms. Nancy Gonzalez-Villatoro.

Nancy Gonzalez-Villatoro, Student Trustee, gave her thanks for the warm welcome. She started her report by announcing that the ASCC will participate in the Dreamer Ally training May 23rd. She reported that the ASCC Night Owls will be studying in the Campus Center – June 3rd – 6th from 6 p.m. to 9 p.m. And, she mentioned that the ICC and ASCC will be having their end-of-year banquet on May 29th where they will recognize the club advisor of the year, club of the year, and award the Club Cup for 2019. Ms. Gonzalez-Villatoro also mentioned that she has been accepted into the SoCal College Access Network 12-month Fellowship.

Barbara R. Dickerson, Vice President, Board of Trustees, noted that Citrus College puts on the best parties, especially the Staff Appreciation Breakfast event which was amazing. She watched the PBS special “Making the Grade” and thanked Ms. Dominguez for representing the college’s math and English classes so well. Trustee Dickerson was pleased to see that the Health Center is holding a seminar about de-escalation techniques for faculty and staff. She admired the community and non-credit schedule and its engagement with the K-12 community. She represented Citrus at the Bright Futures awards event at Azusa High School. She mentioned that at LACSTA her hope is that their forums can be modeled after what Citrus is doing with the K-14 Forums. She mentioned that their last forum was focused on foster youth. They asked the Los Angeles County Office of Education (LACOE) to create a database of scholarship opportunities for foster youth. She also mentioned the importance of the 2020 census, and possibly having census kiosks at community colleges.

Edward C. Ortell, Clerk/Secretary, Board of Trustees, commented on Mr. Miles remarks about the state’s online community college and its potential negative effect on local enrollment at community colleges. Trustee Ortell also mentioned that AB 302 passed the Assembly and recommended that this legislation be closely watched.

Joanne Montgomery, Member, Board of Trustees, mentioned that she watched the PBS program and thanked Ms. Dominguez for doing her part to make Citrus shine. Trustee Montgomery also mentioned that the Citrus Singers and Blue Note Jazz Band spring performance was fabulous. She believes they will “wow” the New York audiences on their summer tour. She then thanked Dr. Perri for her Saturday participation in the Monrovia Days chamber reception, parade and carnival. She was also grateful to see a Citrus College booth at the carnival extending our outreach publicity efforts in Monrovia.

Patricia A. Rasmussen, Member, Board of Trustees, echoed Trustee Montgomery’s remarks about the Citrus Singer’s show and their energetic “rocking out” to music from the 30s, 40s and 50s. She also felt that the PBS show portrayed Citrus in a very positive way. She said the campus looked beautiful on the PBS program. Trustee Rasmussen attended a Glendora Chamber event which focused on Veterans, and she particularly appreciated a student veteran from Citrus who told her story to the group. She is excited
about the Glendora Bright Futures awards event coming up, and is looking forward to commencement.

**MINUTES**

**Item 1:** Moved by Trustee Rasmussen and seconded by Trustee Dickerson to approve the regular meeting minutes of May 7, 2019, as submitted.
5 Yes. (Dickerson, Keith, Montgomery, Ortell, Rasmussen).

**INFORMATION AND DISCUSSION**

**Strategic Plan 2018-2019 Progress Report – Dr. Lan Hao, Director of Institutional Research, Planning and Effectiveness**

Dr. Hao gave a presentation on the 2016-21 Strategic Plan: 2018-19 Progress Report. She reported on each of the 11 focus areas and highlighted many of the specific events and activities that took place during the 2018-19 academic year. She also spoke about the objectives and outcomes that have been realized in each of the focus areas. She concluded by thanking everyone who contributed to the progress report.

**Locally Aligned Goals to the Chancellor’s Office Vision for Success Goals – Dr. Lan Hao, Director of Institutional Research, Planning and Effectiveness, and Dr. Arvid Spor, Vice President of Academic Affairs**

Dr. Spor and Dr. Hao gave a presentation on the “Locally Aligned Goals” and pointed out the ways in which the Citrus College Strategic Plan is aligned with the State Chancellor’s “Vision for Success.” Dr. Spor outlined the six goals that were set by the Chancellor’s Office. He noted that the community colleges’ alignment with at least five of the goals in the Vision for Success is required by the state and is linked to the new student success funding formula. Dr. Hao outlined the college’s specific goals that have been reviewed by both the Institutional Effectiveness Committee (IEC) and the Steering Committee before being presented to the Board of Trustees for approval. Once the Board approves the goals as outlined, the goals will be inserted into the state’s NOVA system, and the Superintendent/President, Academic Senate President, and the Board President will then certify that these are the college’s goals.

**Student Equity and Achievement Program (SEA) – Dr. Gerald Sequeira, Acting Vice President of Student Services**

Dr. Spor and Dr. Sequeira gave a presentation that previewed the Student Equity Plan (SEP). Dr. Sequeira noted that Ms. Dominguez is the co-chair of the committee that is developing this plan, but she was unable to attend the Board meeting. The SEP is revised every three years and is uploaded to the state’s NOVA system. The Chancellor’s Office periodically reports the data that shows
how the college is doing on its equity goals. The SEP will be in alignment with the college’s Strategic Plan, and the full SEP will be presented at the next Board meeting.

INDEPENDENT CONTRACTORS
Item 2: Moved by Trustee Montgomery and seconded by Trustee Dickerson to ratify the attached list of Independent Contractor/Consultant Agreements as submitted. 5 Yes (Dickerson, Keith, Montgomery, Ortell, Rasmussen).

FACILITIES USE
Item 3: Moved by Trustee Montgomery and seconded by Trustee Dickerson to ratify the attached list of facilities usage and rental agreements.
5 Yes (Dickerson, Keith, Montgomery, Ortell, Rasmussen).

BUDGET – WARRANTS – FINANCIAL STATEMENT, ETC.
Item 4: Moved by Trustee Montgomery and seconded by Trustee Dickerson to ratify purchase orders issued during April 2019.
5 Yes (Dickerson, Keith, Montgomery, Ortell, Rasmussen).

Item 5: Moved by Trustee Montgomery and seconded by Trustee Dickerson to ratify A & B Warrants issued during April 2019, totaling $8,126,227.06.
5 Yes (Dickerson, Keith, Montgomery, Ortell, Rasmussen).

PERSONNEL RECOMMENDATIONS
Item 6: Moved by Trustee Montgomery and seconded by Trustee Dickerson to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees and volunteers.
5 Yes (Dickerson, Keith, Montgomery, Ortell, Rasmussen).

Item 7: Moved by Trustee Montgomery and seconded by Trustee Dickerson to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees.
5 Yes (Dickerson, Keith, Montgomery, Ortell, Rasmussen).

Item 8: Moved by Trustee Montgomery and seconded by Trustee Dickerson to approve the employment of short-term, hourly, substitutes, volunteers, and professional experts.
5 Yes (Dickerson, Keith, Montgomery, Ortell, Rasmussen).

CONSTRUCTION – CAPITAL PROJECTS
Item 9: Moved by Trustee Ortell and seconded by Trustee Dickerson to utilize the Foundation for California Community Colleges (FCCC) Administrative Services Agreement #CB 164-18, under the bid award of Wiseburn School District to KYA Services, and authorize the Vice President of Finance and Administrative Services or their designee to execute a contract on behalf of the District for the procurement and installation of synthetic turf at areas around the Student Services building at a cost of $122,331.39.
5 Yes (Dickerson, Keith, Montgomery, Ortell, Rasmussen).
INSTITUTIONAL MEMBERSHIPS
Item 10: Moved by Trustee Rasmussen and seconded by Trustee Ortell to approve renewal of the institutional memberships listed for the 2019-2020 year.

FIELD TRIPS
Item 11: Moved by Trustee Dickerson and seconded by Trustee Montgomery to approve the updated participant list for a field trip/tour for forty-four (44) students from MUSC 175 Jazz Ensemble Tour (Blue Note Orchestra), MUSC 179 Concert Promotion Touring (Night Shift), as well as THEA 295 Summer Concert Touring Production (ETT Program), six (6) staff members, two (2) consultants and one (1) professional expert in Honolulu, Hawaii from June 27 through July 9, 2019.
   5 Yes (Dickerson, Keith, Montgomery, Ortell, Rasmussen).

CURRICULUM
Item 12: Moved by Trustee Montgomery and seconded by Trustee Rasmussen to approve the new courses, modified courses, inactivated courses, new programs, modified programs, and inactivated programs.
   5 Yes (Dickerson, Keith, Montgomery, Ortell, Rasmussen).

FACULTY PERSONNEL RECOMMENDATIONS
Item 13: Moved by Trustee Montgomery and seconded by Trustee Dickerson to approve a reduction of 50% to the workload of Dr. Beverly Van Citters’ for the academic work year 2019-2020.
   5 Yes (Dickerson, Keith, Montgomery, Ortell, Rasmussen).

GOALS
Item 14: Moved by Trustee Dickerson and seconded by Trustee Rasmussen to approve the enclosed locally aligned goals as presented.
   5 Yes (Dickerson, Keith, Montgomery, Ortell, Rasmussen).

BOARD POLICIES
Item 15: Moved by Trustee Montgomery and seconded by Trustee Ortell to approve the first reading of BP 6320 Investments and BP 6330 Purchasing.
   5 Yes (Dickerson, Keith, Montgomery, Ortell, Rasmussen).

Item 16: Moved by Trustee Rasmussen and seconded by Trustee Ortell to approve the second and final reading of, and adopt, BP 3810 Claims Against the District, BP 6200 Budget Preparation, BP 6250 Budget Management and BP 6300 Fiscal Management.
   5 Yes (Dickerson, Keith, Montgomery, Ortell, Rasmussen).
BOARD OF TRUSTEES

Item 17: Moved by Trustee Montgomery and second by Trustee Dickerson for the Board of Trustees to adopt Resolution #2018-19-05 authorizing payment to Trustee Edward C. Ortell for the April 12, 2019 special meeting of the Board of Trustees. 5 Yes (Dickerson, Keith, Montgomery, Ortell, Rasmussen).

CLOSED SESSION: At 5:58 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, (CCAFF) 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 54956.9(d)(1): Conference with Legal Counsel – Pending Litigation, Hernandez v. Citrus Community College District, Case No. KC069856.

Per Section 54956.9(d)(1): Conference with Legal Counsel – Pending Litigation, Serrano v. Citrus Community College District, Case No. BC66597

RECONVENE IN OPEN SESSION: At 6:33 p.m., Board President Keith reconvened the meeting to open session with no action taken.

ADJOURNMENT: At 6:33 p.m., it was moved by Trustee Ortell and seconded by Trustee Dickerson to adjourn the meeting.

5 Yes (Dickerson, Keith, Montgomery, Ortell, Rasmussen).

June 18, 2019
Date

Edward C. Ortell
Clerk/Secretary
Board of Trustees