

APPROVED**MINUTES OF THE ORGANIZATIONAL AND ONLY REGULAR MEETING
OF THE BOARD OF TRUSTEES OF THE
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

December 11, 2018

The Board of Trustees of the North Orange County Community College District met for its Organizational and Only Regular Meeting on Tuesday, December 11, 2018, at 5:30 p.m. in the Anaheim Campus Board Room.

President Jacqueline Rodarte called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance to the Flag.

TRUSTEE ROLL CALL: Present: Ryan Bent, Stephen T. Blount, Jeffrey P. Brown, Barbara Dunsheath, Ed Lopez, Molly McClanahan, Jacqueline Rodarte and Student Trustee Pascual Castillo. Absent: None.

RESOURCE PERSONNEL PRESENT: Cheryl Marshall, Chancellor; Fred Williams, Vice Chancellor, Finance & Facilities; Irma Ramos, Vice Chancellor, Human Resources; Cherry Li-Bugg, Vice Chancellor, Educational Services & Technology; Greg Schulz, President, Fullerton College; JoAnna Schilling, President, Cypress College; Valentina Purtell, Provost, North Orange Continuing Education; Kai Stearns Moore, District Director, Public & Governmental Affairs; Richard Fee, representing the District Management Association; Tina McClurkin, representing the North Orange Continuing Education Academic Senate; Craig Goralski, representing the Cypress College Academic Senate; Josh Ashenmiller, representing the Fullerton College Faculty Senate; Dana Clahane, representing United Faculty; Rod Lusch, representing CSEA; Kent Stevenson, representing Adjunct Faculty United; and Alba Recinos, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES PRESENT: Gil Contreras, Rod Garcia, and Jose Ramon Nuñez from Fullerton College; Phil Dykstra from Cypress College; Terry Cox from North Orange Continuing Education; and Julie Kossick, Chelsea Salisbury, Amita Suhrid, Kashu Vyas, and Rick Williams from the District Office.

VISITORS: Christopher Aguilera, Mary Dalessi, Eduardo Escobedo, Charlie Finn, Christi Finn, Jim Finn, Richard Finn, Brandon Harrison, Alicia Herrera, and Jeff Truman.

CERTIFICATE OF APPOINTMENT IN LIEU OF ELECTION: Chancellor Marshall reported the receipt of Certificates of Appointment in Lieu of Election from the Orange County Registrar of Voters for Trustees Stephen T. Blount and Barbara Dunsheath for a term of office that ends December 2, 2022.

CERTIFICATE OF ELECTION: Chancellor Marshall also reported that a Certificate of Election had been received which certified that Jeffrey P. Brown had been elected to the office of Governing Board Member for Trustee Area 6 for a term of office that also ends December 2, 2022.

OATH OF OFFICE: Trustees Stephen T. Blount, Jeffrey P. Brown, and Barbara Dunsheath were sworn into office by Board President Jacqueline Rodarte. Board President Jacqueline Rodarte congratulated the newly sworn in trustees and thanked them for their service and Chancellor Marshall invited them to share any remarks.

Trustee Barbara Dunsheath expressed her delight in having three quarters of her family in attendance and introduced her husband, daughter, son, and new daughter-in-law.

PRESENTATIONS TO THE 2018 BOARD OFFICERS: Chancellor Cheryl Marshall thanked outgoing Board officers Jacqueline Rodarte, President; Jeffrey P. Brown, Vice President; and Ryan Bent, Secretary, for their service throughout the year and gifted them with a small token of appreciation.

Trustee Ryan Bent thanked **Board President Jacqueline Rodarte** for her outstanding job of leading the Board this year, and she thanked her fellow trustees for their patience and understanding of her commitments outside of the Board.

ELECTION OF BOARD PRESIDENT: Board President Jacqueline Rodarte called for nominations for the office of President of the Board of Trustees for a one-year term.

Trustee Molly McClanahan moved and Trustee Stephen T. Blount seconded the nomination of Trustee Jeffrey P. Brown for President of the Board of Trustees for a one-year term. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustee Castillo's advisory vote.**

ELECTION OF BOARD VICE PRESIDENT: Trustee Jeffrey P. Brown assumed the Board Presidency and thanked Trustee Rodarte for her leadership during the year. He then called for nominations for the office of Vice President of the Board of Trustees for a one-year term.

Trustee Molly McClanahan moved and Trustee Jaqueline Rodarte seconded the nomination of Trustee Ryan Bent for the office of Vice President of the Board of Trustees for a one-year term. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustee Castillo's advisory vote.**

ELECTION OF BOARD SECRETARY: Board President Jeffrey P. Brown called for nominations for the office of Secretary of the Board of Trustees for a one-year term. Trustees Barbara Dunsheath and Ed Lopez were both nominated for the office of Secretary and each shared the reasons for their interest.

Trustee Molly McClanahan moved and Trustee Jacqueline Rodarte seconded the nomination of Trustee Barbara Dunsheath for the office of Secretary of the Board of Trustees for a one-year term. Subsequent to a roll call vote, the **motion carried with Trustees Brown, Dunsheath, McClanahan, and Rodarte voting yes, including Student Trustee Castillo's advisory vote, and Trustees Bent, Blount, and Lopez voting no.**

APPOINTMENT OF REPRESENTATIVE AND ALTERNATE TO THE COUNTY COMMITTEE ON ELECTION OF MEMBERS OF THE COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION: Board President Jeffrey P. Brown appointed Trustee Ryan Bent as the Board's representative and Trustee Barbara Dunsheath as the Alternate to the County Committee on School District Organization.

APPOINTMENT OF REPRESENTATIVE TO THE FULLERTON MUSEUM ASSOCIATION OF NORTH ORANGE COUNTY: Board President Jeffrey P. Brown appointed Trustee Molly McClanahan as the Board's representative to the Fullerton Museum Association of North Orange County.

APPOINTMENT OF REPRESENTATIVE TO THE CYPRESS COLLEGE FOUNDATION: Board President Jeffrey P. Brown appointed Trustee Stephen T. Blount as the Board's representative to the Cypress College Foundation.

APPOINTMENT OF REPRESENTATIVE TO THE FULLERTON COLLEGE FOUNDATION: Board President Jeffrey P. Brown appointed Trustee Jacqueline Rodarte as the Board's representative to the Fullerton College Foundation.

APPOINTMENT OF REPRESENTATIVE TO THE COMMUNITY COLLEGE FOUNDATION OF NORTH ORANGE COUNTY: Board President Jeffrey P. Brown appointed Trustee Molly McClanahan as the Board's representative to the Community College Foundation of North Orange County.

APPOINTMENT OF TWO AD HOC REPRESENTATIVES TO THE COMMUNITY COLLEGE FOUNDATION OF NORTH ORANGE COUNTY: Board President Jeffrey P. Brown appointed Fred Williams and Kai Stearns Moore as Ad Hoc Representatives to the Community College Foundation of North Orange County.

APPOINTMENT OF THREE REPRESENTATIVES TO THE DISTRICT INVESTMENT COMMITTEE: Board President Jeffrey P. Brown appointed himself and Trustees Ryan Bent and Molly McClanahan as the Board's representatives to the District Investment Committee.

APPOINTMENT OF THREE REPRESENTATIVES TO THE DISTRICT AUDIT COMMITTEE: Board President Jeffrey P. Brown appointed himself and Trustees Stephen T. Blount and Molly McClanahan as the Board's representatives to the District Audit Committee.

APPOINTMENT OF REPRESENTATIVE TO THE ORANGE COUNTY COMMUNITY COLLEGES LEGISLATIVE TASK FORCE: Board President Jeffrey P. Brown appointed Trustee Ed Lopez as the Board's representative to the Orange County Community Colleges Legislative Task Force.

APPOINTMENT OF REPRESENTATIVE TO THE DISTRICT RETIREMENT BOARD: Board President Jeffrey P. Brown appointed Trustee Jacqueline Rodarte as the Board's representative to the District Retirement Board.

APPOINTMENT OF CHANCELLOR AS EXECUTIVE SECRETARY: Board President Jeffrey P. Brown appointed Chancellor Cheryl Marshall as the Executive Secretary to the Board.

APPOINTMENT OF ADMINISTRATIVE SUPPORT MANAGER, CHANCELLOR'S OFFICE, AS RECORDING SECRETARY: Board President Jeffrey P. Brown appointed Alba Recinos, Administrative Support Manager, Chancellor's Office, as Recording Secretary for the Board.

ADOPTION OF THE 2019 BOARD MEETING CALENDAR: JANUARY THROUGH DECEMBER: It was moved by Trustee Molly McClanahan and seconded by Trustee Stephen T. Blount that the following Board Meeting Calendar for January 2019 through December 2019 be adopted. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustee Castillo's advisory vote.**

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
2019 BOARD OF TRUSTEES MEETING CALENDAR**

**Board Room at the Anaheim Campus
1830 W. Romneya Drive, Anaheim
at 5:30 p.m. unless otherwise noted**

Only Regular Meeting in January	Fourth Tuesday, January 22, 2019
First Regular Meeting in February Second Regular Meeting in February	Second Tuesday, February 12, 2019 Fourth Tuesday, February 26, 2019
First Regular Meeting in March Second Regular Meeting in March	Second Tuesday, March 12, 2019 Fourth Tuesday, March 26, 2019
First Regular Meeting in April Second Regular Meeting in April	Second Tuesday, April 9, 2019 Fourth Tuesday, April 23, 2019
First Regular Meeting in May Second Regular Meeting in May	Second Tuesday, May 14, 2019 Fourth Tuesday, May 28, 2019
First Regular Meeting in June Second Regular Meeting in June	Second Tuesday, June 11, 2019 Fourth Tuesday, June 25, 2019
Only Regular Meeting in July	Fourth Tuesday, July 23, 2019
First Regular Meeting in August Second Regular Meeting in August	Second Tuesday, August 13, 2019* Fourth Tuesday, August 27, 2019 <i>*Tentative Meeting – Only if deemed necessary</i>
First Regular Meeting in September Second Regular Meeting in September	Second Tuesday, September 10, 2019 Fourth Tuesday, September 24, 2019
First Regular Meeting in October Second Regular Meeting in October	Second Tuesday, October 8, 2019 Fourth Tuesday, October 22, 2019
First Regular Meeting in November Second Regular Meeting in November	Second Tuesday, November 12, 2019 Fourth Tuesday, November 26, 2019
Only Regular Meeting in December	Second Tuesday, December 10, 2019

END OF ORGANIZATIONAL MEETING

COMMENTS: MEMBERS OF THE AUDIENCE:

- A. **Bishop Jaquel Pitts**, Fullerton College Student, addressed the Board to request the reinstatement of **Tim Byrnes** as head coach of the Fullerton College football team, and also to request that Fullerton College pursue binding arbitration to reinstate their forfeited State Championship.
- B. **Christopher Aguilera**, Field Representative for **Assemblywoman Sharon Quirk-Silva**, congratulated the newly sworn in trustees and invited everyone to attend a toy drive hosted by the Assemblywoman on December 20.

BLOCK VOTE APPROVAL OF NON-PERSONNEL ITEMS: It was moved by Trustee Jacqueline Rodarte and seconded by Trustee Barbara Dunsheath that the following non-personnel items be approved by block vote:

Finance & Facilities: 3.a, 3.b, 3.c, 3.e, 3.g, 3.h, 3.i, 3.j, 3.k, 3.l, 3.m, 3.n, 3.o
Instructional Resources: 4.a, 4.b

Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes including Student Trustee Castillo's advisory vote.

BLOCK VOTE APPROVAL OF PERSONNEL ITEMS: It was moved by Trustee Jacqueline Rodarte and seconded by Trustee Ryan Bent that the following personnel items be approved by block vote:

Human Resources: 5.a, 5.c, 5.d, 5.e

Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes.

REPORTS

- A. **Chancellor's Report:** **Chancellor Marshall** wished **Josh Ashenmiller** well during his Spring semester in London as part of the Study Abroad program, and noted that it was the last meeting for **Rod Lusch**, and thanked him for his service, collegiality, and leadership. She also wished everyone a happy holiday season and a wonderful and restful break.

COMMENTS

- A. **Richard Fee** reported on the upcoming December 13 DMA regular meeting and the recent DMA holiday event and thanked **JoAnna Schilling**, **Cherry Li-Bugg**, and **Fred Williams** for attending.
- B. **Craig Goralski** reported that the Cypress College Academic Senate met on November 29 and viewed a presentation on dual enrollment, continued their discussion of resolutions, formed a workgroup to assess academic freedom and rigor on campus, and directed the curriculum committee to have representatives discuss submission and approval procedures at department and division levels.

- C. **Josh Ashenmiller** reported on the Fullerton College Faculty Senate meeting also on November 29 where they approved the Distance Education Plan that is a large component of the College's accreditation follow-up report.
- D. **Dana Clahane** congratulated all of the newly appointed trustees to their positions.
- E. **Rod Lusch** reported that CSEA elections will take place on December 12 and expects to have a full executive board. During his report, **Board President Jeffrey P. Brown** expressed his appreciation Rod's honesty and directness over the years.
- F. **Kent Stevenson** stated that classified and faculty received raises over a year ago, but that District administration is holding raises for adjunct faculty hostage due to issues related to reemployment rights. He maintained that the current re-hire proposition by the District does not interpret State law correctly, that impasse is a waste of time and money and is hurting adjunct faculty morale, and that there has been no word from the fact finder. Mr. Stevenson noted that AdFac has attempted to meet with the District and their attempts have been rebuffed with the District refusing to meet without the mediator, all the while part-time faculty are forced to go without a raise for 15 months.

Subsequent to his comments, **Board President Jeffrey P. Brown** asked **Chancellor Marshall** for clarification on the mediator, and she reported that the District has received an initial draft of the fact-finding report.

- G. **Student Trustee Pascual Castillo** reported on several Fullerton College campus events including a finals hospitality event hosted by Associated Students.
- H. **Trustee Stephen T. Blount** reported on his attendance at the District Human Resources Open House event and the Housing and Food Insecurities Conference at Compton College where Fullerton College was well represented.
- I. **Trustee Molly McClanahan** thanked **Josh Ashenmiller** for serving in his capacity of Fullerton College Faculty Senate President, and commended **Rod Lusch** for his advocacy for the people he represents which has been unparalleled. She also reported on her attendance at the holiday chorale at Fullerton College, a meeting of the Fullerton Collaborative, and the Cypress College Nursing Pinning Ceremony that included 51 diverse graduates.
- J. **Trustee Jacqueline Rodarte** reported on her attendance at the Wilshire Center "Pastries with the Provost" and thanked **Provost Valentina Purtell** for her transparency. She also wished everyone happy holidays.
- K. **Trustee Ryan Bent** also thanked **Rod Lusch** for his service and participation, and wished everyone a happy holiday season.
- L. **Trustee Barbara Dunsheath** echoed the congratulatory comments to **Rod Lusch**, and thanked **Josh Ashenmiller** for his service as well. She also attended the Compton College event which she noted was quite awakening and believes will be the topic for Strategic Conversation #20.

- M. **Trustee Jeffrey P. Brown** inquired as to when the Cypress College Student Trustee vacancy would be filled.

MINUTES: It was moved by Trustee Molly McClanahan and seconded by Trustee Ryan Bent to approve the Minutes of the Regular Meeting of November 27, 2018. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, and McClanahan voting yes, including Student Trustee Castillo's advisory vote, and Trustee Rodarte abstaining.**

FINANCE & FACILITIES

Item 3.a: By block vote, authorization was granted to ratify purchase order numbers P0124782 - P0129003 through November 16, 2018, totaling \$3,341,749.57, and check numbers C0048615 - C0048772, totaling \$330,630.20; check numbers F0230752 - F0231077, totaling \$4,350,903.24; check numbers Q0006310 - Q0006314, totaling \$2,880.85; check numbers 88484059 - 88485151, totaling \$3,937,272.77; check numbers V0031594 - V0031597, totaling \$1,375.25; check numbers 70091632 - 70091635, totaling \$476.00; and disbursements E8772810 - E8773988, totaling \$1,806,347.60, through November 30, 2018.

Item 3.b: By block vote, authorization was granted for the 2018-2019 General Fund and Capital Outlay Fund transfers netting to the amount of \$2,347,343 and adoption of the resolution showing the summary, pursuant to the California Code of Regulations, Title 5, §58307.

Item 3.c: By block vote, authorization was granted to make adjustments to General Fund, Child Development Fund, and Financial Aid Fund revenue and expenditure budgets in accordance with the revised fiscal year 2018-2019 allocations and adopt a resolution to adjust budgets and authorize expenditures within the General Fund, Child Development Fund, and Financial Aid Fund pursuant to the California Code of Regulations Title 5, Section 58308.

Further authorization was granted for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs, to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

Item 3.d: The Board received and reviewed the annual audits of the District for fiscal year 2017-18 which included the Community College Foundation of North Orange County Audit; the Proposition 39 Financial and Performance Audits; and the Fullerton College Foundation Audit. Brandon Harrison, Partner with Vavrinek, Trine, Day & Co. (VTD), and Alicia Herrera, Account Manager, addressed the Board to share that District auditors issued unmodified opinions with no reported deficiencies or findings for the District audits. Mr. Harrison noted that auditors met with the District Audit Committee on November 27 to answer questions, and also complimented management and the District for providing accurate information that is shared with the Board and community.

Mr. Harrison reported that for the first time the Fullerton College Foundation was audited as part of the annual audit at the request of the District. Auditors issued an unmodified opinion, but found a financial condition material weakness related to unrestricted net assets of -\$1.7 million and reported that it has been an issue over the last five years.

During the question and answer period, trustees inquired about whether VTD works with other colleges (yes); how the District ranks among other colleges (very well due to the high level of work and proactively investing in an OPEB trust for future liability); whether it is common to receive no findings (uncommon as there are usually compliance findings); whether the District has prudent financial management (yes, due to a strong general fund, it's net position, GASB 54 fund balance compliance with regard to the general fund, and management of the OPEB liability); whether bond measure funds were earmarked for The Heterbrink House (no); discussion about making the Fullerton College Foundation an auxiliary foundation like Cypress College (the Foundation Board is aware that changes need to be made and with the support of President Schulz, Chancellor Marshall, and the Board, the necessary steps are being taken to alleviate the situation); and whether there are any District issues due to the Fullerton College Foundation's non-compliance (no, not as an independent foundation).

The Cypress College Foundation Audit is still in process and will be submitted separately at a later date.

Item 3.e: By block vote, authorization was granted to declare the list of items as surplus and for the Liquidation Company to conduct an auction for the sale of the surplus items. Proceeds collected by the auction company will be split between the District (55%) and the auction company (45%).

Item 3.f: It was moved by Trustee Jacqueline Rodarte and seconded by Trustee Ryan Bent to adopt Resolution No. 18/19-13 Authorizing Public Sale of Property (Amerige Site).

During the discussion, Vice Chancellor Fred Williams reminded the Board that they had previously passed a similar resolution with staff attempting to pursue a waiver from the State. Now, with the advice of legal counsel, the District will attempt to sell the property and be prepared to negotiate any offers received. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes including Student Trustee Castillo's advisory vote.**

Further authorization was granted for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing, to conduct the sale on behalf of the District.

Item 3.g: By block vote, authorization was granted to reject the bid for Bid #1819-05, Roof Fluid-Applied Restoration Coating Project Cypress College Building 8 Piazza Deck and authorize staff to rebid the project at a later date.

Item 3.h: By block vote, authorization was granted to file the Notice of Completion for Bid #1718-19, Anaheim Campus 2nd Floor Counseling Offices & 5th Floor CTE Lab Tenant Improvements with Interlog Construction and pay the final retention payment when due.

Item 3.i: By block vote, authorization was granted to approve Change Order Nos. 1 through 5 for Bid #1718-07, Anaheim Campus 7th & 10th Floors Tenant Improvements, with Miller Construction, in the total amount of \$7,093.28, increasing the contract from \$3,574,000.00 to \$3,581,093.28.

Further authorization was granted for the Vice Chancellor, Finance & Facilities, or the District Director, Purchasing, to execute the change orders on behalf of the District.

Item 3.j: By block vote, authorization was granted to increase the purchase cost for the Relocatable Modular Building for Cypress College with Sean Khan Consulting Company, Inc. from \$495,180.00 to \$587,682.05 plus any applicable tax.

Further authorization was granted for the Vice Chancellor, Finance & Facilities or District Director, Purchasing, to proceed with the purchase on behalf of the District.

Item 3.k: By block vote, authorization was granted to authorize amending the architectural consultant services agreement with LPA, Inc. for the expansion of the Veterans' Resource Center including the Veterans' Memorial Plaza and renovation of the Student Activities Center project and increase the contract amount by \$147,520 from \$1,002,375 to \$1,149,895.

Further authorization was granted for the Vice Chancellor, Finance & Facilities, to execute the amendment to the agreement on behalf of the District.

Item 3.l: By block vote, authorization was granted to authorize amending the architectural consultant services agreement with LPA, Inc. for the Science, Engineering, & Math project at Cypress College and increase the contract amount by \$140,635 from \$4,581,345 to \$4,721,980.

Further authorization was granted for the Vice Chancellor, Finance & Facilities, to execute the amendment of the agreement on behalf of the District.

Item 3.m: By block vote, authorization was granted for Fullerton College to host lunch for the CTE Showcase Day on December 11, 2018, at a cost not to exceed \$6,000 for 400 high school students and also 100 faculty and student volunteers.

Item 3.n: By block vote, authorization was granted for Fullerton College to host the MAS Conference on January 16, 2019, for 850 male high school students from several high school districts at a cost not to exceed \$7,000.

Item 3.o: By block vote, authorization was granted to pre-approve out-of-country travel for Deborah Davidson to Mexico City, Mexico from February 6-10, 2019.

INSTRUCTIONAL RESOURCES

Item 4.a: By block vote, authorization was granted to approve the summary of curriculum changes for Cypress College to be effective Summer 2019 and Fall 2019. The curricula has been signed by the Campus Curriculum Committee Chairperson and the College President, and has been approved by the District Curriculum Coordinating Committee.

(See Supplemental Minutes #1227 for a copy of the curriculum summary.)

Item 4.b: By block vote, authorization was granted to approve the summary of curriculum changes for Fullerton College to be effective Fall 2019. The curricula has been signed by the Campus Curriculum Committee Chairperson and the College President, and has been approved by the District Curriculum Coordinating Committee.

(See Supplemental Minutes #1227 for a copy of the curriculum summary.)

HUMAN RESOURCES

Item 5.a: By block vote, authorization was granted for the following academic personnel, which are within budget:

TEMPORARY CONTRACT

Acosta, Cynthia	CC	Psychiatric Technology Instructor Temporary Contract (100%) Pursuant to E.C. 87482 Class B, Step 1 Eff. 01/24/2019-05/25/2019
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LEAVES OF ABSENCE

Hanson, Bruce	FC	Philosophy Instructor Load Banking Leave With Pay (100%) Eff. 2019 Spring Semester
Heusser, Willis	CC	Philosophy/Religious Studies Instructor Load Banking Leave With Pay (86.67%) Eff. 2019 Spring Semester
Jianto, Susana	CC	CIS Instructor Load Banking Leave With Pay (100%) Eff. 2019 Spring Semester
Miller, Bruce	FC	Music Instructor Load Banking Leave With Pay (100%) Eff. 2019 Spring Semester
Phillips, Eileen	NOCE	High School Programs Instructor Load Banking Leave With Pay (13.00%) Eff. 2019 Winter & Spring Trimesters
Reilly, Joseph	FC	History Instructor Load Banking Leave With Pay (10.00%) Eff. 2019 Spring Semester
Standen, Kathleen	FC	Business Management Instructor Load Banking Leave With Pay (100%) Eff. 2019 Spring Semester

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2019 SPRING SEMESTER, TRIMESTER

Alrubaye, Wasan	NOCE	Column 1, Step 1
Dingma, Mary	CC	Column 3, Step 1
Gonzales, Gregory	FC	Column 1, Step 1
Fanego, Cristofer	FC	Column 1, Step 1

Langley, Ryan	FC	Column 1, Step 1
Lee, Kevin	NOCE	Column 2, Step 1
Loredo, Jacqueline	FC	Column 1, Step 1
Menton, Allen	FC	Column 3, Step 1
Nercessian, Terence	NOCE	Column 2, Step 1
Obando, Mario	FC	Column 3, Step 1
Pitts, Lisa	FC	Column 1, Step 1
Solorzano Uribe, Alejandra	FC	Column 1, Step 1
Teipe, Emily	FC	Column 3, Step 1
Toubal, Merzak	NOCE	Column 2, Step 1
Wittmier, Darrell	CC	Column 2, Step 1

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Bridges, Andrew	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Chang, Chiu-Chin	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Eaves, Stephanie	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Ford, Julie	CC	Supervising Dentist (DH Program) Column 3, Step 2 Lab Rate, Adjunct Faculty Salary Schedule Eff. 2019 Spring Semester
Hale, Raelynne	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Harris, Lee	CC	Supervising Dentist (DH Program) Column 3, Step 2 Lab Rate, Adjunct Faculty Salary Schedule Eff. 2019 Spring Semester
Jo, Josephine	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Johnson, Cory	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Kaeser, Amy	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00

		Eff. 01/15/2019-01/16/2019
Kinoshita, Aya	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Lake-Bain, Carolyn	FC	Counselor and Student Development Counselors Training Stipend not to exceed \$200.00 Eff. 09/17/2018
Macafee, Lisa	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Montoya, Latania	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Moulton, Renee	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Novasky, Mayra	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Rinaldi, Francesca	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Rodriguez, Daniela	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Salcido, Carla	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Samuels, Charlotte	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Schumann, Sonya	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Skhyrokova, Anna	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019

Smith-Norman, Ravipan	CC	Supervising Dentist (DH Program) Column 3, Step 1 Lab Rate, Adjunct Faculty Salary Schedule Eff. 2019 Spring Semester
Steffen, Tamara	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Villavicencio, Marina	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Welch Wheatley, Janine	CC	Supervising Dentist (DH Program) Column 3, Step 3 Lab Rate, Adjunct Faculty Salary Schedule Eff. 2019 Spring Semester
Wyatt, Joanna	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019

Item 5.b: Chancellor Marshall requested that the termination noted on the agenda be removed from consideration, and with that change, it was moved by Trustee Stephen T. Blount and seconded by Trustee Jacqueline Rodarte to approve the following classified personnel matters which are within budget:

RESIGNATIONS

Teipe, Peter	AC	IT Project Leader 12-month position (100%) Eff. 12/05/2018 PN ISC972
Thackrah, Tracy	FC	Radio Broadcast Technician 12-month position (100%) Eff. 12/21/2018 PN FCC921

NEW PERSONNEL

Arriola-Nickell, Gail	AC	Special Projects Director/Edu. Services and Tech. Temporary Management Position (100%) Range 3, Special Proj. Admin Daily Rate Schedule Eff. 01/01/2019 – 06/30/2019 PN DET990
Bringman, Michelle	NOCE	Special Projects Manager/Adult Edu. Programs Temporary Management Position (100%) Range 2, Special Proj. Admin Daily Rate Schedule

		Eff. 01/01/2019 – 06/30/2019 PN SCT954
Dodson, Lanicesha	FC	Bookstore Assistant 12-month position (100%) Range 31, Step E Classified Salary Schedule Eff. 01/02/2019 PN FCC947
Garcia, Edwin	NOCE	Facilities Custodian II 12-month position (80%) Range 28, Step A Classified Salary Schedule Eff. 12/12/2018 PN SCC846
		Groundskeeper 12-month position (20%) Range 29, Step A Classified Salary Schedule Eff. 12/12/2018 PN SCC917
Hanifa, Roselyne	AC	Risk Management Technician 12-month position (100%) Range 36, Step B Classified Salary Schedule Eff. 12/12/2018 PN DEC930
Horwood-Jones, Kelley	FC	Administrative Assistant II 12-month position (100%) Range 36, Step E Classified Salary Schedule Eff. 12/12/2018 PN FCC914
Lindley, Evelyn	CC	Administrative Assistant I 12-month position (100%) Range 33, Step E Classified Salary Schedule Eff. 12/12/2018 PN CCC843
Mezzano, Aaron	FC	Administrative Assistant I 12-month position (100%) Range 33, Step A + 5% Shift Classified Salary Schedule Eff. 12/12/2018

PN FCC981

Villasenor, Rafael	FC	Campus Safety Officer 12-month position (100%) Range 31, Step E Classified Salary Schedule Eff. 12/12/2018 PN FCC742
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CHANGE IN SALARY STEP

Del Real, Ramon	CC	Campus Safety Officer (100%) From: Range 31, Step A To: Range 31, Step E Eff. 11/28/2018
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Flores, Christopher	CC	Campus Safety Officer (100%) From: Range 31, Step A To: Range 31, Step E Eff. 11/28/2018
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Guzman, Ines	CC	Campus Safety Officer (100%) From: Range 31, Step A To: Range 31, Step C Eff. 11/28/2018
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VOLUNTARY CHANGES IN ASSIGNMENT

Cota, Yvonne	CC	Administrative Assistant I (100%) Return to Regular Assignment Eff. 11/26/2018
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Joy, Karen	CC	Administrative Assistant II (100%) Return to Regular Assignment Eff. 11/26/2018
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Joy, Karen	CC	Administrative Assistant II (100%) Temporary Change in Assignment To: CC Executive Assistant III 12-month position (100%) Range 30C, Step B Confidential Salary Schedule Eff. 01/02/2019 – 06/30/2019
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Miralles, Giselle	FC	Instructional Assistant (100%) Extension of Temp. Increase in Months Employed
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From: 10 months
 To: 11 months
 Eff. 01/02/2019 – 01/11/2019
 PN FCC836

Mosqueda, Stephanie FC

Student Services Specialist, DSS
 12-month position (100%)
 PN FCC658

Permanent Lateral Transfer
 To: FC Student Services Spec., Transfer Ctr.
 12-month position (100%)
 Eff. 01/07/2019
 PN FCC587

Kelley, Chad FC

Laboratory Clerk/Radio (100%)

Extension of Temporary Change in Assignment
 To: FC Radio Broadcast Technician
 12-month position (100%)
 Range 40, Step A
 Classified Salary Schedule
 Eff. 11/01/2018 – 03/29/2019

PROFESSIONAL GROWTH & DEVELOPMENT

Huynh, Thydan FC

Student Services Specialist/Counseling (100%)
 4th Increment (\$400)
 5th Increment (\$400)
 Eff. 07/01/2020

Martinez Stluka, Rena FC

Registrar (100%)
 2nd Increment (\$400)
 3rd Increment (\$400)
 Eff. 07/01/2019

STIPEND FOR ADMINISTRATIVE DUTIES

Triefenbach, Laurie AC

Catalog & Schedule Coordinator (100%)
 6% Stipend
 Eff. 10/03/2018 – 06/30/2019

LEAVES OF ABSENCE

Hernandez, Rafael CC

Plumber (100%)
 Unpaid Personal Leave
 Eff. 09/24/2018 – 11/07/2018

Oh, Tami AC

District Director, Risk Management (100%)
 Family Medical Leave (FMLA/CFRA)

Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter
Eff. 11/27/2018 – 01/08/2019 (Consecutive Leave)

NEW CLASSIFIED MANAGEMENT JOB DESCRIPTIONS

District Director, Grants
Range 21
Management Salary Schedule

District Director, Professional Development
Range 21
Management Salary Schedule

Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes.

Item 5.c: By the block vote, authorization was granted for the assignment of professional expert personnel per the professional expert listing.

(See Supplemental Minutes #1227 for a copy of the professional expert personnel listing.)

Item 5.d: By the block vote, authorization was granted for the hourly personnel per the hourly personnel listing.

(See Supplemental Minutes #1227 for a copy of the hourly personnel listing.)

Item 5.e: By the block vote, authorization was granted for the assignment of volunteers per the volunteer listing.

(See Supplemental Minutes #1227 for a copy of the volunteer listing.)

GENERAL

Item 6.a: The Board received and reviewed, as information items, the following revised Administrative Procedures:

- **AP 2015, Student Members**
- **AP 2105, Election of Student Members**
- **AP 2110, Vacancies on the Board**
- **AP 7130-1, Payroll**
- **AP 7230-2, Confidential Employees – Holidays**
- **AP 7230-6, Confidential Employees – PG&D Program**
- **AP 7240-2, Management Employees – Holidays**
- **AP 7240-6, Management Employees – PG&D Program**

The revised Administrative Procedures are available on the District's website, where they are readily accessible by students, employees, and the general public.

Item 6.b: The Board received the following proposed, revised Board Policies, as a first reading and directed that they be placed on a future Board meeting agenda for action with the following noted revisions:

- **BP1000, The North Orange County Community College District:** Add “Continuing Education Center” to Section 2.4.1.
- **BP1001, District Mission, Vision, & Values Statement:** Remove “a baccalaureate degree,” from the first sentence in Section 1.2 and add a new second sentence about Cypress College offering the degree.
- **BP 1002, Philosophy:** Add ACCJC Standard 4.A.2 and Title 5 to the “Reference” section.
- **BP 2010, Board Membership**
- **BP 2015, Student Members**
- **BP 2100, Board Elections:** Add ACCJC Standard VI.B.11 to the “Reference” section; correct “Buena Way” in Trustee Areas 1 and 3; and clarify what the District boundaries are and ensure that they are in conjunction with the Orange County Registrar of Voters.
- **BP 2105, Election of Student Members**
- **BP 2110, Vacancies on the Board**
- **BP 2210, Officers**
- **BP 2220, Committees of the Board**
- **BP 2410, Board Policies and Administrative Procedures:** Add ACCJC Standard IV.C.2 to the “Reference” section; revise Section 1.0 to read “...necessary to assure academic quality, integrity, effectiveness of student learning programs and services, and financial stability of the District...”; and add Section 1.2 to read, “Once the Board reaches a decision, all Board Members act in support of the decision.” There was also discussion related to changing the “or” in Section 1.0 to “and.” Trustees requested that the District ask legal counsel for an opinion due to the potential of unintended consequences.
- **BP 2745, Board Self-Evaluation**
- **BP 3540, Sexual Assaults and Other Sexual Misconduct:** Trustees indicated they would like to see a broad statement regarding the rights of the person being accused or addressing confidentiality due to the responsibility of the District. Trustees also requested the addition of a statement regarding broad publication on how someone can report incidents that is easily accessible.

Once adopted by the Board of Trustees, the revised policies will be placed on the District’s website, where they will be readily accessible by students, employees, and the general public.

Item 6.c: It was moved by Trustee Molly McClanahan and seconded by Trustee Stephen T. Blount that the Board adopt Resolution No. 18/19-12, Trustee Absence, verifying that Trustee Jacqueline Rodarte was absent on November 27, 2018 due to illness and, therefore, eligible to receive compensation for the Regular Board meeting held on that date. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, and McClanahan voting yes, including Student Trustee Castillo’s advisory vote, and Trustee Rodarte abstaining.**

A signed affidavit from Ms. Rodarte verifying her absence due to illness will be on file in the Chancellor’s Office.

Item 6.d: Board President Jeffrey P. Brown asked if there were any requests for potential future Board agenda items and there were none.

CLOSED SESSION: At 7:01 p.m. Board President Jeffrey P. Brown adjourned the meeting to closed session per the following sections of the Government Code:

Per Section 54957.6: CONFERENCE WITH LABOR NEGOTIATOR IRMA RAMOS, VICE CHANCELLOR, HUMAN RESOURCES; - Employee Organizations: United Faculty/CCA/CTA/NEA, Adjunct Faculty United Local 6106, CSEA Chapter #167, and Unrepresented Employees.

Per Section 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

RECONVENE MEETING: At 8:03 p.m., Board President Jeffrey P. Brown reconvened the meeting in open session and reported the following action taken in closed session:

It was moved by Trustee Barbara Dunsheath and seconded by Trustee Jacqueline Rodarte that the Board approve a Voluntary Suspension Agreement for an Academic employee (@00004009) under which the employee voluntarily agreed to serve a five-day suspension without pay. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes.**

It was moved by Trustee Jacqueline Rodarte and seconded by Trustee Ryan Bent that the Board approve a Resignation Agreement for a Classified employee (@00091482) under which the employee resigns effective January 15, 2019. The parties further release and waive all claims they may have had against each other. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes.**

ADJOURNMENT: At 8:05 p.m., it was moved by Trustee Ryan Bent and seconded by Trustee Jeffrey P. Brown to adjourn the meeting. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes.**

Prepared By Recording Secretary for
Barbara Dunsheath, Secretary, Board of Trustees