

APPROVED

MINUTES OF THE ONLY REGULAR MEETING
OF THE BOARD OF TRUSTEES
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

January 25, 2005

The Board of Trustees of the North Orange County Community College District met for its Only Regular Meeting on Tuesday, January 25, 2005, at 5:30 p.m. in the Board Room at the Anaheim Campus

Board President Molly McClanahan called the meeting to order at 5:30 p.m. Rod Lusch led the Pledge of Allegiance to the Flag.

TRUSTEE ROLL CALL: Present: Jeff Brown, Otto Lacayo, Leonard Lahtinen, Molly McClanahan, Donna Miller, Manny Ontiveros, Nancy Rice, and Student Trustees Karen Johnson and Victoria Rizo. Absent: None.

RESOURCE PERSONNEL PRESENT: Jerome Hunter, Chancellor; Fred Williams, Interim Vice Chancellor, Finance & Facilities; Jeff Horsley, Vice Chancellor, Human Resources; Kathie Hodge, President, Fullerton College; Margie Lewis, President, Cypress College; Gary McGuire, Provost, School of Continuing Education; Christie Wallace Noring, District Director, Public Affairs; Jack Raubolt, District Director, Information Services; Greg Schulz, representing the District Management Association; Andrea Sibley-Smith, representing the School of Continuing Education Academic Senate; Michael Brydges, representing the Cypress College Academic Senate; Rolando Sanabria, representing the Fullerton College Faculty Senate; Tony Jones, representing United Faculty; Sam Russo, representing Adjunct Faculty United; Rod Lusch, representing CSEA; and Violet Ayon, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES PRESENT: Andrea Hanstein, Lis Leyson, Victoria Lugo, Ken Meehan, Adam O'Connor, Janet Portolan, and Bob Simpson from Fullerton College; Nancy Byrnes, Karen Cant, Pat Ganer, Pat Humpres, and Fola Udenbunmi from Cypress College; Jim Kennedy and Tom Parisi from the School of Continuing Education; and from the Ron Beeler, Steve Duncan, Ann-Marie Gable, and Dorothy Owens-Whitehurst from the District Offices.

VISITORS: Tony Lief from FLCM; Jim Godsey of Macias, Gini & Company.

COMMENTS: MEMBERS OF THE AUDIENCE: There were no public comments.

BLOCK VOTE APPROVAL: It was moved by Trustee Donna Miller and seconded by Trustee Otto Lacayo that the following items be approved by block vote:

Finance & Facilities:	3.b, 3.e, 3.f, 3.g, 3.h, 3.i, 3.j, 3.k, 3.l, 3.m
Instruction Services:	4.a, 4.b, 4.c, 4.d, 4.e, 4.f, 4.g, 4.h, 4.i, 4.j
Human Resources:	5.a, 5.c, 5.d, 5.e

Motion carried unanimously, including the Student Trustees' advisory votes.

REPORTS:

- A. As a part of the **Chancellor's Report**, Chancellor Hunter introduced a discussion on Board budget policy criteria and general priorities. During the discussion, reference was made to Chapter 31 of the Community College League of California (CCLC) *Trustee Handbook* and the valuable information contained within. It was agreed that members of the Board Resource Table are to receive a copy of Chapter 31 and may provide feedback to Fred Williams for incorporation into the information that will be provided to the Board for further discussion on this issue at the next Board meeting.
- B. Also included as a part of the Chancellor's Report, Cypress College President Margie Lewis and Fullerton College Director of Institutional Research Ken Meehan conducted a presentation on the **AB1417 Accountability Model**, specifically on the AB1417 District Performance Framework Project, which is based on a presentation by Patrick Perry of the California Community Colleges System Office . AB1417 charges the Board of Governors to recommend the structure of a district-level performance evaluation system and to report back to the Legislature and Governor by March 2005.

Highlights of the presentation included the identification of 1) AB1417 requirements; 2) AB1417 process and progress; 3) performance categories, which include student progress and achievement, economic and workforce development, pre-collegiate improvement/Basic Skills/ESL, and access; 4) the 3-tier reporting framework, with Tier 1 including District Core Indicators, Tier 2 including District Optional Indicators, and Tier 3 including System Indicators ; 5) other reporting requirements; 6) assessing performance options, which include no assessment - just report outcomes, rank ordering, benchmarking, value-added, and a combination of these; and 7) questions to be answered by community college personnel.

In the ensuing discussion, the Board suggested the following: 1) that any items to be measured should be useful and/or neutral; 2) that the model not duplicate the assessment already conducted through the accreditation process or other gathering of data and statistics; 3) that the final outcome add value to what we do as a District, in terms of the District's mission; and 4) we want bang for the amount of staff time it is going to take to comply with the requirements.

(See Supplemental Minutes #932 for a copy of the presentation.)

- C. Also included as a part of the **Chancellor's Report**, Fred Williams reported that the proposed state budget does not include an increase to student fees and there exists a possibility of litigation regarding the distribution of Proposition 98 funds and STRS contributions by the districts. He added that more information will be known when the Governor's May Revise is provided.
- D. **Kathie Hodge**, Fullerton College President; **Margie Lewis**, Cypress College President; and **Gary McGuire**, School of Continuing Education Provost, reported on activities and events at their respective areas.

COMMENTS:

- A. **Greg Schulz** extended an invitation to "A Conversation with Faculty" sponsored by the District Management Association on February 11, 2005, 8:30 a.m. at the Anaheim Campus.
- B. **Andrea Sibley-Smith** extended her appreciation to those trustees who attended the joint unions faculty meeting earlier in the month.
- C. **Rod Lusch** extended his gratitude to Chancellor Hunter and Trustees for attending the CSEA Installation Dinner.
- D. **Student Trustee Victoria Rizo** reported on the Associated Students' activities regarding the no-smoking on campus project.
- E. **Student Trustee Karen Johnson** reported on Associated Students' activities, including the special election for two positions, a non-smoking on campus project, the completion of an activity calendar, and upcoming welcome-back and club-rush activities.
- F. **Trustee Nancy Rice** extended her gratitude to Trustees and staff who attended her retirement celebration at Mt. San Antonio College.
- G. **Trustee Leonard Lahtinen** distributed Anaheim Angels' drinking cups. In addition, he reported on his attendance at the City of Anaheim State of the City Luncheon and was pleased to see a brief reference to the Anaheim Campus. Mr. Lahtinen referred to the FLCM Executive Summary received earlier this month and specifically inquired on the problem cited on page 37 regarding the moisture content in concrete slabs.

Fred Williams responded that this issue is being investigated and that the cost to seal the various concrete projects is being addressed by the architects.
- H. **Trustee Jeff Brown** reported on the "First Book" organization, which provides books for school children and encouraged support of this organization.

- I. **Trustee Molly McClanahan** reported on her attendance at the back-to-school events at the colleges, as well as her attendance at the City of Anaheim State of the City Luncheon. She suggested that staff look into the possibility of distributing handouts from the District available at such events as the State of the City Luncheon.

MINUTES: It was moved by Student Trustee Karen Johnson and seconded by Trustee Donna Miller that the Board approve the minutes of the Organizational and Only Regular Meeting of December 14, 2004. **Motion carried unanimously, including the Student Trustees' advisory votes.**

FINANCE & FACILITIES

Item 3.a: Upon clarification on various purchase orders, it was moved by Trustee Donna Miller and seconded by Student Trustee Karen Johnson to ratify purchase order numbers P0026659 through P0028829 through January 7, 2005, totaling \$4,141,292.62. **Motion carried unanimously, including the Student Trustees' advisory votes.**

Further authorization was granted to ratify check numbers C0011559 through C0011895, totaling \$315,734.43; check numbers F0088159 through F0088397, totaling \$379,761.27; check numbers 88171644 through 88174152, totaling \$6,061,034.85; and check numbers V0030238 through V0030241, totaling \$5,196.00, all from December 1 through 31, 2004.

Item 3.b: By the block vote, the Board adopted a resolution establishing separate bank, saving, clearing, and revolving accounts pursuant to the California Community College Budget and Accounting Manual as authorized by Section 84030 of the Education Code, and in accordance with Education Code Section 58311 of Title 5 of the California Code of Regulations.

Further authorization was granted to rescind previous resolutions and that any accounts not listed on this resolution and still open be closed immediately.

Additional authorization was granted that in order to adequately safeguard and manage District assets, two authorized signatures be required on each check on every account.

Authorization was also granted for account signers, banks, and savings & loans not be authorized to issue counter checks or cashier's checks on any of the accounts.

Authorization was also granted for the submittal of revised signature cards to banking institutions for accounts that have been affected by personnel changes.

Item 3.c: Upon a presentation by Jim Godsey of Macias, Gini & Company, a brief discussion on the continued offering of physical education concurrent enrollment classes, and the physical inventory of fixed assets, Trustee Donna Miller moved and Trustee Jeff Brown seconded that the Board receive and review the annual audits of the District for fiscal year 2003-04.

Item 3.d: Trustee Leonard Lahtinen moved and Student Trustee Karen Johnson seconded that the non-resident tuition remain at the same level as 2004-05. Upon clarification of allowances in statute language, the motion was withdrawn. It was then moved by Trustee Donna Miller and seconded by Trustee Manny Ontiveros that the non-resident tuition fee for the 2005-2006 school year for the North Orange County Community College District be set at the statewide average rate of \$151 per-unit with an additional charge for capital outlay of \$20 per-unit for non-resident students who are both citizens and residents of a foreign country. This results in a \$2 per-unit increase.

Any international student who can demonstrate economic hardship or who is a victim of persecution or discrimination in the country in which the student is a citizen and resident is exempt from the capital outlay fee. To qualify under the economic hardship waiver, a student must demonstrate a "hardship" that encompasses the financial circumstances of a person who is a recipient of benefits under Aid to Families with Dependent Children program, the Supplemental Income/State Supplementary Program, or a general assistance program.

Item 3.e: By the block vote, authorization was granted for the 2004-05 General Fund, Bond Fund, and Capital Outlay Fund Budget Transfers netting to the amount of \$3,276,642 and adoption of the Resolutions showing the summaries, pursuant to the California Code of Regulations, Title 5, Section 58307.

Further authorization was granted to accept new revenue and to make adjustments to expenditure and revenue budgets within the Capital Outlay Fund and Associated Student Fund.

In addition, the Board adopted resolutions to accept new revenue, establish budgets and authorize expenditures within the Capital Outlay Fund, pursuant to the California Code of Regulations Title 5, Section 58308.

Item 3.f: By the block vote, authorization was granted to approve the reissue of the payroll check listed below:

#822462	Toby Howell	Issued 4/30/2001	\$718.52
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Item 3.g: By the block vote, authorization was granted to award quotation number PS31542 to Femco, Inc., for a CNC Lathe Model HL-25, chip conveyor, tool presetter, and a valenite tooling package for the Machine Technology Program at Fullerton College, at a cost of \$54,532.00, plus tax and shipping.

Further authorization was granted for the District Director of Purchasing to execute the contract on behalf of the District.

Item 3.h: By the block vote, retroactive authorization was granted to enter into agreements for emergency chiller repairs and rental services for Building 700 at Fullerton College to the following:

McQuay Services - Repairs to chillers	\$ 69,000.00
Total Environmental Management, Inc - Rental of chillers	\$ 24,240.00
All Area Plumbing, Inc. - Fabrication of plumbing connections	<u>\$ 7,700.00</u>
Total	\$100,940.00

Further authorization was granted for the District Director of Purchasing to execute the agreements on behalf of the District.

Item 3.i: By the block vote, authorization was granted to extend the agreement with PlanCorp Facility Relocation Management to coordinate the relocation of the Fullerton College Library Learning Resource Center from April 1, 2005 to June 30, 2005, at no additional cost.

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

Item 3.j: By the block vote, authorization was granted to award PW 0405-511, Cypress College Water System Improvement Plans and issue an agreement to Atlas-Allied, Inc., as the lowest responsive and responsible bidder meeting specifications and issue an agreement in the amount of \$483,885.

Further authorization was granted for the Vice Chancellor, Finance & Facilities, to execute the agreement on behalf of the District, and approve and forward to the Board for ratification, any further specification changes up to 10% of the original contract amount or \$15,000, whichever is greater, on behalf of the District.

Item 3.k: By the block vote, authorization was granted to award PW 0405-514, Fullerton College Library/Learning Resource Center Hardscape Upgrade and issue an agreement to Norse Corporation, as the lowest responsive and responsible bidder meeting specifications and issue an agreement in the amount of \$244,300.

Further authorization was granted for the Vice Chancellor, Finance & Facilities, to execute the agreement on behalf of the District, and approve and forward to the Board for ratification, any further specification changes up to 10% of the original contract amount or \$15,000, whichever is greater, on behalf of the District.

Item 3.l: By the block vote, authorization was granted to file the Notice of Completion for PW 0304-402, Construction of the Public Safety Building at Fullerton College, with Case & Sons Constructions, Inc., and release the final retention payment when due.

Item 3.m: By the block vote, authorization was granted for the various change orders for the public works projects listed per the attached Change Order Request, with a cumulative total of \$101,209.36.

Further authorization was granted for the Vice Chancellor, Finance and Facilities, to execute each contractor agreement on behalf of the District.

Item 3.n: Upon clarification on the usage of the proposed Anaheim Campus build out of floors four and six, it was moved by Trustee Leonard Lahtinen and seconded by Trustee Donna Miller to enter into an agreement with R2A Architecture for the architectural design of the construction build-out of the 4th floor and the remaining balance of the 6th floor at the Anaheim Campus for the period of January 26, 2005, through June 30, 2006. The fees are as follow:

- A. 4th Floor (approximately 12,000 square feet) - \$72,000
- B. 6th Floor (approximately 4,600 square feet) - \$27,600

Plus reimbursable expenses not to exceed \$4,000 for such items as, but not limited to, printing, reproduction, photography, messenger services, postage, and mileage.

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

INSTRUCTIONAL SERVICES

Item 4.a: By the block vote, authorization was granted to accept new revenue and to make adjustments to expenditure and revenue budgets. It is further requested that resolutions be adopted to accept new revenue, establish and/or adjust budgets, and authorize expenditures within the General Fund, pursuant to the California Code of Regulations Title 5, Section 58308. Authorization is further requested to enter into subcontract agreements with Cerritos Community College District and Los Angeles Community College District. Authorization is further requested for the Vice Chancellor, Finance and Facilities, and the District Director Fiscal Affairs to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

SITE	PROJECT NAME	LENGTH OF CONTRACT	TOTAL CONTRACT	AUTHORIZED SIGNATORIES ON BEHALF OF DISTRICT
CC FC	California Community Colleges Chancellor's Office	07/01/04-06/30/05		For the agreements and any

	Categorical Programs Budget Adjustments CC EOPS FC EOPS		\$9,085 \$9,085	<u>amendments to modify the agreement, and any related documents:</u> Chancellor, Vice Chancellor, Finance and Facilities, or District Director, Fiscal Affairs
CC	Grant Agreement for Cypress College Mortuary Science Department from Hilgenfeld Foundation for Mortuary Education	08/01/04-07/31/05	\$3,550	<u>For the agreements and any amendments to modify the agreement, and any related documents:</u> College President and <u>for any related documents:</u> Chancellor, Vice Chancellor, Finance and Facilities, or District Director, Fiscal Affairs
SCE	Job Development Incentive Fund Training Grant Subcontract Agreements for: Cerritos Community College District Los Angeles Community College District	01/26/05-06/30/05	\$40,000 \$40,000	<u>For the agreements and any amendments to modify the agreement, and any related documents:</u> Chancellor, Vice Chancellor, Finance and Facilities, or District Director, Fiscal Affairs

Item 4.b: By the block vote, authorization was granted for the Cypress College Science, Engineering, and Math Division out-of-state Geology Field Lab in Northern Arizona and Southern Utah, May 31 through June 56, 2005, with students paying \$60 for their own camping fees and entrance into national parks and monuments..

Item 4.c: By the block vote, authorization was granted for expenditures related to the Cypress 21st Annual High School Senior Day on March 10, 2005, for approximately 1,200 high seniors at a cost not to exceed \$8,000 for refreshments and transportation services.. Further authorization was granted to enter into agreements with, among others, the Anaheim Union High School District to provide transportation for its students to come attend the event at Cypress College.

Item 4.d: By the block vote, authorization was granted for expenditures related to the Cypress College Parent Night on April 19, 2005, for approximately 200 persons at a cost not to exceed \$2,000 for advertising, mailing, promotional items, refreshments, and supplies.

Item 4.e: By the block vote, authorization was granted for the Cypress College summary of

curriculum additions, deletions, and changes to be effective spring 2005 and fall 2005 semesters.

Item 4.f: By the block vote, authorization was granted for the donation of a Magnasight Viewer from Ms. Alice Greening of Long Beach for use in the Fullerton College Adaptive Services Center and the cash donation of \$1,000 from the Statewide Advisory Committee for Career Development to the Fullerton College Counseling Division to host the Regional Career Development Workshop on March 11, 2005.

Item 4.g: By the block vote, authorization was granted for the Fullerton College Theatre Arts Department optional, out-of-state field trip to the American College Theatre Festival in Phoenix, Arizona, February 7-11, 2005, with students paying for lodging and meals.

Item 4.h: By the block vote, authorization was granted for the Fullerton College Theatre Arts Seminar in London, England, March 19-26, 2005, with students paying for their own travel, tours, hotels, breakfast and theatre tickets.

Item 4.i: By the block vote, authorization was granted for expenditures related to the Fullerton College Associated Students "Hornet Idol" Talent Show on April 15, 2005, at a cost not to exceed \$1,800 for prizes, decorations, advertising, and refreshments.

Further authorization was granted for the Fullerton College President to execute any agreements on behalf of the District.

Item 4.j: By the block vote, authorization was granted to amend the agreement with Diana C. Stroud, Inc., to extend the contract end date from December 31, 2004, to June 30, 2005, at no additional cost.

Further authorization was granted for the Director of Purchasing to execute the amendment of the contract on behalf of the District.

HUMAN RESOURCES

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

RETIREMENT

Polsky, Diana	CC	Theater Arts Instructor Eff. 06/01/2005
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NEW HIRE

Cordell, Bruce	FC	Dean, Natural Sciences Division 12 month - 100% Contract Range 25, Step A + Doc Management Salary Schedule Eff. 01/31/2005
Markus, Denise	CC	Nursing Instructor Temporary Contract 100% Specially-funded pursuant to E.C. 87470 Class B, Step 8 + stipend in lieu of benefits Eff. 01/14/2005-05/27/2005
Schur, Nancy	CC	Nursing Instructor Temporary Contract 100% Specially-funded pursuant to E.C. 87470 Class B, Step 5 + stipend in lieu of benefits Eff. 01/14/2005-05/27/2005

LONG-TERM SUBSTITUTE

Heine, Tracey	AC	Culinary Arts Instructor Leave of Absence Replacement Class B, Step 2 + stipend in lieu of benefits Eff. 01/14/2005-05/27/2005
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PROMOTION

Jensen, Robert	FC	Fine Arts Instructor To: FC Dean, Fine Arts Division Range 25, Step G Management Salary Schedule Eff. 01/26/2005
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EXTENSION OF TEMPORARY MANAGEMENT CONTRACT

Blackley, Terrence	FC	Interim Dean, Fine Arts Division Temporary Management Contract Not to exceed \$8,788 per month Eff. 01/01/2005-01/31/2005
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TEMPORARY REASSIGNMENT

Klein, Margaret	CC	Reading Instructor Load Banking Leave (6.67%) Eff. 2005 Spring Semester
Mao, Chaolin	CC	Mathematics Instructor Load Banking Leave (100%) Eff. 2005 Spring Semester
Puma, Jessica	CC	Foreign Language Instructor Load Banking Leave (6.67%) Eff. 2005 Spring Semester

FAMILY MEDICAL LEAVE OF ABSENCE

DeCoro, Helena	CC	Music Instructor Family Medical Leave Without Pay (70.00%) Eff. 04/28/2005-05/26/2005
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TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2005 SPRING SEMESTER, TRIMESTER

Bain-Hanna, Brooke	FC	Column 1, Step 1
Ballard, Heidi	CC	Column 1, Step 1
Barraza, Gregory	FC	Column 1, Step 1
Boltz, Christopher	CC	Column 2, Step 1
Bourbonnais, Melissa	FC	Column 1, Step 1
Breegle, Lyn	SCE	SCE Hourly Rate
Caringella, James	FC	Column 1, Step 1
Cole, Thomas	SCE	SCE Hourly Rate
Colunga, Tomas	SCE	SCE Hourly Rate
Combs, Angela	CC	Column 1, Step 1
Cooper, Casey	CC	Column 3, Step 1
Cristov, Romy	FC	Column 1, Step 1
Dhariwal, Niti	CC	Column 1, Step 1
Dinh, Lillian	FC	Column 1, Step 1
El Alam, Nouredine	CC	Column 1, Step 1
Engstrom, Vanessa	FC	Column 1, Step 1
Faltas, Agnes	CC	Column 1, Step 1
Fitzjarrald, Paul	FC	Column 1, Step 1
Gerber, Max	CC	Column 1, Step 1
Gibson, Kari	FC	Column 1, Step 1
Gottthank, Adam	SCE	SCE Hourly Rate
Ha, Chalene	CC	Column 1, Step 1
Hall, Elizabeth	FC	Column 1, Step 1
Harris, Alison	FC	Column 2, Step 1

Hernandez, Erika	FC	Column 1, Step 1
Holtsclaw, Amy	CC	Column 1, Step 1
Jennum, Sheri	FC	Column 3, Step 1
Johnson, David	FC	Column 1, Step 1
Johnson, Beth	CC	Column 1, Step 1
Kairouz, Khalil	CC	Column 3, Step 1
Kane, Clifford	CC	Column 1, Step 1
Kerr, Randy	CC	Column 2, Step 1
Kim, Wha Sook	FC	Column 1, Step 1
Kittrell, Christopher	CC	Column 1, Step 1
Lane, Richard	CC	Column 1, Step 1
LaPorta, Michele	CC	Column 1, Step 1
Laumann, Alicia	FC	Column 1, Step 1
Lindley, Michael	SCE	SCE Hourly Rate
MacDevitt, James	FC	Column 1, Step 1
Makena, Mary	SCE	SCE Hourly Rate
Malaya, Kira	CC	Column 1, Step 1
Martinez, Marcos	CC	Column 3, Step 1
McCullough, Diana	CC	Column 3, Step 1
Mikelat, Mark	FC	Column 1, Step 1
Milla, Joel	SCE	SCE Hourly Rate
Miller, Virginia	CC	Column 1, Step 1
Minear, Samantha	FC	Column 1, Step 1
Minekawa, Yuki	CC	Column 1, Step 1
Nelson, Matthew	CC	Column 1, Step 1
Noriega, Kumiko	CC	Column 1, Step 1
Pollinger, Barbara	FC	Column 3, Step 1
Quinn, Christopher	CC	Column 1, Step 1
Randhawa, Amaneet	SCE	SCE Hourly Rate
Rasmussen, Myrna	FC	Column 3, Step 1
Richards, Heather	FC	Column 1, Step 1
Rodgers, Linda	CC	Column 3, Step 1
Rodriguez, Stephanie	SCE	SCE Hourly Rate
Rohr, Sandra	FC	Column 1, Step 2
Sanchez Duran, Jose	CC	Column 3, Step 1
Sheridan-Solis, Ann	CC	Column 1, Step 2
Shusta, David	CC	Column 1, Step 1
Sloggett, Suzanne	SCE	SCE Hourly Rate
Sosa, Lilia	SCE	SCE Hourly Rate
Steinman, Deborah	CC	Column 1, Step 1
Stone, Kim	CC	Column 1, Step 1
Sutherland, Scott	SCE	SCE Hourly Rate
Thomas, Jillanne	SCE	SCE Hourly Rate
Tran, Brandon	FC	Column 1, Step 1
Underwood, Tricia	SCE	SCE Hourly Rate

Vermy, Arthur	FC	Column 2, Step 1
Villasenor, Carol	FC	Column 1, Step 1
Wahba, Remon	CC	Column 1, Step 1
Wayne, Valerie	FC	Column 1, Step 1
Weisbart, Jennifer	FC	Column 1, Step 1
Zozula, Walt	FC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL-2005 SPRING SEMESTER, TRIMESTER

Castillo, Rolando	CC	Column 3Hourly Counselor
Fowler, John	CC	Column 3Hourly Librarian
Goto, David	CC	Column 2Hourly Librarian
Lopez, Monica	CC	Column 1Hourly Librarian
Ly, Thanh	CC	Column 1Hourly Counselor
Punt, Juliana	CC	Column 1Hourly Librarian
Saldivar, Rolando	SCE	Column 1Hourly Counselor

TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Boyd, Robert	CC	Column 1, Step 1
Foster, John	CC	Column 1, Step 1
Ley, Lidia	FC	Column 1, Step 2
Matthies, Heindrun	CC	Column 1, Step 1
Silva, Joel	CC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Christiansen, Gary	CC	Online Academy Eff. 07/01/2004-08/15/2004 Not to exceed \$1500.00
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Item 5.b: Upon clarification on the proposed new classified management positions, it was moved by Trustee Leonard Lahtinen and seconded by Trustee Nancy Rice to grant authorization for the following personnel matters, which are within budget:

RETIREMENTS

Henderson, Wilford "Bud"	AC	Environmental Health/Safety Specialist (100%) Eff. 6/01/2005
Raubolt, Jack	AC	District Director, Information Services (100%) Eff. 8/01/2005

RESIGNATIONS

Aguilera, Veronica FC Student Services Specialist/Counseling (100%)
Eff. 1/04/2005

York, Dennis ACBuyer (100%)
Eff. 1/21/2005

NEW PERSONNEL

Jackson-Reed, Leslie SCE Administrative Assistant I
12-month position (100%)
Range 33, Step A
Eff. 1/11/2005

Lopez, Della FC Administrative Assistant I
10-month position (62.5%)
Range 33, Step A
Eff. 1/10/2005

Salcedo, Daniel FC Clerical Assistant I
12-month position (100%)
Range 29, Step C
Eff. 12/14/2004

PROMOTION

Landis, Donna CC Administrative Assistant II (100%)
Range 36, Step E+5% Long+PG&D
(\$3,574.34)

To: CC Administrative Assistant III
12-month position (100%)
Range 41, Step D+5% Long+PG&D
(\$3,836.34)
Eff. 1/03/2005

VOLUNTARY CHANGES IN ASSIGNMENTS

Amaya-Selles, Orlando SCE Instructional Assistant/HS Lab (40%)
Temporary Increase in Percent Employed
From: 40%
To: 45%
Eff. 1/10/2005 - 6/07/2005

Barrios, Melisa CC Administrative Assistant I (50%)

Range 33, Step D+5% Shift+5% Long
(\$1,633.35)

Temporary Change in Assignment

To: CC Administrative Assist I (50%)
Range 33, Step D+5% Shift+5% Long
(\$1,633.35)
CC Administrative Assist II (50%)
Range 36, Step D+5% Long
(\$1,671.50)
12-month position (100%)
Eff. 1/03/2005 - 6/01/2005

Leonardo, Sergio

CC Groundskeeper (100%)
Range 29, Step E+5% Long (\$2,975)

Temporary Change in Assignment

To: CC Pool Mechanic
12-month position (100%)
Range 37, Step B+5% Long (\$3,111)
Eff. 11/08/2004 - 11/09/2004,
11/22/2004 - 11/24/2004 (2 hrs/day)

McDowell, Karen

SCE Admissions & Records Technician (50%)

Temporary Increase in Percent Employed

From: 50%
To: 100%
Eff. 12/04/2004 - 1/31/2005

Permanent Lateral Transfer

From: SCE AC - 50%
To: SCE YL - 100%
Eff. 2/01/2005

McKinstry, Cathy

SCE Admissions & Records Tech (20%)
Range 33, Step C (\$566)
Evaluator (80%)
Range 36, Step C (\$2,429)

Extension of Temporary Assignment

Eff. 1/01/2005 - 2/23/2005

Mendia-Pena, Patricia

SCE Instructional Assistant/ESL (100%)

Permanent Lateral Transfer
 From: SCE ESL
 To: SCE/ESL Lab
 Eff. 1/03/2005

Pipkin, Beverly

FC Administrative Assistant I (80%)

Temporary Increase in Percent Employed
 From: 80%
 To: 100%
 Eff. 11/16/2004 - 11/30/2004

Rosillo, Zoila

FC Instructional Assistant/Learning Center (50%)

Temporary Increase in Percent Employed
 From: 50%
 To: 55%
 Eff. 1/24/2005 - 5/17/2005

Vazquez, Federico

CC Facilities Custodian I (100%)
 Range 27, Step E+10% Shift+5% Long
 (\$3,116)

Temporary Change in Assignment
 To: CC Facilities Custodian Coord II
 12-month position (100%)
 Range 34, Step C+10% Shift+5%
 Long (\$3,342)
 Eff. 11/10/2004 (4 hrs), 11/19/2004,
 11/22/2004 - 11/24/2004 (8 hrs/day)

York, Dennis

AC Warehouse Coordinator (50%)
 Buyer (50%)
 Ranges 41 & 39, Step E+15% Long+PG&D
 (\$4,384.85)

Extension of Temporary Assignment
 Eff. 1/01/2005 - 1/21/2005

VOLUNTARY LATERAL TRANSFER

Wicker, Roberta

FC Administrative Assistant II (100%)
 Range 36, Step D (\$3,184)

To: SCE Admissions & Records Specialist
 12-month position (100%)
 Range 36, Step D (\$3,184)
 Eff. 2/01/2005

PROFESSIONAL GROWTH & DEVELOPMENT

Bernal, Alex	CC	Campus Safety Officer (100%) 1 st Increment (\$350) Eff. 7/01/2005
Dowdle, Temperence	CC	Student Services Specialist/Couns (100%) 4 th Increment (\$350) Eff. 7/01/2006 5 th Increment (\$350) Eff. 7/01/2007
Hagmaier, Monica	FC	Account Clerk II (100%) 5 th Increment (\$350) Eff. 7/01/2006
Hedger, Eva	FC	Administrative Assistant II (100%) 4 th Increment (\$350) Eff. 7/01/2007
Peery, Mary	SCE	Instructional Assistant/DSPS (100%) 2 nd Increment (\$350) Eff. 7/01/2005
Rippe, Brad	FC	IT Specialist, Systems Application (100%) 3 rd Increment Eff. 7/01/2005
Soto, Cynthia	FC	Administrative Assistant II (100%) 2 nd Increment (\$350) Eff. 7/01/2005
White, Vincent	FC	Student Services Technician/Cadena 1 st Increment (\$350) Eff. 7/01/2005 2 nd Increment (\$350)

Eff. 7/01/2006

LEAVE OF ABSENCE WITH PAY

Hollier, David	FC	Facilities Assistant (100%) Military Leave Eff. 1/21/2005 (1 day)
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VOLUNTEER PERSONNEL WITHOUT PAY

Banes, Michael	FC	Physical Education Eff. 1/11/2005 - 6/30/2005
Bhavsar, Deep	FC	Physical Education Eff. 1/11/2005 - 6/30/2005
Brewer, Elizabeth	FC	Physical Education Eff. 1/11/2005 - 6/30/2005
Gerdes, Laura	SCE	Christmas Music Eff. 12/16/2004
Kallo, Eileen	FC	Physical Education Eff. 1/11/2005 - 6/30/2005
Kayser, Brandon	FC	Physical Education Eff. 1/11/2005 - 6/30/2005
Kitigawa, Yasuharo,	FC	Physical Education Eff. 1/11/2005 - 6/30/2005
Kubota, Yuki	FC	Physical Education Eff. 1/11/2005 - 6/30/2005
O'Leary, Jessica	FC	Physical Education Eff. 1/11/2005 - 6/30/2005
Smith, Analie	SCE	Christmas Music Eff. 12/16/2004
Williams, Abraham	FC	Physical Education Eff. 1/11/2005 - 6/30/2005

NEW CLASSIFIED MANAGEMENT JOB DESCRIPTIONS, SALARY RANGE 14

Training and Development Program Manager, Center for Applied Competitive Technologies

Training and Development Program Manager, Orange County Digital Media Center

Training and Development Program Manager, Regional Environmental Business Resource and Assistance Center

Training and Development Program Manager, Workplace Learning Resource Center

(See Supplemental Minutes #932 for a copy of the job descriptions.)

Motion carried unanimously.

Item 5.c: Upon clarification on one of the professional experts, it was moved by Student Trustee Karen Johnson and seconded by Trustee Donna Miller to grant authorization was given for the following Professional Experts and Independent Contractors to perform various services as indicated:

PROFESSIONAL EXPERTS

Andrus, Angela	FC	Technical Expert II Title V - Learning Communities Instructor Level C, Eff: 01/17/05 to 05/26/05
Benson, Marie	CC	Technical Expert II, Not to Exceed \$770 VTEA Enhancing Student Success Level C, Eff: 01/18/05 to 05/24/05
Brydges, Michael	CC	Technical Expert II, Not to Exceed \$140 Professional Perspective Workshops Level C, Eff: 02/01/05 to 02/12/05
Calhoun, Lisa	SCE	Technical Expert II Technical Support - Fontana Skills Center Level C, Eff: 12/01/04 to 03/18/05
Cantrell, Candice	FC	Technical Expert II Title V - Learning Communities Instructor Implementation Level C, Eff: 01/17/05 to 05/26/05

Carter, Kelly	CC	Technical Expert II, Not to Exceed \$280 Professional Perspective Workshops Level C, Eff: 01/29/05 to 02/12/05
Chapman, Mike	CC	Project Expert, Not to Exceed \$1,600 Assistant Baseball Coach Level A, Eff: 01/26/05 to 06/30/05
Connal, Jan	FC	Technical Expert II Learning Communities Guest Lecturer Level C, Eff: 12/15/04 to 12/16/04
Crippen, James	FC	Technical Expert II Title V - Learning Communities Instructor Level C, Eff: 01/17/05 to 05/26/05
Deutsch, Nancy	CC	Technical Expert II, Not to Exceed \$280 Professional Perspective Workshops Level C, Eff: 01/29/05 to 02/12/05
Disney, Betty	CC	Project Manager, Not to Exceed \$1400 Winter Break Online Management Level C, Eff: 01/03/05 to 01/17/05
Gibson, Lisa	FC	Technical Expert I Registered Dietician/Nutrition Network Grant Level B, Eff: 02/20/05 to 06/30/05
Gleason, Terry	FC	Technical Expert II Instructional Technology Trainer Level C, Eff: 11/01/04 to 12/17/04
Gleason, Terry	FC	Technical Expert II Title V Teaching Effectiveness Development Level C, Eff: 01/26/05 to 06/30/05
Haley, Denise	CC	Project Expert, Not to Exceed \$1,600 Assistant Coach for Men's & Women's Spring Intercollegiate Swim Teams Level A, Eff: 01/26/05 to 06/30/05
Johnson, Kathi	FC	Technical Expert II Title V - Learning Communities Instructor Implementation Level C, Eff: 01/17/05 to 05/26/05

Johnson, Robert	CC	Technical Expert II, Not to Exceed \$1,400 VTEA Project Management for Multimedia Level C, Eff: 01/25/05 to 06/30/05
Knoernschild, Mark	FC	Technical Expert II Title V - Learning Communities Instructor Implementation Level C, Eff: 01/17/05 to 05/26/05
Lawrence, Roberta	CC	Technical Expert II, Not to Exceed \$420 VTEA - Enhancing Student Success Level C, Eff: 01/18/05 to 05/24/05
Lopez, Adela	FC	Technical Expert II Title V - Learning Communities Instructor Continuation Level C, Eff: 01/18/05 to 05/26/05
Malloy, Scott	FC	Technical Expert II Collaborative Teacher Preparation Grant Level C, Eff: 01/15/05 to 03/31/05
Mast, Edward	FC	Technical Expert II Playwrights Festival Level C, Eff: 01/03/05 to 02/04/05
McCormac, David	FC	Technical Expert II Title V - Learning Communities Instructor Level C, Eff: 01/17/05 to 05/26/05
McKinley, Paul	FC	Technical Expert II Collaborative Teacher Preparation Grant Level C, Eff: 01/04/05 to 06/30/05
McMillan, Richard	FC	Technical Expert II Title V - Learning Communities Instructor Level C, Eff: 01/17/05 to 05/26/05
Meister, Joyce	FC	Technical Expert I Collaborative Teacher Preparation Grant Level B, Eff: 01/18/05 to 06/30/05
Orozco, Luciano	CC	Technical Expert II, Not to Exceed \$2,100

		Advanced Transportation Level C, Eff: 01/03/05 to 01/07/05
Orozco, Luciano	CC	Technical Expert II, Not to Exceed \$6,720 Advanced Transportation Level C, Eff: 01/09/05 to 06/30/05
Peterson, Queen	FC	Technical Expert II Title V - Learning Communities Instructor Level C, Eff: 01/17/05 to 05/26/05
Ramirez, Deborah	SCE	Technical Expert II EL Civics Level C, Eff: 12/06/04 to 12/15/04
Ramos, Ryan	CC	Project Expert, Not to Exceed \$3,000 Research to Evaluate Instruction Level A, Eff: 04/04/05 to 06/30/05
Rodine, Jeffrey	FC	Technical Expert II Learning Communities Instructor Continuation Level C, Eff: 01/17/05 to 05/26/05
Roskelly, Ryan	FC	Project Expert Assistant Football Coach Level A, Eff: 12/15/04 to 06/30/05
Roundy, Virginia	FC	Technical Expert II Hispanic Serving Strengthening Institutions Grant Level C, Eff: 01/26/05 to 05/26/05
Ruse, Dorene	SCE	Technical Expert II VTEA Project - Early Childhood Education Level C, Eff: 01/31/05 to 06/22/05
Shoukair, Monica	FC	Technical Expert II Massage Tech I & II Level C, Eff: 03/01/05 to 06/30/05
Spanu, Luisa	FC	Project Expert Italian Tutor Level A, Eff: 01/03/05 to 06/30/05
Stull, Carolyn	FC	Technical Expert I

Collaborative Teacher Preparation Grant
Level B, Eff: 01/18/05 to 05/10/05

Sutton, Phillip	SCE	Technical Expert II Workplace Learning Resource Committee Level C, Eff: 01/01/05 to 06/30/05
Tellefsen, Blythe	FC	Technical Expert II Learning Communities Instructor Continuation Level C, Eff: 01/17/05 to 05/26/05
Thomas, Carri	FC	Technical Expert II Massage Tech I & II Level C, Eff: 03/01/05 to 06/30/05
Varela, Anita	FC	Technical Expert II Title V - Learning Communities Instructor Level C, Eff: 01/17/05 to 05/26/05
Vela, Marissa	FC	Project Expert Assistant Softball Coach Level A, Eff: 01/24/05 to 06/30/05
Villegas, Christine	SCE	Project Coordinator Student Retention & Follow-Up Coordinator Level B, Eff: 01/10/05 to 06/30/05

SCE TUITION PROGRAMS--2004 FALL TRIMESTER

Dobrotin, Mischa	SCE	SCE Tuition Rate
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SCE TUITION PROGRAMS--2005 WINTER TRIMESTER

Foy, Tami	SCE	SCE Tuition Rate
Islas, Lidia	SCE	SCE Tuition Rate

SCE TUITION PROGRAMS--2005 SPRING TRIMESTER

Adamo, Frank	SCE	SCE Tuition Rate
Dobrotin, Mischa	SCE	SCE Tuition Rate
Foy, Tami	SCE	SCE Tuition Rate
Islas, Lidia	SCE	SCE Tuition Rate
Sanders, Diana	SCE	SCE Tuition Rate

SCE TUITION PROGRAMS--SUBSTITUTES--2004 FALL TRIMESTER

Rhodes, Fredia

SCE SCE Tuition Rate

Motion carried unanimously.

Item 5.d: By the block vote, authorization was given to employ the following hourly personnel for the dates indicated and contracting out of the following specialists for the EOPS and Disabled Student Centers in accordance with the Agreement between the District and CSEA:

(See Supplemental Minutes #932 for a listing of hourly personnel.)

Item 5.e: By the block vote, authorization was granted to enter into an agreement with the Los Angeles Airport Marriott for the meeting room(s) and refreshments at the California Community Colleges Job Fair held on January 22, 2005, for a total cost not to exceed \$5,500. Authorization was further granted for the Vice Chancellor, Human Resources, to execute any necessary documents.

GENERAL

Item 6.a: The Board considered nominating a member of the Board for membership to the California Community College Trustees (CCCT) Board of Directors. No nomination was made.

Item 6.b: It was moved by Trustee Nancy Rice and seconded by Trustee Leonard Lahtinen that the Board re-appoint Don Baldwin, Retired Insurance Claims and Legal Executive, as a Senior Citizens Representative to serve for a term of two years, and for a maximum of two consecutive terms, without compensation, on the Citizens' Oversight Committee for the District. **Motion carried unanimously, including the Student Trustees' advisory votes.**

CLOSED SESSION: At 7:33 p.m., Board President Molly McClanahan adjourned the meeting to closed session per the following sections of the Government code:

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

Per Section 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE.

Per Section 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION - CHANCELLOR

RECONVENE OPEN SESSION: At 10:30 p.m., Board President Molly McClanahan reconvened the meeting in open session.

ADJOURNMENT: At 10:32 p.m., it was moved by Trustee Otto Lacayo and seconded by Trustee Nancy Rice to adjourn the meeting. **Motion carried unanimously by those members present.**

Jeffrey P. Brown, Secretary

Board of Trustees