

## APPROVED

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

April 27, 2004

The Board of Trustees of the North Orange County Community College District met for a Meeting on Tuesday, April 27, 2004, at 5:30 p.m. in the Board Room at the Anaheim Campus.

Board President Nancy Rice called the meeting to order at 5:36 p.m. Glenda Fries 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 Carlos Ayon and Karen Johnson. Absent: None.

**NOCCCD RESOURCE PERSONNEL PRESENT:** Jerome Hunter, Chancellor; Rod Fleeman, Vice Chancellor, Finance & Facilities; Steve Duncan, District Director, Human Resources; Kathleen Hodge, President, Fullerton College; Margie Lewis, President, Cypress College; Gary McGuire, Provost, School of Continuing Education; Donna Hatchett, District Director, Public Affairs; Karen Cant, representing the District Management Association; Andrea Sibley-Smith, representing the School of Continuing Education Academic Senate; Steve Gold, representing the Cypress College Academic Senate; Rolando Sanabria, representing the Fullerton College Faculty Senate; Lisa Campbell, representing United Faculty; Sam Russo, representing ADFAC; Shannon Ellis, representing CSEA; and Violet Ayon, Recording Secretary.

**OTHER ADMINISTRATORS AND EMPLOYEES PRESENT:** Susan Beers, Susan Clifford, Andrea Hanstein, Adam O'Connor, and Janet Portolan from Fullerton College; Heather Brown, Nancy Byrnes from Cypress College; Dorothy Owens-Whitehurst and Fred Williams from the District Offices.

**VISITOR:** Glenda Fries.

#### **PUBLIC COMMENTS:**

- A. **Shannon Ellis**, addressed the Board regarding the negotiation of the CSEA bargaining unit contract. Specifically, she expressed concerns regarding the District's reopeners and encouraged the Board to direct the District to negotiate in good faith.
- B. **Glenda Fries**, retiree, addressed the Board echoing Ms. Ellis' sentiments and stated that CSEA representatives are in need of release time to fulfill their CSEA responsibilities.

Trustee Otto Lacayo requested, and the Board agreed, that since the above comments are germane to the Public Hearings further in the agenda that they be considered as Public Hearing comments.

**BLOCK VOTE APPROVAL:** It was moved by Trustee Molly McClanahan and seconded by Trustee Leonard Lahtinen that the following items be approved by block vote:

Finance & Facilities: 4.a  
Human Resources: 5.a, 5.d

**Motion carried unanimously by those members present, including the Student Trustees' advisory votes.**

**REPORTS:**

- A. As a part of the **Chancellor's Report**, a certificate of commendation was presented to Alix Plum-Widner, as the recipient of the General Physical Educator of the Year Award from the State Community College Organization of Physical Educators.
- B. Also included in the **Chancellor's Report**, were presentations on the **Cypress College Planning Agenda** by Nancy Byrnes, Vice President, Educational Support and Planning, and Heather Brown, Institutional Researcher; and the **Fullerton College Planning Dialogue** by Janet Portolan, Vice President, Educational Support and Planning.

The Cypress College presentation included the identification of the following: the college's budget and planning process, which included the college's six directions -- related to diversity, instruction, resources student services, technology, and internal/external relationships -- and the development of timelines and action plans; the development of the Strategic Plan for 2000-2004 and its evaluation; the Educational Master Plan process, which is used for facility construction decision-making purposes; the institutional effectiveness evaluation process; and a brief look into planning for the future.

The Fullerton College presentation included the identification of the following: the college's planning process, which includes the Planning & Consultative Council, retreats, and campus-wide communication; the development of a College Master Plan and its components; how planning is integrated with decision making; the need for planning dialogue regarding enrollment management, the self-study planning agenda, the role of the Planning & Consultative Council, and discussions on the role of student learning in planning, implementation, and improvement; and the need to address such issues as institutional dialogue on student learning outcomes, improved use of institutional effectiveness data to improve student learning, staff development on student learning, and sustained commitment to long-range college plan as constituent representatives in the process change.

Dr. Byrnes and Dr. Portolan responded to Board inquiries regarding the identification and utilization of resources, differences and similarities between the two planning processes, and student involvement in the planning processes.

(See Supplemental Minutes #917 for a copy of the presentations.)

- C. **Chancellor Hunter** reported on the State Chancellor's Office notice that the District may expect a reduction in the District's full-time faculty obligation. Vice Chancellor Fleeman, in response to Board inquiries, provided clarification on the recalculation of the full-time faculty obligation.

Chancellor Hunter also reported that equalization funding, due to much controversy and the increased cost of living adjustment, will not be budgeted in the District's budget until definitive information is received from the State Chancellor's Office.

Chancellor Hunter noted that the construction projects updates and executive summary were previously forwarded to the Board and he entertained any questions regarding these. Trustees Lahtinen, McClanahan, Miller, and Ontiveros requested an executive summary only on the progress of bond construction projects in lieu of detailed monthly reports. Trustees Rice, Lacayo and Brown requested to continue receiving the entire monthly report. In response to a Board inquiry, Dr. Fleeman noted that the acquisition of the Hetebrink property, which is adjacent to Fullerton College, is still a high priority. He noted, however, that restoring the property, which has been designated as a historical site, will be very costly.

- D. **Gary McGuire**, School of Continuing Education Provost; **Margie Lewis**, Cypress College President; and **Kathleen Hodge**, Fullerton College President, reported on activities and events at their respective areas.

As a part of his report, Dr. McGuire outlined the strategic planning process for the School of Continuing Education. As a part of their reports, Dr. Hodge and Dr. Lewis reported on college programs in compliance with Title IX at their respective colleges.

#### COMMENTS:

- A. **Steve Gold** reported on his attendance, along with the other senate presidents, at the State Academic Senate Spring meeting in Sacramento and noted that the District has very positive relationships between the faculty and the Board, in contrast to several other districts in the state.
- B. **Student Trustee Karen Johnson** reported on the Cypress College World Fest event.
- C. **Trustee Donna Miller** reported that she and Trustees Rice and Lahtinen met as the Board subcommittee on streamlining board meetings and requested everyone's suggestions as to how the meetings could be streamlined.

- D. **Trustee Leonard Lahtinen** congratulated Student Trustee Karen Johnson on her candidacy to the CALSACC Board and he congratulated Student Trustee Carlos Ayon on his nomination for the Fullerton College Men of Distinction Award. In addition, he suggested the posting of a sign at both colleges thanking the voters for their support of the bond construction projects.

**MINUTES:** It was moved by Trustee Otto Lacayo and seconded by Trustee Molly McClanahan to approve as submitted the minutes of the Regular Meeting of April 13, 2004.

**Motion carried, including the Student Trustees' advisory votes and Trustee Donna Miller abstaining from the vote.**

**PUBLIC HEARING:**

**Item 3.a:** At 7:57 p.m., Board President Nancy Rice declared open a public hearing on the initial proposal for a successor agreement submitted by the California School Employees Association (CSEA). Board President Nancy Rice closed the public hearing at 7:59 p.m.

**Item 3.b:** At 8:00 p.m., Board President Nancy Rice declared open a public hearing on the initial proposal for a successor agreement to the CSEA contract submitted by the District. Upon consideration of the public comments made by CSEA representatives, it was moved by Trustee Molly McClanahan and seconded by Trustee Jeff Brown that the Board adopt the District's initial proposal. **Motion carried unanimously.**

**FINANCE & FACILITIES:**

**Item 4.a:** By the block vote, authorization was granted to participate in the cooperative bid with the County of Orange, Master Price Agreement Number X3000000201 with McMahan Desk, Inc., for the purchase of classroom and office furniture for various sites throughout the District. The contract expires June 30, 2006.

Further authorization was granted for the Director of Purchasing to execute the agreement 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:

NEW PERSONNEL

Baxter, Joseph J.	CC	Mortuary Science Instructor First Year Probationary Contract Class B, Step 01 Eff. 08/20/2004-05/27/2005
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PAYMENT FOR INDEPENDENT LEARNING CONTRACTS

Alvarez, Javier	FC	\$30.00
Cairella, Michelle	FC	\$10.00
Davidson, Deborah	FC	\$50.00
Dowdalls, James	FC	\$30.00
Echols, David	FC	\$10.00
Glen, Todd	FC	\$10.00
Hayner, Bill	FC	\$20.00
Kitchell, Darrell	FC	\$30.00
Kyle, Diana	FC	\$10.00
Lamm, Chris	FC	\$10.00
Lopez, Adela	FC	\$40.00
Markley, Karen	FC	\$40.00
Martinez, Marciano	FC	\$10.00
McMillan, Richard	FC	\$10.00
Metzger, Steve	FC	\$10.00
Minton, Jeffrey	FC	\$20.00
Nolan, Mary	FC	\$10.00
Perez, Marie	FC	\$60.00
Scott, Erin	FC	\$70.00
Seidel, Jay	FC	\$40.00
VanDruff, Marshall	FC	\$20.00
VanRy, Michele	FC	\$20.00

PAYMENT FOR WORK EXPERIENCE CONTRACTS

Gallo, Joseph	CC	\$100.00
Hoffman, Simon	CC	\$700.00
Roggenkamp, Patrice	CC	\$300.00
Withrow, Gwenn	CC	\$2700.00

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2004 SPRING SEMESTER, TRIMESTER, SUMMER INTERSESSION

Fiorella, Rosanne Laura	SCE	SCE Tuition Rate
Jordan, Nancy	SCE	SCE Hourly Rate
Lee, Jennifer	FC	Column 1, Step 2
Lopez-Haskell, Cynthia	SCE	SCE Hourly Rate
Miller, Chris	SCE	SCE Tuition Rate
Wenhardt, Colin	CC	Column 1, Step 1

**Item 5.b:** There were no classified personnel items.

**Item 5.c:** Upon considerable discussion on CSEA's objection to the hiring of one of the professional experts, it was moved by Trustee Donna Miller and seconded by Trustee

Manny Ontiveros to grant authorization for the professional experts listed below. **Motion carried with Trustee Leonard Lahtinen voting no.**

PROFESSIONAL EXPERTS

De Leon, Sharon	FC	Technical Expert II Training/ECE Classroom Improvements Level C, Eff: 04/15/04 to 06/30/04
Elliott, Marsha	SCE	Project Manager High School Subjects Program Coordinator Level C, Eff: 03/29/04 to 06/27/04
Fortuna, Jeffrey	FC	Technical Expert II Innovative Demonstration Project Level C, Eff: 04/28/04 to 05/07/04
Herrera, Joseph	SCE	Not-For-Credit Instr II REBRAC Level C, Eff: 04/19/04 to 04/23/04
Ramos, Ryan	CC	Project Expert, Not to Exceed \$5,000 Research to Evaluate Campus Climate and Instructional Quality Level A, Eff: 04/21/04 to 06/30/04
Smythe, Carol	AC	Project Coordinator Special Projects, Public Affairs Office Level B, Eff: 05/03/04 to 06/30/04
Walker, James	FC	Technical Expert II Innovative Demonstration Project Level C, Eff: 04/28/04 to 05/07/04

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

(See Supplemental Minutes #917 for a listing of hourly personnel.)

**GENERAL:**

**Item 6.a:** It was moved by Trustee Molly McClanahan and seconded by Student Trustee Carlos Ayon that the Board honor the contributions made by faculty members of the District to their students, their colleges and learning centers and adopt a Resolution declaring the week of May 2 - 8, 2004, as Teacher Appreciation Week, and Teacher Appreciation Day of

May 12, 2004. **Motion carried unanimously, including the Student Trustees' advisory votes.**

**Item 6.b:** It was moved by Trustee Donna Miller and seconded by Trustee Leonard Lahtinen that the Board honor the contributions made by the classified employees of the District to the educational community and adopt a Resolution declaring the week of May 17 - 21, 2004, as Classified School Employee Week. **Motion carried unanimously, including the Student Trustees' advisory votes.**

**CLOSED SESSION:** At 8:25 p.m., Board President Nancy Rice 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 9:35 p.m., Board President Nancy Rice reconvened the meeting in open session.

**ADJOURNMENT:** At 9:37 p.m., it was moved by Trustee Molly McClanahan and seconded by Trustee Jeff Brown to adjourn the meeting. **Motion carried unanimously.**

Otto Lacayo, Secretary

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Board of Trustees