

APPROVED

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

June 10, 2003

The Board of Trustees of the North Orange County Community College District met for the Regular Meeting on Tuesday, June 10, 2003, at 5:30 p.m. in the Board Room at the Anaheim Campus.

Board President Leonard Lahtinen called the meeting to order at 5:33 p.m. Student Trustee Karen Johnson led the Pledge of Allegiance to the Flag.

TRUSTEE ROLL CALL - Present: Jeff Brown, Leonard Lahtinen, Molly McClanahan, Donna Miller, Manny Ontiveros, Nancy Rice, and Student Trustees Karen Johnson and Carlos Ayon. Trustee Otto Lacayo arrived at 5:52 p.m. Absent: None.

RESOURCE PERSONNEL PRESENT: Jerome Hunter, Chancellor; Rod Fleeman, Vice Chancellor, Finance & Facilities; Jeff Horsley, Vice Chancellor, Human Resources; Sam Schauerman, Interim President, Fullerton College; Mike Kasler, Executive Vice President, Cypress College; Gary McGuire, Provost, School of Continuing Education; Donna Hatchett, District Director, Public Affairs; Jack Raubolt, District Director, Information Services; Ann-Marie Gabel, representing the District Management Association; Andrea Sibley-Smith, representing the School of Continuing Education Academic Senate; Rolando Sanabria representing the Fullerton College Faculty Senate; Steve Gold, representing the Cypress College Academic Senate; Lisa Campbell, representing United Faculty; Vickie McPherson, representing CSEA, Chapter #167; Sam Russo, representing ADFAC; Violet Ayon, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES PRESENT: Jim Arbogast, Nancy Byrnes; Steve Donley, Nancy Deutsch, Bob Fey, Wayne Frieman, Chuck Gifford, Pat Humpres, Denny Konshak, and Joe Martinez from Cypress College; Susan Clifford, Glenda Fries, Rod Lusch, Adam O'Connor, and Janet Portolan, from Fullerton College; Terry DeWitt, Greg Schulz, Chris Terry, and Lucinda Wallis from the School of Continuing Education; Steve Duncan, Ava Guerrero-Hill, Beth Mooney, Dorothy Owens-Whitehurst, and Fred Williams from the District Offices; Wendy Goodson from Information Services.

VISITORS PRESENT: Bob Engen from Lee & Associates; Rudy Martinez and Robert Jorasnian from the Liberty Training Institute.

INTRODUCTIONS: Board President Lahtinen introduced and welcomed newly elected Student Trustees Karen Johnson from Cypress College and Carlos Ayon from Fullerton

College. Chancellor Hunter introduced and welcomed Fullerton College Interim President Sam Schauerman.

COMMENTS: MEMBERS OF THE AUDIENCE:

1. **Denny Konshak**, Co-Chief Negotiator for ADFAC, presented the Board with information recently found regarding Part-Time Faculty Office Hours Reimbursement to the District from the State. He identified \$469,777 of available funds from such reimbursement to the District, with an additional \$418,352 expected for the current year's reimbursement. Mr. Konshak suggested that additional review and revision be considered for the development of the 2003-04 District budget with this information in mind.

(See Supplemental Minutes #897 for a copy of the presentation.)

2. **Jim Arbogast**, from Cypress College, submitted the following statement for the record:

I want to share with you some info I have gathered while attending our Districts Board of Supervisors meetings. We've been informed by our CFO that if all salaried positions in our District were reduced by 1% this would account for \$1 million. Therefore the combined salaries of all District personnel would compute to \$100 million. We were also told that salaries account for 80% of our budget. We were also told our Districts yearly budget is \$160 million. Simple math tells me that \$128 million is 80% of \$160 million. This is a discrepancy of 28%.

This has troubled me and prompted me to start asking questions.

I want to know why the Board is prepared to extend the contracts of our 3 chancellors and 2 Presidents when their services are already guaranteed for 2 more years? I've witnessed huge payouts in the past when our Board terminated the contracts of Chancellors Kellerman & Clarke who each had extended contracts. What criteria is used to override these past experiences and the current financial crisis we are currently experiencing, to even consider these extensions?

Also, I'm personally requesting answers to these questions and the others I will be asking. Who is accountable within this District to its stakeholders? I am requesting a response within a week.

Congratulations on reducing the Districts nearly 300 Institutional Memberships from last years \$212,188 to \$162,961. Did the District ever consider sending notification to these entities that due to the Districts

current budget crisis, these memberships will be put on permanent hold or at least till the crisis is over and thereby save the District \$162,961?

Why is the District considering hiring approximately 135 hourly employees as proposed in Board item 5-d, "hourly personnel", when the District is suggesting laying off full time classified positions?

I want the Board to know that Classified are very concerned regarding the 30-budget item transfers in item 3-b that totals \$805,490. We want to know the rational and justification behind:

Item 19: Transfer of \$42,477 from Classified Monthly Salaries, CC foster care to Classified Administrators and Non-Instructional Salaries of foster care. (16303-3430-21110-6590 to 16303-3430-21510-6490 & 16303-3430-23000-64900)

Item 20: Transfer of \$14,673 from Classified Monthly Salaries, CC foster care to Other Operating Expenses, CC foster care. Please define what Foster Care is? (1630-3430-21110-6490 to 16303-3430-50000-6490)

Item 21: Transfer of \$20,000 from Other Operating Expenses & Services General Fund to Hourly Clerical/Secretarial-General Fund. (11200-3100-50000-6200 to 11200-3100-23100-6200)

I want to know the rational behind the Boards May 27th decision to award FLMC consultants with \$125,000 to administer the States mandated Labor Compliance Program that is required by the State to fund the libraries at CC & FC? Tell me why this couldn't be done in house or at least far cheaper?

Since the CC Child Care facility will not be built, where will its \$5 million be allocated to, that is part of Bond Measure X?

Again, I want to emphasize my request of all concerns and questions. Who is accountable?

3. **Roger Sims**, from Fullerton College, submitted the following statement for the record:

Good evening, I would like to say for the record, thank you to all you board members.

Thank You. Also for the record. I realize you all have the awesome responsibility of making decisions that may affect all of us either directly or indirectly and I thank you for being willing to do a job that puts you in a position of possible rebuke or ridicule.

Thank you for listening to both sides and allowing truth in information to influence the decisions you make.

There are many rumors going around about layoffs being possible while the district has millions of dollars in surplus money.

There are as many rumors about different officials with their own agenda to downsize classified employee staff.

I don't have facts to substantiate any rumor, so I don't take stock in or propagate unconfirmed statements.

The only reason I mention them at all is to encourage you to listen and view all the information presented to you, from any source, with a view of what is best for the whole district (managers and classified) not just any one person or entity.

We need good leaders to make good decisions and we need a good full staff, of classified staff to accomplish the tasks that keep this district running well and growing, not only at a pace to keep up new technology, but to lead as well, as we proceed into the future.

Please continue to do everything you can to secure jobs as well as even finding money to refill empty classified positions that, although needed, have been left empty for a long time.

Thank you for allowing me to have this time to speak to you.

4. **Robert Engen**, from Lee & Associates, addressed the Board regarding the potential leasing of Anaheim Campus facilities to the Liberty Training Institute. He noted the positive experience he has had in dealing with Liberty Training Institute staff and visiting other Liberty Training Institute facilities.
5. **Rudy Martinez**, Associate Director from Liberty Training Institute, addressed the Board regarding the proposed lease agreement with the District. He identified the student population that Liberty Training Institute serves, as well as the various programs offered and he encouraged the Board's consideration for leasing facilities to the Institute.

BLOCK VOTE APPROVAL: It was moved by Trustee Otto Lacayo and seconded by Trustee Molly McClanahan to approve by block vote the following items:

Finance & Facilities:	3.c, 3.d, 3.e, 3.f
Instructional Services:	4.a, 4.b, 4.c, 4.e, 4.f, 4.g
Human Resources:	5.b, 5.c, 5.d

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

REPORTS

- A. As a part of the **Chancellor's Report**, Cypress College faculty retirees Chuck Gifford and Wayne Frieman were honored for their years of service to the District,
- B. Also included in the **Chancellor's Report** was a presentation on the Environmental Impact Report (EIR) Scoping Meetings at Fullerton College and Cypress College by Janet Portolan and Nancy Byrnes, respectively. Highlights of the presentation included: 1) identification of the objectives of the EIRs; 2) the study, purpose, process, and timeline of the EIRs; 3) identification of EIR issues at each of the colleges; and 4) the next steps in the process. At the Scoping meeting at Cypress College the citizenry identified the following concerns: 1) the proposed access to Lincoln Avenue, 2) adequate on-site parking, and 3) campus separation from the community. At the Fullerton College Scoping meeting the citizenry identified the following concerns: 1) the proposed four-level east parking structure and the negative impact it may have to the ambience of the surrounding neighborhood, the limited view, and the increased traffic congestion; 2) the proposed maintenance and operations facility at the northeast corner of Berkeley and Lemon, which would be an industrial facility in a residential area and potentially hazardous to children; and 3) the proposed new construction at the current Wilshire Auditorium site and the importance in maintaining its historical value.

(See Supplemental Minutes #897 for a copy of the presentation.)

In the ensuing discussion, clarification was provided on the EIR process, as well as citizens' concerns regarding some of the proposed projects. Trustee Donna Miller requested investigation into the possibility of obtaining an EIR on a proposed parking structure in lot B on the Fullerton College campus. She stressed the importance of having all pertinent information available when meeting with community constituents.

- C. **Chancellor Hunter** entertained a discussion on the progress of the development of the District's Tentative Budget. Board President Lahtinen stated that the Board, in conjunction with staff, is in the process of working on a response to the unions' 29 suggested items for budget reduction consideration. In reviewing the 29 items, the following was voiced:
1. That the 29 items be identified according to whether they are negotiable or non-negotiable items, as well as the identification of the percentage and dollar savings for each item.
 2. That a visual presentation with the District's 2003-04 budget reduction target identified, along with the 29 items and their respective savings. That all the information be on one document identifying how each item would contribute to

- the District's total budget reduction target, as well as identifying anticipated increases in expenditures (e.g., utilities, health/medical benefits, etc.).
3. That all reserves be identified by percentage and dollar amount and how use of the reserves would contribute to the savings, as well as defining what emergencies would be funded by the Board Policy reserves.
 4. The need to evaluate the 4-day summer workweek savings and the impact the 4-day schedule has on students, as well as on construction projects throughout the District.
 5. Additional analysis is needed for consideration of closing the entire District for five to six weeks during the winter holidays and the impact it would have on students.
 6. Review is needed on what the cost savings was when the District last offered a Golden Handshake.
 7. Identification is need on what has been spent on mileage reimbursements.
 8. Specifics are needed on the positions that have been funded with Partnership for Excellence funds.
 9. Identification is needed of the dollar savings if the campus diversity officer positions were to be eliminated.

In addition to the 29 items, it was suggested that the Board's inquiry of a possible 1% salary rollback for all employees be included, along with the percentage and dollar savings per employee group (i.e., classified, faculty, confidentials, managers, executive officers). However, emphasis was given on the need to keep the document provided by the unions with the 29 items separate from any document that the Board is developing regarding potential areas of budget reduction.

Rolando Sanabria encouraged the Board to respect the shared governance process used at the campus level in identifying the budget reduction areas and stated his expectation that the Board would not overrule decisions made at the campus level. Members of the Board responded that it is not the Board's intent to second guess the budget reduction areas identified by the various sites throughout the District but to gather as much information as possible in order to assist the Board in making difficult decisions. Trustee Donna Miller noted the importance in differentiating a shared governance process from a collegial consultation process.

In considering the possibility of holding additional special board meetings for discussion on budget reduction, there was general agreement that continuing with budget discussions as a part of the regular board meetings would suffice.

Trustee Molly McClanahan requested staff consideration of the distribution of an informative publication to all staff regarding the District's Retiree Medical Benefits Fund.

4. **Chancellor Hunter** informed the Board of a forthcoming inquiry on the Trustees' availability for the annual Board Retreat, which this year will be to consider the Chancellor's annual goals.
- E. **Sam Schauer**man, Fullerton College Interim President, **Mike Kasler**, Cypress College Executive Vice President, and **Gary McGuire**, Provost of School of Continuing Education (SCE), reported on activities in their respective areas.

COMMENTS:

- A. **Andrea Sibley-Smith** acknowledged the involvement of the Student Trustees in the District's Measure X Campaign and encouraged the Board to read *The Rostrum*.
2. **Student Trustee Karen Johnson** reported that the Cypress College Associated Students is in the processing of planning student activities for the 2003-04 school year.
3. **Student Trustee Carlos Ayon** reported on various Associated Student Body activities at Fullerton College, as well as the preparations that are being made for the move of the Associated Student Body Offices from the Student Center to modular buildings in anticipation of the Center's demolition for the construction of the new Library and Learning Resource Center.
4. **Trustee Molly McClanahan** welcomed the Student Trustees and encouraged their participation during the board meeting discussions. In addition, she read highlights from an article in the *Los Angeles Times Newspaper* regarding the state and national economy and noted that difficult times will continue for the next few years.
5. **Board President Leonard Lahtinen** inquired on the problems with the cracking of the Cypress College tennis courts and the District Warehouse flooring. Dr. Fleeman noted that problems do arise with construction projects and that contractual issues are being investigated regarding these two projects.

In addition, Board President Lahtinen reported on his participation at a recent forum hosted by Assemblyman Pacheco and the retirement celebration for Dr. Jan Billings, Anaheim Union High School Superintendent.

MINUTES: It was moved by Trustee Nancy Rice and seconded by Trustee Manny Ontiveros that the Board approve the minutes of the Special Meeting of May 24, 2003, as submitted. **Motion carried unanimously with Trustee Molly McClanahan abstaining from the vote, and including the Student Trustees' advisory votes.**

It was moved by Trustee Otto Lacayo and seconded by Trustee Jeff Brown that the Board approve the minutes of the Board's Regular Meeting held on May 27, 2003, as submitted.

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

EARLY CLOSED SESSION: At 8:04 p.m., Board President Leonard Lahtinen 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, Adjust Faculty United Local 6106, CSEA Chapter #167, and Unrepresented Employees.

Per Section 54945.8: CONFERENCE WITH REAL PROPERTY NEGOTIATOR Rod Fleeman, Vice chancellor, Finance & Facilities regarding:

**Property: 1830 W. Romneya Drive
Anaheim, CA 92801**

**Negotiating Parties: Liberty Training Institute
Under Negotiations: Terms and Conditions**

RECONVENE IN OPEN SESSION: At 9:12 p.m., Board President Lahtinen reconvened the meeting in open session.

FINANCE & FACILITIES

Item 3.a: It was moved by Trustee Molly McClanahan and seconded by Trustee Donna Miller to ratify purchase order numbers P0014689 through P0017537 through May 23, 2003, totaling \$3,196,178.53 and check numbers C0005301 through C0005545, totaling \$1,031,520.10 and check numbers F0081251 through F0081589, totaling \$2,871,725.29 and check numbers 88106622 through 88108632, totaling \$6,472,007.51 and check numbers V0030050 through V0030066 totaling \$17,391.00 from May 1, 2003, through May 31, 2003. **Motion carried unanimously, including the Student Trustees' advisory votes.**

Item 3.b: Board President Lahtinen noted that this item was pulled from block vote approval in order to address concerns raised during public comments. However, there being no questions raised, it was moved by Trustee Donna Miller and seconded by Trustee Manny Ontiveros to approve the 2002-03 General Fund, Child Development Fund, and Capital Outlay Projects Fund Budget Transfers netting to the amount of \$805,490 and adopt the Resolutions showing the summary, pursuant to the California Code of Regulations, Title 5, Section 58307. **Motion carried unanimously, including the Student Trustees' advisory votes.**

Resolutions adopted (See Supplemental Minutes #897).

Item 3.c: By the block vote, authorization was granted to make adjustments to revenue and expenditure budgets that net (\$929,209) for the School of Continuing Education Apprenticeship Meat Cutting Program, the Fullerton & Cypress College Financial Aid Program, Instructional Equipment, and the Telecommunication Technology Infrastructure Program (TTIP) and it is further requested that a resolution be adopted to adjust the revenue and expenditure budgets under the General Fund, pursuant to the California Code of Regulations, Title 5, Section 58308.

Resolutions adopted (See Supplemental Minutes #897).

Item 3.d: Upon clarification on various memberships, it was moved by Trustee Donna Miller and seconded by Trustee Nancy Rice to approve the institutional memberships for the 2003-04 school year as identified, except for the Association of Community College Trustees. **Motion carried unanimously, including the Student Trustees' advisory votes.**

(See Supplemental Minutes #897 for a copy of the complete listing of institutional memberships.)

Item 3.e: By the block vote, authorization was granted to utilize the Los Angeles Unified School District bid C-746ADD and General Services Administration (GSA) contract number GS-25F-0031L with MWB Business Systems, to purchase and/or lease copier equipment, effective June 11, 2003 through June 30, 2005.

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

Item 3.f: By the block vote, authorization was granted for the various change orders for public works projects listed per the Change Order Request.

(See Supplemental Minutes #897 for a copy of the Change Order Request.)

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

Item 3.g: It was moved by Trustee Donna Miller and seconded by Trustee Manny Ontiveros to table this item to the June 24, 2003 board meeting. **Motion carried unanimously, including the Student Trustees' advisory votes.**

Trustee Molly McClanahan requested information on Liberty Training Institute's current and former owners, as well as information on graduation and job placement rates as they relate to enrollment.

INSTRUCTIONAL SERVICES

Item 4.a: By the block vote, authorization was granted to accept grant funds, transfer funds and/or enter into agreements, adopt resolutions to accept new income, establish budgets, and authorize expenditures within the General Fund, pursuant to the California Code of Regulations, Title 5, Section 58308, and authorize the Vice Chancellor, Finance and Facilities to execute the agreement and to sign any related documents on behalf of the District, as follows:

SITE	PROJECT NAME	LENGTH OF CONTRACT	TOTAL CONTRACT	AUTHORIZED SIGNATORIES ON BEHALF OF DISTRICT
SCE	Contract/Budget for OCBC and Irvine Foundation Grant for A+ Cert. Training	4/28/03-6/30/03	Increase of \$1,600. Total of \$50,563	<u>For the agreements and any amendments to modify the agreement, and any related documents:</u> Chancellor or Vice Chancellor, Finance and Facilities and <u>for any related documents:</u> District Director, Fiscal Affairs
SCE	Request to Approve Vocational Education Cosmetology Contracts	7/1/03 to 6/30/04	\$1.07 per student hour	<u>For the agreements and any amendments to modify the agreement, and any related documents:</u> Chancellor or Vice Chancellor, Finance and Facilities and <u>for any related documents:</u> District Director, Fiscal Affairs

Item 4.b: By the block vote, authorization was granted to enter into Master Agreements (MA) or Individual Referral Agreements (IR), as indicated, for the School of Continuing Education to provide training for the period of July 1, 2003, through June 30, 2004, from the following funding and referral agencies:

Anaheim WIB/WIA & One-Stop Career Center
 California Employment Development Department (EDD)
 California State Department of Rehabilitation
 Carson, Lomita and Torrance WIB/WIA
 Chaffey College
 City of La Habra
 City of Los Angeles Voucher System (WIA)
 County of Los Angeles One-Stop System (WIA)

Employment Training Network (ETN)
 Employment Training Panel (ETP)
 Holmes Corporation
 Hub Cities Consortium
 Human Resources Management Services (HRMS)
 LA WORKS (formerly East San Gabriel Valley Consortium)
 Long Beach PIC/WIB & Career Transition Center
 Mid-Valley Consortium
 Orange County WIB/WIA & One-Stop Center Partners
 Riverside County WIB/WIA & Job Training Programs
 SELACO
 SASSFA Voucher System (Southeast Area Social Service Funding Area)
 Society for Human Resource Management (SHRM)
 South Bay Consortium WIB/WIA (City of Hawthorne)
 Southern California Regional Training Vendor Directory (Public Training Vendor Directory)
 San Bernardino Jobs and Employment Services Department & WIA
 Private Rehabilitation Referral Agencies

Further authorization was granted for the Chancellor and the Vice-Chancellor, Finance and Facilities, to authorize the District Director, Fiscal Affairs, and the Provost of the School of Continuing Education to execute all appropriate agreements or related documents and sign and file all required reports and related documents with each WIB, EDD or Rehabilitation Office, on behalf of the District and to establish the budget, and authorize expenditures within the General Fund pursuant to the California Code of Regulations Title 5, Section 58308.

Item 4.c: By the block vote, authorization was granted to enter into agreements with the various facilities for use of their facilities by the Cypress College Health Science Division for its clinical programs.

(See Supplemental Minutes #897 for a complete listing of medical facilities.)

Further authorization was granted for the Vice Chancellor, Finance and Facilities, to execute the agreements on behalf of the District. The agreements are effective as of the date signed and shall continue in effect for two years and shall automatically renew for two year periods thereafter.

Item 4.d: Upon clarification on the change of venue for this year, it was moved by Trustee Donna Miller and seconded by Trustee Manny Ontiveros to enter into a contract with California State University, Fullerton (CSUF) for the Fullerton College Physical Education Division to use the CSUF football stadium for five Fullerton College home games beginning September 6, 2003 and ending November 8, 2003, for a total amount not to exceed \$12,970 on the assumption that the Fullerton College Athletic Support organization will pay the difference of the cost between the Fullerton Joint Union High School District's fees and CSUF's fees. **Motion carried unanimously, including the Student Trustees' advisory votes.**

During discussion of this item, Trustee Jeff Brown noted the importance of the Board receiving full and accurate information on all agenda items.

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

Item 4.e: By the block vote, authorization was granted for the Fullerton College Physical Education Division to accept a \$2,000 donation from the Robinson Foundation to support the Baseball Program.

Item 4.f: By the block vote, authorization was granted to enter into agreements for the School of Continuing Education to use appropriate classroom space at \$1.00 per space at a variety of facilities for the fiscal year 2003-2004.

(See Supplemental Minutes #897 for a complete listing of facilities.)

Further authorization was granted for the Provost, School of Continuing Education, to execute the agreements on behalf of the District.

Item 4.g: By the block vote, authorization was granted for expenditures related to a variety of workshops and events, including food and refreshments, throughout the 2003-2004 fiscal year for the following School of Continuing Education (SCE) programs: Family Literacy partnerships with Magnolia Elementary School District, Anaheim Elementary School District, and Placentia-Yorba Linda School District, the Regional Environmental Business Resources and Assistance Center (REBRAC), the Center for New Media/Multimedia, the Center for Applied Competitive Technology (CACT), the Workplace Learning Resource Center (WLRC), and SCE tuition programs, for a cost not to exceed \$15,000. Each of these activities will be paid for out of the appropriate grants, tuition program or workshop fees.

HUMAN RESOURCES

Item 5.a: It was moved by Trustee Donna Miller and seconded by Trustee Nancy Rice to approve the following academic personnel matters within budget:

PHASE-IN RETIREMENT

Nettleship, Lois	FC	History Instructor From: Fall Sem. 100%/Spring Sem. 100% To: Fall Sem. 0%/Spring Sem. 100% Eff. 08/15/2003
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EXTENSION OF CONTRACT

Fleeman, Rodney L.	AC	Vice Chancellor, Finance and Facilities Extension of Contract Through 06/30/2006
Horsley, Jeffrey O.	AC	Vice Chancellor, Human Resources Extension of Contract Through 06/30/2006
Hunter, Jerome	AC	Chancellor Extension of Contract Through 06/30/2007
Lewis, Marjorie	CC	President, Cypress College Extension of Contract Through 06/30/2006
McGuire, W. Gary	SCE	Provost, School of Continuing Education Extension of Contract Through 06/30/2006

INVOLUNTARY REASSIGNMENT

Cumming, Robert	SCE	ED>Net Director, Economic Development (Management Position) Range 21, Step H & PG&D To: CC Photography Instructor Class B, Step 25 Eff. 07/01/2003
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TEMPORARY REASSIGNMENT

Cumming, Robert	CC	Photography Instructor To: SCE ED>Net Director, Economic Development
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Range 21, Step H + PG&D
Eff. 07/01/2003-12/31/2003

CHANGE IN SALARY CLASSIFICATION

Crum, George	FC	Administration of Justice (ADJ) From: Grade 1 To: Grade 2 Eff. 08/18/2003
Fleeman, Rodney L.	AC	Vice Chancellor, Finance and Facilities From: Step C To: Step D Executive Officer Salary Schedule Eff. 07/01/2002
Horsley, Jeffrey O.	AC	Vice Chancellor, Human Resources From: Step C To: Step D Executive Officer Salary Schedule Eff. 07/01/2002
Lewis, Marjorie	CC	President, Cypress College From: Step C To: Step D Executive Officer Salary Schedule Eff. 07/01/2002
McGuire, W. Gary	SCE	Provost, School of Continuing Education From: Step C To: Step D Executive Officer Salary Schedule Eff. 07/01/2002
Schoettle, Timothy	CC	Philosophy Instructor (ADJ) From: Grade 1 To: Grade 3 Eff. 07/07/2003
Viera, Michael J.	FC	President, Fullerton College From: Step C To: Step D Executive Officer Salary Schedule Eff. 07/01/2002

ADDITIONAL DUTY DAYS @ PER DIEM

Koeppel, Liana	CC	Forensics Coach	11 days
Murphy, Eugene	FC	Head Football Coach	40 days

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-EFFECTIVE 2003 SUMMER
SESSION, SUMMER INTERSESSION

Andersen, Anna	SCE	SCE Hourly Rate
Baradaran, Robert	SCE	SCE Hourly Rate
Bray, Rosalie	SCE	SCE Hourly Rate
Burkhouse, Staci	SCE	SCE Hourly Rate
Canas, Fabio	SCE	SCE Hourly Rate
Courtright, Ferneth	SCE	SCE Hourly Rate
Courtright, Ivan	SCE	SCE Hourly Rate
Elton, Debra	SCE	SCE Hourly Rate
Fiske, Robert	SCE	SCE Hourly Rate
Franz, Randy	SCE	SCE Hourly Rate
Giamarino, Theresa	SCE	SCE Hourly Rate
Hedges, Janice	SCE	SCE Hourly Rate
Howard, Adam	SCE	SCE Hourly Rate
Johnson, Esther	SCE	SCE Hourly Rate
Johnson, Amber	CC	Grade 1
Larios, Luis	SCE	SCE Hourly Rate
Lyen, Amy	SCE	SCE Hourly Rate
Miller, Stacy	SCE	SCE Hourly Rate
Moran, Elsa	SCE	SCE Hourly Rate
Price, William	SCE	SCE Hourly Rate
Samuels, Katherine	SCE	SCE Hourly Rate
Tran, Christine	SCE	SCE Hourly Rate
Westcott, Sheila	CC	Grade 1
Yeap, Calvin	SCE	SCE Hourly Rate

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-EFFECTIVE 2003 FALL
SEMESTER, FALL TRIMESTER

DeRoo, Robin	CC	Grade 1
DiSalvio, Nicole	FC	Grade 1
Hogan, Gina	FC	Grade 1
Hoglund, Robert	FC	Grade 1
Kost, David	FC	Grade 1
Pocsics, John	FC	Grade 1
Rice, Alice	FC	Grade 2
Sanders, Diana	SCE	SCE Hourly Rate
Sharma, Upasna	CC	Grade 1
Wightman, Vivianne	FC	Grade 1

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL-EFFECTIVE 2003 SUMMER SESSION

Castillo, Rolando	CC	Grade 3	Hourly Counselor
Dooley, George	SCE	Class E, Step 26	Hourly Counselor
Dugan, Michele	CC	Grade 2	Hourly Counselor
Giampiccolo, Juanita	SCE	Class B, Step 05	Hourly Counselor
Ouchi, Bryan	FC	Grade 2	Hourly Counselor

TEMPORARY ACADEMIC HOURLY-SUBSTITUTES-2003 SPRING SEMESTER, SPRING TRIMESTER

Malloy, Christopher	FC	Grade 2
Marweg, Daniel	CC	Grade 1
Toohey, Monica	CC	Grade 1

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Baker, Debbie	CC	Supervising Dentist (DH Program) Grade 3 Adjunct Faculty Salary Schedule Eff. 2003 Fall Semester
Baker, James	CC	Supervising Dentist (DH Program) Grade 3 Adjunct Faculty Salary Schedule Eff. 2003 Fall Semester
Bower, Glenn	CC	Director of Mortuary Science Class D, Step 5 Lecture Rate, Regular and Contract Faculty Summer Intersession Teaching Schedule Eff. 06/02/2003-08/14/2003
Gabourie, Lillian	CC	Psychological Counseling, Cypress College Health Services Class E, Step 20 Regular and Contract Faculty Overload Nonteaching Schedule Eff. 08/18/2003-06/30/2004
Green, George	CC	Supervising Dentist (DH Program) Grade 3 Adjunct Faculty Salary Schedule

		Eff. 2003 Fall Semester
Higgins, Jeanne	CC	Director of Psychiatric Technology Class F, Step 28 Lecture Rate, Regular and Contract Faculty Summer Intersession Teaching Schedule Eff. 06/02/2003-08/14/2003
McKay-Montemer, Jayne	CC	Supervising Dentist (DH Program) Grade 3 Adjunct Faculty Salary Schedule Eff. 2003 Fall Semester
Parelli, Robert	CC	Director of Radiologic Technology Class E, Step 25 Lecture Rate, Regular and Contract Faculty Summer Intersession Teaching Schedule Eff. 06/02/2003-08/14/2003

VOLUNTEER PERSONNEL WITHOUT PAY

Brooks, Bob	CC	Aide, Photography Department Eff. 2003 Summer Session
Gold, Lindsay	CC	Intern, Counseling and Student Development Eff. 2003 Fall Semester
Woodruff, Cleona	CC	Tutor, Disabled Student Programs and Services Eff. 2003 Summer Session

Motion carried, with Trustee Otto Lacayo voting no, and including the Student Trustees' advisory votes.

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

RETIREMENT

Reynolds, Johna	CC	Administrative Assistant III (100%) Eff. 8/08/2003
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REHIRE

Blank, Jessie	FC	Special Projects Manager/International Student Center Temporary Management Position (100%) Range 2, Special Proj Adm Daily Rate Schedule+stipend in lieu of benefits Eff. 7/01/2003 - 6/30/2004
DeMarkey, Nina	SCE	Special Projects Director/Multimedia Temporary Management Position (100%) Range 3, Special Proj Adm Daily Rate Schedule+stipend in lieu of benefits Eff. 7/01/2003 - 12/31/2003
Doughty, Corine	SCE	Special Projects Director/Work Learning Resource Center Temporary Management Position (100%) Range 3, Special Proj Adm Daily Rate Schedule+stipend in lieu of benefits Eff. 7/01/2003 - 12/31/2003
Farmer, James	FC	Special Projects Coordinator/Wellness Director/Health Education Range 1, Spec Proj Adm Daily Rate Schedule+stipend in lieu of benefits Eff. 7/01/2003 - 6/30/2004
Fernandez, Cristina	FC	Special Projects Manager/Marketing and Outreach Temporary Management Position (100%) Range 2, Spec Proj Adm Daily Rate Schedule+stipend in lieu of benefits Eff. 7/01/2003 - 6/30/2004
Fichenschner, Perla	SCE	Special Projects Director/REBRAC Temporary Management Position (100%) Range 3, Spec Proj Adm Daily Rate Schedule+stipend in lieu of benefits Eff. 7/01/2003 - 12/31/2003
Hazel, Angela	FC	Special Projects Manager/Instructional Technology for Distance Learning Temporary Management Position (100%)

Range 2, Spec Proj Adm Daily Rate
Schedule+stipend in lieu of benefits
Eff. 7/01/2003 - 6/30/2004

Kennedy, James	SCE	Special Projects Director/CACT Temporary Management Position (100%) Range 3, Spec Proj Adm Daily Rate Schedule +stipend in lieu of benefits Eff. 7/01/2003 - 12/31/2003
Riffle, Robert	CC	Interim Manager, Maintenance & Operations Temporary Management Contract \$197.30 per day, as needed+stipend in lieu of benefits Eff. 7/01/2003 - 11/30/2003
Rose, Karen	FC	Special Projects Director/Office of Special Programs Temporary Management Position (100%) Range 3, Spec Proj Adm Daily Rate Schedule+stipend in lieu of benefits Eff. 7/01/2003 - 6/30/2004
Saldivar, Rolando	SCE	Special Projects Coordinator/ESL/Family Literacy Temporary Management Position (100%) Range 1, Spec Proj Adm Daily Rate Schedule+stipend in lieu of benefit Eff. 7/01/2003 - 6/30/2004
Stoner, Christine	FC	Special Projects Coordinator/Economic Development Specialist Temporary Management Position (100%) Range 1, Spec Proj Adm Daily Rate Schedule+stipend in lieu of benefits Eff. 7/01/2003 - 9/30/2003

EXTENSION OF TEMPORARY REASSIGNMENT

Ford, Regina	CC	Interim Registrar Management Salary Schedule Range 9, Step C+PG&D (\$4,757.58) Eff. 7/01/2003 - 12/30/2003
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VOLUNTARY CHANGES IN ASSIGNMENTS

Carrocino, James	CC	Library Assistant I (100%) Temporary Increase in Months Employed From: 11 months To: 11 months + 7/10/2003 - 8/08/2003
Cooper, Linda	CC	Library Assistant II (100%) Temporary Decrease in Months Employed From: 12 months To: 11 months Eff. 7/10/2003 - 8/08/2003
Guerrero-Hill, Ava	AC	Temporary Special Projects Manager (100%) Range 11, Step H+PG&D (\$6,146.08) Management Salary Schedule Extension of Temporary Assignment Eff. 7/01/2003 - 9/30/2003
Ho, Jenney	AC	Temporary Admin Asst/Purchasing (100%) Range 5, Step H (\$4,852.92) Management Salary Schedule Extension of Temporary Assignment Eff. 7/01/2003 - 9/30/2003
Millikan, Linda	FC	Instructional Assistant (100%) Temporary Decrease in Percent Employed From: 100% To: 80% Eff. 8/11/2003 - 6/16/2004

STIPEND FOR ADDITIONAL DUTIES

Mestemacher, Karen	CC	Child Care Teacher I (100%) 6% Stipend Eff. 7/01/2002 - 7/03/2003
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PROFESSIONAL GROWTH & DEVELOPMENT

Arick, Patricia	AC	Account Clerk II (100%) 1 st Increment (\$350)
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		Eff. 7/01/2003
Coggi, Anita	CC	Mail Room Clerk (100%) 5 th Increment (\$350) Eff. 7/01/2003
Do, Xuan Dao	CC	Accounting Technician (100%) 2 nd Increment (\$350) Eff. 7/01/2003
		3 rd Increment (\$350) Eff. 7/01/2004
		4 th Increment (\$350) Eff. 7/01/2005
Jay, Paula	CC	Administrative Assistant II 3 rd Increment (\$350) Eff. 7/01/2003
Marquez, Mary	FC	Executive Assistant (100%) 1 st Increment (\$350) Eff. 7/01/2003
Paradis-Sorensen, Michelle	FC	Administrative Assistant I (100%) 2 nd Increment (\$350) Eff. 7/01/2003
Sanborn, Jackie	FC	Administrative Assistant III (100%) 5 th Increment (\$350) Eff. 7/01/2003
<u>LEAVE OF ABSENCE WITH PAY</u>		
Hollier, David	FC	Facilities Assistant (100%) Military Leave 6/06/2003 (1 day)
<u>PREGNANCY DISABILITY LEAVE</u>		
Hower, Heidi	CC	SCE Instructional Aide (75%) Eff. 4/04/2003 - 7/31/2003 (unpaid portion 6/05/2003 - 6/30/2003)

Item 5.c: By the block vote, authorization was given for the following Professional Experts and Independent Contractors to perform various services as indicated:

PROFESSIONAL EXPERTS

Beidler, Larry	CC	Project Manager, Not to Exceed \$3,000 Summer Swim Program Level C, Eff: 07/01/03 to 08/14/03
Beidler, Larry	CC	Project Manager, Not to Exceed \$3,000 Summer Swim Program Level C, Eff: 06/02/03 to 06/30/03
Bettendorf, Richard	CC	Project Manager Career Paths Level C, Eff: 05/30/03 to 06/30/03
Bettendorf, Richard	CC	Project Manager, Not to \$3,500 Career Paths Level C, Eff: 07/01/03 to 06/30/04
Bottiaux, Paul	CC	Not-For-Credit-Instr II, Not to Exceed \$10,500 Supervisor Photo ID/Student Activities Advisor Level C, Eff: 07/01/03 to 06/30/04
Bouzarjomehri, Payam	FC	Technical Expert II Title V Learning Communities Development Level C, Eff: 07/01/03 to 09/30/03
Brannock, JoAnn	FC	Technical Expert II Title V Learning Communities Development Level C, Eff: 07/01/03 to 09/30/03
Bridges, Ernest	FC	Technical Expert II Title V Learning Communities Development Level C, Eff: 07/01/03 to 09/30/03
Buckner, Krista	CC	Technical Expert II, Not to Exceed \$1,000 Foster Care Education Level C, Eff: 06/01/03 to 06/30/03
Chadwick, Janice	FC	Technical Expert II

		Physical Science 102 Level C, Eff: 08/01/02 to 12/31/02
Combs, Jennifer	FC	Technical Expert II Title V Learning Communities Development Level C, Eff: 07/01/03 to 09/30/03
Cotton, Rebecca	SCE	Not-For-Credit Instr II Roving Teacher Instructor Level C, Eff: 01/28/03 to 06/30/03 Correction to pay rate approved on 2/11/03
Dooley, George	SCE	Not-For-Credit Instr II UAW/LETC Burbank Level C, Eff: 05/30/03 to 06/01/03
Elliott, Marsha	SCE	Project Manager Basic Skills Program Coordinator Level C, Eff: 07/01/03 to 08/29/03
Enochs, Bradley	FC	Technical Expert I Supervise Annual Maintenance of Lighting Level B, Eff: 06/06/03 to 06/30/03
Gatica, Beatriz	CC	Technical Expert II, Not to Exceed \$300 Foster Care Education Level C, Eff: 06/21/03 to 06/22/03
Hanson, Bruce	FC	Technical Expert II Title V Learning Communities Development Level C, Eff: 06/07/03 to 06/30/03
Hanson, Bruce	FC	Technical Expert II Title V Learning Communities Development Level C, Eff: 07/01/03 to 09/30/03
Hassett, Shannon M.	FC	Technical Expert II Title V Learning Communities Development Level C, Eff: 07/01/03 to 09/30/03
Jaurequi, Robert	FC	Technical Expert II Title V Learning Communities Development

		Level C, Eff: 05/28/03 to 06/30/03
Jaurequi, Robert	FC	Technical Expert II Title V Learning Communities Development Level C, Eff: 07/01/03 to 09/30/03
Johnson, Kathi	SCE	Technical Expert II Articulation Project Level C, Eff: 03/24/03 to 05/31/03
Kruse, Kathleen	CC	Technical Expert II, Not to Exceed \$1,400 Nursing Program Growth Grant Level C, Eff: 05/22/03 to 06/30/03
Lopez, Adela	FC	Technical Expert II Title V Learning Communities Development Level C, Eff: 07/01/03 to 09/30/03
McWilliam, Jim	SCE	Project Manager BOHS Program Coordinator Level C, Eff: 03/31/03 to 06/29/03
Montenegro, Christy	SCE	Technical Expert I SCE Graduation Entertainment Level B, Eff: 06/10/03 to 06/18/03
Powers, Miguel	FC	Technical Expert II Title V Learning Communities Development Level C, Eff: 07/01/03 to 09/30/03
Randle, Milton	FC	Technical Expert II MESA Program Start Up Level C, Eff: 04/28/03 to 06/30/03
Razor-Schulist, Teresa	SCE	Technical Expert II Internal External Communication Level C, Eff: 08/18/03 to 05/13/04
Read, Ann	FC	Technical Expert II California Nutrition Network Level C, Eff: 06/02/03 to 06/30/03
Roberts, Paul	CC	Technical Expert I, Not to Exceed \$2,000

		Summer 2003 Swim Program Level B, Eff: 06/02/03 to 06/30/03
Roberts, Paul	CC	Technical Expert I, Not to Exceed \$3,000 Summer 2003 Swim Program Level B, Eff: 07/01/03 to 08/14/03
Rodine, Jeffrey	FC	Technical Expert II Title V Learning Communities Development Level C, Eff: 07/01/03 to 09/30/03
Roundy, Virginia	FC	Technical Expert II Physical Science Level C, Eff: 05/23/02 to 06/30/02
Roundy, Virginia	FC	Technical Expert II Physical Science Level C, Eff: 07/01/02 to 06/30/03
Roundy, Virginia	FC	Technical Expert II Physical Science Level C, Eff: 07/01/03 to 12/01/03
Schulleri, Peter	FC	Project Coordinator Matriculation Research Level B, Eff: 07/01/03 to 08/31/03
Smith, Geoffrey	FC	Technical Expert II Title V Learning Communities Development Level C, Eff: 05/16/03 to 06/30/03
Taguchi, Tanomo	FC	Technical Expert II Title V Learning Communities Development Level C, Eff: 07/01/03 to 09/30/03
Teipe, Emily	FC	Technical Expert II Project QUE Level C, Eff: 07/01/03 to 06/30/04
Teipe, Emily	FC	Technical Expert II Title V Learning Communities Development Level C, Eff: 07/01/03 to 09/30/03

Varela, Anita	FC	Technical Expert II Title V Learning Communities Development Level C, Eff: 07/01/03 to 09/30/03
Willoughby, Dan	FC	Technical Expert II Articulation Project Level C, Eff: 03/24/03 to 05/31/03

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 #897 for a listing of hourly personnel.)

Item 5.e: Trustee Donna Miller moved and Trustee Manny Ontiveros seconded to approve an increase of 2.0 percent (2.0%), retroactive to July 1, 2002, to the Executive Officer Salary Schedule, with the exception of the salary adjustment for Dr. Michael Viera because the action taken in item 5.a is consistent with action taken for other employees for services performed. **Motion carried unanimously, including the Student Trustees advisory votes.**

In addition, the Board approved an increase to the Chancellor's annual salary by 2.0 percent (2.0%), retroactive to July 1, 2002.

Further approval was granted that effective July 1, 2003, the Executive Officer Salary Schedule will revert to the 2001/2002 schedule rates and the Chancellor's annual salary will revert to the rate in effect as of July 1, 2001. Implementation of these salary reversions will be contingent upon the agreement of the District's other employee groups to a rollback of their respective salary schedules to the 2001/2002 schedule rates, effective July 1, 2003. In the event the other employee groups agree to a lesser salary rollback, the salary reversions of the Chancellor and the Executive Officers will be adjusted accordingly.

The Executive Officer Salary Schedule, which reflects the 2.0 percent (2.0%) increase for the 2002/2003 fiscal year, was also approved.

(See Supplemental Minutes #897 for a copy of the Executive Officer Salary Schedule.)

GENERAL

Item 6.a: The Board received for a first reading proposed policies and administrative procedures for Chapter Two, Board of Trustees. In reviewing the policies and procedures, the following suggestions were made by members of the Board:

1. Board Policy 2350, Speakers, section 4.4: That the order of the sentence be reworded.
2. Board Policy 2350, Speakers, section 4.7: That the five minutes per speaker be reduced to three minutes per speaker.
3. Board Policy 2725, Board Member Compensation, section 2.0: That further review be done on the necessary wording regarding Trustee absences.
4. Board Policy 2745, Board Self-Evaluation, section 2.0: That further review be done in order to have the policy and administrative procedure 2745 section 1.2 be consistent.
5. Board Policy 2715 Code of Ethics/Standards of Practice: That a procedure be added to indicate that the Trustees will annually sign a reaffirmation of the code of ethics.

SECOND CLOSED SESSION: At 10:14 p.m., Board President Leonard Lahtinen 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 54945.8: CONFERENCE WITH REAL PROPERTY NEGOTIATOR Rod Fleeman, Vice Chancellor, Finance & Facilities, regarding:

Property:	1830 W. Romneya Drive Anaheim, CA 92801
Negotiating Parties:	Liberty Training Institute
Under Negotiation:	Terms and Conditions

RECONVENE OPEN SESSION: At 11:28 p.m., Board President Leonard Lahtinen reconvened the meeting in open session.

ADJOURNMENT: At 11:30 p.m., it was moved by Trustee Jeff Brown and seconded by Trustee Donna Miller to adjourn the meeting. **Motion carried unanimously.**

Otto Lacayo, Secretary
Board of Trustees