

APPROVED

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

August 23, 2005

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, August 23, 2005, at 4:30 p.m. in the Board Room at the Anaheim Campus.

Board President Molly McClanahan called the meeting to order at 4:34 p.m. and Student Trustee Victoria Rizo led the Pledge of Allegiance to the Flag.

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

RESOURCE PERSONNEL PRESENT: Jerome Hunter, Chancellor; Fred Williams, Vice Chancellor, Finance & Facilities; Jeff Horsley, Vice Chancellor, Human Resources; Kathie Hodge, President, Fullerton College; Mike Kasler, Executive Vice President, Cypress College; Gary McGuire, Provost, School of Continuing Education; Christie Wallace Noring, Public Affairs Officer; Deborah Ludford, District Director, Information Services; Bob Simpson, representing the District Management Association; Andrea Sibley-Smith, representing the School of Continuing Education Academic Senate; Fola Odebunmi, representing the Cypress College Academic Senate; Joumana McGowan, representing the Fullerton College Faculty Senate; Tony Jones, representing United Faculty; Rod Lusch, representing CSEA; Sam Russo, representing ADFAC, and Violet Ayon, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES PRESENT: Andrea Hanstein, Lis Leyson, Adam O'Connor, Janet Portolan, and Richard Ramirez from Fullerton College; Betty Fowke and Pat Humpres from Cypress College; Jim Kennedy from the School of Continuing Education; Sandy Cotter, Steve Duncan, and Dorothy Owens-Whitehurst from the District Offices.

VISITORS: Michael Matsuda, Provisional Appointee; Robert Fowke; Denny Konshak from ADFAC; and Mrs. Cornelius Coronado.

COMMENTS: MEMBERS OF THE AUDIENCE: There were no comments from the audience.

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

Finance & Facilities: 3.a, 3.b, 3.d, 3.e
 Human Resources: 4.a, 4.b, 4.c

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

CONSIDERATION OF APPLICANTS FOR APPOINTMENT TO THE BOARD OF TRUSTEES VACANCY IN TRUSTEE AREA II:

Prior to beginning the interviews of individuals seeking the Provisional Appointment to the Board of Trustees vacancy in Trustee Area II, Board President Molly McClanahan outlined the process used in making a provisional appointment to fill the Board vacancy.

1. The resignation of Otto Lacayo and Board vacancy were advertised.
2. Ten letters of interest were received.
3. Voter registration and residency was verified for all candidates.
4. Each eligible candidate was invited for an interview and asked to give a 3-minute presentation on their qualifications as a Board of Trustee Member. The candidates appear in random order. One candidate, Virginia Graham, withdrew her application from the pool of candidates.
5. A question and answer period after each presentation, with Board Members asking three pre-selected questions.
6. A minimum of four votes is the requirement for the selection of a provisional appointee.
7. Following a provisional appointment, a 30-day waiting period is legally required to allow the electorate the opportunity to object to the appointment and call for a special election. A call for a special election would require approximately 5,652 signatures of registered voters and at a cost of approximately \$564,162.
8. If no call for a special election is made, then the appointee will be seated at the September 27 Board meeting.

The following candidates addressed the Board: 1) Cecilia Age; 2) Cornelius "Chuck" Coronado; 3) Cathy Crane-McCoy; 4) Barbara Dunsheath; 5) Linda Elliott; 6) Pamela Farr; 7) Karen Johnson; 8) Tim Keenan, and 9) David Mezzetta. Each candidate was interviewed separately, following their three-minute presentation. Upon conclusion of interviews, all candidates were invited to the Board Room for the Board to cast its vote. Trustee Otto Lacayo indicated he would abstain from voting and moved to the audience seating during deliberations of the provisional appointment process.

After two rounds of voting, the Board's vote was divided in favor of Cathy Crane McCoy and Barbara Dunsheath and remained so for an additional three rounds of voting. After six rounds of voting, and Trustee Leonard Lahtinen changing his vote from Cathy Crane-McCoy to Barbara Dunsheath, the Board cast a unanimous vote for Barbara Dunsheath, including Student Trustee Elsa Garcia's advisory vote. Student Trustee Victoria Rizo maintained her advisory vote in favor of Cathy Crane-McCoy.

Board President McClanahan stated that the Board would wait to seat Ms. Dunsheath until the end of the 30-day waiting period, which is legally required to allow the electorate the opportunity to object to the appointment and call for a special election.

At 6:45 p.m. the Board adjourned to a short recess.

At 6:53 the Board reconvened in open session.

REPORTS:

- A. As a part of the **Chancellor's Report**, retirees Betty Fowke and Alan Lombardi from Cypress College were acknowledged by the Board for their many years of service to the District.
- B. **Trustee Leonard Lahtinen** read the following farewell poem honoring Trustee Otto Lacayo on his retirement from the Board.

Tonight to a trustee we are saying good-bye
 I am referring, of course, to Otto Lacayo
 After 20 years of service on this Board, don't you know
 He has helped with the progress as the District did grow
 In 19 and 65 it became NOCCCD
 During 40 years 30 trustees have served, don't you see
 There's been Warren and Ward, and Wishart and White
 Noble, LeMarinel, Anderson, and Rice
 Ratcliffe and Richison, Troski and Toups
 Laird and Lahtinen, Lee and Loumakis
 Hilgenfeld, Hawthorne, Hardy, and Hammerman
 Brown and Burrell, Zavala and McClanahan
 Miller and Coad, Smith, and Kaye
 Ontiveros, Lacayo that's the list to this day
 New names will be added as the years go on by
 We hope, like Otto, they give it their best try

Trustee Otto Lacayo expressed his pleasure in serving the District's employees and students while on the Board for 20 years.

Trustee Otto Lacayo left the meeting at 7:01 p.m.

- C. **Chancellor Hunter** noted the availability of a brief report in Trustees' Board folders regarding the power outage at the Anaheim Campus over the weekend. In addition, he reported that a discussion on the Accreditation Reports will be agendaized for a future meeting. Chancellor Hunter also reported he will work with Trustees Donna Miller and Molly McClanahan on setting up the Board's workshop.

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

COMMENTS:

- A. **Rod Lusch** thanked Cypress College and the School of Continuing Education for inviting CSEA's participation in the back-to-school events.
- B. **Sam Russo** thanked Christie Wallace Noring for the informational news clippings she distributes.
- C. **Student Trustee Victoria Rizo** reported on Associated Students' activities and the proposal for an Associated Students Reporter position as of spring 2006. In addition, she reported on her participation as a Student Ambassador and praised the staff from Admissions and Records. She also requested donations for the CARE Bank.
- D. **Student Trustee Elsa Garcia** reported on the Associated Students' activities and thanked the Board for supporting her attendance at the recent Community College League of California Student Trustee Orientation in San Francisco.
- E. **Trustee Leonard Lahtinen** commented on recent newspaper articles regarding special graduation ceremonies project for Japanese-Americans sent to internment campus during World War II. He suggested the School of Continuing Education and colleges consider looking into this project.
- F. **Trustee Donna Miller** expressed her disappointment at being unable to attend the back to school events due to her teaching obligations.
- G. **Trustee Jeff Brown** commended Fullerton College on its excellent, new Library/Learning Resource Center.
- H. **Trustee Manny Ontiveros** commended Fullerton College on its Disabled Student Program & Services Handbook.

MINUTES: It was moved by Trustee Manny Ontiveros and seconded by Trustee Jeff Brown that the Board approve the minutes of the Regular Meeting of August 9, 2005. **Motion carried unanimously, including the Student Trustees' advisory votes.**

FINANCE AND FACILITIES:

Item 3.a: The Board reviewed the District's Quarterly Financial Status Report for the quarter ended June 30, 2005, as required by §58310 of Title 5.

Item 3.b: The Board received the Quarterly Investment Report for the quarter ended June 30, 2005.

Item 3.c: It was moved by Trustee Leonard Lahtinen and seconded by Trustee Donna Miller to award the Base Bid and Additive Alternates 1 & 2 of PW0405-17, Cypress College Electrical Distribution System Upgrade, to Dynaelectric as the lowest responsive and responsible bidder meeting specifications and to issue an agreement in the amount of \$2,289,580. Additive Alternate 3 is pending securing additional funds, which may be awarded at a later time. **Motion carried unanimously, including the Student Trustees' advisory votes.**

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

Item 3.d: By the block vote, authorization was granted for the change order for the public works project listed per the Change Order Request, with a cumulative credit total of \$200,000.

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

Item 3.e: By the block vote, authorization was granted to enter into a contract with Alliance of Schools Cooperative Insurance Program for environmental health and safety consultant services for three (3) days per week for one year in the amount not to exceed \$60,000. The agreement will be in effect beginning October 1, 2005, subject to a successful selection of an ideal candidate.

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

HUMAN RESOURCES

Item 4.a: By the block vote, authorization was granted for the following academic personnel matters that are within the budget:

LONG-TERM SUBSTITUTES

Mitchell-Foust, Michelle	FC	English Instructor Sabbatical Replacement (100%) Class F, Step 8 + stipend in lieu of benefits Eff. 08/19/2005-12/21/2005
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Norton, Thomas	FC	Earth Science Instructor Sabbatical Replacement (100%) Class B, Step 1 + stipend in lieu of benefits Eff. 08/19/2005-12/21/2005
Richards, Heather	FC	English Instructor Sabbatical Replacement (100%) Class B, Step 1 + stipend in lieu of benefits Eff. 08/19/2005-12/21/2005

CHANGE IN SALARY CLASSIFICATION

(Change in class and step placement pursuant to verification of education and experience.)

Anderson, Robert	CC	Automotive Technology Instructor From: Class B, Step 1 To: Class B, Step 7 Eff. 08/17/2005
Arndt, Nadine	FC	English Instructor From: Class B To: Class C Eff. 08/17/2005
Banda, Sergio	FC	Sociology Instructor From: Class C To: Class D Eff. 08/17/2005
Bird, Michael	CC	Culinary Arts Instructor From: Class C To: Class D Eff. 08/17/2005
Cain, Joyce	FC	English as a Second Language Instructor From: Class B, Step 1 To: Class D, Step 10 Eff. 08/17/2005
Castle-Donovetsky, V.	CC	Physical Sciences Instructor From: Class D To: Class E Eff. 08/17/2005
Daniel, William	FC	Welding Instructor From: Class B, Step 1 To: Class B, Step 8 Eff. 08/17/2005
Facer, Carolyn	FC	Mathematics Instructor From: Class D To: Class E Eff. 08/17/2005

Fujimoto, Janet	CC	English Instructor From: Class B, Step 1 To: Class B, Step 8 Eff. 08/17/2005
Giles, Scott	FC	Physical Education Instructor From: Class D To: Class E Eff. 08/17/2005
Helwig, Kent	CC	Theater Arts Instructor (ADJ) From: Column 1, Step 1 To: Column 1, Step 2 Eff. 08/22/2005
Jackson, Kim	FC	Cosmetology Instructor (ADJ) From: Column 1, Step 1 To: Column 2, Step 1 Eff. 08/22/2005
Johnson, Susan	CC	Psychology Instructor From: Class B To: Class C Eff. 08/17/2005
Kenny, Christina	FC	English Instructor (ADJ) From: Column 1, Step 1 To: Column 1, Step 2 Eff. 08/22/2005
McCully, Jennifer	FC	Reading Instructor (ADJ) From: Column 1, Step 1 To: Column 2, Step 1 Eff. 08/22/2005
Mendoza, Armando	CC	Geography Instructor From: Class D To: Class E Eff. 08/17/2005
Miranda, Jose	FC	Automotive Technology Instructor From: Class B, Step 1 To: Class B, Step 10 Eff. 08/17/2005
Monteleone, Jo	FC	Music Instructor (ADJ) From: Column 1, Step 1 To: Column 1, Step 2 Eff. 08/22/2005
Nobles, Stephanie	CC	Chemistry Instructor (ADJ) From: Column 1, Step 1 To: Column 1, Step 2 Eff. 08/22/2005

Okouchi-Guy, Alicia	FC	Dance Instructor From: Class B, Step 1 To: Class B, Step 7 Eff. 08/17/2005
Puma, Jessica	CC	Spanish Instructor From: Class D To: Class E Eff. 08/17/2005
Rivera-Figueroa, A.	CC	Chemistry Instructor (ADJ) From: Column 2, Step 1 To: Column 3, Step 1 Eff. 08/22/2005
Rosenberg, Stuart	CC	English Instructor From: Class C To: Class D Eff. 08/17/2005
Sanborn, Errol	CC	English Instructor (ADJ) From: Column 1, Step 1 To: Column 1, Step 2 Eff. 08/22/2005
Shew, Roger	FC	Music Instructor (ADJ) From: Column 1, Step 1 To: Column 1, Step 2 Eff. 08/22/2005
Smith, Geoffrey	FC	English Instructor From: Column B To: Column C Eff. 08/17/2005
Spooner, Stephanie	CC	Biological Science Instructor From: Column B To: Column C Eff. 08/17/2005
Ssensalo, Renee	CC	Counselor From: Class C To: Class D Eff. 07/01/2005
Stockdale, Michelle	FC	Anthropology Instructor (ADJ) From: Column 1, Step 1 To: Column 1, Step 2 Eff. 08/22/2005
Tanaka, M. Margaret	CC	Ethnic Studies Instructor (ADJ) From: Column 1, Step 1 To: Column 1, Step 2 Eff. 08/22/2005

Vanderpool, Jeffrey	FC	Philosophy Instructor From: Column E Eff. 08/22/2005	To: Column F
Varela, Anita	FC	Librarian From: Class D Eff. 08/17/2005	To: Class E
Vela, Marissa	FC	Physical Education Instructor (ADJ) From: Column 1, Step 1 Eff. 08/22/2005	To: Column 1, Step 2
Wahbe, Randa	CC	English Instructor From: Class C Eff. 08/17/2005	To: Class D
Walker, Judy	CC	Culinary Arts Instructor (ADJ) From: Column 1, Step 2 Eff. 08/22/2005	To: Column 2, Step 2
Walker, LaTeesa	CC	Dance Instructor (ADJ) From: Column 1, Step 1 Eff. 08/22/2005	To: Column 1, Step 2
Wightman, Vivianne	FC	Journalism Instructor (ADJ) From: Column 1, Step 1 Eff. 08/22/2005	To: Column 1, Step 2
Zacharias, Andrew	CC	Music Instructor (ADJ) From: Column 1, Step 1 Eff. 08/22/2005	To: Column 1, Step 2
Zicree, Steven	FC	Mathematics Instructor (ADJ) From: Column 1, Step 1 Eff. 08/22/2005	To: Column 1, Step 2

LEAVE OF ABSENCE WITHOUT PAY

Clark, Lisa	CC	Culinary Arts Instructor Personal Leave (46.67%) Eff. 2005-2006 academic year
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LEAVE OF ABSENCE WITH PAY

Forman, Mary	CC	English Instructor
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		Load Bank Leave (3.33%) Eff. 2005 Fall Semester
Mottershead, Allen	CC	Engineering/Electronics Instructor Load Bank Leave (5.0%) Eff. 2005 Fall Semester
Spooner, Stephanie	CC	Biological Science Instructor Load Bank Leave (22.5%) Eff. 2005 Fall Semester
Talwar, Ambika	CC	English Instructor Load Bank Leave (100%) Eff. 2005 Fall Semester
Wan, Peter	FC	History Instructor Load Bank Leave (34%) Eff. 2005 Fall Semester

Item 4.b: By the block vote, authorization was granted for the following classified personnel matters that are within the budget:

RETIREMENT

Eisenhut, Melinda	AC	District Manager, Benefits (100%) Eff. 12/31/2005
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RESIGNATIONS

Cosby, Sidney	FC	Financial Aid Technician (100%) Eff. 7/28/2005
Donovan, Lexi	FC	Manager, Campus Accounting (100%) Eff. 9/30/2005
Perera, Himashie	FC	Child Care Aide (100%) Eff. 8/15/2005
Woo, James	FC	Campus Safety Officer Coordinator (100%) Eff. 8/17/2005

TERMINATION FOR CAUSE

Cerda, Javier	FC	Facilities Custodian I (100%) Eff. 8/24/2005
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NEW PERSONNEL

Blinzler, Nancy	AC	Administrative Assistant I 12-month position (100%) Range 33, Step C Eff. 8/29/2005
Castellanos, Varinea	FC	Student Services Specialist/EOPS 12-month position (100%) Range 36, Step A Eff. 8/15/2005
Cornejo, Dolores	FC	Student Services Specialist/EOPS 12-month position (100%) Range 36, Step A Eff. 8/15/2005
Mojica, Claudia	FC	Student Services Specialist/EOPS 12-month position (100%) Range 36, Step A Eff. 8/22/2005
Soto, David	SCE	Instructional Assistant/ESL 12-month position (100%) Range 36, Step A Eff. 8/22/2005

LEAVE OF ABSENCE

Del Campo, Veronia	CC	Instructional Aide/Language Arts (100%) Family Medical Leave - Paid Eff. 8/22/2005 - 8/30/2005 Family Medical Leave - Unpaid Eff. 8/31/2005 - 10/31/2005
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LAYOFF DUE TO LACK OF FUNDS

User Support Analyst (1 position)	FC	Student Services/Adaptive Center Eff. 10/10/2005
Reduction of Position		From: 1 FTE (100%), 12 months per year To: 0.50 FTE (50%), 10 months per year

Item 4.c: By the block vote, authorization was granted to employ hourly personnel for the dates indicated and contracting out of specialists for the EOPS and Disabled Student Centers in accordance with the Agreement between the District and CSEA.

(See Supplemental Minutes #945 for a listing of hourly personnel.)

CLOSED SESSION: At 7:29 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.

RECONVENE OPEN SESSION: At 7:52 p.m., Board President Molly McClanahan reconvened the meeting in open session.

ADJOURNMENT: At 7:55 p.m., it was moved by Trustee Leonard Lahtinen and seconded by Trustee Manny Ontiveros to adjourn the meeting. **Motion carried unanimously.**

Jeffrey P. Brown, Secretary
Board of Trustees