

APPROVED

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

September 27, 2005

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, September 27, 2005, at 5:30 p.m. in the Board Room at the Anaheim Campus.

Board President Molly McClanahan called the meeting to order at 5:32 p.m. and Trustee Michael Matsuda led the Pledge of Allegiance to the Flag.

TRUSTEE ROLL CALL: Present: Jeff Brown, Barbara Dunsheath, Leonard Lahtinen, Michael Matsuda, 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; Margie Lewis, President, Cypress College; Tom Parisi, Dean, 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; and Violet Ayon, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES PRESENT: Dale Craig, Andrea Hanstein, Lis Leyson, Adam O'Connor, Janet Portolan, and Richard Ramirez from Fullerton College; Nancy Byrnes, Helena Decoro, Virginia Derakhshanian, Pat Humpres, Cynthia Owens, and Jessica Puma from Cypress College; Marilyn Ault, Debbie Ramirez, Lynda Gunderson, Greg Schulz from the School of Continuing Education; Ron Beeler, Steve Duncan, and Dorothy Owens-Whitehurst from the District Offices.

At the Board meeting of August 23, 2005, nine applicants were considered for the provisional appointment to the Board of Trustees. Upon conclusion of the candidates' presentations and a question and answer period, and six rounds of voting by the Board, Barbara Dunsheath was selected by a unanimous vote to be appointed to the Board of Trustees through November 2006, which is when the next Board of Trustee elections will be held.

A "Notice of Provisional Appointment to Board of Trustees" was published in the August 28, 2005, issue of *The Register*. The Orange County Department of Education was also notified of the provisional appointment.

Notification from the Orange County Department of Education was received informing the District that a petition calling for a special election has not been filed.

Board President McClanahan then introduced Barbara Dunsheath and led her in taking the Oath of Office as follows:

I, Barbara Dunsheath, do solemnly swear that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Trustee Dunsheath thereafter signed the Oath of Office and Board President McClanahan addressed the Certificate of Appointment as follows:

A "Certificate of Appointment" has been received, and Ms. Dunsheath has signed the Oath of Office. Her provisional appointment ends November 2006. Ms. Dunsheath is now officially a member of the Board of Trustees of the North Orange County Community College District.

Trustee Dunsheath expressed her pleasure at being appointed to the Board and she introduced her husband Jim Finn, sons Richard and Tom, daughter Christie, and friends present.

REPORTS:

- A. As a part of the **Chancellor's Report**, the following individuals were honored as "Employees of the Year" or "Outstanding Employees":

Cypress College 2004-05 Outstanding Employees

Helena DeCoro , Instructor, Fine Arts Division	Outstanding Faculty of the Year
Carol Harvey , Instructor, Nursing Program, Health Science Division	Outstanding Faculty
Tara McDonald Johnson , Adjunct Instructor, Language Arts Division	Outstanding Adjunct Faculty
Jessica Puma , Instructor, Language Arts Division	Faculty Development Award
Virginia Derakshanian , Learning Center Coordinator, Language Arts Division	Outstanding Classified

School of Continuing Education 2004-05 Employees of the Year

Tom Parisi , Dean of Instruction & Student Services Cypress Continuing Education Center	Manager of the Year
Marilyn Ault , Administrative Assistant II, Older Adults Program Wilshire	Classified Employee of the Year
Lynda Gunderson , Instructor, Older Adults Program Wilshire and Off-Site Locations	Faculty of the Year
Debbie Ramirez , Special Projects Coordinator (Recently Resigned) Cypress Continuing Education Center	Adjunct Faculty of the Year
Shirley Lewerenz , Instructor (Recently Retired) Cypress Continuing Education Center	Dedicated Service

- B. Also included as a part of the Chancellor's Report, were the sabbatical

British universities, which are public institutions, the Chemistry Departments have been profoundly affected by budget cuts; thus, increasing faculty work load, losing celebrated faculty, and some department closures.

Cynthia Owens, Learning Disabilities Specialist at Cypress College, on "Identification of Post-Secondary Students with Learning Disabilities." Ms. Owens' presentation, on the various disabilities and the many accommodations available to individuals with disabilities, focused on learning disabilities and the identification of such. In addition, she identified the many services and resources available to individuals with learning disabilities.

(See Supplemental Minutes #947 for a copy of the sabbatical presentations.)

C. **Chancellor Hunter** reported the following:

1. He will schedule for future Board meetings an update on redevelopment projects and a presentation on minority students' success.
2. The California for Community Colleges Ballot Initiative, which is under consideration for the November 2006 elections. Dr. Lewis helped explain that the community college initiative is designed to reduce and stabilize student fees; as well as guarantee a separate funding allocation of Proposition 98 funds for community colleges and for K-12 schools. Currently, the Board of Chief Executive Officers of California Community Colleges is contacting all statewide community college chief executive officers to inquire on their support for the initiative and commitment to financial support for the statewide campaign.

Chancellor Hunter stated that this was being provided as information only and that no Board action was being requested at this time. In addition, he noted that the District's share of campaign funds would be \$67,000, which the District has no mechanism to raise. He added that he wants to gain a better understanding of the initiative before he makes any recommendation.

In the ensuing discussion, the following clarification was provided: 1) pursuing the goals of the initiative would not be effective if pursued through the legislative process and would require a constitutional amendment; and 2) passage of the initiative would reduce Proposition 98 funds to K-12 schools.

Tom Parisi presented the facilities update, which included the following: 1) an update on the capital improvement bond program and time line; 2) the project status and bond program budgets for Cypress College, Fullerton College, the District Office, and the School of Continuing Education; 3) capital improvement needs and summary; and 4) other potential funding sources. In addition, the following recommendations were presented: 1) proceed with bid for Cypress College Piazza and the Student Center projects; 2) proceed with bid for Fullerton College Physical Education project; 3) continue with programming for other scheduled projects; and 4) assess each project after bids are received.

The Cypress College projects include: 1) Library/Learning Resource Center; 2) Piazza/Infrastructure Repair; 3) Campus Remodel for Efficiency (Theatre Lobby, Theatre Arts, Library/Administration, Gym II, Business Education, Technical Education 1, 2, and 3, Energy Conservation, Elevator Package, and Swing Space); 4) Continuing Education Center; 5) Access Plan; 6) Tennis Courts; 7) Student Center-5 Phases; and 8) Maintenance Facility.

The Fullerton College projects include: 1) Library/Learning Resource Center; 2) Parking Structures (West Parking Structure, Plummer Parking Structure, and Lemon Street Signal); 3) Classroom and Faculty Office Building; 4) Campus Remodel for Efficiency (Energy Conservation, 2000 Building/First Stop Student Services, Seismic Retrofit 1000 Building, and Bridge between the 300 and 500 Buildings); 5) Temporary Structures/Campus Safety Facility; 6) Campus Commons; 7) Physical Education Facilities - 2 Phases; 8) Image Plan (Signage, Site Restoration, Fire Lines, Hydrants, Storm Drains, and Alarm; and 9) Former District Education Center Remodel.

District/School of Continuing Education projects include: 1) Property Acquisition; 2) Anaheim Campus Renovation for District Offices, Classes, and Tenants; and 3) School of Continuing Education-Wilshire Center on the Fullerton College Campus.

(See Supplemental Minutes #947 for a copy of the Facilities Update presentation.)

In response to inquiries, the following clarification was provided: 1) planning groups for each project have been involved in making changes to the construction projects; 2) the information is now presented to the Board because there will be a need for allocation of additional resources in order to complete the projects; 3) some of the recommendations from the bond counsel and the Controls Group

- E. **Trustee Donna Miller** reviewed the draft outline regarding the proposed October 25 Board meeting/workshop format and outline, which she intends to be an informal discussion. Trustee Leonard Lahtinen expressed his opposition to a need for a workshop on “Enhancing the Role of the Board.” It was then moved by Trustee Donna Miller and seconded by Student Trustee Elsa Garcia to hold the workshop on October 25 as proposed. After the Trustees and members of the Resource Table expressed their opinions regarding the need for such a workshop, **the motion passed with the following roll call vote: Trustees Jeff Brown, Molly McClanahan, Donna Miller, and Manny Ontiveros voting yes; Trustees Barbara Dunsheath, Leonard Lahtinen, and Michael Matsuda voting no; and Student Trustee Elsa Garcia casting an advisory vote of yes and Student Trustee Victoria Rizo casting an advisory vote of no.**
- F. **Margie Lewis**, Cypress College President; **Kathie Hodge**, Fullerton College President; and **Tom Parisi**, School of Continuing Education Dean, reported on activities in their respective areas.

Dr. Hodge specifically noted that Fullerton College is in possession of the “Key to the County” as a result of the Hornets’ win over the Santa Ana College Dons. Also, Fullerton College has been notified that of the 109 community colleges in the state, it is the second highest in transferring students to the UC/CSU systems.

COMMENTS:

- A. **Andrea Sibley-Smith** announced that the state Academic Plenary Session will be held November 3-4 in Pasadena and she encouraged the Chancellor and Trustees to attend.
- B. **Bob Simpson** reminded everyone of the District Management Association fall meeting, which will be held September 30 at 8:30 a.m. at the Buena Park Holiday Inn.
- C. **Student Trustee Victoria Rizo** announced the Alpha Gamma Sigma fundraiser for scholarships at the SuperMex restaurant and she reported on various Associated Students activities.

- G. **Trustee Manny Ontiveros** announced he will once again be a mentor with the Fullerton College Puente Program.
- H. **Board President Molly McClanahan** commended Pat Ganer's presentation on redistricting at a recent League of Women Voters meeting. In addition, she stated there is a need to appoint a Board representative to Orange County Community College Legislative Task Force (OCLTF). After a brief discussion, Trustee Michael Matsuda agreed to serve in that capacity. The appointment of Trustee Matsuda to the OCLTF will be agendized for the next Board meeting.

Also, Board President McClanahan entertained a discussion on the need to respond to the Accreditation Teams' recommendation, "...that the Board of Trustees and Chancellor implement a process to systematically develop and document strategic institutional goals for the District." In the ensuing discussion, it was agreed to establish the Board Subcommittee on District Strategic Planning with the following membership: Trustees Barbara Dunsheath and Molly McClanahan, along with Chancellor Hunter.

MINUTES: It was moved by Trustee Jeff Brown and seconded by Trustee Donna Miller that the Board approve the minutes of the Regular Meeting of September 13, 2005. **Motion carried, including the Student Trustees' advisory votes** and Trustee Manny Ontiveros abstaining from the vote.

FINANCE AND FACILITIES:

Item 3.a: By the block vote, the Board ratified the change orders for the public works projects listed per the Change Order Request, with a cumulative total of \$68,602.86.

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

Item 3.b: By the block vote, authorization was granted to amend the agreement with HMC Group, Inc., for additional architectural services for the Physical Education Facilities at Fullerton College, and increase the original cost by \$75,135 for a total cost of \$1,910,281.

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

HUMAN RESOURCES

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

RETIREMENT

Nava, Daniel	CC	Campus Safety Officer Coordinator (100%) Eff. 11/02/2005
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RESIGNATIONS

Marquez, Mary	FC	Executive Assistant (100%) Eff. 10/10/2005
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Norton, Jessie	FC	Director, Bookstore (100%) Eff. 9/16/2005
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O'Neal, Rory	SCE	IT Technician (100%) Eff. 9/30/2005
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NEW PERSONNEL

Moore-Farmer, Shelia	SCE	Administrative Assistant I 12-month position (100%) Range 36, Step A Eff. 9/26/2005
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Niroumand, Madjid	CC	Special Projects Manager/International Students Program Temporary Management Position (100%) Range 2, Spec Proj Adm Daily Rate Schedule+stipend in lieu of benefits Eff. 10/06/2005 - 6/30/2006
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Stephens, Laura	CC	Grants & Special Projects Assistant 12-month position (100%) Range 41, Step B
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LAYOFF AND PLACEMENT ON 39-MONTH LIST
(Reduction in Months and Percentage of Employment)

McKeown, Tania FC User Support Analyst (100%)

From: 12 months, 100% employment
To: 10 months, 50% employment
Eff. 10/10/2005

Item 5.b: 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 #947 for a listing of hourly personnel.)

GENERAL

Item 6.a: It was moved by Trustee Donna Miller and seconded by Trustee Michael Matsuda that the Board receive as information items revised Board Policy 3430, Unlawful Discrimination, and revised Board Policy 3810, Claims Against the District. **Motion carried unanimously.** The proposed revised policies will be placed on the October 11, 2005, Board agenda for action, thereby allowing the Board sufficient time for a first and second reading on policy matters.

Item 6.b: It was moved by Trustee Donna Miller and seconded by Student Trustee Victoria Rizo that the Board receive as an information item revised Board Policy 4070, Auditing Classes and Auditing Fees. **Motion carried unanimously.** The proposed, revised policy will be placed on the October 11, 2005, Board agenda for action, thereby allowing the Board sufficient time for a first and second reading on policy matters.

Item 6.c: It was moved by Trustee Donna Miller and seconded by Trustee Jeff Brown that the Board adopt Resolution 05/06-03, Trustee Absence, verifying that Trustee Manny Ontiveros was ill on September 13, 2005, and therefore, eligible to receive compensation for the Board meeting held on that date. **Motion carried, with Trustee Manny Ontiveros abstaining from the vote.**

A signed affidavit from Mr. Ontiveros verifying his absence due to illness will be on file

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 54956.8 of the Government Code: CONFERENCE WITH REAL PROPERTY NEGOTIATOR.

Property: 1000 S. Leslie Street
La Habra, CA
Negotiating Parties: Fred Williams
Under Negotiation: Terms and Conditions

Property: Hetebrink House
515 E. Chapman Ave.
Fullerton, CA
Negotiating Parties: Fred Williams
Under Negotiation: Terms and Conditions

Per Section 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION - CHANCELLOR.

RECONVENE OPEN SESSION: At 10:40 p.m., Board President Molly McClanahan reconvened the meeting in open session.

ADJOURNMENT: At 10:42 p.m., it was moved by Trustee Michael Matsuda and seconded by Trustee Barbara Dunsheath to adjourn the meeting. **Motion carried unanimously.**

Jeffrey P. Brown, Secretary
Board of Trustees