

APPROVED

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

December 9, 2003

The Board of Trustees of the North Orange County Community College District met for its Organizational Meeting and only Regular Meeting on Tuesday, December 9, 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. and led the Pledge of Allegiance to the Flag.

ORGANIZATIONAL MEETING OF THE BOARD OF TRUSTEES

TRUSTEE ROLL CALL - Present: Jeff Brown, Leonard Lahtinen, Molly McClanahan, Donna Miller, Manny Ontiveros, Nancy Rice, and Student Trustees Carlos Ayon and Karen Johnson. Trustee Otto Lacayo arrived at 5:44 p.m. Absent: None.

NOCCCD RESOURCE PERSONNEL PRESENT: Jerome Hunter, Chancellor; Rod Fleeman, Vice Chancellor, Finance & Facilities; Jeff Horsley, Vice Chancellor, Human Resources; Sam Schauerman, Interim President, Fullerton College; Margie Lewis, President, Cypress College; Gary McGuire, Provost, School of Continuing Education; Donna Hatchett, District Director, Public Affairs; Jack Raubolt, District Director, Information Services; Ann-Marie Gable, 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 Adjunct Faculty United; Vickie McPherson representing CSEA; Violet Ayon, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES PRESENT: Susan Clifford, Cristina Fernandez, Andrea Hanstein, Ken Meehan, Adam O'Connor, Janet Portolan, and Paul St. John from Fullerton College; Jim Arbogast, Nancy Byrnes, Bob Fey, Pat Ganer, Mike Kasler, Dan Kawahara, Denny Konshak from Cypress College; James Crawford and Greg Schulz from the School of Continuing Education; and Ron Beeler, Steve Duncan, and Fred Williams from the District Offices.

VISITORS: Vince Buck and Bruce Hostetter.

PRESENTATIONS TO 2003 BOARD OFFICERS: Chancellor Jerome Hunter thanked the outgoing Board officers and presented them with small gifts of appreciation: Leonard Lahtinen, President; Nancy Rice, Vice President; and Otto Lacayo, Secretary.

ELECTION OF BOARD PRESIDENT: Prior to calling for nominations for the office of President of the Board of Trustees, Board President Leonard Lahtinen praised those employees who coordinated the collection of gifts for distribution to military personnel in Iraq. Mr. Lahtinen stated that upon clarification of Brown Act requirements, the Board's three subcommittees will meet on the following issues: 1) Chancellor's evaluation process (Trustees Molly McClanahan and Jeff Brown); 2) management contracts (Trustees Donna Miller and Otto Lacayo; and 3) Board's evaluation (Trustees Leonard Lahtinen, Donna Miller, and Nancy Rice). He also suggested that staff contact CAL TRANS in order to secure freeway signage for the District's three campuses. In addition, Mr. Lahtinen requested consideration for holding an open house at the Anaheim Campus to which the general public would be invited. In his closing remarks, Mr. Lahtinen thanked everyone for their continued support.

Board President Leonard Lahtinen then called for nominations for the office of President of the Board of Trustees for a one-year term.

Trustee Donna Miller nominated Trustee Nancy Rice for President of the Board of Trustees for a one-year term. Trustee Molly McClanahan moved and Trustee Manny Ontiveros seconded that nominations be closed. **Motion carried unanimously, including the Student Trustees' advisory votes.** Board President Leonard Lahtinen declared nominations closed and declared Trustee Nancy Rice as Board President by acclamation.

ELECTION OF BOARD VICE PRESIDENT: Trustee Nancy Rice assumed the Board Presidency and extended her appreciation to Mr. Lahtinen for his leadership during his presidency. She then called for nominations for the office of Vice President of the Board of Trustees for a one-year term.

Trustee Manny Ontiveros nominated Trustee Molly McClanahan for the office of Vice President of the Board of Trustees for a one-year term. Trustee Leonard Lahtinen moved to close nominations and Trustee Jeff Brown seconded the motion. **Motion carried unanimously, including the Student Trustees' advisory votes.** Board President Nancy Rice declared nominations closed and declared Trustee Molly McClanahan as Vice President of the Board by acclamation.

ELECTION OF BOARD SECRETARY: Board President Nancy Rice called for nominations for the office of Secretary of the Board of Trustees for a one-year term.

Trustee Leonard Lahtinen nominated Trustee Otto Lacayo for Secretary of the Board of Trustees for a one-year term. Trustee Jeff Brown moved to close nominations and Trustee Molly McClanahan seconded the motion. **Motion carried unanimously, including the**

Student Trustees' advisory votes. Board President Nancy Rice declared nominations closed and declared Trustee Otto Lacayo Secretary of the Board by acclamation.

APPOINTMENT OF REPRESENTATIVE AND ALTERNATE TO COUNTY COMMITTEE ON ELECTION OF MEMBERS OF THE COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION: Board President Nancy Rice appointed Trustee Jeff Brown as the Board's representative and Trustee Leonard Lahtinen as the alternate to the County Committee on Election of Members of the County Committee on School District Organization.

APPOINTMENT OF "POLITICAL ACTION REPRESENTATIVE" TO ORANGE COUNTY SCHOOL BOARDS ASSOCIATION: Board President Nancy Rice appointed Trustee Leonard Lahtinen as the Board's representative to the Orange County School Boards Association.

APPOINTMENT OF REPRESENTATIVE TO FULLERTON MUSEUM ASSOCIATION OF NORTH ORANGE COUNTY: Board President Nancy Rice appointed Trustee Molly McClanahan as the Board's representative to the Fullerton Museum Association of North Orange County.

APPOINTMENT OF REPRESENTATIVE TO CYPRESS COLLEGE FOUNDATION: Board President Nancy Rice appointed Trustee Donna Miller as the Board's representative to the Cypress College Foundation.

APPOINTMENT OF CHANCELLOR AS EXECUTIVE SECRETARY: Board President Nancy Rice appointed Chancellor Jerome Hunter as the Executive Secretary to the Board.

APPOINTMENT OF EXECUTIVE ADMINISTRATIVE AIDE TO THE CHANCELLOR AS RECORDING SECRETARY FOR THE BOARD OF TRUSTEES: Board President Nancy Rice appointed Violet Ayon, Executive Administrative Aide to the Chancellor, as Recording Secretary for the Board.

ADOPTION OF BOARD MEETING CALENDAR: It was moved by Trustee Molly McClanahan and seconded by Trustee Manny Ontiveros that the following Board Meeting Calendar for January 2004 through November 2004 be approved. **Motion carried unanimously, including the Student Trustees' advisory votes.**

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
BOARD MEETING CALENDAR
2004**

Organizational Meeting	Second Tuesday, December 9, 2003
Only Regular Meeting in January	Fourth Tuesday, January 27, 2004
First Regular Meeting in February	Second Tuesday, February 10, 2004
Second Regular Meeting in February	Fourth Tuesday, February 24, 2004
First Regular Meeting in March	Second Tuesday, March 9, 2004
Second Regular Meeting in March	Fourth Tuesday, March 23, 2004
First Regular Meeting in April	Second Tuesday, April 13, 2004
Second Regular Meeting in April	Fourth Tuesday, April 27, 2004
First Regular Meeting in May	Second Tuesday, May 11, 2004
Second Regular Meeting in May	Fourth Thursday, May 27, 2004
First Regular Meeting in June	Second Tuesday, June 8, 2004
Second Regular Meeting in June	Fourth Tuesday, June 22, 2004
Only Regular Meeting in July	Fourth Tuesday, July 27, 2004
First Regular Meeting in August	Second Tuesday, August 10, 2004
Second Regular Meeting in August	Fourth Tuesday, August 24, 2004
First Regular Meeting in September	Second Tuesday, September 14, 2004
Second Regular Meeting in September	Fourth Tuesday, September 28, 2004
First Regular Meeting in October	Second Tuesday, October 12, 2004
Second Regular Meeting in October	Fourth Tuesday, October 26, 2004
First Regular Meeting in November	Second Tuesday, November 9, 2004
Second Regular Meeting in November	Fourth Tuesday, November 23, 2004

END OF ORGANIZATIONAL MEETING

COMMENTS: MEMBERS OF THE AUDIENCE:

Jim Arbogast, from Cypress College, read a statement of congratulations from Shannon Ellis, CSEA 1st Vice President, regarding Regina Ford's promotion to the position of Cypress College Registrar, and appreciation for the stipends to classified employees for.

BLOCK VOTE APPROVAL: Chancellor Jerome Hunter pulled items 4.g, Resolution Numbers 03/04-07 and 03/04-08, and item 4.h, NORESO agreement, from the agenda for language clarification. It was then moved by Trustee Molly McClanahan and seconded by Trustee Manny Ontiveros that the following items be approved by block vote:

Finance & Facilities:	4.a, 4.b, 4.d, 4.f
Instruction Services:	5.a, 5.b, 5.c, 5.d, 5.e, 5.f, 5.g, 5.h, 5.i, 5.j, 5.k, 5.m
Human Resources:	6.a, 6.b, 6.c, 6.d

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

REPORTS:

- A. As a part of the Chancellor's Report, **Sam Schauerman** presented the Fullerton College Annual Report for 2002-03. The report was presented in four categories: College Planning, Demographics, Accreditation Process, and Capital Projects. Highlights from the report included the following: 1) College Planning: identification of the vision, mission, core values, statement of ethics, planning framework, Planning and Consultative Council and Program Review, and Program Discontinuance and Institutional Effectiveness; 2) Demographics: identification of the diverse student population by enrollment status, gender, age, and ethnicity; as well as data on degrees and certificates awarded and transfer rates; 3) Accreditation: identification of the accreditation standards, the campus approach and process, dialogue, as well as the timeline leading to the 2005 accreditation team visit; 4) Capital Projects: identification of the capital projects program and the proposed new construction and renovation projects.

Dr. Schauerman extended his gratitude to Cristina Fernandez and Betty Howard on the publication of the report.

(See Supplemental Minutes #909 for a copy of the annual report.)

- A. **Chancellor Hunter** called the Board's attention to the recent correspondence from the Community College League of California (CCLC) regarding the California Community College Trustees (CCCT) elections. He also requested the Board's direction regarding resolutions in support of Propositions 55 and 56.

Upon a brief discussion on whether or not the Board should adopt a position on these propositions, it was agreed that resolutions in support of the propositions would be agendaized for the January 27, 2004, Board meeting.

- C. **Margie Lewis**, Cypress College President, **Sam Schauerman**, Fullerton College Interim President; and **Gary McGuire**, School of Continuing Education Provost, reported on activities and events at their respective areas.

COMMENTS

- A. **Andrea Sibley-Smith** requested consideration for moving agenda item 7.c up in the agenda. However, due to the numerous agenda items and time constraints, the request could not be accommodated.
- B. **Rolando Sanabria** extended his gratitude to Dr. Schauerman for his commitment to Fullerton College during his tenure as Interim College President.
- C. **Trustee Donna Miller** announced that two individuals from the District have accepted positions at Cerritos College.

MINUTES: It was moved by Trustee Leonard Lahtinen and seconded by Student Trustee Karen Johnson that the Board approve the minutes of the Regular Meeting of November 25, 2003, as amended. **Motion carried unanimously, including the Student Trustees' advisory votes.**

PUBLIC INFORMATION: At 6:37 p.m., Board President Nancy Rice declared open the public information session on the final Cypress College Environmental Impact Report (EIR). Nancy Byrnes, Cypress College Vice President, outlined the EIR process followed to date and noted that the final EIR supplements the draft EIR, taking into account all comments/concerns expressed. Paul Secord, consultant who guided the EIR process and wrote the EIR, stated that comments/concerns were responded to in writing.

Upon conclusion of a question and answer period regarding data used in developing the EIR; the impact to the allocation of space; the possibility of a light rail system close to the college; and the EIR timeline approval process, Board President Nancy Rice adjourned the PUBLIC INFORMATION session at 6:55 p.m.

FINANCE & FACILITIES

Item 4.a: By the block vote, authorization was granted to ratify purchase order numbers P0020391 through P0020592 through November 14, 2003, totaling \$926,894.56 and check numbers C0006442 through C0006605, totaling \$86,134.20 and check numbers F0083313 through F0083553, totaling \$92,266.70 and check numbers 88128860 through 88131053,

totaling \$4,097,525.07 and check numbers V0030127 through V0030132, totaling \$26,620.00 from November 1, 2003, through November 30, 2003.

Item 4.b: The Board of Trustees approved the resolution authorizing the dissolution of the Debt Service Fund.

Resolution adopted (See Supplemental Minutes #909).

Item 4.c: Upon clarification on the completion of work and contract extension for CW Driver, it was moved by Trustee Leonard Lahtinen and seconded by Trustee Manny Ontiveros to amend the agreement with C.W. Driver by revising the amount from \$1,395,000 to \$1,545,643.40. This increases the agreement by \$150,643.44 including reimbursable expenses and extends the agreement to March 31, 2003. **Motion carried unanimously, including the Student Trustees' advisory votes.**

Item 4.d: Upon clarification on the need for retroactive authorization and the cost of furniture, it was moved by Trustee Molly McClanahan and seconded by Trustee Donna Miller to enter into two agreements with tBP/Architecture for design services for the Library/Learning Resource Center (LLRC) interior furniture packages, one at Cypress College (CC) and one at Fullerton College (FC). The design services include the coordination of the electrical, lighting, telecommunications, and data requirements as they pertain to the furniture selection and placement as defined by each Campus. The information will be reflected in the working drawings for each center. Additional services include end-user meetings, schematic design, design development, development of the construction documents and bidding specifications, coordination between the construction document submittals and furniture, fixtures and equipment documents, the selection and coordination of the furniture orders, coordination of the furniture installation, project administration, punch list completion, and final project close-out. The architectural fees are as follows:

	Estimated Furniture Cost	Architect Fee %	Subtotal	Reimb. Expense	Total
CCLLRC	\$1.75 Million	9%	\$157,500	\$7,875	\$165,375
FCLLRC	\$2 Million	9%	\$180,000	\$9,000	\$189,000

Reimbursable expenses are in addition to the fixed fee and cover costs such as, but not limited to, printing, plotting, reproduction, photography, postage, communication and delivery. The total project architectural fee is estimated as defined in each Proposal for Furniture Design Services including Attachments 1 (Professional Services) and 2 (Scope of Services for Furniture Contract).

The Cypress College Library/Learning Resource Center agreement will be for a period of coverage from June 1, 2003 through November 30, 2005.

The Fullerton College Library/Learning Resource Center agreement will be for a period of coverage from February 1, 2003 through March 31, 2005.

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

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

Item 4.e: Upon clarification on the availability of security reports for the Anaheim Campus, it was moved by Trustee Leonard Lahtinen and seconded by Trustee Molly McClanahan to enter into an agreement with SECURTEC, Inc., for patrol and parking enforcement at the Anaheim Campus. The agreement will be for the period beginning January 1, 2004 and ending December 31, 2004, at a fixed monthly fee of \$3,260 a not to exceed annual amount of \$42,120 including the cost of printing the violation notices. This agreement may be terminated with or without cause at any time upon thirty (30) days written notice to the other party. **Motion carried unanimously, including the Student Trustees' advisory votes.**

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

Item 4.f: By the block vote, authorization was granted to file the Notice of Completion for PW 0102-209, with the following contractor and release the final retention payment when due:

Bid Package #	Bid Package Description	Contractor Name
3	Steel	Red's Iron

Item 4.g: This item, Resolution Numbers 03/04-07 and 03/04-08 for the North Orange County Community College District to render inapplicable to the Cypress College and Fullerton College respectively, real properties the zoning ordinances and/or the General Plans of the City of Cypress and City of Fullerton, was pulled from the agenda for language clarification.

Resolutions adopted (See Supplemental Minutes #909).

Item 4.h: This item, a performance-based energy conservation contract with NORESKO, a State pre-qualified energy conservation contractor in a turnkey role, to install a new cogeneration system, central chilled water plant and chilled water piping at Fullerton College, was pulled from the agenda for language clarification.

INSTRUCTIONAL SERVICES

Item 5.a: By the block vote, authorization was granted to accept funds, transfer funds and/or enter into agreements, adopt resolutions to accept new income, establish budgets, and authorized 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
FC	Grant Agreement for Fullerton College Health Services Department for Innovative Tobacco Demonstration	12/01/03 – 6/30/04	\$40,000	<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
FC	Grant Agreement for Fullerton College Counseling and Student Development for California Articulation Number (CAN)	7/1/03 – 6/30/04	\$5,000	<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	Grant Agreement for School of Continuing Education for the Statewide Leadership Grant for Workplace Learning Initiatives	7/1/03 – 6/30/04	\$152,500	<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	Contract Education for School of Continuing Education from UAW-LETG on behalf of General Motors Corporation Rancho Cucamonga and Instructional Services with Target Language Associates	1/5/04 – 12/31/04	\$71,000	<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

Comment [COMMENT1]: ??

Comment [COMMENT2]: Board Agenda Form - WP6.1 Windows - July 1995
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To suppress the footer, choose Format, Page, Suppress, Footer A. Do this for any page you want it suppressed.

Comment [COMMENT3]: ??

Comment [COMMENT4]: Board Agenda Form - WP6.1 Windows - July 1995
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To suppress the footer, choose Format, Page, Suppress, Footer A. Do this for any page you want it suppressed.

Item 5.b: By the block vote, authorization was granted for the Cypress College Baseball Team's out-of-state field trip to Henderson, Nevada, February 13-14, 2004, to play two non-conference baseball games and tour of the University of Nevada at Las Vegas.

Item 5.c: By the block vote, authorization was granted for the Cypress College Wheelchair Basketball Team's out-of-state field trip to Las Vegas, Nevada, January 24-25, 2004, to participate in a Division III annual wheelchair basketball tournament.

Item 5.d: By the block vote, authorization was granted for the Cypress College Baseball Team's out-of-state field trip to Tucson, Arizona, January 16-17, 2004, to participate in a non-conference baseball game and tour the University of Arizona.

Item 5.e: By the block vote, authorization was granted for expenditures related to the Cypress College Black History Month celebration, February 16-23, 2004.

Item 5.f: By the block vote, authorization was granted for the Cypress College Wheelchair Basketball Team's out-of-state field trip to Lexington, Kentucky, February 17-21, 2004, to compete in the National Wheelchair Basketball Association Division III Tournament.

Item 5.g: By the block vote, authorization was granted for the Fullerton College Dance Ensemble's out-of-state field trip to Scottsdale, Arizona, March 13-16, 2004, to compete in the Southwest Regional American Dance Festival.

Item 5.h: By the block vote, authorization was granted for the change in unit value from 3.5 to 3 for the following Fullerton College courses:

CIS	156BF	WebMaster – Designer
CIS	156CF	WebMaster – Administration
CIS	157F	Dreamweaver
CIS	222F	Dreamweaver
CIS	229F	XML Programming
CIS	257F	Advanced Dreamweaver
CIS	260F	Solaris System Administration
CIS	280F	Intro to Oracle: SQL & PL/SQL

Item 5.i: By the block vote, authorization was granted for the Cypress College summary of curriculum changes, effective spring and fall 2004.

(See Supplemental Minutes #909 for a complete listing of curriculum changes.)

Item 5.j: By the block vote, authorization was granted to enter into a travel agreement with ACCENT for the Fullerton College and Cypress College 2004 Fall Semester Abroad in

Paris, France. The basic program fee of \$6,550, which is to be paid by each student, includes excursions, housing, some meals and orientation.

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

Item 5.k: By the block vote, authorization was granted to accept the \$2,000 donation from the Friends of the Cypress Masterworks Chorale to the Cypress College Music Department.

Item 5.l: Upon clarification on the District's liability for field trips, it was moved by Trustee Jeff Brown and seconded by Trustee Molly McClanahan to grant authorization for the School of Continuing Education Quartzite Gem Show/Kofa Mountains class out-of-state field trip to Quartzite, Tyson Wells, and the Kofa Mountains region of Arizona, January 16-19-2004. **Motion carried unanimously, including the Student Trustees' advisory votes.**

Item 5.m: By the block vote, authorization was granted to enter into an agreement with The Technology Service Group to provide on-site (company site), instruction in ABE, Literacy Assessment, Motivational Development and other instructional services as identified, at UAW-Labor Employment and Training Corporation (LETC), on behalf of General Motors Commerce Transition Center, Commerce, California; for an amount not to exceed \$18,095 to begin on January 5, 2004, and to be completed by June 30, 2004.

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

HUMAN RESOURCES

Item 6.a: By the block vote, authorization was given for the following academic personnel matters, which are within budget:

LONG-TERM SUBSTITUTE

Arya, Neha	FC	Computer Information Systems Instructor Leave of Absence Replacement Class B, Step 1 + Stipend in lieu of benefits Eff. 01/20/2004-05/26/2004
Willis, Marc A.	FC	Earth Science Instructor Sabbatical Leave Replacement Class B, Step 4 + Stipend in lieu of benefits Eff. 01/20/2004-05/26/2004

ADDITIONAL DUTY DAYS @ PER DIEM

Baca, Anthony	CC	Coach, Head Men's Soccer	13 days
Bottiaux, Paul	CC	Coach, Head Men's Basketball	15 days
Haas, D. Ray	CC	Coach, Head Women's Soccer	13 days
Mohr, Margaret	CC	Coach, Head Women's Basketball	15 days
Welliver, Nancy	CC	Coach, Head Women's Volleyball	13 days

PAYMENT FOR INDEPENDENT LEARNING CONTRACTS-2003 FALL SEMESTER

Burkhouse-Martinez, S.	CC	\$240
Cooney, Neill	CC	\$10
Doak, Leslie	CC	\$10
Greico, Laura	CC	\$10
Herzog, Anna	CC	\$20
Klein, Margaret	CC	\$10
Majid, Rosalie	CC	\$130
Martinez, Randall	CC	\$10
Mattson, Carol	CC	\$255
Mendes, Roger	CC	\$15
Mercer, Robert	CC	\$90
Mosqueda-Ponce, T.	CC	\$150
O'Brien, Noreen	CC	\$10
Paiement, Paul	CC	\$80
Payne, John	CC	\$20
Reid, Kathryn	CC	\$40
Reiland, Kathryn	CC	\$40
Rydalch, Ina	CC	\$45
Tucker, Scott	CC	\$35

LEAVE OF ABSENCE WITH PAY

Baca, Anthony	CC	Physical Education Instructor Load Banking Leave (53.40%) Eff. 2004 Spring Semester
Brydges, Michael	CC	Speech Instructor Load Banking Leave (13.33%) Eff. 2004 Spring Semester

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2003 FALL SEMESTER, TRIMESTER

McCaffery, Melanie SCE SCE Hourly Rate

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2004 SPRING SEMESTER, TRIMESTER

Baitoo, Hilda	CC	Column 1, Step 2
Baity, Linda	CC	Column 3, Step 1
Balci, Tamer	FC	Column 2, Step 1
Bugbee, Walter	CC	Column 1, Step 1
Burns, Lawrence	SCE	SCE Tuition Rate & SCE Hourly Rate
DuPrey, Mary Jo	CC	Column 1, Step 1
Dupuy, John	CC	Column 1, Step 1
Entezampour, Mo	CC	Column 3, Step 1
Fletcher, Jennifer	FC	Column 2, Step 2
Garcia, David	SCE	Tuition Hourly Rate
Johnson, Esther	SCE	SCE Hourly Rate
McNeil, Sharon	CC	Column 1, Step 1
Oseguera, Joy	SCE	SCE Hourly Rate
Petri, Michael	CC	Column 1, Step 1
Ramirez, Mark	CC	Column 2, Step 1
Schulps, Molly	CC	Column 1, Step 1
Schultz, Anna	SCE	SCE Hourly Rate
Secord, Judy	CC	Column 1, Step 1
Smolen, Sid	SCE	Tuition Hourly Rate
Weiss, Tracey	CC	Column 1, Step 1
Widmann, Peter	FC	Column 3, Step 1
Zavala, Claudia	CC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Polsky, Diana CC On Line Academy
Eff. 11/20/2003-12/19/2003
Not to exceed \$880.00

STUDENT INTERNS WITHOUT PAY

Azar, Kristina FC Family Practice Resident, Heath Center
Eff. 11/17/2003-12/12/2003

Abrena, Jen	FC	Athletic Trainer Eff. 2003-2004 school year
Czimbab, John	FC	Assistant Coach, Basketball Eff. 2003-2004 school year
Gallup, Brigitte	FC	Athletic Trainer Eff. 2003-2004 school year
Hughes, Mark	FC	Athletic Trainer Eff. 2003-2004 school year
Ishii, Noriko	CC	International Student Program and Counseling Eff. 2004 Spring Semester
Kilpatrick, Ryan	FC	Athletic Trainer Eff. 2003-2004 school year
Latino, Brian	FC	Athletic Trainer Eff. 2003-2004 school year
Nagai, Hiro	FC	Athletic Trainer Eff. 2003-2004 school year
Piciullo, Nicole	FC	Athletic Trainer Eff. 2003-2004 school year
Simons, Jessica	FC	Athletic Trainer Eff. 2003-2004 school year
Smith, Kristy	FC	Athletic Trainer Eff. 2003-2004 school year
Welt, Tiffany	FC	Costume Designer-Dance Eff. 2003-2004 school year
Williams, Abe	FC	Athletic Trainer Eff. 2003-2004 school year

Item 6.b: By the block vote, authorization was given for the following classified personnel matters, which are within budget:

TERMINATION

Savala, Michael FC Groundskeeper (100%)
Eff. 12/10/2003

NEW PERSONNEL

Au, Jeanie CC Clerical Assistant I
12-month position (100%)
Range 29, Step A
Eff. 12/08/2003

Bernal, Alex CC Campus Safety Officer
12-month position (100%)
Range 31, Step A
Eff. 12/15/2003

Dykstra, Philip CC Research Analyst
12-month position (100%)
Range 52, Step E
Eff. 1/16/2004

McAlpin, Kenneth FC Manager, Maintenance & Operations
12-month position (100%)
Range 9, Step C
Eff. 12/23/2003

REHIRE

Carter, Patricia CC Accounting Technician
12-month position (100%)
Range 36, Step C
Eff. 1/05/2004

DeMarkey, Nina SCE Special Projects Director/Multimedia
Temporary Management Position (75%)
Range 3, Special Proj Adm Daily Rate
Schedule+stipend in lieu of benefits
Eff. 1/01/2004 - 6/30/2004

Fickenscher, Perla SCE Special Projects Director/REBRAC
Temporary Management Position (100%)
Range 3, Spec Proj Adm Daily Rate

Schedule+stipend in lieu of benefits
Eff. 1/01/2004 - 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. 1/01/2004 - 6/30/2004

PROMOTION

Aponte, Linda FC Clerical Assistant I (100%)
Range 29, Step D (\$2,698)

To: FC Administrative Assistant I
12-month position (100%)
Range 33, Step C (\$2,833)
Eff. 12/08/2003

Ford, Regina CC Evaluator (100%)
Range 37, Step E+25% Long+PG&D
(\$4,404.68)

To: CC Registrar
(Management Position)
12 month position (100%)
Range 9, Step C+PG&D (\$4,757.58)
Eff. 12/31/2003

VOLUNTARY CHANGES IN ASSIGNMENTS

Barrios, Melisa CC Administrative Assistant I (50%)
Range 33, Step C+5% Shift
(\$1,487.33)

Temporary Change in Assignment
To: CC Administrative Assistant I (50%)
Range 33, Step C+5% Shift (\$1,487.33)
CC Administrative Assistant III (50%)
Range 41, Step A (\$1,554.50)
12-month position (100%)
Eff. 11/06/2003,
11/10/2003 - 11/18/2003
To: CC Administrative Assistant III

12-month position (100%)
 Range 41, Step A (\$3,109)
 Eff. 11/19/2003 - 1/20/2004

Bennett, Erica	CC	Library Assistant II (100%) Temporary Decrease in Percent Employed From: 100% To: 80% Eff. 1/08/2004 - 3/25/2004
Dumas, Carol	AC	Administrative Assistant II (100%) Range 36, Step E+10% Long+PG&D (\$3,771.51) Temporary Change in Assignment To: AC Office Coordinator 12-month position (100%) Range 40, Step D+10% Long+PG&D (\$3,951.51) Eff. 11/19/2003 - 1/31/2004
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. 1/01/2004 - 3/31/2004
Harris, Susan	FC	Facilities Custodian I (100%) Range 27, Step E+10% Shift+10% Long+ PG&D (\$3,459.68) Temporary Change in Assignment To: FC Facilities Custodian Coord II 12-month position (100%) Range 34, Step C+10% Shift+10% Long+PG&D (\$3,617.68) Eff. 10/27/2003 - 10/28/2003
Heredia, Ernesto	SCE	Instructional Aide (35%) Range 30, Step C (\$921.90) Temporary Change in Assignment

To: SCE Instructional Assistant
 11-month position (35%)
 Range 36, Step A (\$967.05)
 Eff. 11/10/2003 - 12/04/2003

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

Temporary Change in Assignment
 To: CC Equipment Operator
 12-month position (100%)
 Range 31, Step E+5% Long (\$3,111)
 Eff. 10/27/2003, 10/28/2003, 10/31/2003
 (2 hours each day)

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

Temporary Change in Assignment
 To: CC Facilities Custodian Coord II
 12-month position (100%)
 Range 34, Step C+10% Shift+5%
 Long (\$3,342)
 Eff. 8/14/2003 (4 hrs),
 8/15/2003 (8 hrs), 9/08/2003 (4 hrs),
 9/09/2003, 9/11/2003 - 9/12/2003,
 10/10/2003, 10/13/2003 - 10/17/2003
 (8 hrs each day)

Vergara, Belen SCE Instructional Assistant (35%)

Temporary Lateral Transfer
 From: CC Instr Asst (35%)
 To: AC Instr Asst (45%)
 Eff. 11/03/2003 - 11/26/2003

STIPEND FOR ADDITIONAL DUTIES

Giacalone, Mary Frances FC Bookstore Operations Spec (100%)
 6% Stipend
 Eff. 1/01/2004 - 6/30/2004

Hoang, Christine AC Buyer (100%)

Bosch, Wesley	SCE	Technical Expert II Career Counselor Level C, Eff: 11/15/03 to 06/30/04		
Cruse, Melonee	SCE	Technical Expert II REBRAC Level C, Eff: 11/20/03 to 01/31/04		
Elliott, Marsha	SCE	Project Manager High School Subjects Program Coordinator Level C, Eff: 12/02/03 to 12/19/03		
Foy, Tami	AC	Technical Expert II Instructional Resource Trainer Level C, Eff: 09/19/03 to 02/01/04		
Haller, Corinne	SCE	Technical Expert II Pharmacy Technician Professional Development Level C, Eff: 12/10/03 to 12/31/03		
Harvey, Carol	CC	Project Manager, Not to Exceed \$500 Enhancing Student Success Level C, Eff: 11/26/03 to 12/22/03		
Harvey, Carol	CC	Project Manager, Not to Exceed \$500 Enhancing Student Success Level C, Eff: 01/26/04 to 06/30/04		
Hendrix, Jeffrey	FC	Project Expert Videographer for Dance Ensemble Level A, Eff: 11/12/03 to 12/05/03		
Herzog, Anna	CC	Project Manager, Not to Exceed \$500 Enhancing Student Success Level C, Eff: 11/26/03 to 12/22/03		
Herzog, Anna	CC	Project Manager, Not to Exceed \$500 Enhancing Student Success Level C, Eff: 01/26/04 to 06/30/04		
Karina, Dave	SCE	Technical Expert II DSA Construction Inspection Program Development		

		Level C, Eff: 01/05/04 to 05/14/04
Kiswaga, Imelda	SCE	Project Expert REBRAC Level A, Eff: 12/01/03 to 06/30/04
McKinley, Paul	FC	Technical Expert II Section 508 Compliance Level C, Eff: 11/16/03 to 06/10/04
Ruse, Ann Dorene	SCE	Technical Expert II Early Childhood Education: VTEA Project Level C, Eff: 01/05/04 to 05/29/04
Toy, Grace	SCE	Technical Expert II Pharmacy Technician Curriculum Development Level C, Eff: 12/01/03 to 03/31/04
Wise, Kimberly	CC	Project Manager Black Studies Learning Community Level C, Eff: 01/02/04 to 06/30/04

Item 6.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 #909 for a listing of hourly personnel.)

GENERAL

Item 7.a: The Board received and reviewed the Fullerton College Master Plan Update provided by Janet Portolan, Fullerton College Vice President, Carol Minney from tBP Architecture, Ron Saxton from IPD, and Mark Shouman from HMC Architects. The Master Plan Update focused on the Campus Image Plan and architectural renderings of the proposed Lemon Street parking structure, Maintenance & Operations Facility at North Berkeley, and the Physical Education facilities. Dr. Portolan noted that in 1999 the Educational & Facilities Master Plan was adopted, in 2000 the Campus Image Plan was adopted, and the capital projects program was also identified in 2000. She added that the proposed Maintenance & Operations Facility building design revision has been presented to the City of Fullerton Design/Review Committee and it will now go forward to the City Planning Commission meeting December 10, 2003, for final approval. (See Supplemental Minutes #909 for a copy of the presentation.)

In the ensuing discussion, clarification was provided on the height of the parking structure, its location, its architectural treatment, landscaping, and building materials to be used. The cost of additional enhancements to the proposed Maintenance & Operations Facility and the new Physical Education Facilities, along with proposed building renovations were also clarified. In addition, upon discussing the possibility of coordinating with the Fullerton Joint Union High School District and the City of Fullerton to help create a sense of unity of design and planning, the Board acknowledged that the timelines and additional cost create challenges in achieving that goal. Trustees Brown and Miller stressed that the City should take the lead in coordinating such an effort and upon conclusion of discussion the Board agreed that the costs should be shared by the three interested agencies.

At 8:45 p.m., Board President Nancy Rice adjourned the meeting for a five-minute break.

At 8:50 p.m., Board President Nancy Rice reconvened the meeting.

Item 7.b: The Board received the correspondence from Sam Russo, President of Adjunct Faculty United, regarding the lack of evaluations for adjunct faculty. Vice Chancellor Jeff Horsley reported on negotiations of the article regarding adjunct faculty evaluations in the ADFAC contract and the acknowledgment that such evaluations had not previously been adhered to and then agreed to negotiate the implementation of a process for these evaluations.

Sam Russo expressed ADFAC's concern for the lack of evaluations. Denny Konshak presented information on the importance of evaluation of adjunct faculty and the ADFAC survey results, which indicate a lack of such evaluations that are required by Ed Code Section 87663.

Item 7.c: The Board received information on the District's full-time faculty obligation (FTFO) from the Cypress College Academic Senate, Fullerton College Faculty Senate, School of Continuing Education Academic Senate, and United Faculty.

Vice Chancellor Rod Fleeman reported that upon examination of the calculation in 1988 that determined the number of full-time faculty that the District should employ to be in compliance with state guidelines, it was found that the District's figures submitted in 1988 were incorrect and this has been communicated to the State Vice Chancellor with a request for a recalculation of the District's full-time faculty obligation. The request for a recalculation to a lower full-time faculty obligation generated concern from the faculty organizations. The District is currently 41 faculty positions below the obligation which equates to a possible penalty of \$57,000 per each position if the State does not extend a waiver or deferral of that obligation.

Dr. Fleeman noted that the campuses used unfilled faculty positions toward the required campus budget reduction, which equates to approximately \$1 million per campus.

A resolution was presented from the joint Senates and faculty unions requesting dialogue on this issue but for the Board not to adopt a position on this issue until additional information is available.

(See Supplemental Minutes #909 for a copy of the resolution.)

Members of the Board assured the faculty representatives that there is no interest in removing current faculty members, but in correcting the calculation at the state level in order to provide the District with the flexibility to hire more full-time faculty when resources allow and to be in compliance with state obligations when resources are more limited. The Board asked that staff continue to discuss with faculty the possibility of a resolution directed to the State Chancellor's Office stating the faculty's position on this issue.

CLOSED SESSION: At 10:05 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 APPOINTMENT: Fullerton College President.

RECONVENE OPEN SESSION: At 12:12 a.m., Board President Nancy Rice reconvened the meeting in open session.

ADJOURNMENT: At 12:15 a.m., it was moved by Trustee Donna Miller and seconded by Trustee Molly McClanahan to adjourn the meeting. **Motion carried unanimously.**

Otto Lacayo, Secretary
Board of Trustees