

APPROVED

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

August 22, 2006

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, August 22, 2006, at 5:30 p.m. at the Board Room at the Anaheim Campus.

President Donna Miller called the meeting to order at 5:31 p.m. and led the Pledge of Allegiance to the Flag.

TRUSTEE ROLL CALL - Present: Jeff Brown, Barbara Dunsheath, Leonard Lahtinen, Molly McClanahan, Donna Miller, Manny Ontiveros, and Student Trustee Crystal Sandoval. Student Trustee Elsa Garcia arrived at 5:33 p.m. Absent: Michael Matsuda.

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; Gary McGuire, Provost, School of Continuing Education; Christie Wallace Noring, District Director, Public Affairs; Deborah Ludford, District Director, Information Services; Frank Smith, representing the District Management Association; Steve Gold, representing the Cypress College Academic Senate; Joumana McGowan, representing the Fullerton College Faculty Senate; Dale Craig representing United Faculty; Rod Lusch, representing CSEA; Sam Russo, representing Adjunct Faculty United; and Violet Ayon, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES PRESENT: Lori Brault, Andrea Hanstein, Karen Hayes, Barbara Hollowell, Chris Kiger, Jonathan Morrell, Adam O'Connor, and Janet Portolan from Fullerton College; Nancy Byrnes, Karen Cant, and Michael Kasler from Cypress College; Ron Beeler and Claudette Dain from the District Offices; and Terrie Taylor from the School of Continuing Education.

VISITORS: Don Brault, Dr. Jerry Hayes, and Robin Thorne.

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

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

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

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

REPORTS:

- A. **Retirees:** As a part of the Chancellor's Report, **Lori Brault** and **Karen Hayes** from Fullerton College Health Services were honored upon their retirement.
- B. **Certificate of Commendation:** **Lori Brault** was presented with a certificate of commendation for having been selected to receive the Health Services Association of California Community Colleges Leadership Award.
- C. **Margie Lewis**, Cypress College President; **Kathie Hodge**, Fullerton College President; and **Gary McGuire**, School of Continuing Education Provost, reported on activities in their respective areas. As a part of his report, Dr. McGuire distributed the School of Continuing Education Community Needs Assessment report.

COMMENTS:

- A. **Sam Russo** extended an invitation to everyone present to the 4th Annual Adjunct Faculty United Back-to-School Bash on September 22, 2006.
- B. **Joumana McGowan** extended the faculty's gratitude to the Trustees who attended the Fullerton College Convocation event. In addition, she expressed appreciation to the vice presidents and deans for staffing information booths on campus.
- C. **Rod Lusch** reported on his attendance, as well as other delegates from throughout the District, at the Annual CSEA Conference.
- D. **Student Trustee Crystal Sandoval** reported on the Fullerton College first-week fall semester activities.
- E. **Student Trustee Elsa Garcia** reported on the Cypress College first-week fall semester activities. In addition, she reported on her involvement in statewide activities.
- F. **Trustee Leonard Lahtinen** extended his congratulations to Trustees Jeff Brown, Donna Miller, and Barbara Dunsheath on not having any opposition in the November Trustee elections. In addition, he noted that Trustee Michael Matsuda is being challenged by Tim Shaw.

MINUTES: It was moved by Trustee Leonard Lahtinen and seconded by Trustee Molly McClanahan that the minutes of the Regular Meeting of August 8, 2006, and the Special Closed Session Meeting of August 11, 2006, be approved as submitted. **Motion carried unanimously by those Members present, including the Student Trustees' advisory votes.**

FINANCE & FACILITIES:

Item 3.a: The Board received and Vice Chancellor Fred Williams led a review of the District's Quarterly Financial Status Report for the quarter ended June 30, 2006, as required by §58310 of Title 5.

Item 3.b: The Board received and Vice Chancellor Fred Williams led a review of the Quarterly Investment Report for the quarter ended June 30, 2006.

Item 3.c: By the block vote, authorization was granted to enter into an agreement with Pearson Government Solutions for basic tax reporting service, which includes the mailing of 1098T forms to students, submitting electronic files to the Internal Revenue Service, and providing the District with an electronic copy of the information. This agreement will be for the period commencing August 23, 2006, through September 30, 2007, at a cost not to exceed \$42,000.

Authorization was further granted for the District Director of Purchasing to execute the agreement on behalf of the District.

Item 3.d: By the block vote, authorization was granted for the following institutional memberships, exceeding \$1,000 for the 2006-07 school year:

District Offices:	Orange County Business Council	\$1,500
Fullerton College:	Mission Conference	\$2,000

Item 3.e: By the block vote, the Board adopted Resolution #06/07-01, Recognizing the National Incident Management System (NIMS) and Adopting the NIMS Principles and Policies into the Emergency Management System of the North Orange County Community College District.

(See Supplemental Minutes #966 for a copy of the resolution.)

Item 3.f: By the block vote, the Board ratified the current change orders for the public works projects listed per the Change Order Request, with a total of \$77,711.40.

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

Item 3.g: By the block vote, authorization was granted to award PW 0506-602, Fullerton College Classroom/Office Building 1400, to the following contractors as the lowest bidders meeting specifications included in each bid package, and to issue agreements as follows:

Bid Package #	Bid Package Description	Contractor Name	Bid Amount
1	Site Demolition and Grading	Doja, Inc., La Puente, CA	\$424,000
2	Structural Concrete	JBH Structural Concrete Murrieta, CA	1,564,600
3	Site Concrete/ Masonry/Paving	TO BE REBID	
4	Landscaping and Irrigation	Mariposa Horticultural Irwindale, CA	117,321
5	Structural Steel/Misc. Metal/Metal Decking	Zimcor Industries, Inc. Littleton, CO	2,814,000
6	Finish Carpentry	Stolo Cabinets, Brea, CA	140,000
7	Sheet Metal/ Waterproofing/ Roofing	TO BE REBID	
8	Doors/Frames/Hardware	Montgomery Hardware Irwindale, CA	185,400
9	Glass/Glazing/Storefront	TO BE REBID	
10	Framing/Drywall/Lath and Plaster	TO BE REBID	
11	Acoustical Ceilings/ Insulation	PCI Performance Contracting ¹ Anaheim, CA	208,300
12	Ceramic/Porcelain/Quarry Tile	TO BE REBID	
13	Resilient Flooring/Carpet	Continental Flooring, Inc., ² Rancho Cucamonga, CA	206,990
14	Painting and Wall Covering	Cramer Painting, Montclair, CA	143,225
15	Miscellaneous Specialties	ISEC, Los Alamitos, CA	153,709
16	Hydraulic Elevators	Mitsubishi Electric, Cypress, CA	89,000
17	Plumbing	JM Farnan Co. ³ , La Verne, CA	589,330
18	Fire Protection	JG Tate Fire Protection Sys. Poway, CA	444,888
19	HVAC Mechanical	Liberty Climate Control So. El Monte, CA	1,118,500
20	Electrical	Baker Electric, Escondido, CA	1,530,000
TOTAL			\$9,729,263

¹ PCI Performance Contracting was the second lowest bidder on Bid Package #11. The lowest bidder was deemed non-responsive.

² Continental Flooring, Inc., was the third lowest bidder on Bid Package 13. The two lower bidders were deemed non-responsive.

³ JM Farnan Co. was the second lowest bidder on Bid Package 17. The lowest bidder withdrew its bid due to a mathematical error.

Authorization was further granted for the Vice Chancellor, Finance and Facilities, to execute the agreements for the District and approve, and forward to the Board for ratification, any

further specification changes up to 10% of the original contract amount or \$15,000, whichever is greater, on behalf of the District.

Item 3.h: By the block vote, authorization was granted to reject Bid Pkg. Nos. 3, 7, 9, 10, and 12 of PW 0506-602, Fullerton College Classroom/Office Building 1400, which have been sent out for rebid.

INSTRUCTIONAL SERVICES:

Item 4.a: It was moved by Trustee Leonard Lahtinen and seconded by Trustee Barbara Dunsheath to grant authorization to accept new revenue for the Fullerton College Library Local History Digital Resources Project. **Motion carried unanimously by those Members present, including the Student Trustees.**

The Board further adopted resolutions to accept new revenue, establish budgets, and authorized expenditures within the General Fund, pursuant to the California Code of Regulations Title 5, Section 58308.

Further authorization was granted for the Vice Chancellor, Finance and Facilities, and the District Director, Fiscal Affairs, to execute any agreements and related documents, and any amendments to modify the agreements on behalf of the District.

SITE	PROJECT NAME	LENGTH OF CONTRACT	TOTAL CONTRACT	AUTHORIZED SIGNATORIES ON BEHALF OF DISTRICT
FC	Library Local History Digital Resources Project Grant from the California State Library	07/01/06-06/30/07	\$5,000	For the agreements and any amendments to modify the agreement, and any related documents: Chancellor, Vice Chancellor, Finance and Facilities, or District Director, Fiscal Affairs

HUMAN RESOURCES:

Item 5.a: By the block vote, authorization was granted for the following academic personnel matters that are within budget:

RESCISSION OF RESIGNATION

Markus, Denise CC Nursing Instructor

EXTENSION OF CONTRACT

Hodge, Kathleen FC President, Fullerton College
Extension of Contract Through 06/30/2009

Horsley, Jeffrey AC Vice Chancellor, Human Resources
Extension of Contract Through 06/30/2009

Lewis, Marjorie	CC	President, Cypress College Extension of Contract Through 06/30/2009
McGuire, W. Gary	SCE	Provost, School of Continuing Education Extension of Contract Through 06/30/2009

CHANGE IN SALARY CLASSIFICATION

Anderson, Robert	CC	Automotive Technology Instructor From: Class B To: Class C Eff. 08/16/2006
Barber, Davis	FC	Photography Instructor (ADJ) From: Column 1, Step 1 To: Column 2, Step 1 Eff. 08/21/2006
Carroll, Constance	FC	Physical Education Instructor From: Class D To: Class E Eff. 08/16/2006
Diep, Christie	CC	English Instructor From: Class C To: Class D Eff. 08/16/2006
Fletcher, Jonathan	CC	Photography Technology Instructor (ADJ) From: Column 1, Step 0 To: Column 2, Step 0 Eff. 08/21/2006
Halverson, Heather	FC	Counselor From: Class C To: Class D Eff. 07/01/2006
Huerth, Glenn	FC	Printing Technology Instructor (ADJ) From: Column 1, Step 1 To: Column 1, Step 2 Eff. 08/21/2006
Hughes, Deidre	FC	English Instructor From: Class D To: Class E Eff. 08/16/2006
Lynch-Thompson, Candace	SCE	English as a Second Language Instructor From: Class B, Step 1 To: Class D, Step 7 Eff. 09/05/2006
Okouchi-Guy, Alicia	FC	Dance Instructor From: Class B To: Class C Eff. 08/16/2006

Picchi, Andrea	FC	Physical Education Instructor (ADJ) From: Column 1, Step 1 To: Column 1, Step 2 Eff. 08/21/2006
Smith, Geoffrey	FC	English Instructor From: Class C To: Class D Eff. 08/16/2006
Tapia, James	CC	Psychology Instructor (ADJ) From: Column 2, Step 1 To: Column 1, Step 2 Eff. 08/21/2006
Vo, Thu Hang	CC	Counselor From: Class D To: Class E Eff. 07/01/2006

LEAVE OF ABSENCE WITHOUT PAY

Vega-Pritchett, Amy	CC	Political Science Instructor Personal Leave (100%) Eff. 2006/2007 academic year
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LEAVE OF ABSENCE WITH PAY

Dominguez, Elias	FC	Counselor Load Banking Leave (4.53%) Eff. 2006 Fall Semester
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Item 5.b: By the block vote, the Board authorized the following classified personnel matters that are within budget:

RESIGNATION

Flores, Renee	SCE	Instructional Aide (45%) Eff. 8/17/2006 PN SCC904
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NEW PERSONNEL

Clasen, Christina	AC	Accounting Technician 12-month position (100%) Range 36, Step A Eff. 8/07/2006 PN DEC998
Hartfield, Jackie	AC	Accounting Technician 12-month position (100%) Range 36, Step E

Eff. 8/21/2006
PN DEC946

Sundara-Nunez, Boudsakhone SCE Special Projects Coordinator/
Vocational Education
Temporary Management Position (100%)
Range 1, Spec Proj Adm Daily Rate
Schedule+stipend in lieu of benefits
Eff. 9/01/2006 - 6/30/2007
PN SCT983

EXTENSION OF CONTRACT

Williams, Fred AC Vice Chancellor, Finance & Facilities
Extension of Contract Through 6/30/2009

Item 5.c: By the block vote, authorization was granted for the employment of hourly personnel for the dates indicated.

(See Supplemental Minutes #966 for a copy of the hourly personnel listing.)

Item 5.d: It was moved by Trustee Jeff Brown and seconded by Trustee Leonard Lahtinen that the contract salary for the Chancellor be increased by 4.85 percent, retroactive to July 1, 2005. **Motion carried unanimously by those Members present, including the Student Trustees' advisory votes.**

GENERAL:

Item 6.a: It was moved by Trustee Molly McClanahan and seconded by Trustee Manny Ontiveros that the Board adopt revised Board Policy 1001, District Mission, and that the revised policy be placed on the District's website, where it will be accessible to students, faculty, staff, and the public. **Motion carried unanimously by those Members present, including the Student Trustees' advisory votes.**

Item 6.b: It was moved by Trustee Leonard Lahtinen and seconded by Trustee Barbara Dunsheath that the Board adopt Resolution #06/07-02, Supporting Proposition 1D: Kindergarten-University Public Education Facilities Bond Act of 2006. **Motion carried unanimously by those Members present, including the Student Trustees' advisory votes.**

CLOSED SESSION: At 6:15 p.m., Board President Donna Miller 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 7:06 p.m., Board President Donna Miller reconvened the meeting in open session.

ADJOURNMENT: At 7:08 p.m., it was moved by Trustee Molly McClanahan and seconded by Trustee Manny Ontiveros to adjourn the meeting. **Motion carried unanimously by those Members present.**

Manny Ontiveros, Secretary
Board of Trustees