

APPROVED

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

April 24, 2007

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, April 24, 2007, at 5:30 p.m. at the Board Room at the Anaheim Campus.

President Jeff Brown called the meeting to order at 5:30 p.m. President Brown led everyone in a moment of silence in honor of the Virginia Tech. University tragedy, and then 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. Trustee Michael Matsuda and Student Trustee Elsa Garcia arrived at 5:44 p.m. Absent: None.

RESOURCE PERSONNEL PRESENT: Jerry Hunter, Chancellor; Steve Duncan, District Director, Human Resources; Fred Williams, Vice Chancellor, Finance & Facilities; Kathie Hodge, President, Fullerton College; Margie Lewis, President, Cypress College; Gary McGuire, Provost, School of Continuing Education; Christie Noring, District Director, Public Affairs; Deborah Ludford, District Director, Information Services; Frank Smith, representing the District Management Association; Andrea Sibley-Smith, representing the School of Continuing Education Academic Senate; 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; and Violet Ayon, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES PRESENT: Jim Arbogast, Peggy Austin, Nancy Byrnes, Karen Cant, Dennis Davino, Steve Donley, Ron Giermek, Mary Lou Giska, Velia Lawson, Shirley Smith, and Fran Wahl from Cypress College; Andrea Hanstein, Chris Kiger, Jon Morrell, Adam O'Connor, Emilio Perez, Janet Portolan from Fullerton College; Greg Schulz and Terrie Taylor from the School of Continuing Education; Ron Beeler, Claudette Dain, Tami Oh, Dorothy Owens-Whitehurst from the District Offices.

VISITOR: Alkamalee Jabbar.

COMMENTS: MEMBERS OF THE AUDIENCE:

- A. **Fran Wahl**, from Cypress College, expressed support for her colleagues, the Board, and everyone within the District. However, she also expressed her disappointment in the lack of progress regarding negotiations for classified employees, which is causing a lack of confidence, reduced spirit, and joy in employees performing their jobs. She urged the

Board to give classified employees a fair contract so that they can get back to the business of serving students.

- B. **Jim Arbogast**, from Cypress College, informed the Board of his meetings with state and local legislators, and with Trustee Manny Ontiveros. He expressed his dismay at not being able to arrange a meeting with Trustee Leonard Lahtinen.

RECOGNITION OF FACULTY ACHIEVING TENURE: The following faculty were recognized for having achieved tenure:

From Fullerton College: Bruce Edward Miller, Fine Arts
Jamie Shew, Fine Arts

From Cypress College: Michael Beard, Vocational Technical Education
Eunju Owens, Science, Engineering, & Math

CHANCELLOR'S REPORT:

- A. Cypress College Presentation: As a part of the Chancellor's Report, Dennis Davino, Cypress College Special Projects Director, conducted a presentation on the "Teacher Preparation, Educational Interpreter, and Paraprofessional Certificate Programs" at Cypress College. The presentation outlined the number of students and faculty involved in the programs, as well as the curriculum and activities designed in an effort to offer the highest level of preparation for teachers, interpreters, and paraprofessionals. The Paraprofessional Certificate Program will begin in the 2007 fall semester.

(See Supplemental Minutes #980 for a copy of the presentation.)

- B. Construction Update: Also included in the Chancellor's Report, was a presentation by Vice Chancellor Fred Williams and District Director of Facilities Ron Beeler in which they provided a facilities construction program update. Funded by local and state bonds as well as District and individual campus budgets, the program includes dozens of projects estimated to cost a total of \$484,358,461. Among the first completed projects in this program were the new Library/Learning Resource Centers at Cypress and Fullerton colleges as well as renovation of the Anaheim Campus, which houses part of the School of Continuing Education (SCE) and District headquarter offices. Additional projects completed include the Fullerton College parking structure, and the Cypress College piazza.

In the ensuing discussion, Board members suggested the following: 1) that bus benches with the FJC logo be relocated; 2) that the Board receive an iteration of original construction projects, the various changes, and the costs associated with the projects; 3) the Board receive information on the construction projects eliminated and associated funding; and 4) the Board receive information on all District properties, including their value.

(See Supplemental Minutes #980 for a copy of the presentation.)

- C. Retiree Unfunded Liability Monthly Update: As a part of the Chancellor's Report, Vice Chancellor Williams provided an update on the Retiree Unfunded Liability. Representatives from various employee groups throughout the District met in April and discussed the possibility of allocating \$3.3 million of one-time funding to begin to address this liability. In their follow-up discussion, Board members emphasized that the Unfunded Liability is an important issue, which they also have an obligation to communicate consistently to all employee groups. Some Board members suggested that the study committee develop a time line with progress goals. The value of retirement benefits earned by District employees is \$158 million, according to a Retiree Healthcare Actuarial Study completed this past fall.
- D. Technology Report: Dr. Hunter inquired on the Board's preference regarding a previous request for a report on how technology is interfaced and connected throughout the District. It was agreed that this will be covered at the Board's June 12 meeting.

COLLEGE PRESIDENTS/PROVOST: Gary McGuire, School of Continuing Education Provost; Kathie Hodge, Fullerton College President; and Margie Lewis, Cypress College President, reported on activities in their respective areas.

Dr. Lewis specifically noted that Cypress College hosted a meeting and lunch for Mark Drummond, Chancellor of the California Community Colleges System, Ian Walton, President of the Academic Senate of the California Community Colleges, and members of the State Chancellor's Circle.

Dr. Hodge specifically noted that the Fullerton College Machine Technology Department hosted 21 students from local high schools and the Regional Occupation Program in a five-day, intensive Computer Numerical Control (CNC) Academy.

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

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

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

COMMENTS:

- A. **Andrea Sibley-Smith** reported on her participation at the recent State Academic Senate Plenary Session, where three resolutions she submitted were approved. She also offered to provide Board members with copies of the Basic Skills Initiative and proposed Title 5, Chapter Six (Curriculum) revisions.
- B. **Student Trustee Crystal Sandoval** reported on the various Fullerton College campus activities and announced that the results of the Associated Students elections were pending.

- C. **Student Trustee Elsa Garcia** reported on the various Cypress College campus activities and announced that Sabrina Tinsay was elected Associated Student President.
- D. **Trustee Leonard Lahtinen** reported on his attendance at the meeting and lunch hosted by Cypress College for Mark Drummond, Chancellor of the California Community Colleges System, Ian Walton, President of the Academic Senate of the California Community Colleges, and members of the State Chancellor's Circle.
- E. **Trustee Barbara Dunsheath** presented floral bouquets to Violet Ayon and Sandy Cotter in honor of Administrative Professionals Week. In addition, she reported on her attendance at a southern region meeting for student learning outcome coordinators, where it was recommended that college districts take a stand supporting the idea that students learning outcomes should stay within regional control and faculty driving the process. Chancellor Hunter noted that at the Board's meeting of May 8 the campuses will report on their respective progress on student learning outcomes.

MINUTES: It was moved by Trustee Leonard Lahtinen and seconded by Trustee Manny Ontiveros that the Minutes of the Regular Meeting of April 13, 2007, be approved as submitted. **Motion carried unanimously, including the Student Trustees advisory votes.**

FINANCE & FACILITIES:

Item 3.a: By the block vote, the Board entered into an agreement with the firm of Vavrinek, Trine, Day & Co. For the District's 2006-07 audit for a contract term of one year with an option to extend the agreement for two additional years. The combined fee for the 2006-07 audit is \$103,900. This fee is exclusive of any additional accounting services desired by the District or any additional audit requirements resulting from changes in the colleges' reporting format or audit requirements as stated in the "California Community Colleges' Contracted District Audit Manual" issued by the State Chancellor's Office. Additional accounting services (special projects) will be billed at the hourly rates as outlined in the proposal.

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

Item 3.b: Upon a report of the discussion at the recent District Planning Council meeting, it was moved by Trustee Leonard Lahtinen and seconded by Trustee Donna Miller to authorize the 2006-07 General Fund Budget Transfers netting to the amount of \$1,570,613 and adopted the resolution showing the summary, pursuant to the California Code of Regulations, Title 5, Section 58307. **Motion carried unanimously, including the Student Trustees' advisory votes.**

Item 3.c: The Board reviewed and discussed the proposed allocation of \$7,000,000 of one-time resources for Retiree Benefits contribution, District-wide Emergency Preparedness/Disaster Planning/Business Continuity, District-wide Technology and Infrastructure Enhancement, and campus allocations for facilities, equipment, technology, and infrastructure and directed that related budget transfers be agendaized for the May 8, 2007, Board meeting.

Item 3.d: 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 \$121,993.96.

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

Item 3.e: By the block vote, the Board awarded PW 0304-404, Fullerton College 700 West Parking Structure and Baseball Fields Walkway (Tunnel Access), to the Cal-Tec Corporation as the lowest bidder meeting specifications and to issue the agreement in the amount of \$155,000.

Further authorization was granted for the Vice Chancellor, Finance & 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 or \$15,000, whichever is greater, for the District.

Item 3.f: By the block vote, the Board awarded PW 0304-407, Fullerton College 300 Stairs, to United Riggers & Erectors, Inc., as the lowest bidder meeting specifications and to issue the agreement in the amount of \$235,419.

Further authorization was granted for the Vice Chancellor, Finance & 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 or \$15,000, whichever is greater, for the District.

Item 3.g: By the block vote, the Board awarded PW 0506-611, Fullerton College Theater Rigging, to The Stage Equipment Company, as the lowest bidder meeting specifications and to issue the agreement in the amount of \$297,600.

Further authorization was granted for the Vice Chancellor, Finance & 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 or \$15,000, whichever is greater, for the District.

Item 3.h: Upon clarification of the project, it was moved by Trustee Leonard Lahtinen and seconded by Trustee Manny Ontiveros that the Board award RFP #2007-001, Fire Lane Repairs at Fullerton College, to J.B. Bostick Company, Inc., in the amount of \$62,221.
Motion carried unanimously, including the Student Trustees' advisory votes.

Further authorization was granted for the Vice Chancellor, Finance & 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 or \$15,000, whichever is greater, for the District.

Item 3.i: By the block vote, the Board awarded Bid 2007-17, X-Ray Equipment for Cypress College, to Philips Medical Systems, North America, in the amount of \$363,398.50, plus tax and shipping.

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

INSTRUCTIONAL RESOURCES:

Item 4.a: By the block vote, authorization was granted to make adjustments to expenditure and revenue budgets and resolutions were adopted to adjust budgets, and authorize expenditures within the General Fund and Child Development Fund, pursuant to the California Code of Regulations Title 5, Section 58308.

Further authorization was granted for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs, to execute any agreements and related documents or 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
CC	California Community Colleges Chancellor's Office Categorical Programs Final Allocation Adjustments TANF	07/01/06-06/30/07	 (\$3,506)	<u>For the agreements and any amendments to modify the agreement, and any related documents:</u> Chancellor, or Vice Chancellor, Finance and Facilities, or District Director, Fiscal Affairs
FC	California Department of Education Budget Adjustments Facilities Renovation and Repair Grant	07/01/06-06/30/07	 (\$9,918)	<u>For the agreements and any amendments to modify the agreement, and any related documents:</u> Chancellor, or Vice Chancellor, Finance and Facilities, or District Director, Fiscal Affairs
FC	California Community Colleges Chancellor's Office Categorical Programs Final Allocation Adjustments CalWORKs TANF	07/01/06-06/30/07	 \$20,359 \$1	<u>For the agreements and any amendments to modify the agreement, and any related documents:</u> Chancellor, or Vice Chancellor, Finance and Facilities, or District Director, Fiscal Affairs
SCE	California Department of Education Final Allocation Adjustments AEFLA EL Civics	07/01/06-06/30/07	 \$311,774 \$83,309	<u>For the agreements and any amendments to modify the agreement, and any related documents:</u> Chancellor, or Vice Chancellor, Finance and Facilities, or District Director, Fiscal Affairs

Item 4.b: By block vote, the Board approved the Cypress College summary of curriculum revisions, to be effective fall 2007.

(See Supplemental Minutes #980 for a copy of the curriculum summary.)

Item 4.c: By the block vote, the Board authorized Fullerton College to accept the following donations:

For the Permanent Art Collection: A print titled "Todd Glen" from Ron Reeder of Whittier, CA.

For the Printing Program: An Orbital 10 Compact Plate-making System from Howard Vreeland of Bryan, Ohio.

Item 4.d: By the block vote, the Board authorized the Fullerton College Physical Education Carriibbean Diving Tour class optional, out-of-country field trip to Bonaire, Netherland Antilles, or to Ensenada, Mexico, July 26 - August 9, 2007, with students paying their own expenses, which will be approximately \$1,700 per student.

Item 4.e: By the block vote, the Board authorized the Fullerton College Physical Education Surfing and Bodyboarding classes optional, out-of-country field trip to Puntas Cabras Beach and/or Las Gaviotas, Baja California Mexico, August 4 - 12, 2007, with students paying their own expenses, which will be approximately \$200 per student.

HUMAN RESOURCES:

Item 5.a: By the block vote, the Board authorized the following academic personnel matters within budget:

RETIREMENT

Crocoll, Allan	FC	Mathematics Instructor Eff. May 26, 2007 PN FCF938
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NEW PERSONNEL

Brown, David Alan	FC	Librarian/Catalog First Year Probationary Contract Class B, Step 01 Eff. 08/15/2007 PN FCF734
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Caveness, Allen	FC	Physical Education/Men's Basketball Instructor First Year Probationary Contract Class B, Step 01 Eff. 08/15/2007 PN FCF883
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Kimura, Stewart	FC	Counselor/Matriculation First Year Probationary Contract Class B, Step 01 Eff. 07/01/2007 PN FCF730
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Item 6.e: It was moved by Trustee Manny Ontiveros and seconded by Trustee Leonard Lahtinen that the Board honor the contributions made by the classified employees of the District to the educational community and that the Board adopt Resolution No. 06/07-06 declaring the week of May 21-25, 2007, as Classified School Employee Week. **Motion carried unanimously, including the Student Trustees' advisory votes.**

(See Supplemental Minutes #980 for a copy of the resolution.)

CLOSED SESSION: At 8:28 p.m., Board President Jeff Brown 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 45957.5: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: VICE CHANCELLOR, FINANCE & FACILITIES; VICE CHANCELLOR, HUMAN RESOURCES; CYPRESS COLLEGE PRESIDENT; FULLERTON COLLEGE PRESIDENT; AND SCHOOL OF CONTINUING EDUCATION PROVOST.

RECONVENE OPEN SESSION: At 10:55 p.m., Board President Jeff Brown reconvened the meeting in open session.

ADJOURNMENT: At 10:57 p.m., it was moved by Trustee Molly McClanahan and seconded by Trustee Barbara Dunsheath to adjourn the meeting. **Motion carried unanimously.**

Prepared by Recording Secretary for
Leonard Lahtinen, Secretary, Board of Trustees