

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

November 28, 2006

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, November 28, 2006, at 5:30 p.m. at the Board Room at the Anaheim Campus.

President Donna Miller called the meeting to order at 5:35 p.m. and 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 Crystal Sandoval. Absent: None.

**RESOURCE PERSONNEL PRESENT**: Jerry Hunter, Chancellor; Jeff Horsley, Vice Chancellor, 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**: Michael Acierno, Ron Beeler, Claudette Dain, Bob Davis, Al Flores, Vickie McPherson, Michele Olivier, Therese Patron, Pamela Spence, Melissa Tomikeh, and Dorothy Whitehurst from the District Offices; Peter Fong, Barbara Hollowell, Andrea Hanstein, John Koo, Tammy Lord, Paula Mac Gill, Ken Meehan, Gail Meinert, Diane Montano, Adam O'Connor, Janet Portolan, Roger Sims, from Fullerton College; Jim Arbogast, Peter Azo, Pam Bettendorf, Nancy Byrnes, Karen Cant, Robert Chavez, Ken Giermek, David Glover, Bev Harrington, Sabah Hermiz, Jessica Iannohi, Joshua Luna, Sal Martinez, John Noble, Rebecca Sandoval, Vicki Sykes, Sabrina Tinsay, Farid Zonck, Rick VanBeynen, Fran Wahl, and Gary Yatsko from Cypress College; and Terry Dewitt, Joan Lopez, Jennifer Perez, Robin San Roman, and Terrie Taylor from the School of Continuing Education.

**VISITORS**: Richard Meyers and Linda Peterson.

**COMMENTS: MEMBERS OF THE AUDIENCE:**

A. **Gary Yatsko**, from Cypress College, submitted the following statement for the record:

I am concerned about the effect the contract negotiations are having on the morale of my coworkers. I can't think of any organization that benefits more from a highly motivated workforce than a college. Especially at a time when enrollment is declining.

Classified employees frequently find themselves in a position where they can either go the extra mile and help a student, or say "I don't know. You have to talk to somebody else. That's not my job."

In the sixteen years that I have worked at Cypress College, one of the strongest impressions I have of the college is when I was sixteen and I had just found out that I passed the California High School Proficiency Exam. It was too late to register for classes. But the employees went the extra mile to help me. They made phone calls and searched through stacks of three ring binders, and they found openings in all of the classes I needed. It would have been easier for them to say "registration is closed," but they did not. I will always remember the nice ladies who helped me. It was a turning point in my life, and it left a big impression on me.

And the shoe was once on the other foot for me. I was asked to help a group of students produce a video for extra credit so they could pass their class and graduate. I said "sure." I thought it was no big deal. We completed the video, the students graduated and went on their way, and I forgot about it. Several months later, one of the students returned and said he wanted to speak with me. He told me that Cypress College helped him turn his life around. He told me he had a good job at Fairview Hospital, a car, his own apartment, and now he is back to become a nurse. Then he said it was all because I helped him make the extra credit video. I told him that all I did was press the buttons on the equipment. He said, "no, if you didn't help me I would not have graduated and I would probably be in jail." It was a big deal to this student.

I do not work directly with students. A situation like this doesn't happen to me every day. But I think it does happen every day at Cypress College, Fullerton College, and the Anaheim Campus.

We have recently made substantial investments in new buildings, new equipment, and in other areas. The new buildings will be staffed with classified employees. The new equipment will be maintained by classified employees. I want my fellow classified employees to feel good about going the extra mile to help students. I want our students to be served by classified employees that are happy to be there to help them. And I respectfully request that the Board of Trustees find a way to settle the contract negotiations in a way that does not hurt the morale of my fellow Classified Employees.

- B. **Bev Harrington**, from Cypress College, submitted the following statement for the record:

I would like to talk about the contribution that the classified employees make to NOCCCD. It is the classified employees that provide all of the front-line services to our students. We are the ones that register the students, schedule the classes, prepare the catalogs, maintain the records, purchase books and supplies, support technology and computers, assist in the classroom and the labs, to just name a few. When a student or a community member walks onto our grounds, it is a classified employee that they have the first contact with. The classified employee is the one that makes the impression on the student and the community. The classified employee is the one that stays late, and many times gives up lunches and breaks to make sure the work gets done. Classified employees come in every day and work for student success. We are the employees that make this "Learning Institution" work. We ARE North Orange County Community College. Without us the campus' are just buildings, concrete and dirt. We deserve to have a Fair Contract Now. We deserve to be treated fairly at the Bargaining Table, and have the district honor their commitment to our current contract, as we honor our commitment to the NOCCCD every day. Please tell Jeff Horsley and the District's Negotiating Team to go back to the table and negotiate fairly, bargain morally and give us a FAIR CONTRACT NOW!

- C. **Fran Wahl**, from Cypress College, expressed her gratitude in the assistance she received as a student at Fullerton College. She values everyone and asked the Board and District management to allow the classified employees to keep what they have and give them a fair contract now.

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

Finance & Facilities: 3.a  
Human Resources: 5.a, 5.b, 5.c

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

**REPORTS:**

- A. As a part of the Chancellor's Report, **Gail Meinert**, Fullerton College Child Development Center Instructor, was honored on her recent retirement.
- B. As a part of the Chancellor's Report, **Kathie Hodge**, Fullerton College President, conducted a presentation on Fullerton College's Report to the Fullerton College Community 2006. The Report included information on the college's institutional goals, a month-by-month review of accomplishments during the current academic year,

facilities, foundations, student profile, student learning outcomes, student financial resources, staff profile, and budget. Dr. Hodge noted that the college's Student Equity Plan is currently being updated and should be completed by the end of the current academic year.

(See Supplemental Minutes #972 for a copy of the report.)

Upon conclusion of a question and answer session and comments from the Board, Board members commended Dr. Hodge and the Fullerton College staff for the excellent report and the wealth of information in it.

- C. **Chancellor Hunter** reported that the CCCT Board has endorsed the Dream Act and asked if the Board wanted to pursue agendaizing a discussion on this issue. It was agreed to agendaize this for the December meeting.

Also, he asked the Board President to speak on the Board's possibility of revising the format of the Board agenda items. Board President Donna Miller stated she reviewed the agenda formats of various college districts and identified specific aspects of the formats that perhaps should be considered by the Board. Upon conclusion of discussion, it was agreed that Chancellor Hunter, Board President Donna Miller, and staff will develop a mock agenda to include the following: 1) a section on financial issues, 2) a statement explaining the consent calendar, 3) a statement outlining the procedures for public comments, 4) a welcome statement, and 4) where appropriate, indication of an agenda item's relationship to Board policy or the District-wide Strategic Plan.

- D. **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.

#### COMMENTS:

- A. **Frank Smith** extended an invitation to Board members to attend the District Management Association Luncheon on December 8 at Downtown Disney.
- B. **Andrea Sibley-Smith** extended an invitation to Board members and members of the resource tables to attend the Joint Senates and Faculty Unions Meeting on January 11, 2007, at the Anaheim Campus.
- C. **Steve Gold** reported on the participation at the statewide Student Assembly he and eight Cypress College students attended. He also commended Student Trustee Elsa Garcia on her leadership at the local and state student government levels. He also commented on a recent Jim Lehrer News Hour segment concerning the education of nurses at community colleges. During the segment, it was noted that a nurse with a master's degree can make as much as \$100,000 a year working in a hospital as compared to earning about half of that working as an instructor of nursing at a community college.

- D. **Student Trustee Crystal Sandoval** reported on Fullerton College activities.
- E. **Student Trustee Elsa Garcia** reported on Cypress College activities, as well as her involvement in statewide activities. In addition, she wanted to publicly state the students' support on behalf of classified employees.
- F. **Trustee Michael Matsuda** announced that the Orange County Legislative Task Force will hold its annual Legislators' Breakfast on November 29 at Orange Coast College.
- G. **Trustee Leonard Lahtinen** suggested that staff consider improving handicapped parking at the Anaheim Campus by relocating such parking closer to the building.
- H. **Trustee Jeff Brown** reported on his attendance at the recent Orange County Nominating Committee meeting.
- I. **Trustee Manny Ontiveros** commented on a recent newspaper article regarding the low percentage of community college students transferring four-year institutions.
- J. **Trustee Barbara Dunsheath** reported on her attendance at the Community College League of California Partners' Conference in Costa Mesa.
- K. **Trustee Molly McClanahan** commented on a New York Times Magazine supplement, which included a tribute to nurses.
- L. **Trustee Donna Miller** announced that the next Strategic Conversation will be held on April 10, 2007, and she encouraged all staff to respond to a survey they will receive in the near future requesting possible topics for discussion.

**MINUTES:** It was moved by Trustee Leonard Lahtinen and seconded by Trustee Molly McClanahan that the minutes of the Regular Meeting of November 13, 2006, be approved as submitted. **Motion carried unanimously, including the Student Trustees' advisory votes.**

#### **FINANCE & FACILITIES:**

**Item 3.a:** 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 \$155,037.06.

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

#### **HUMAN RESOURCES:**

**Item 4.a:** By the block vote, authorization was granted for the following academic personnel items:

RETIREMENT

Glattly, Marilyn                    CC    Division Dean, Fine Arts  
 Eff. 06/30/2007  
 PN CCM985

RESIGNATION

Eutimio, Alfredo                CC    Librarian  
 Eff. 06/30/2006  
 PN CCF788

CHANGE IN RESIGNATION DATE

Chin, Penny                      CC    Nursing Instructor  
 From: 01/01/2007  
 To: 01/15/2007  
 PN CCF961

LONG-TERM SUBSTITUTES

Childers, Collette              CC    Librarian  
 Leave of Absence Replacement (100%)  
 Class B, Step 5 + stipend in lieu of benefits  
 Eff. 01/16/2007

Solomon, Beth                  FC    Art Instructor/Gallery Director  
 Leave of Absence Replacement (100%)  
 Class B, Step 1 + stipend in lieu of benefits  
 Eff. 01/16/2007-05/25/2007

TEMPORARY MANAGEMENT CONTRACT

Campbell, Lisa                 FC    Interim Dean, Counseling and Student Development  
 Temporary Management Contract (100%)  
 Range 32, Step G  
 Management Salary Schedule  
 Eff. 12/04/2006-05/30/2007  
 PN FCM978

**Item 4.b:** By the block vote, authorization was granted for the following classified personnel items:

RESIGNATION

Morris, Brian                    CC    Facilities Custodian I (100%)  
 Eff. 10/26/2006

PN CCC946

NEW PERSONNEL

Baxter, Linda	AC	Accounting Technician 12-month position (100%) Range 36, Step E Eff. 11/20/2006 PN DEC946
Lee, Jayne	SCE	Administrative Assistant I 12-month position (50%) Range 33, Step A Eff. 11/21/2006 PN SCC885
Lemos, Donny	AC	Facilities Custodian I 12-month position (100%) Range 27, Step A+10% Shift Eff. 11/16/2006 PN DEC976
Peters, Lowell	AC	Facilities Custodian I 12-month position (100%) Range 27, Step C+10% Shift Eff. 11/16/2006 PN DEC955

PROMOTION

Hagmaier, Monica	FC	Account Clerk II (100%) Range 33, Step E+5% Long+PG&D (\$3,774.85) PN FCC897
		To: FC Administrative Assistant II 12-month position (100%) Range 36, Step E+5% Long+PG&D (\$4,053.85) Eff. 12/04/2006 PN FCC783

VOLUNTARY CHANGES IN ASSIGNMENTS

Ellis, Pilar	FC	Administrative Assistant II (50%) Range 36, Step C (\$1,687)
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## Temporary Reassignment

To: FC Interim Manager, International  
Students Program  
12-month position (75%)  
Range 11, Step A (\$3,831.75)  
Eff. 12/01/2006 - 6/30/2007

Shrack, Amy                      FC    Administrative Assistant II (100%)  
Range 36, Step E+5% Long+PG&D (\$3,937.17)  
PN FCC740

## Permanent Change in Assignment

To: AC Administrative Assistant I  
12-month position (100%)  
Range 33, Step E+5% Long+PG&D  
(\$3,658.17)  
Eff. 12/11/2006  
PN DEC985

LEAVE OF ABSENCE WITH PAY

Coggi, Anita                      CC    Mail Room Clerk (100%)  
Military Leave  
Eff. 11/16/2006 - 11/17/2006

PLACEMENT ON 39-MONTH RE-EMPLOYMENT LIST

Assef, Ronald                      FC    Facilities Custodian I (100%)  
Eff. 11/27/2006  
PN FCC985

Montano, Phil                      CC    Campus Safety Officer (100%)  
Eff. 11/27/2006  
PN CCC876

TEN (10) DAY SUSPENSION WITHOUT PAY FOR DISCIPLINARY ACTION

Toth, Cheryl                      FC    PE Athletic Equip Coordinator (50%)  
Facilities Custodian I (50%)  
Eff. 12/04/2006 - 12/15/2006

**Item 4.c:** By the block vote, authorization was granted for the hourly personnel per the hourly personnel listing.

(See Supplemental Minutes #972 for a copy of the hourly personnel listing.)

**GENERAL:**

**Item 5.a:** It was moved by Trustee Molly McClanahan and seconded by Trustee Manny Ontiveros that the Board establish December 12, 2006, as the date of its Organizational Meeting and to so inform the County Superintendent. **Motion carried unanimously by those members present, including the Student Trustees' advisory votes.**

In reviewing the tentative calendar of 2007 Board meetings, it was agreed to add Friday, July 27, 2007, from 1:00 to 5:30 p.m. as the Board's annual retreat date.

**Item 5.b:** It was moved by Trustee Michael Matsuda and seconded by Trustee Molly McClanahan to honor CSEA's request to conduct a presentation entitled "The Never Ending Story." CSEA President Rod Lusch made an introductory statement and introduced the two CSEA labor representatives, Guillermo Santucci and Kenny Wilson, whom CSEA Chapter #167 has requested their assistance with negotiations. CSEA's presentation outlined CSEA's concerns regarding negotiations with the District during the last 30 months. CSEA's contract with the District expired in June 2004 and due to the delay in reaching agreement with the District, CSEA is now suggesting that the Board of Trustees consider the following options for expediting negotiations: 1) the Board direct the District team to settle, 2) a Board member join negotiations, or 3) the entire Board join negotiations.

(See Supplemental Minutes #972 for a copy of the presentation.)

**CLOSED SESSION:** At 7:28 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 9:55 p.m., Board President Donna Miller reconvened the meeting in open session.

**ADJOURNMENT:** At 9:57 p.m., it was moved by Trustee Jeff Brown and seconded by Trustee Leonard Lahtinen to adjourn the meeting in honor of Sally Moore, Fullerton College Computer Information Systems Instructor, who died after a long battle with cancer. **Motion carried unanimously.**

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Manny Ontiveros, Secretary  
Board of Trustees