

APPROVED

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

December 11, 2007

The Board of Trustees of the North Orange County Community College District met for its Organizational Meeting and only Regular Meeting on Tuesday, December 11, 2007, at 5:30 p.m. in the Board Room at the Anaheim Campus

Board President Jeff Brown called the meeting to order at 5:32 p.m. and led the Pledge of Allegiance to the Flag.

ORGANIZATIONAL MEETING OF THE BOARD OF TRUSTEES

TRUSTEE ROLL CALL - Present: Jeff Brown, Barbara Dunsheath, Leonard Lahtinen, Michael Matsuda, Donna Miller, Manny Ontiveros, and Student Trustee Sabrina Tinsay. Trustee Molly McClanahan arrived at 5:35 p.m. Absent: Student Trustee David Adame.

RESOURCE PERSONNEL PRESENT: Jerome Hunter, Chancellor; Fred Williams, Vice Chancellor, Finance & Facilities; Jeff Horsley, Vice Chancellor, Human Resources; Kathie Hodge, President, Fullerton College; Mike Kasler, President, Cypress College; Gary McGuire, Provost, School of Continuing Education; Christie Wallace Noring, District Director, Public Affairs; Deborah Ludford, District Director, Information Services; Carol Mattson, representing the District Management Association; Andrea Sibley-Smith, representing the School of Continuing Education Academic Senate; Cherie Dickey, representing the Cypress College Academic Senate; Ken Collins, representing the Fullerton College Faculty Senate; Dale Craig, representing United Faculty; Sam Russo, representing Adjunct Faculty United; Rod Lusch representing CSEA; Violet Ayon, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES PRESENT: Karen Cant, Dao Do, and Bob Simpson from Cypress College; Jan Chadwick, Jennifer Combs, Peter Fong, Andrea Hanstein, Chris Lamm, Connie Lopez, Rosa Molina, Adam O'Connor, Janet Portolan from Fullerton College; Denise Larsen, Tom Parisi, Jennifer Perez, Rita Pierce, Greg Schulz, Terrie Taylor, Chris Terry, and Melissa Utsuki from the School of Continuing Education; and Claudette Dain, Mike Kavanaugh, and Tami Oh from the District Offices.

VISITOR: DanaRose Crystal and Bernadette McGuire.

PRESENTATIONS TO 2007 BOARD OFFICERS: Chancellor Jerome Hunter thanked the outgoing Board officers and presented them with small gifts of appreciation: Jeff Brown, President; Manny Ontiveros, Vice President; and Leonard Lahtinen, Secretary.

ELECTION OF BOARD PRESIDENT: Board President Jeff Brown called for nominations for the office of President of the Board of Trustees for a one-year term.

Trustee Donna Miller moved and Trustee Barbara Dunsheath seconded to nominate Trustee Manny Ontiveros for President of the Board of Trustees for a one-year term. Trustee Donna Miller moved and Trustee Leonard Lahtinen seconded that nominations be closed. **Motion carried unanimously, including the Student Trustee's advisory vote.** Board President Jeff Brown declared nominations closed and declared Trustee Manny Ontiveros as Board President by acclamation.

ELECTION OF BOARD VICE PRESIDENT: Trustee Manny Ontiveros assumed the Board Presidency. He then called for nominations for the office of Vice President of the Board of Trustees for a one-year term.

Trustee Donna Miller moved and Trustee Barbara Dunsheath seconded to nominate Trustee Leonard Lahtinen for the office of Vice President of the Board of Trustees for a one-year term. Trustee Michael Matsuda moved and Trustee Jeff Brown seconded to close nominations. **Motion carried unanimously, including the Student Trustee's advisory vote.** Board President Manny Ontiveros declared nominations closed and declared Trustee Leonard Lahtinen as Vice President of the Board by acclamation.

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

Trustee Barbara Dunsheath moved and Trustee Donna Miller seconded to nominate Trustee Michael Matsuda for Secretary of the Board of Trustees for a one-year term. Trustee Jeff Brown moved and Trustee Leonard Lahtinen seconded to close nominations. **Motion carried unanimously, including the Student Trustee's advisory vote.** Board President Manny Ontiveros pronounced nominations closed, and declared Trustee Michael Matsuda as 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 Manny Ontiveros appointed himself 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 REPRESENTATIVE TO FULLERTON MUSEUM ASSOCIATION OF NORTH ORANGE COUNTY: Board President Manny Ontiveros 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 Manny Ontiveros appointed Trustee Barbara Dunsheath as the Board's representative to the Cypress College Foundation.

APPOINTMENT OF REPRESENTATIVES TO THE COMMUNITY COLLEGE FOUNDATION OF NORTH ORANGE COUNTY: Board President Manny Ontiveros appointed Trustee Donna Miller as the Board's representative to the Community College Foundation of North Orange County.

APPOINTMENT OF AD HOC REPRESENTATIVES TO THE COMMUNITY COLLEGE FOUNDATION OF NORTH ORANGE COUNTY: Board President Manny Ontiveros appointed Christie Noring and Fred Williams as the Ad Hoc representatives to the Community College Foundation of North Orange County.

APPOINTMENT OF THREE REPRESENTATIVES TO THE DISTRICT INVESTMENT COMMITTEE: Board President Manny Ontiveros appointed Trustees Jeff Brown, Molly McClanahan, and Donna Miller as the Board's representatives to the District Investment Committee.

APPOINTMENT OF REPRESENTATIVES TO THE DISTRICT AUDIT COMMITTEE: Board President Manny Ontiveros appointed Trustees Molly McClanahan, Michael Matsuda, and himself as the Board's representatives to the District Audit Committee.

APPOINTMENT OF CHANCELLOR AS EXECUTIVE SECRETARY: Board President Manny Ontiveros 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 Manny Ontiveros appointed Violet Ayon, Executive Administrative Aide to the Chancellor, as Recording Secretary for the Board.

ADOPTION OF BOARD MEETING CALENDAR: The Board adopted the following Board Meeting Calendar for January 2008 through November 2008.

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
BOARD MEETING CALENDAR
2008**

Only Regular Meeting in January	Fourth Tuesday, January 22, 2008
First Regular Meeting in February	Second Tuesday, February 12, 2008
Second Regular Meeting in February	Fourth Tuesday, February 26, 2008
First Regular Meeting in March	Second Tuesday, March 11, 2008
Second Regular Meeting in March	Fourth Tuesday, March 25, 2008
First Regular Meeting in April	Second Tuesday, April 8, 2008
Second Regular Meeting in April	Fourth Tuesday, April 22, 2008
First Regular Meeting in May	Second Tuesday, May 13, 2008
Second Regular Meeting in May	Fourth Tuesday, May 27, 2008
First Regular Meeting in June	Second Tuesday, June 10, 2008
Second Regular Meeting in June	Fourth Tuesday, June 24, 2008

Only Regular Meeting in July	Fourth Tuesday, July 22, 2008
First Regular Meeting in August	Second Tuesday, August 12, 2008
Second Regular Meeting in August	Fourth Tuesday, August 26, 2008
First Regular Meeting in September	Second Tuesday, September 9, 2008
Second Regular Meeting in September	Fourth Tuesday, September 23, 2008
First Regular Meeting in October	Second Tuesday, October 14, 2008
Second Regular Meeting in October	Fourth Tuesday, October 28, 2008
First Regular Meeting in November	Second Tuesday, November 11, 2008
Second Regular Meeting in November	Fourth Tuesday, November 25, 2008

END OF ORGANIZATIONAL MEETING

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

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: 4.a, 4.b, 4.c, 4.d, 4.f, 4.h,
4.i, 4.j, 4.k, 4.l, 4.m, 4.n
Instructional Services: 5.a, 5.b, 5.c, 5.f
Human Resources: 6.a, 6.b, 6.c, 6.d

Motion carried unanimously, including the Student Trustee' advisory vote.

REPORTS:

- A. As a part of the **Chancellor's Report**, violin students from the School of Continuing Education "Kids College Suzuki Violin Program," led by instructor Margie Chan, performed a variety of melodies.
- B. Also included in the Chancellor's Report was the presentation by **Gary McGuire** on the School of Continuing Education's (SCE) Annual Report. The Report highlighted staff and faculty accomplishments, top program accomplishments/activities/events, construction projects, SCE's Strategic Plan Highlights for 2006-07, community outreach, positive student outcomes, student success stories, student demographics, SCE facts and information, and the future of SCE. He noted that with the SB361 funding a number of new positions were added to the SCE staff.

Trustees commended the SCE staff on the report, especially noting the planning activity for SB361 funding and student learning outcomes, the great detail, graphics, and most notably celebrating employees and students.

(See Supplemental Minutes #995 for a copy of the presentation and the report.)

- C. Also included in the Chancellor's Report was a construction projects update by **Vice Chancellor Fred Williams**, and **Ron Beeler**, District Director, Facilities. The update provided cumulative expense/budget information on all projects since 2002, as well as highlighted the anticipated shortfalls for approved/anticipated projects. In addition, staff provided information on Certificates of Participation and a discontinued projects list.

The construction projects that have been state approved and partially funded include the Fullerton College Science Building, the Cypress College Humanities Building, the Fullerton College Technology Project. In addition, the Fullerton College Physical Education project – a bond-funded project – is awaiting an updated cost estimate. Those pending projects that have been state approved include the Fullerton College Music Building and the Cypress College Math & Science Building, which require the passage of a state bond in order to be funded. The Cypress College Fine Arts Building has not yet received state approval.

During review of the related documents, a lengthy discussion ensued regarding the need for the Board to have as much detailed information as possible regarding the funding and anticipated shortfalls for all construction projects, including those projects there were included in the evening's agenda, in order for the Board to consider all potential options for decision making. This included construction projects that were listed elsewhere in the evening's agenda. A purpose of the presentation was to share with the Board potential options for supporting projects which are not currently fully funded.

The Board also discussed the possibility of securing a Certificate of Participation, Lease-Revenue Bond, or local bond measure to help defray the cost of the construction projects. Staff members were directed to bring back a detailed explanation for pursuing a Certificate of Participation, a Lease-Revenue Bond, local bond, or any other alternative financing, as well as a recommendation.

Upon conclusion of discussion, Trustees noted that the documents reviewed were for information only -- not recommendations, and they expressed their appreciation for the creative thinking and brainstorming.

(See Supplemental Minutes #1003 for a copy of the presentation and related documents.)

- D. **Kathie Hodge**, Fullerton College President; **Mike Kasler**, Cypress College President; and **Gary McGuire**, Provost of the School of Continuing Education, reported on activities from their respective areas.

COMMENTS

- A. **Carol Mattson** read a statement on behalf of the District Management Association (DMA) addressing the nomination of representatives to the Chancellor's Search Committee membership. DMA supports the Board's initial request for multiple nominees from each group and is uncomfortable that other groups changed the selection process for the Committee membership.

- B. **Ken Collins** extended invitations to the Fullerton College All-Day, Global Warming Teach-In on January 31, 2008 and to the Joint Senates/Faculty Unions Meeting at the Anaheim Campus on January 10, 2008..
- C. **Student Trustee Sabrina Tinsay** read the comments she made at the recent Cypress College Americana Kickoff, where she spoke about Cypress College and its employees and the difference they have made in her life.
- D. **Trustee Jeff Brown** commended the Fullerton College Fine Arts Division's programs.
- E. **Trustee Leonard Lahtinen** reported that lighting issues at Cypress College are being addressed. He suggested that the Cypress College Noel Levitz Survey results be agendized for review. Mr. Lahtinen inquired about the District's lease agreement with the City of Fullerton for the Fullerton Museum building. Staff will research this and report to the Board.
- F. **Trustee Manny Ontiveros** requested, and the Board concurred, a staff report from the colleges as Hispanic-serving institutions regarding how much money is received as a Hispanic-serving institution and how the funds are spent.

MINUTES: It was moved by Trustee Molly McClanahan and seconded by Trustee Barbara Dunsheath that the Board approve the minutes of the Regular Meeting of November 27, 2007, as submitted. **Motion carried unanimously, including the Student Trustee's advisory vote.**

FINANCE & FACILITIES

Item 4.a: By the block vote, the Board ratified purchase order numbers P0052629 - P0053040 through November 26, 2007, totaling \$1,893,403.75, and check numbers C0019949 - C0020128, totaling \$3,243,305.07; check numbers F0104615 - F0104915, totaling \$113,265.62; check numbers 88286316 – 88288236, totaling \$8,665,351.23; check numbers V0030675 - V0030687, totaling \$7,940.41; check numbers 70018771 – 70019211, totaling \$39,844.43; and disbursements E8288048 - E8288066, totaling \$10,814.00, through November 30, 2007.

Item 4.b: By the block vote, the Board authorized the 2007-2008 General Fund, Bond Building Fund and Capital Outlay Fund Budget Transfers netting to the amount of \$3,621,016 and adoption of the resolutions showing the summary, pursuant to the California Code of Regulations, Title 5, §58307.

Item 4.c: By the block vote, accepted new revenue of \$383,234 for Instructional and Library Materials, and \$211,338 for Scheduled Maintenance/Instructional Equipment, for a total of \$594,572.

The Board further adopted a resolution to accept new revenue, establish and/or adjust budgets, and authorize expenditures within the General Fund, pursuant to the California Code of Regulations Title 5, §58308.

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

Item 4.d: By the block vote, the Board accepted new revenue of \$383,269 for Scheduled Maintenance and Special Repairs.

The Board further adopted resolutions to accept new revenue, establish and/or adjust budgets, and authorize expenditures within the General Fund and Capital Outlay Fund, pursuant to the California Code of Regulations Title 5, §58308.

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

Item 4.e: Upon clarification on the selection process, it was moved by Trustee Manny Ontiveros and seconded by Trustee Leonard Lahtinen to enter into an agreement with P2S Engineering, Inc. to provide professional engineering services to develop a design that will provide the ability for the current Avaya telephone system to interface with the VoIP telephone system and maintain the 5-digit dialing plan during the migration process. The agreement will commence on December 12, 2007, and end on March 31, 2008, for a cost not to exceed \$41,600. **Motion carried unanimously, including the Student Trustee's advisory vote.**

Further authorization was granted for the District Director, Purchasing, to execute the agreement with P2S Engineering, Inc.

Item 4.f: By the block vote, the Board entered enter into contracts with Hampton Tedder Technical Services, Inc., for an amount not to exceed \$50,000, and RSE-Sierra, for an amount not to exceed \$30,000, for the Fullerton College emergency electrical repairs at a total cost not to exceed \$80,000.

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

Item 4.g: Upon correction of the dollar amount and services to be provided, it was moved by Trustee Donna Miller and seconded by Trustee Manny Ontiveros that the Board award RFP 2007-28, Relocatable Buildings for the Science Program at Fullerton College, to William Scotsman to fabricate, deliver, install, knock down, and return 19 modular buildings in the amount of \$2,740,904. **Motion carried unanimously, including the Student Trustees' advisory vote.**

Further authorization was granted to allow other departments to utilize the same relocatable building proposal at the same rate. The contract is for two years with the option to renew for three additional years.

Additional authorization was granted for the District Director, Purchasing, to execute the contract on behalf of 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 4.h: By the block vote, the Board entered into an agreement with Salas O'Brien Engineers, Inc., in an amount not to exceed \$27,500, plus reimbursable expenses not to exceed \$2,500, to evaluate the proposal from ACCO Engineered Services for the following projects at Fullerton College: Energy Efficient Lighting Retrofits, Sump Pump Replacements, and Steam System Repairs. The agreement shall commence on December 15, 2007, and terminate on December 31, 2008.

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

Item 4.i: By the block vote, the Board entered into a performance-based energy conservation contract with ACCO Engineered Systems in an amount not to exceed \$729,000 for the design and construction of the following projects at Fullerton College: Energy Efficient Lighting Retrofits, Sump Pump Replacements, and Steam System Repairs. The agreement shall commence on December 15, 2007, and terminate on December 31, 2008.

Authorization was also granted for the Vice Chancellor, Finance and Facilities, to negotiate a fixed fee and to execute the agreement on behalf of the District.

Item 4.j: By the block vote, the Board amended the architectural agreement with R²A Architecture and increased the contract amount from \$163,350 to \$177,542.45 and extended the contract retroactive from July 1, 2007, to February 29, 2008.

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

Item 4.k: By the block vote, the Board amended the consulting agreement with LPA, Inc. and extended the contract retroactive from July 1, 2007, to March 31, 2008.

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

Item 4.l: By the block vote, the Board entered into an agreement with R²A Architecture to provide architectural services for the following maintenance projects at Fullerton College: Buildings 1000, 2000, and 1200 Re-Roof; and Building 2000 Sunshade Removal, Electrical Illumination Modifications, Exterior Painting and Chapman Avenue Bridge Painting for a fixed fee of \$41,800, plus reimbursable expenses not to exceed \$2,500.

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

Item 4.m: By the block vote, the Board awarded PW 0708-005, Buildings 830/1600 Painting and Miscellaneous Work Project at Fullerton College, to GTA Construction, Inc. as the lowest bidder meeting specifications, and issued an agreement in the amount of \$131,000.

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

Item 4.n: By the block vote, the Board awarded PW 0708-004, Physical Education Pool/Tennis Court Project at Fullerton College, to Shenk Developers as the lowest bidder meeting specifications, and issued an agreement in the amount of \$4,646,000. Award of the contract, however, is contingent upon the District receiving approval for the Project from the Division of the State Architect.

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

Item 4.o: It was moved by Trustee Donna Miller and seconded by Trustee Michael Matsuda that the Board adopt Resolution No. 07/08-04 for the Approval of Change Order as an Amendment to the Existing Contract with KDC Inc., dba Dynalectric, for PW 0405-519, Cypress College, Student Center and Bookstore, and approve the award of additional work totaling \$60,290.86, without competitively bidding such work. **Motion carried unanimously, including the Student Trustee's advisory vote.**

Further authorization was granted for the Vice Chancellor, Finance & Facilities, to execute all agreements and complete all necessary documents for the additional work.

(See Supplemental Minutes #995 for a copy of the resolution.)

Item 4.p: It was moved by Trustee Leonard Lahtinen and seconded by Trustee Donna Miller that the Board adopt Resolution No. 07/08-05 for the Approval of Change Order as an Amendment to the Existing Contract with KDC Inc., dba Dynalectric, for PW 0506-607, Cypress College, School of Continuing Education, and approve the award of additional work totaling \$168,342.09, without competitively bidding such work. **Motion carried unanimously, including the Student Trustee's advisory vote.**

Further authorization was granted for the Vice Chancellor, Finance & Facilities, to execute all agreements and complete all necessary documents for the additional work.

(See Supplemental Minutes #995 for a copy of the resolution.)

Item 4.q: It was moved by Trustee Jeff Brown and seconded by Trustee Leonard Lahtinen that the Board adopt Resolution No. 07/08-06 for the Approval of Change Order as an Amendment to the Existing Contract with The Siess Companies, dba Complete Door Systems, for PW 0405-519, Cypress College, Student Center and Bookstore, and approve the additional work totaling \$71,543.81, without competitively bidding such work. **Motion carried unanimously, including the Student Trustee's advisory vote.**

Further authorization was granted for the Vice Chancellor, Finance & Facilities, to execute all agreements and complete all necessary documents for the additional work.

(See Supplemental Minutes #995 for a copy of the resolution.)

Item 4.r: It was moved by Trustee Michael Matsuda and seconded by Trustee Barbara Dunsheath that the Board adopt Resolution No. 07/08-07 for the Approval of Change Order as an Amendment to the Existing Contract with Continental Flooring, for PW 0506-602, Fullerton College, Classroom Office Building, and approve the award of additional work totaling \$29,493 without competitively bidding such work. **Motion carried unanimously, including the Student Trustee's advisory vote.**

Further authorization was granted for the Vice Chancellor, Finance & Facilities, to execute all agreements and complete all necessary documents for the additional work.

(See Supplemental Minutes #995 for a copy of the resolution.)

Item 4.s: It was moved by Trustee Molly McClanahan and seconded by Trustee Barbara Dunsheath, that the Board ratify the current change orders for the public works projects listed per the Change Order Request, with a total of \$643,471.80. **Motion carried unanimously, including the Student Trustee's advisory vote.**

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

INSTRUCTIONAL SERVICES

Item 5.a: By the block vote, the Board authorized adjustments to revenue and expenditure budgets as listed below.

SITE	PROJECT NAME	LENGTH OF CONTRACT	TOTAL ADJUSTMENT	AUTHORIZED SIGNATORIES ON BEHALF OF DISTRICT
CC	California Community College Chancellor's Office Categorical Programs	July 1, 2007 to June 30, 2008		For the agreements and any amendments to modify the agreement, and any related documents; Chancellor, or Vice Chancellor, Finance and Facilities; or District Director, Fiscal Affairs
	Revised Allocation Adjustments			
	EOPS		\$75,163	
	CARE		\$22,164	
	TANF		(\$3,497)	
	Matriculation		\$64,301	

FC	California Community College Chancellor's Office Categorical Programs Revised Allocation Adjustments EOPS BFAP CARE TANF CalWORKs Matriculation	July 1, 2007 to June 30, 2008	 \$73,169 (\$32,752) \$5,388 \$3,340 \$295 \$77,988	For the agreements and any amendments to modify the agreement, and any related documents; Chancellor, or Vice Chancellor, Finance and Facilities; or District Director, Fiscal Affairs
SCE	California Department of Education Revised Allocation Adjustment Non-Credit Matriculation	July 1, 2007 to June 30, 2008	 \$67,706	For the agreements and any amendments to modify the agreement, and any related documents; Chancellor, or Vice Chancellor, Finance and Facilities; or District Director, Fiscal Affairs
SCE	California Department of Education Revised Allocation Adjustments AEFLA EL Civics	July 1, 2007 to June 30, 2008	 \$11,024 (\$15,560)	For the agreements and any amendments to modify the agreement, and any related documents; Chancellor, or Vice Chancellor, Finance and Facilities; or District Director, Fiscal Affairs

The Board adopted resolutions to adjust budgets and authorize 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.

Item 5.b: By the block vote, the Board authorized Cypress College to sponsor a Black College Fair for approximately 200 persons on February 7, 2008, and to pay related costs not to exceed \$4,000. The funds requested will be used to defray the cost of advertising, mailing, promotional items, food and supplies.

Item 5.c: By the block vote, the Board authorized the Fullerton College Physical Education Division to accept a \$10,000 monetary donation from The Thomas E. Duff Trust in support of the athletic programs and a \$15,000 monetary donation from The Thomas E. Duff Trust in support of the football program.

Item 5.d: Upon clarification on compliance with industry standards and class size revisions, it was moved by Trustee Leonard Lahtinen and seconded by Trustee Michael Matsuda that the Board approve the Fullerton College summary of curriculum additions, deletions, and changes, to be effective fall 2008. This curricula has been signed by the Campus Curriculum Chairperson and the College President, and it has been approved by the District Curriculum Coordinating Committee. **Motion carried unanimously, including the Student Trustee's advisory vote.**

Trustees requested that future curriculum items identify the revision of class size by indicating "from" to "to."

(See Supplemental Minutes #995 for a copy of the curriculum listing.)

Item 5.e: Upon clarification of the campus plans for expenditure of Basic Skills funds, it was moved by Trustee Barbara Dunsheath and seconded by Trustee Leonard Lahtinen that the Board accept new revenue for the Basic Skills Program. **Motion carried unanimously, including the Student Trustee's advisory vote.**

The Board further adopted a resolution to accept new revenue, establish and/or adjust budgets, and authorize expenditures within the General Fund, pursuant to the California Code of Regulations Title 5, §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.

Item 5.f: By the block vote, the Board authorized Fullerton College to host a dedication and open house for the College Center on Friday, January 11, 2008. The total cost of the event will not exceed \$5,000 for invitations, refreshment, and equipment rental.

Further authorization was granted for the College President to execute any agreements on behalf of the District.

HUMAN RESOURCES

Item 6.a: By the block vote, the Board authorized the following academic personnel matters within budget:

PROMOTION

Rocha, Fredrick

SCE Business Education Instructor

To: SCE Director, Academic Computing
Range 25, Step G (100%)

Management Salary Schedule
 Eff. 12/12/2007
 PN SCM984

LEAVE OF ABSENCE WITH PAY

Hughes, Deidre	FC	Reading Instructor Load Banking Leave (50.00%) Eff. 2008 Spring Semester
Kashi, Barbara	CC	Reading Instructor Load Banking Leave (6.67%) Eff. 2008 Spring Semester
Llanos, Kathleen	CC	English as a Second Language Instructor Load Banking Leave (6.67%) Eff. 2008 Spring Semester
Shew, Jamie	FC	Music Instructor Load Banking Leave (20.00%) Eff. 2008 Spring Semester
Wahbe, Randa	CC	English Instructor Load Banking Leave (13.33%) Eff. 2008 Spring Semester

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2007 FALL SEMESTER, TRIMESTER

Katz, Chana SCE Column 1, Step 0

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2008 SPRING SEMESTER, TRIMESTER

Christian, Suzette	FC	Column 1, Step 0
Cummins, Megan	CC	Column 1, Step 0
Davis, Melanie	FC	Column 1, Step 0
Gutierrez, Ernie	CC	Column 1, Step 0
Harding, Robert	CC	Column 1, Step 0
Hole, Michael	FC	Column 3, Step 0
Ingram, Penelope	CC	Column 1, Step 0
Lines, Karenina	FC	Column 1, Step 0
Snodgrass, Terrence	CC	Column 1, Step 0

TEMPOARY ACADEMIC HOURLY-SUBSTITUTES

Swagerty, Stephen SCE Column 1, Step 0

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Breegle, Lynn	SCE	Pharmacy Technician Program Stipend not to exceed \$50 Eff. 12/08/2007
Dunne, Catherine	SCE	Pharmacy Technician Program Stipend not to exceed \$50 Eff. 12/08/2007
Gonzalez, Debra	SCE	Pharmacy Technician Program Stipend not to exceed \$50 Eff. 12/08/2007
Padilla, Rosie	SCE	Pharmacy Technician Program Stipend not to exceed \$50 Eff. 12/08/2007
Smith, Fawn	SCE	Pharmacy Technician Program Stipend not to exceed \$50 Eff. 12/08/2007
Wahba, Remon	SCE	Pharmacy Technician Program Stipend not to exceed \$50 Eff. 12/08/2007

Item 6.b: By the block vote, the Board authorized the following classified personnel matters within budget:

RESIGNATIONS

Chavez, Veronica	AC	Payroll Specialist 12-month position (100%) Eff. 12/03/2007 PN DEC984
Rodriguez, Daisy	CC	Accounting Technician 12-month position (100%) Eff. 11/27/2007 PN CCC892

NEW PERSONNEL

Bell, Kimberly	FC	Clerical Assistant I 12-month position (100%) Range 29, Step A Eff. 1/02/2008 PN FCC756
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Brown, Jonathan	FC	Campus Safety Officer 12-month position (100%) Range 31, Step A+5% Shift Eff. 12/12/2007 PN FCC866
Bulnes, Evelyn	SCE	Instructional Assistant/HS Lab 11-month position (40%) Range 36, Step A+5% Shift Eff. 1/02/2008 PN SCC992
Darban, Hourieh	CC	Administrative Assistant I 12-month position (100%) Range 33, Step A Eff. 12/12/2007 PN CCC942
Hapsas, Christen	FC	Campus Safety Officer 12-month position (100%) Range 31, Step A Eff. 12/12/2007 PN FCC761
Larios, Jusus	FC	Campus Safety Officer 12-month position (100%) Range 31, Step A Eff. 12/12/2007 PN FCC842

REHIRE

Sundara-Nunez, Boudsakhone	SCE	Special Projects Coordinator/Vocational Education Temporary Management Position (100%) Range 1, Spec Proj Adm Daily Rates Schedule+ stipend in lieu of benefits Eff. 1/01/2008 – 6/30/2008 PN SCT983
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VOLUNTARY CHANGES IN ASSIGNMENTS

Jimenez, Victor	CC	Facilities Custodian II (100%) Temporary Change in Assignment To: CC Facilities Custodian Coordinator II 12-month position (100%) Range 34, Step D+10% Shift+15% Long Eff. 9/28/2007 (3 hrs), 10/12/2007 (8 hrs),
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10/15/2007 - 10/19/2007 (8 hrs/day),
11/02/2007 (3 hrs)

Kraft, George	CC	Skilled Maintenance Assistant (100%) Temporary Change in Assignment To: CC Electrician 12-month position (100%) Range 41, Step D+20% Long Eff. 10/23/2007 - 12/31/2007
Maertens, Tina	AC	Clerical Assistant I (50%) Temporary Increase in Percent Employed From: 50% To: 100% Eff. 12/17/2007 - 1/18/2008
Maw, Sharon	SCE	Admissions & Records Technician (100%) Temporary Change in Assignment To: SCE Student Records Coordinator 12-month position (100%) Range 40, Step C+5% Long Eff. 12/03/2007 - 2/28/2007
McDowell, Karen	SCE	Admissions & Records Technician (100%) Permanent Change in Location From: YL - SCC893 To: AC - SCC893 Eff. 1/02/2008
Pearson, Jennifer	FC	Clerical Assistant I (100%) Extension of Temporary Assignment Eff. 1/01/2008 - 6/30/2008
Reichert, David	FC	Skilled Maintenance Assistant (100%) Temporary Change in Assignment To: FC Skilled Maintenance Assistant (50%) Range 34, Step C FC Carpenter (50%) Range 41, Step A Eff. 1/01/2008 - 6/30/2008

STIPEND FOR ADDITIONAL DUTIES

Mac Gill, Kenneth	AC	HVAC Mechanic Coordinator (100%) 6% Stipend Eff. 11/16/2007 - 12/21/2007
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LEAVES OF ABSENCE

Lopez, Della	FC	Administrative Assistant I (100%) Family Medical Leave Eff. 10/30/2007 – 1/21/2008
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Shrack, Amy	AC	Administrative Assistant I (100%) Family Medical Leave Eff. 11/19/2007 - 12/21/2007
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Valdez Cohnen, Marina	CC	Administrative Assistant I (100%) Family Medical Leave Eff. 11/05/2007 - 1/01/2008
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SEVEN (7) DAY SUSPENSION WITHOUT PAY FOR DISCIPLINARY ACTION

Castro, Jose	FC	Facilities Custodian I (100%) Eff. 12/03/2007 - 12/11/2007
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VOLUNTEER PERSONNEL WITHOUT PAY

Battistelli, L'Oreal	CC	Journalism Eff. 11/08/2007 - 12/22/2007
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Eckberg, Karen	SCE	Older Adults Program Eff. 9/07/2007 - 6/21/2008
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Garfield, Gale	SCE	Older Adults Program Eff. 8/07/2007 - 6/21/2008
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Riddle, Michele	SCE	Older Adults Program Eff. 10/11/2007 - 6/21/2008
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REVISED CLASSIFIED MANAGEMENT JOB DESCRIPTION, SALARY RANGE 23 (JOB DESCRIPTION ATTACHED 6.b.6 – 6.b.7)

Director, Equity and Diversity

(See Supplemental Minutes #1003 for a copy of the job description.)

Item 6.c: By the block vote, the Board approved the following Professional Experts:

PROFESSIONAL EXPERTS

Anderson, Harold	CC	Technical Expert I UTAP Learning Communities Support Eff: 11/14/07 to 05/16/08
Barrett, Debra	SCE	Not-For-Credit Instr II Life After High School Eff: 12/03/07 to 12/04/07
Brink, Janna	SCE	Project Expert EL Civics Grader Eff: 12/03/07 to 12/19/07
Casas, Adriana	SCE	Project Coordinator Resource Room Coordinator Eff: 01/02/08 to 06/30/08
Chi, Hong	CC	Technical Expert II Faculty Advising/Assessment Center Eff: 12/03/07 to 01/24/08
Collopy O'Donnell, C.	FC	Project Coordinator Campus Edition 6.0 Training Eff: 11/15/07 to 03/01/08
Corsi, Sandro	FC	Project Manager MultiMedia/Entertainment/New Media Consortium Eff: 11/28/07 to 05/30/08
Dillard, Jason	FC	Project Expert Volleyball, Assistant Eff: 10/18/07 to 03/10/08
Doherty, Doreen	SCE	Technical Expert I Curriculum Development Eff: 12/03/07 to 12/15/07
Forman, Mary	CC	Technical Expert II Faculty Advising/Assessment Center Eff: 12/03/07 to 01/24/08
Foster, Mary	SCE	Project Manager Basic Skills Special Projects Eff: 01/07/08 to 02/14/08
Fouquette, Danielle	FC	Technical Expert I Student Learning Outcomes Eff: 11/19/07 to 01/13/08

Goldstein, Jay	FC	Technical Expert II Directing Video DVD Project Eff: 11/28/07 to 06/30/08
Goto, David	FC	Project Expert Teacher Preparation Collaborative Grant, Title V Eff: 11/19/07 to 06/30/08
Hall, James	SCE	Project Expert EL Civics Grader Eff: 12/03/07 to 12/19/07
Kvaska, Chris	SCE	Project Coordinator Transition Program Eff: 12/01/07 to 12/03/07
Lim, Emmie	SCE	Project Expert EL Civics Grader Eff: 12/03/07 to 12/19/07
Llanos, Kathleen	CC	Technical Expert II Faculty Advising/Assessment Center Eff: 12/03/07 to 01/24/08
Perez, Roger	FC	Project Expert Basic Skills Intern - Teaching Program Eff: 10/24/07 to 12/20/07
Peters, Jeremy	SCE	Project Manager Anaheim Culinary Arts Program Eff: 11/07/07 to 06/15/07
Pinkowitz, Barbara	CC	Project Manager Tech Prep Allocation Grant Eff: 12/12/07 to 06/30/08
Pittaway, Daniel	SCE	Technical Expert I Curriculum Developer Eff: 01/07/08 to 04/11/08
Quintanilla, Juan	SCE	Technical Expert I Website Design and Maintenance Eff: 11/06/07 to 12/28/07
Robertson, Alison	CC	Technical Expert II Faculty Advising/Assessment Center Eff: 12/03/07 to 01/24/08

Sanchez, Shannon	FC	Project Expert Basic Skills Intern-Teaching Program Eff: 10/24/07 to 12/20/07
Serrano, Helen	SCE	Project Expert EL Civics Grader Eff: 12/03/07 to 12/19/07
Sueng, Suchen	SCE	Not-For-Credit Instr II Life After High School Eff: 12/03/07 to 12/04/07
Terranova, John	FC	Project Expert Basic Skills Intern-Teaching Program Eff: 10/24/07 to 12/20/07
Utsuki, Melissa	SCE	Project Expert Public Relations/Marketing Assistant Eff: 11/17/07 to 12/21/07
Utsuki, Melissa	SCE	Project Expert Public Relations/Marketing Assistant Eff: 01/02/08 to 04/04/08
Wada, Kathryn	CC	Technical Expert II Faculty Advising/Assessment Center Eff: 12/03/07 to 01/24/08
Wahbe, Randa	CC	Technical Expert II Puente Program, Coordinator Eff: 08/20/07 to 12/20/07
Wasby, Roger	SCE	Project Expert EL Civics Grader Eff: 12/03/07 to 12/19/07
Watson, Karen	CC	Technical Expert II Faculty Advising/Assessment Center Eff: 12/03/07 to 01/24/08
Wood, Jane	CC	Technical Expert II Faculty Advising/Assessment Center Eff: 12/03/07 to 01/24/08

SCE TUITION PROGRAMS—2007 FALL TRIMESTER

Frelly, Robert	SCE	SCE Tuition Rate
Haroun, Najah	SCE	SCE Tuition Rate

SCE TUITION PROGRAMS—2008 WINTER TRIMESTER

Abrahamson, Gail	SCE	SCE Tuition Rate
Andrews, Lauren	SCE	SCE Tuition Rate
Austin, Lance	SCE	SCE Tuition Rate
Bae, Anna	SCE	SCE Tuition Rate
Bray, James	SCE	SCE Tuition Rate
Bray, Rosalie	SCE	SCE Tuition Rate
Cardoza, Bertha	SCE	SCE Tuition Rate
Casullo Burnes, Lisa	SCE	SCE Tuition Rate
Chan, Margie	SCE	SCE Tuition Rate
Chianis, Antonia	SCE	SCE Tuition Rate
Conrad, Robert	SCE	SCE Tuition Rate
Cowing, Kristine	SCE	SCE Tuition Rate
Daniels, Alisa	SCE	SCE Tuition Rate
De La Rosa, Jason	SCE	SCE Tuition Rate
Eidlhuber, Karl	SCE	SCE Tuition Rate
Emperado, Patrick	SCE	SCE Tuition Rate
Fowler, Margaret	SCE	SCE Tuition Rate
Greeno, Gary	SCE	SCE Tuition Rate
Islas, Lidia	SCE	SCE Tuition Rate
Jones, Kimberly	SCE	SCE Tuition Rate
Kabir, Masud	SCE	SCE Tuition Rate
Kyselka, Rita	SCE	SCE Tuition Rate
Mattoon, Susan	SCE	SCE Tuition Rate
McLaughlin, Hugh	SCE	SCE Tuition Rate
Metzidis, Linda	SCE	SCE Tuition Rate
Miller, Christopher	SCE	SCE Tuition Rate
Mory, Nancy	SCE	SCE Tuition Rate
Noor, Farid	SCE	SCE Tuition Rate
Noor, Tessa	SCE	SCE Tuition Rate
Ortega, Berlyn	SCE	SCE Tuition Rate
Ortega, Marilu	SCE	SCE Tuition Rate
Parent, Wendy	SCE	SCE Tuition Rate
Schoenberger, Mel	SCE	SCE Tuition Rate
TeGantvoort, Gwen	SCE	SCE Tuition Rate
Vest, Estelle	SCE	SCE Tuition Rate
Warner, Teresa	SCE	SCE Tuition Rate

Item 6.d: By the block vote, authorization was granted for the hourly personnel per the hourly personnel listing.

(See Supplemental Minutes #995 for a copy of the hourly personnel listing.)

CLOSED SESSION: At 8:20 p.m., Board President Manny Ontiveros 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/DISSMISSAL/RELEASE.

Per Section 54957: PUBLIC EMPLOYEE APPOINTMENT: CHANCELLOR.

RECONVENE OPEN SESSION: At 9:46 p.m., Board President Manny Ontiveros reconvened the meeting in open session.

ADJOURNMENT: At 9:47 p.m., it was moved by Trustee Molly McClanahan and seconded by Trustee Michael Matsuda to adjourn the meeting. **Motion carried unanimously.**

Prepared By Recording Secretary for
Michael Matsuda, Secretary, Board of Trustees