

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

December 9, 2008

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, December 9, 2008, at 5:30 p.m. in the Anaheim Campus Board Room.

Board President Ontiveros called the meeting to order at 5:32 p.m. and The Honorable Christian Thierbach 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, Molly McClanahan, Donna Miller, M. Tony Ontiveros, and Student Trustee than Morse. Student Trustee Carissa Clark arrived at 5:35 p.m. Absent: None

RESOURCE PERSONNEL PRESENT: Ned Doffoney, Chancellor; Fred Williams, Vice Chancellor, Finance & Facilities; Jeff Horsley, Vice Chancellor, Human Resources; Kathie Hodge, President, Fullerton College; Mike Kasler, President, Cypress College; Christine Terry, Interim Provost, School of Continuing Education; Deborah Ludford, District Director, Information Services; Jorge Gamboa, representing the District Management Association; Andrea Sibley-Smith, representing the School of Continuing Education Academic Senate; Rob Johnson representing the Cypress College Academic Senate; Ken Collins, 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: Raul Alvarez, Peggy Austin, Karen Cant, Cherie Dickey, Bob Simpson from Cypress College; Larry Buckley, Jennifer Combs, Toni DuBois, Debra Gerard, Mark Greenhalgh, Andrea Hanstein, Chris Lamm, Adam O'Connor, Janet Portolan, Valentina Purtell, and Karen Rose from Fullerton College; Vaniethia Hubbard, Denise Larsen, Diane Mendoza, Jennifer Perez, Julie Schoepf, Greg Schulz, and Terrie Taylor from the School of Continuing Education; and Ron Beeler, Claudette Dain, Rod Garcia, Tami Oh, Alba Topete, Melissa Utzuki, and Dorothy Owens-Whitehurst from the District Office.

VISITORS: Judge Christian "Rick" Thierbach, Mrs. Donna Thierbach, Jan Lahtinen, Lois Lahtinen, Todd and Sue Ann Lahtinen, Erika Ontiveros, and John Schoepf.

PRESENTATIONS TO 2008 BOARD OFFICERS: Chancellor Ned Doffoney thanked the outgoing Board officers and presented small gifts of appreciation to M. Tony Ontiveros, President; Leonard Lahtinen, Vice President; and Michael Matsuda, Secretary.

CERTIFICATE OF ELECTION: Chancellor Doffoney reported the receipt of a Certificate of Election for Molly McClanahan for a term that ends December 1, 2010.

CERTIFICATES OF APPOINTMENT IN LIEU OF ELECTION: Chancellor Doffoney reported the receipt of Certificates of Appointment in Lieu of Election for Leonard Lahtinen, Michael Matsuda, and M. Tony Ontiveros whose terms end December 1, 2010.

OATH OF OFFICE: The re-elected/appointed trustees were sworn into office by the Honorable Christian "Rick" Thierbach, Judge of the Superior Court of California, County of Riverside. Prior to administering the Oath of Office, Judge Thierbach extended his congratulations to the re-elected trustees and expressed the honor he felt in administering the Oath of Office.

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

Trustee Molly McClanahan moved and Trustee Donna Miller seconded to nominate Trustee Leonard Lahtinen for President of the Board of Trustees for a one-year term. **Motion carried unanimously, including the Student Trustees' advisory votes.**

Trustee Lahtinen spoke of the state of the economy of California and the budget calamity facing the District. He went on to provide a historical review of the formation of the North Orange County Community College District. He encouraged everyone to work together to overcome the budgetary constraints that are forthcoming.

ELECTION OF BOARD VICE PRESIDENT: Trustee Leonard Lahtinen 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 Jeff Brown moved and Trustee Barbara Dunsheath seconded to nominate Trustee Michael Matsuda for the office of Vice President of the Board of Trustees for a one-year term. Trustee Donna Miller moved and Trustee Molly McClanahan seconded to close nominations. **Motion carried unanimously, including the Student Trustees' advisory votes.** Board President Leonard Lahtinen declared nominations closed and proclaimed by acclamation Trustee Michael Matsuda as Vice President of the Board for 2009.

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

Trustee Donna Miller moved and Trustee Molly McClanahan seconded to nominate Trustee Barbara Dunsheath as Secretary of the Board. Trustee Jeff Brown moved and Trustee Molly McClanahan seconded to close nominations. Board President Leonard Lahtinen declared nominations closed and proclaimed by acclamation Trustee Barbara Dunsheath as Secretary of the Board of Trustees for 2009.

ADJOURN TO RECEPTION: At 5:48 p.m., Board President Leonard Lahtinen adjourned the meeting to a reception celebrating the re-election of the Board of Trustees.

Trustee Michael Matsuda left the meeting at 5:55 p.m.

RECONVENE OPEN SESSION: At 6:10 p.m., Board President Leonard Lahtinen reconvened the meeting in open session.

APPOINTMENT OF REPRESENTATIVE AND ALTERNATE TO COUNTY COMMITTEE ON ELECTION OF MEMBERS OF THE COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION: Board President Leonard Lahtinen appointed M. Tony Ontiveros as the Board's representative and Trustee Jeff Brown as the Alternate to the County Committee on School District Organization.

APPOINTMENT OF REPRESENTATIVE TO FULLERTON MUSEUM ASSOCIATION OF NORTH ORANGE COUNTY: Board President Leonard Lahtinen 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 Leonard Lahtinen appointed Trustee Barbara Dunsheath as the Board's representative to the Cypress College Foundation.

APPOINTMENT OF REPRESENTATIVE TO THE COMMUNITY COLLEGE FOUNDATION OF NORTH ORANGE COUNTY: Board President Leonard Lahtinen 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 Leonard Lahtinen appointed Christie Noring and Fred Williams as Ad Hoc Representatives to the Community College Foundation of North Orange County.

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

APPOINTMENT OF THREE REPRESENTATIVES TO THE DISTRICT AUDIT COMMITTEE: Board President Leonard Lahtinen appointed Trustees Jeff Brown, Molly McClanahan, and M. Tony Ontiveros as the Board's representatives to the District Audit Committee.

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

ADOPTION OF BOARD MEETING CALENDAR: It was moved by Trustee Donna Miller and seconded by Trustee Barbara Dunsheath that the following Board Meeting Calendar for January 2009 through November 2009 be adopted. **Motion carried unanimously, including the Student Trustees' advisory votes.**

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
2009 BOARD OF TRUSTEES MEETING CALENDAR**

**Board Room at the Anaheim Campus
1830 W. Romneya Drive, Anaheim
at 5:30 p.m. unless otherwise noted**

Only Regular Meeting in January	Fourth Tuesday, January 27, 2009
First Regular Meeting in February	Second Tuesday, February 10, 2009
Second Regular Meeting in February	Fourth Tuesday, February 24, 2009
First Regular Meeting in March	Second Tuesday, March 10, 2009
Second Regular Meeting in March	Fourth Tuesday, March 24, 2009
First Regular Meeting in April	Second Tuesday, April 14, 2009
Second Regular Meeting in April	Fourth Tuesday, April 28, 2009
First Regular Meeting in May	Second Tuesday, May 12, 2009
Second Regular Meeting in May	Fourth Tuesday, May 26, 2009
First Regular Meeting in June	Second Tuesday, June 9, 2009
Second Regular Meeting in June	Fourth Tuesday, June 23, 2009
Only Regular Meeting in July	Fourth Tuesday, July 28, 2009
First Regular Meeting in August	Second Tuesday, August 11, 2009
Second Regular Meeting in August	Fourth Tuesday, August 25, 2009
First Regular Meeting in September	Second Tuesday, September 8, 2009
Second Regular Meeting in September	Fourth Tuesday, September 22, 2009
First Regular Meeting in October	Second Tuesday, October 13, 2009
Second Regular Meeting in October	Fourth Tuesday, October 27, 2009
First Regular Meeting in November	Second Tuesday, November 10, 2009
Second Regular Meeting in November	Fourth Tuesday, November 24, 2009

END OF ORGANIZATIONAL MEETING

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

BLOCK VOTE APPROVAL: Vice Chancellor Jeff Horsley announced corrections to page 6.b.2, the effective date of 1/20/09 for new personnel Santanu Bandyopadhyay, and page 6.b.3, an ending date of 12/31/08 for the change in assignment for Ayman Gadalla. It was then moved by Trustee M. Tony Ontiveros and seconded by Trustee Barbara Dunsheath that the following items be approved by block vote.

Finance & Facilities: 4.a, 4.d, 4.e, 4.f, 4.h
 Instructional Resources: 5.b, 5.d, 5.e, 5.f
 Human Resources: 6.a, 6.b, 6.c, 6.d

Motion carried unanimously by those Members present, including the Student Trustees' advisory votes.

REPORT:

- A. **Chancellor Ned Doffoney** congratulated the re-elected trustees stating that the voters "...have restated their faith in your service." He stated that he has engaged in meetings with the senior leadership at California State University, Fullerton, as well as with the North Orange County Regional Occupational Program. In addition, he reported on his continued meetings with staff throughout the District in an effort to deal with the looming budget difficulties facing the District.
- B. As a part of the Chancellor's Report, **Chris Terry** presented the School of Continuing Education (SCE) Annual Report. Ms. Terry noted that 2007-08 was a year of significant change for SCE, specifically in the areas of instructional programs, facilities, and governance. The Annual Report highlights include: 1) SCE's mission and visions statements, as well as its student learning outcomes; 2) accreditation by the Commission for Schools of the Western Association of Schools and Colleges; 3) accomplishments in the areas of student success, student services, instructional programs, community relations, leadership and decision making, revenue generating opportunities, facilities and technology, marketing, and enrollment.

Student learning outcomes identified are: 1) Empowerment to be life-long learners. Students can demonstrate the confidence and courage to learn how to learn, as well as appropriate research, study, inquiry, and goal setting skills. 2) The ability to function effectively within their community. Students demonstrate appropriate, effective, interpersonal communication, critical thinking and problem solving skills, as well as an understanding of the value of diversity.

(See Supplemental Minutes #1016 for a copy of the report.)

- C. **Vice Chancellor Fred Williams** provided an update on the District's Retiree Unfunded Liability Committee meeting held on December 5, 2008. Discussion at the meeting centered on 1) the preliminary results of the November 18, 2008, Actuarial Valuation, 2) the Irrevocable Trust RFP status, 3) how the committee could learn more about the legislative process, especially related to how the District could

get changes made to PERS benefits, and 4) possible revisions to health benefits the District currently offers.

- D. **Kathie Hodge**, President of Fullerton College; **Mike Kasler**, President of Cypress College; and **Chris Terry**, Interim Provost of the School of Continuing Education, reported on activities in their respective areas.

COMMENTS:

- A. **Jorge Gamboa** extended his gratitude to Chancellor Doffoney for his participation as the featured chef at the annual District Management Association holiday event.
- B. **Andrea Sibley-Smith** and **Rob Johnson** extended an invitation to all to the Joint Senates and Faculty Unions meeting on January 8, 2009.
- C. **Ken Collins** requested that the spreadsheet identifying all purchase orders be made available on the campus servers.
- E. **Trustee Ontiveros** thanked staff for their input into a recent newspaper article and commended SCE on its recent building dedication event.
- G. **Trustee Molly McClanahan** commended SCE's Wilshire Center dedication ceremony.
- H. **Trustee Leonard Lahtinen** expressed his gratitude for the reception held this evening honoring re-elected trustees. He reported that the *White Pages* telephone book does not identify the address or telephone number for the Anaheim Campus and recommended this be corrected. He also encouraged participation in next month's AACCC Workforce Development event in Newport Beach. However, in light of the looming budget reductions, he asked his colleagues on the Board to consider not attending conferences/workshops away from home.

MINUTES: It was moved by Trustee M. Tony Ontiveros and seconded by Trustee Molly McClanahan that the Board approve the minutes of the Regular Meeting of November 25, 2008, as submitted. **Motion carried unanimously, including the Student Trustees' advisory votes.**

FINANCE & FACILITIES

Item 4.a: By the block vote, the Board ratified purchase order numbers P0061041 - P0061562 through November 17, 2008, totaling \$3,579,694.99, and check numbers C0023184 - C0023392, totaling \$84,889.82; check numbers F0110848 - F0111166, totaling \$516,853.24; check numbers 88325354 - 88327701, totaling \$8,005,161.41; and check numbers V0030821 - V0030832, totaling \$6,600.96; check numbers 70026166 - 70026833, totaling \$62,867.97; and disbursement E8326896, totaling \$288.00, through November 30, 2008.

Item 4.b: Upon clarification on budget transfers, it was moved by Trustee Leonard Lahtinen and seconded by Trustee Donna Miller that the Board authorize the 2008-2009 General Fund, Child Development Fund, Bond Fund, and Capital Outlay budget transfers netting to the amount of \$1,068,794 and adopted resolutions showing the summary, pursuant to the California Code of Regulations, Title 5, §58307. **Motion carried unanimously by those Members present, including the Student Trustees' advisory votes.**

Item 4.c: The Board received and reviewed the annual audits of the District for fiscal year 2007-08. Bill Rausch, from Vavrinek, Trine, Day & Co., stated that "...the basic financial statements referred to above [in the NOCCCD Annual Financial Report] present fairly, in all material respects, the financial position of the business-type activities of the North Orange County Community College District as of June 30, 2008, and the respective changes in financial position and cash flows, for the year then ended in conformity with accounting principles generally accepted in the United States of America." He added that the District received an unqualified opinion, which is exceptionally good.

(See Supplemental Minutes #1016 for a copy of the audit reports.)

Trustees commended Vice Chancellor Fred Williams, Claudette Dain, and financial control staff for their input into the report and their efforts on behalf of the District. Vice Chancellor Fred Williams commended staff throughout the entire District for their ongoing efforts in contributing to an "unqualified" status for all audits.

Item 4.d: By the block vote, the Board awarded Bid PW #2008-002, Upper Deck Parking Structure and Concrete Sidewalks, Main Entrance, Waterproofing Treatment at Anaheim Campus, to Best Contracting Services, Inc., as the lowest responsive and responsible bidder per specifications, as follows:

Base Bid #1

Upper Deck Parking Structure and Concrete Sidewalks, Main Entrance,
Waterproofing Treatment at Anaheim Campus **\$434,837**

Alternate Bid #1

Apply two coats of Pacific Polymer 6001 AL urethane top coat on the upper
deck asphalt and extend warranty from five years to ten years **\$ 96,840**

Alternate Bid #2

Produce upper deck layout for parking spaces, remove/replace (55) wheel
stops, re-stripe and stencil, all back to original approval design **\$ 14,428**

Alternate Bid #3

Upper deck planters, removal/replacement of soil, plants, & irrigation
system **\$ 98,980**

Alternate Bid #4

Upper deck planters waterproofing treatment **\$ 46,760**

Alternate Bid #7

Tower, second floor interior stairwell #3 waterproofing treatment	<u>\$ 14,450</u>
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Bid Total	\$706,295
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Further authorization was granted for the District Director, Purchasing, 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 amount or \$15,000, whichever is greater, for the District.

Item 4.e: By the block vote, the Board authorized the filing of the Notice of Completion of Work for PW 0506-602, Classroom Office Building 1400 at Fullerton College, with Zimkor Industries, Inc., Bid Package No. 5; Stolo Cabinets, Bid Package No. 6; Montgomery Hardware, Bid Package No. 8; Caston Plastering and Drywall, Bid Package No. 10; and J.G. Tate Fire Protection Systems, Bid Package No. 18, and release the retention payments when due.

Item 4.f: By the block vote, the Board authorized the filing of the Notice of Completion of Work for PW 0708-012, Buildings 1000, 1200, and 2000 Roofing Project at Fullerton College, with Best Contracting Services, Inc., and release the final payment when due.

Item 4.g: Upon an extensive discussion and clarification on the consulting agreement, it was moved by Trustee Donna Miller and seconded by Trustee Jeff Brown that the Board enter into a consulting agreement with Facilities Planning and Program Services, Inc., dba FPPS at the rate of \$150 per hour not to exceed \$203,000, plus reimbursables not to exceed \$5,000, for a total contract amount not to exceed \$208,000 per year. The term of the agreement shall commence January 1, 2009, and terminate on December 31, 2009. However, the District and Facilities Planning and Program Services, Inc. dba FPPS shall have the option to renew the agreement for an additional year upon approval by the Board of Trustees. This agreement may be terminated either by the District or Facilities Planning and Program Services, Inc. dba FPPS upon thirty (30) days' written notice. **Motion carried unanimously by those Members present, including the Student Trustees' advisory votes.**

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

Item 4.h: 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 \$2,103.90.

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

Item 4.i: Upon discussion of the project and clarification on the architectural agreement, it was moved by Trustee Donna Miller and seconded by Trustee Molly McClanahan that the Board amend the architectural agreement with Rossetti Architecture for the Fullerton College Physical Education Complex and increase the contract amount by a total of \$4,900 from \$1,378,378 to \$1,383,278 for additional architectural services to amend the lighting

design to provide a new light fixture at the wattage of the recently retrofitted lights in the South Gym of the Physical Education Building using a fixture similar to that already in the design. **Motion carried unanimously by those Members present, including the Student Trustees' advisory votes.**

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

The Board requested agendaing within the next couple of months a presentation on the plans for the Fullerton College Physical Education Complex.

Item 4.j: Upon clarification on the proposed, revised by-laws and the added notation on page 8 identifying the date at which the Board of Trustees adopted the revised by-laws, it was moved by Trustee Leonard Lahtinen and seconded by Trustee Donna Miller that the Board approve the District Foundation's new by-laws and new name, the North Orange County Community College District Foundation – or NOCCCD Foundation. **Motion carried unanimously by those Members present, including the Student Trustees' advisory votes.**

INSTRUCTIONAL RESOURCES

Item 5.a: Upon clarification of the grant expectations, it was moved by Trustee Jeff Brown and seconded by Trustee Barbara Dunsheath that the Board grant retroactive authorization to accept new revenue for the Fullerton College Cost Reduction and Access Act Grant in the amount of \$411,865 for the period of October 1, 2008, through September 30, 2009, and adopted resolutions to accept new revenue and authorize expenditures within the General Fund, pursuant to the California Code of Regulations Title 5, Section 58308. **Motion carried unanimously by those Members present, including the Student Trustees' advisory votes.**

Further authorization was granted for the Vice Chancellor, Finance and Facilities, or 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 granted retroactive authorization to accept new revenue for the Fullerton College Child Development Center Instructional Materials Grant in the amount of \$1,449, and adopted a resolution to accept new revenue and authorize expenditures within the Child Development Fund, pursuant to the California Code of Regulations Title 5, Section 58308.

Further authorization was granted to adopt a formal resolution to certify the agreement with the California Department of Education. Additional authorization was granted for the Vice Chancellor, Finance and Facilities, or 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.c: The Board received the Cypress College 2008-2011 Strategic Plan. The Board commended Cypress College on its Strategic Plan.

Item 5.d: By the block vote, the Board approved the summary of curriculum additions and changes for the School of Continuing Education, to be effective in the summer 2009 trimester. The curricula have been signed by the Campus Curriculum Committee Chairperson and the Provost, and it has been approved by the District Curriculum Coordinating Committee.

Item 5.e: By the block vote, the Board approved the Cypress College summary of curriculum deactivations, additions, and revisions, effective fall 2009 and one deactivated item effective fall 2008. The curricula has been signed by the Campus Curriculum Chairperson and the College President, and it has been approved by the District Curriculum Coordinating Committee.

Item 5.f: By the block vote, the Board approved the Fullerton College summary of curriculum changes, effective fall 2009. The curricula has been signed by the Campus Curriculum Chairperson and the College President, and it has been approved by the District Curriculum Coordinating Committee.

Item 5.g: Upon significant discussion on the lack of quantifiable, measurable objectives in the Student Equity Plan and how they will be determined, it was moved by Trustee Jeff Brown and seconded by Trustee Donna Miller that the Board receive the 2008 Fullerton College Student Equity Plan. **Motion carried unanimously by those Members present, including the Student Trustees' advisory votes.**

HUMAN RESOURCES:

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

RESIGNATION

Smith, Frank	CC	Director, Academic Computing Technology Eff. 12/09/2008 PN CCM972
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LONG-TERM SUBSTITUTES

Cervantes, Rosemarie	FC	DSPS Instructor Temporary Contract (100%) Leave of Absence Replacement Class B, Step 1 + Stipend in lieu of benefits Eff. 01/09/2009-05/21/2009
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Dickinson, Amy	FC	English Instructor Temporary Contract (100%) Leave of Absence Replacement Class B, Step 1 + Stipend in lieu of benefits Eff. 01/09/2009-05/21/2009
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England, Elli	FC	English Instructor Temporary Contract (100%) Sabbatical Replacement Class B, Step 1 + Stipend in lieu of benefits Eff. 01/09/2009-05/21/2009
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TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2008 FALL SEMESTER, TRIMESTER

Contreras, Kendra	CC	Column 1, Step 0
Garcia, Lizette	SCE	Column 1, Step 1
Janney, Dana	SCE	Column 1, Step 0

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2009 SPRING SEMESTER, TRIMESTER

Altermatt, Robert	CC	Column 1, Step 0
Dalvi, Rashmi	CC	Column 3, Step 0
DeAnda, Kimberly	CC	Column 1, Step 0
Oropeza, Raymond	CC	Column 1, Step 0

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Casper, Judith	SCE	CTE Staff Development Training Stipend not to exceed \$50 Eff. 12/06/2008
Dunne, Catherine	SCE	CTE Staff Development Training Stipend not to exceed \$50 Eff. 12/06/2008
Faessel, Stephen	SCE	CTE Staff Development Training Stipend not to exceed \$50 Eff. 12/06/2008

Item 6.b: By the block vote, authorization was granted for the following classified personnel matter, which is within budget:

RESIGNATION

Ramos, Amanda	CC	Clerical Assistant I 12-month position (100%) Eff. 12/01/2008 PN CCC758
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TERMINATION

Gutierrez, John	CC	Facilities Custodian I
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12-month position (100%)
 Eff. 12/10/2008
 PN CCC747

NEW PERSONNEL

Bandyopadhyay, Santanu	CC	Director, Institutional Research & Planning 12-month position (100%) Range 30, Step A+Doctorate Eff. 1/20/2009 PN CCM963
Givens, Lori	SCE	Special Projects Coordinator/Basic Skills/ High School Diploma Program Temporary Management Position (100%) Range 1, Special Project Daily Rate Schedule+stipend in lieu of benefits Eff. 1/05/2009 – 6/30/2009 PN SCT980
Murrietta, Robert	FC	Plumber 12-month position (100%) Range 41, Step A Eff. 12/10/2008 PN FCC930
Neiswender, Cathryn	SCE	Special Projects Manager/Staff Development Temporary Management Position (100%) Range 2, Special Project Daily Rate Schedule+stipend in lieu of benefits Eff. 1/05/2009 – 6/30/2009 PN SCT979
Reyna, Stephanie	FC	Campus Marketing/Outreach Assistant 12-month position (100%) Range 36, Step E Eff. 1/12/2009 PN FCC653

VOLUNTARY CHANGES IN ASSIGNMENTS

Gadalla, Ayman	CC	Instructional Assistant (50%) Temporary Increase in Percent Employed From: 50% To: 100% Eff. 11/19/2008 – 12/31/2008
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Gomes, Jerry	CC	Groundskeeper (100%) Temporary Change in Assignment To: CC Equipment Operator 12-month position (100%) Range 31, Step C Eff. 7/14/2008 – 7/16/2008, 7/21/2008 – 7/23/2008, 7/28/2008 – 7/30/2008, 8/04/2008 – 8/05/2008
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. 9/08/2008 – 9/09/2008, 9/12/2008, 10/03/2008, 10/10/2008, 10/13/2008 – 10/17/2008
Leonardo, Sergio	CC	Groundskeeper (100%) Temporary Change in Assignment To: CC Equipment Operator 12-month position (100%) Range 31, Step E+10% Long Eff. 7/17/2008, 7/24/2008, 7/31/2008, 8/07/2008 – 8/08/2008
Pearson, Jennifer	FC	Clerical Assistant I (50%) Child Care Aide (50%) Extension of Temporary Assignment To: FC Clerical Assistant I 12-month position (100%) Range 29, Step E+5% Long+PG&D Eff. 1/01/2009 – 6/30/2009
Reichert, David	FC	Skilled Maintenance Assistant (100%) Temporary Change in Assignment To: FC Skilled Maintenance Assistant (25%) Range 34, Step D FC Carpenter (75%) Range 41, Step B Eff. 10/01/2008 – 6/30/2009

STIPEND FOR ADDITIONAL DUTIES

Alcaraz, Jose	FC	Financial Aid Technician (100%) 6% Stipend Eff. 1/01/2009 – 2/28/2009
Larsen, Nancy	FC	Office Coordinator (100%) 6% Stipend Eff. 1/01/2009 – 2/28/2009
Negrete, Rena	FC	Admissions & Records Specialist (100%) 6% Stipend Eff. 1/01/2009 – 6/30/2009
Nunez, Merina	AC	Accounting Specialist (100%) 6% Stipend Eff. 1/01/2009 – 6/30/2009

LEAVE OF ABSENCE WITH PAY

Coggi, Anita	CC	Administrative Assistant II (100%) Military Leave Eff. 11/13/2008, 11/14/2008, 11/24/2008, 11/25/2008, 12/03/2008, 12/04/2008, 12/10/2008, 12/11/2008
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VOLUNTARY PERSONNEL WITHOUT PAY

Birosak, Dustin	FC	Physical Education Eff. 11/04/2008 – 6/30/2009
Gallagher, Loretta	SCE	Older Adults Program Eff. 1/02/2009 – 3/28/2009
MacFawn, Marcelle	CC	Fine Arts Eff. 12/03/2008 – 12/23/2008

Item 6.c: By the block vote, authorization was granted for the following Professional Experts as submitted. The supervising manager is authorized by the Board to assign budget numbers in the employment of Professional Experts:

PROFESSIONAL EXPERTS

Amin, Hani	SCE	Project Expert Software and Hardware Technical Support and Training Eff: 01/05/09 to 05/24/09
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Bell, Herbert	SCE	Technical Expert II Los Angeles/Orange Environmental Training Center Eff: 01/05/09 to 06/26/09
Carter, Kelly	CC	Technical Expert I Tech Prep Regional Coordination Grant Eff: 11/17/08 to 04/03/09
Coopman, Jennifer	CC	Technical Expert II Faculty Advising/Assessment Eff: 08/01/08 to 06/30/09
Fairtlough, Jonathan	CC	Technical Expert II Curriculum Development for Legal Aspects of Computer Forensics Eff: 11/12/08 to 05/15/09
Felender, Julie	FC	Project Manager Basic Skills Strategic Literacy Initiative Eff: 11/06/08 to 06/30/09
Ford, Michael	CC	Project Expert Women's Basketball, Assistant Coach Eff: 12/10/08 to 06/30/09
Foster, Mary	SCE	Project Manager ACCT & AUHSD Coordination Eff: 12/01/08 to 12/11/08
Grantham, Robert	CC	Project Manager Hotel, Restaurant & Culinary Arts, Project Manager Eff: 11/12/08 to 05/15/09
Griego, Elisha	FC	Technical Expert I Lighting Designer Eff: 10/28/08 to 03/30/09
Guss, Heidi	FC	Project Coordinator Basic Skills Graduate Student Internship Program Eff: 11/17/08 to 12/20/08
Gyurindak, Katalin	SCE	Project Coordinator Assessment Proctor Eff: 01/05/09 to 06/19/09
Haendiges, Deanna	FC	Project Expert Basic Skills Adjunct Training Program Eff: 11/11/08 to 12/18/08

Hughes, Deidre	FC	Project Manager Basic Skills Strategic Literacy Initiative Eff: 11/06/08 to 06/30/09
Jepson, Jane	CC	Project Manager Vocational Internship Program Eff: 01/05/09 to 06/26/09
Josifek, Jami	FC	Project Expert Basic Skills ESL Department Retreat Eff: 11/17/08 to 12/18/08
Klyde, Mike	CC	Technical Expert I Automotive Technology, Perkins 4 Eff: 12/22/08 to 01/11/09
Kolias, John	FC	Project Expert Men's Water Polo, Assistant Eff: 11/25/08 to 02/15/09
Kruse, Kathleen	CC	Technical Expert I Nursing Enrollment Growth Grant Eff: 11/01/08 to 06/01/09
Lizotte, Heather	CC	Technical Expert I Enhancing Student Success, Perkins 4 Eff: 11/10/08 to 06/01/09
Loza, Damian	SCE	Project Coordinator Assessment Proctor Eff: 01/05/09 to 06/19/09
Lujan, Diana	CC	Technical Expert I Enhancing Student Success, Perkins 4 Eff: 11/17/08 to 06/30/09
Luu, Ngoc	SCE	Project Coordinator Assessment Proctor Eff: 01/05/09 to 06/30/09
Lynch, Charlotte	FC	Project Expert Basic Skills ESL Department Retreat Eff: 11/17/08 to 12/18/08
Majid, Rosalie	CC	Technical Expert I Tech Prep Regional Coordination Grant Eff: 11/17/08 to 04/30/09

Miller, Jeanne	CC	Project Manager Winter Break Online Management Eff: 12/19/08 to 12/31/08
Morgan, Robin	SCE	Project Coordinator Assessment Proctor Eff: 01/05/09 to 06/30/09
Mucciario, Chau Aimee	FC	Project Coordinator Institutional Research for Basic Skills Initiative Eff: 11/17/08 to 06/30/09
Nusbaum, David	CC	Technical Expert II Faculty Advising/Assessment Eff: 08/01/08 to 06/30/09
O'Brien, Noreen	CC	Technical Expert I Nursing Enrollment Growth Grant Eff: 11/10/08 to 05/22/09
Oleksyn, Urszula	FC	Project Expert Basic Skills ESL Department Retreat Eff: 11/17/08 to 12/18/08
Otter, Brian	SCE	Technical Expert II Los Angeles/Orange Environmental Training Center Eff: 01/05/09 to 06/26/09
Paek, Sylvia	CC	Technical Expert II Faculty Advising/Assessment Eff: 08/01/08 to 06/30/09
Pinkowitz, Barbara	CC	Technical Expert II Tech Prep Regional Coordination Grant Eff: 11/17/08 to 06/30/09
Poblet-Moreno, Ines	FC	Project Expert Basic Skills ESL Department Retreat Eff: 10/07/08 to 11/28/08
Quintanilla, Juan	SCE	Technical Expert I Curriculum Writer/Contract Ed Trainer/Webmaster Eff: 10/08/08 to 12/20/08
Robertson, Pennee	CC	Technical Expert I Nursing Enrollment Growth Grant Eff: 11/10/08 to 06/01/09

Roman, Rogelio	CC	Technical Expert I Enhancing Student Success, Perkins 4 Eff: 01/05/09 to 06/15/09
Sheehan, Vickie	SCE	Project Coordinator Basic Skills/High School Diploma Program Eff: 12/01/08 to 12/19/08
Song, Shin	SCE	Project Manager eCASAS Pilot Coordinator Eff: 01/05/09 to 06/19/09
Sumlin, Alycia	CC	Project Expert Women's Basketball, Assistant Coach Eff: 12/10/08 to 06/30/09
Valencia, Wendy	CC	Technical Expert I Nursing Enrollment Growth Grant Eff: 11/01/08 to 06/01/09
Wallace, Icilda	SCE	Technical Expert II Los Angeles/Orange Environmental Training Center Eff: 01/05/09 to 06/26/09
Wing, Lisa	SCE	Project Coordinator Basic Skills/High School Diploma Program Eff: 12/01/08 to 12/12/08

SCE TUITION PROGRAMS—2008 FALL TRIMESTER

Alicea, Lillian	SCE	SCE Tuition Rate
Austin, Lance	SCE	SCE Tuition Rate
Bayouk, Steve	SCE	SCE Tuition Rate
Firestone, Harold	SCE	SCE Tuition Rate
Gonzales Cortez, J.	SCE	SCE Tuition Rate
Khan, Nadia	SCE	SCE Tuition Rate
Kuruppu, Maduka	SCE	SCE Tuition Rate

SCE TUITION PROGRAMS—2009 WINTER TRIMESTER

Murphy, Erin	SCE	SCE Tuition Rate
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Item 6.d: By the block vote, authorization was granted for the hourly personnel per the hourly personnel listing.

(See Supplemental Minutes #1016 for a copy of the hourly personnel listing.)

GENERAL

Item 7.a: The Board received as a first reading proposed, revised Board Policy 2015, Student Members, and proposed, revised Board Policy 2220, Committees of the Board, and directed that these be placed on the January 27, 2009, agenda for action thereby allowing the Board sufficient time for a first and second reading on policy matters.

Item 7.b: The Board received as a first reading proposed, new Board Policy 4226, Multiple and Overlapping Enrollments, and directed that it be placed on the January 27, 2009, agenda for action thereby allowing the Board sufficient time for a first and second reading on policy matters.

Item 7.c: The Board received as a first reading proposed, revised Board Policy 4232, ~~Credit/No Credit~~ Pass/No Pass Grading Option, and that it be placed on the January 27, 2009, agenda for action thereby allowing the Board sufficient time for a first and second reading on policy matters.

CLOSED SESSION: At 8:35 p.m., Board President Leonard Lahtinen adjourned the meeting per the following sections of the Government Code:

Per Section 54957.6: CONFERENCE WITH LABOR NEGOTIATOR JEFF HORSLEY, VICE CHANCELLOR, HUMAN RESOURCES: Employee Organizations: United Faculty/CCA/CTA/NEA, Adjunct Faculty United Local 1606, CSEA Chapter #167, and Unrepresented Employees.

Per Section 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE.

Per Section 54957: PUBLIC EMPLOYEE APPOINTMENT: PROVOST, SCHOOL OF CONTINUING EDUCATION.

RECONVENE OPEN SESSION: At 9:18 p.m., Board President Leonard Lahtinen reconvened the meeting in open session.

ADJOURNMENT: At 9:19 p.m., it was moved by Trustee Molly McClanahan and seconded by Trustee Donna Miller to adjourn the meeting. **Motion carried unanimously.**

Prepared By Recording Secretary for
Barbara Dunsheath, Secretary, Board of Trustees