

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

April 28, 2009

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, April 28, 2009, at 5:30 p.m. in the Anaheim Campus Board Room.

Board President Leonard Lahtinen called the meeting to order at 5:32 p.m. and Fola Odebunmi led the Pledge of Allegiance to the Flag.

**TRUSTEE ROLL CALL** - Present: Jeff Brown, Barbara Dunsheath, Leonard Lahtinen, Michael Matsuda, Molly McClanahan, Donna Miller, M. Tony Ontiveros, and Student Trustees Carissa Clark and Ethan Morse. 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; Christie Noring, District Director, Public Affairs; Mike Kavanaugh, Interim Manager, Cypress College Academic Computing; Candace Lynch-Thompson, representing the School of Continuing Education Academic Senate; Cherie Dickey, representing the Cypress College Academic Senate; Ken Collins, representing the Fullerton College Faculty Senate; Fola Odebunmi, representing United Faculty; Fran Wahl, representing CSEA; and Violet Ayon, Recording Secretary.

**OTHER ADMINISTRATORS AND EMPLOYEES PRESENT**: Janna Anderson, Celia Assef, Larry Buckley, Markus Burger, Joyce Cain, Glenda Day, Robert Diaz, Sheila Stokes Dobyns, Lindsay Donigan, Toni DuBois, Brandon Floerke, Amy Garcia, Kathleen Garcia, Debra Gerard, Mark Greenhalgh, Andrea Hanstein, Kelly Kang, Scott Lee, Scott McKenzie, Jose Victor Miranda, Leonor Monreal, Gregory Nguyen, Adam O'Connor, Melanie Kay Rosa, Michael Scott, Jay Seidel, and Dan Willoughby from Fullerton College; Ryan Billings, Karen Cant, Joyce Carrigan, Nina DeMarkey, Darlene Fishman, Becky Floyd, Catherine Franklin, Cindy Garcia, Ed Giardina, Denise Markus, Dee Ann Sato, and Doreen Villasenor from Cypress College; Jennifer Perez, Matt Stivers, Terrie Taylor, and Valentina Purtell from the School of Continuing Education; Claudette Dain, Tami Oh, Dorothy Owens-Whitehurst, and Ken Robinson from the District Offices.

**VISITORS**: Ken Bain, Dana Rose Crystal, Lisa Funaolla, and Keely Cassidy-Valdma.

**COMMENTS: MEMBERS OF THE AUDIENCE:**

- A. **Rhett Price** submitted a statement for the record. He expressed his support for the Fullerton College Physical Education Complex construction project. He noted,

specifically, the need for the football stadium, which would be used for physical education classes and sports events, as well as commencement ceremonies. The residential parking problem is not one associated with the football stadium and he urged the Board to proceed with the project without delay.

(See Supplemental Minutes #1023 for a copy of his statement for the record.)

- B. **Dana Rose Crystal** addressed the Board regarding the difficult year she experienced as a student the previous year, which ultimately caused her to become homeless.
- C. **Keely Cassidy-Valdma** submitted a statement for the record. Her statement addressed the District's 2002 Measure X, which included support for the Fullerton College Child Development Center. Now, the football stadium has taken priority over the Child Development Center.

(See Supplemental Minutes #1023 for a copy of her statement for the record.)

**BLOCK VOTE APPROVAL:** Trustee Barbara Dunsheath moved and Trustee Jeff Brown seconded that the following items be approved by block vote.

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

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

## REPORTS

- A. **Chancellor Ned Doffoney** announced that in light of the state's budget crisis, the State Chancellor's Office has authorized community college districts to carry-over funds in certain categorical programs from the 2008-09 fiscal year to the 2009-10 fiscal year. Specifically, the authority will allow a 90-day carry-over of 2008-09 EOPS, CARE, DSPS, Matriculation, and BFAP-Student Financial Assistance Administration funds. He also informed the Board that a written report on the recent Orange County Community Colleges Legislative Task Force Legislators' Breakfast will be forwarded in the near future.

In addition, Dr. Doffoney informed the Board of an all-employee memo distributed earlier in the day regarding the public health emergency associated with the current Swine Flu outbreak. The correspondence offers steps to be followed using caution and suggestions for being prepared.

- B. **Faculty Achieving Tenure:** As a part of the Chancellor's Report, the following faculty were recognized upon achieving tenure.

From Cypress College:

Sujata Chiplunkar  
 Becky Floyd  
 Catherine Franklin  
 Michael Frey  
 Janet Fujimoto  
 Edward Giardina  
 Stacey Howard  
 Denise Markus  
 Barbara Meyer  
 Dee Ann Sato  
 Doreen Villasenor  
 Brandy Kysar Young

From Fullerton College:

Janna Anderson	Royden Hobbs
Celia Assef	Kelly Kang
Markus Burger	Scott Lee
Joyce Cain	Anupama Mande
Ted Chan	M. Leonor Monreal
Michelle Coletta	Gregory Nguyen
William Daniel	Melanie Rosa
Glenda Day	Michael Scott
Roberto Diaz	Jay Seidel
Lindsay Donigan	Sheilah Stokes Dobyns
Brandon Floerke	Matthew Taylor
Amy Garcia	

From the School of Continuing Education: Matt Stivers

- C. **Certificate of Commendation:** Also as a part of the Chancellor's Report, a certificate of commendation was presented to Cathee Mang, English-as-a-Second Language Instructor for the School of Continuing Education, as the recipient of the Mary Finocchiaro Award for Excellence in Nonpublished Pedagogical Materials from the California Association of Teachers of English to Speakers of Other Languages.
- D. **Christine Terry**, Provost of the School of Continuing Education; **Mike Kasler**, President of Cypress College; and **Kathie Hodge**, President of Fullerton College, reported on activities in their respective areas.

**COMMENTS:**

- A. **Cherie Dickey** extended an invitation to the Cypress College end-of-the-year celebration, which will be held on Cinco de Mayo (May 5th).
- B. **Sam Russo** stated that Adjunct Faculty supports the nomination of Arleen Brackett, adjunct faculty member of the Dance Department, as the Cypress College Part-Time Teacher of the Year.
- C. **Student Trustee Carissa Clark** introduced Cindy Garcia the newly-elected Student Trustee from Cypress College. She also reported on Cypress College campus and statewide activities in which students are involved.
- D. **Student Trustee Ethan Morse** reported on Fullerton College campus activities.
- E. **Trustee Michael Matsuda** commended the Fullerton College campus for its Earth Day activities the previous week and expressed concern over the enormous amount of trash and pollution being dispersed every day. Chancellor Doffoney stated that a resolution in support of Mr. Matsuda's efforts for going green will be drafted.

- F. **Trustee Barbara Dunsheath** reported on her attendance at at the American Educational Research Association meeting. She noted that the Community College League of California opposes increased community college parking fees. In addition, she presented flowers to Violet Ayon and Alba Topete, Chancellor's Office Staff, in recognition of their services to the Board.
- G. **Trustee M. Tony Ontiveros** reported on his attendance at the California Community College Trustees Board meeting and expressed concern over the possibility of ballot initiatives 1A through 1F not being passed by the electorate, which would have dire consequences for community colleges.
- H. **Trustee Molly McClanahan** extended her appreciation to the Fullerton College Horticulture Department for hosting Fullerton Beautiful.

**MINUTES:** It was moved by Trustee Molly McClanahan and seconded by Trustee Michael Matsuda that the Board approve the minutes of the Regular Meeting of April 13, 2009, as amended. **Motion carried unanimously, including the Student Trustees' advisory votes.**

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

**Item 3.a:** By the block vote, authorization was granted to enter into an agreement with The Liquidation Company to conduct an auction for the sale of surplus and obsolete supplies and equipment on May 30, 2009. The auction company will collect the gross proceeds from the sale; the proceeds will be split between the District (65%) and the auction company (35%).

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

**Item 3.b:** By the block vote, authorization was granted to participate in the cooperative bid with the County of Orange, Master Price Agreement Number X3000000201 with McMahan Desk, Inc., for the purchase of classroom and office furniture for various sites throughout the District. The contract expires June 30, 2012.

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

**Item 3.c:** By the block vote, authorization was granted to participate in a cooperative bid with the County of Los Angeles Master Agreement Number 41421 with Office Depot, for the purchase of office supplies for various sites throughout the District. The contract expires June 30, 2012.

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

**Item 3.d:** By the block vote, authorization was granted to participate in a cooperative purchasing contract provided by the General Services Group, County of San Bernardino, for procurement of copy machines and maintenance agreements under authority of §20652 of the Public Contract Code. The following vendors were awarded contracts under the original proposal, which expires on June 30, 2012:

- Advanced Copy System Agreement #03-157
- Burtronics Business System Agreement #03-158
- Cook/Arthur, Inc. Agreement #03-159
- Konica Minolta Business Systems Agreement #03-161
- Ikon Office Solutions Agreement #03-160

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

**Item 3.e:** By the block vote, authorization was granted to participate in a cooperative bid with Western States Contracting Alliance Master Agreement Number 91-00151, to purchase computer equipment and services for various sites throughout the District, effective July 1, 2009, through June 30, 2012.

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

**Item 3.f:** By the block vote, authorization was granted to amend the architectural agreement with R<sup>2</sup>A Architecture to design a new fire lane that will be located north of the new South Science Building 400 and west of the existing North Science Building 600 at Fullerton College and increase the contract amount by \$30,843 from \$1,859,425 to \$1,890,268. The term of the contract remains the same.

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

**Item 3.g:** 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 \$114,915.27.

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

**Item 3.h:** By the block vote, authorization was granted to amend the agreement with Rodriguez Engineering, Inc. to prepare a Schematic Phase Structural package in connection with the rehabilitation of the Warehouse Building, the Office and Maintenance Building, and the Vehicle Repair Shop Building located in La Habra, to increase the contract amount by \$3,675 from \$29,000 to \$32,675 and amend its term retroactive from February 11, 2009, through September 30, 2009.

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

## INSTRUCTIONAL RESOURCES

**Item 4.a:** By the block vote, the Board approved the Cypress College summary of curriculum deactivations, additions, and revisions, effective fall 2009.

(See Supplemental Minutes #1023 for a copy of the curriculum summary.)

**Item 4.b:** By the block vote, the Board authorized Cypress College to accept a variety of donated equipment to its Science, Engineering, and Math Division from Heraeus Metal Process, Inc.

**Item 4.c:** By the block vote, the Board authorized the Fullerton College Humanities Division to purchase gift certificates as awards for high-achieving English as a Second Language students participating in the Humanities Tea Awards ceremony on May 5, 2009, for a cost not to exceed \$100.

## HUMAN RESOURCES:

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

### RETIREMENT

Burchfield, Jerry	CC	Photography Instructor Eff. 05/22/2009 PN CCF969
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### PHASE-IN RETIREMENT

Portman, Sharon	FC	ESL Instructor Reduction of phase-in retirement workload  From: Fall Semester 66.67%/Spring Semester 93.33% (Annualized Load, 80.00%)  To: Fall Semester 66.67%/Spring Semester 73.33% (Annualized Load, 70.00%) Eff. 08/12/2009
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### CHANGE IN SALARY CLASSIFICATION

Manneh, Nayla	FC	Foreign Language Instructor (ADJ) From: Column 1, Step 0 To: Column 2, Step 0 Eff. 01/12/2009
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Tamsamani, Zouhair      CC    Mathematics Instructor (ADJ)  
 From: Column 1, Step 0  
 To:    Column 3, Step 0  
 Eff. 01/12/2009

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2009 SUMMER INTERSESSION

Kephart, Edward      CC    Column 1, Step 0  
 Salas, Robert        CC    Column 1, Step 0

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2009 FALL SEMESTER, TRIMESTER

Bai, Julie              FC    Column 1, Step 0  
 Loew, Valerie        FC    Column 1, Step 0  
 Provenzano, Maureen   CC    Column 3, Step 0  
 Shaw, Carole        CC    Column 1, Step 0

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2009 SPRING SEMESTER, TRIMESTER

Bollinger, Peter      FC    Column 2, Step 0

TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Franco, Arnold        CC    Column 1, Step 0  
 Lucia, May            CC    Column 1, Step 0

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Alexander, John      CC    Hiring Committee Service  
 Lab Rate, Regular and Contract Faculty  
 Overload Teaching Schedule  
 Class E  
 Not to exceed 12 hours  
 Eff. 04/06/2009-04/10/2009

Beard, Michael        CC    Hiring Committee Service  
 Lab Rate, Regular and Contract Faculty  
 Overload Teaching Schedule  
 Class D  
 Not to exceed 12 hours  
 Eff. 04/06/2009-04/10/2009

Hock, Richard        CC    Hiring Committee Service  
 Lab Rate, Regular and Contract Faculty  
 Overload Teaching Schedule

Class E  
 Not to exceed 12 hours  
 Eff. 04/06/2009-04/10/2009

Sherard, Chuck                      CC    Hiring Committee Service  
 Lab Rate, Regular and Contract Faculty  
 Overload Teaching Schedule  
 Class E  
 Not to exceed 12 hours  
 Eff. 04/06/2009-04/10/2009

**Item 5.b:** Upon reporting on the difficult decision the Board faced regarding the Fullerton College Child Development Center, Trustee Leonard Lahtinen moved and Trustee Molly McClanahan seconded that the Board authorize the following classified personnel matters, which are within budget:

RETIREMENT

Uzzi, Dorothy                      FC    Executive Assistant  
 12-month position (100%)  
 Eff. 6/02/2009  
 PN FCC949

RESIGNATION

Rice, Judith                        FC    Administrative Assistant I  
 11.5 month position (50%)  
 Eff. 4/08/2009  
 PN FCC810

TERMINATION

Pryor, Ronald                      FC    Multimedia Systems Specialist  
 12-month position (100%)  
 Eff. 4/20/2009  
 PN FCC732

NEW PERSONNEL

Ali, Mir                                CC    Special Projects Director/Medical Director and  
 Supervising Physician of Cypress College Health  
 Center  
 Temporary Management Position (41.6%)  
 Range 3, Special Project Admin Daily Rate Schedule  
 Eff. 7/01/2009 – 6/30/2010  
 PN CCT994

Krebbs III, Louis                    CC    Auto Shop Coordinator  
 12-month position (100%)  
 Range 41, Step E  
 Eff. 5/11/2009  
 PN CCC971

### REHIRES

Meredith, Sandy                    SCE    Special Projects Coordinator/DSPS Transition Coord  
 Temporary Management Position (60%)  
 Range 1, Special Project Daily Rate Schedule+ stipend  
 in lieu of benefits  
 Eff. 7/01/2009 – 6/30/2010  
 PN SCT981

Sauers, Dennis                      SCE    Special Projects Director/ESL  
 Temporary Management Position (100%)  
 Range 3, Special Project Daily Rate Schedule + stipend in  
 lieu of benefits  
 Eff. 7/01/2009 – 12/31/2009  
 PN SCT985

### TEMPORARY CHANGES IN ASSIGNMENTS

Diamond, Nicole                    FC    Administrative Assistant II (50%)  
  
 Temporary Increase in Percent Employed  
 From: 50%  
 To:    100%  
 Eff. 7/01/2009 – 6/30/2010

Van Beynen, Chrystal              FC    Career Center Coordinator (100%)  
  
 Temporary Increase in Months Employed  
 From: 10 months  
 To:    11 months  
 Eff. Between 4/01/2009 – 6/30/2009

Zerue, Adam                        FC    Facilities Custodian II (100%)  
  
 Temporary Change in Assignment  
 To:    FC Facilities Custodian Coordinator II  
 12-month position (100%)  
 Range 34, Step C+10% Shift+10% Long  
 Eff. 4/06/2009 – 4/17/2009



(See Supplemental Minutes #1023 for a copy of the hourly personnel listing.)

**Item 5.d:** By the block vote, authorization was granted for the District Office Staff Development Committee to host staff development workshops and a luncheon for all District Office staff, May 6 and 7, 2009, on the topics of “Dealing with Change—It’s All About Attitude” and “Creating and Cultivating a Healthy Work Environment.” Related expenses include a contract for \$6,000 with Jean Steel for five two-hour workshops and related travel expenses, and \$2,000 for supplies and lunch, for a total not to exceed \$8,000.

Further authorization was granted for the Vice Chancellor of Human Resources to execute the Independent Contractor Agreement on behalf of the District.

## **GENERAL**

**Item 6.a:** It was moved by Trustee Donna Miller and seconded by Trustee Barbara Dunsheath that the Board honor the contributions made by faculty members to their students, their colleges, and their learning centers and that the Board adopt Resolution No. 08/09-09 declaring the week of May 3 - 9, 2009, as Teacher Appreciation Week. **Motion carried unanimously.**

**Item 6.b:** It was moved by Trustee Michael Matsuda and seconded by Trustee Donna Miller that the Board honor the contributions made by the classified employees to the educational community and that the Board adopt Resolution No. 08/09-10 declaring the week of May 17 - 23, 2009, as Classified School Employee Week. **Motion carried unanimously.**

**Item 6.c:** Upon discussion and concern expressed regarding the State’s financial crisis, it was moved by Trustee Molly McClanahan and seconded by Trustee Leonard Lahtinen that the Board adopt Resolution No. 08/09-12, Supporting May 19, 2009, Special Election Ballot Propositions 1A through 1F. **Motion carried unanimously.**

**CLOSED SESSION:** At 7:16 p.m., Board President 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 54957.5: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: CHANCELLOR.**

**Per Section 54957.5: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Vice Chancellor, Finance & Facilities; Vice Chancellor, Human Resources; Cypress College President; and Fullerton College President.**

**RECONVENE OPEN SESSION:** At 8:21 p.m., Board President Leonard Lahtinen reconvened the meeting in open session.

**ADJOURNMENT:** At 8:22 p.m., it was moved by Trustee Molly McClanahan and seconded by Trustee M. Tony Ontiveros to adjourn the meeting. **Motion carried unanimously.**

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