

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

February 13, 2018

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, February 13, 2018, at 5:30 p.m. in the Anaheim Campus Board Room.

Board President Jacqueline Rodarte called the meeting to order at 5:31 p.m. and led the Pledge of Allegiance to the Flag.

**TRUSTEE ROLL CALL:** Present: Ryan Bent, Stephen T. Blount, Jeffrey P. Brown, Barbara Dunsheath, Ed Lopez, Molly McClanahan, Jacqueline Rodarte, and Student Trustees Daniel Sebastian and Andrew Washington. Absent: None.

**RESOURCE PERSONNEL PRESENT:** Cheryl Marshall, Chancellor; Fred Williams, Vice Chancellor, Finance & Facilities; Irma Ramos, Vice Chancellor, Human Resources; Cherry Li-Bugg, Vice Chancellor, Educational Services & Technology; Greg Schulz, President, Fullerton College; JoAnna Schilling, President, Cypress College; Valentina Purtell, Provost, North Orange Continuing Education; Kai Stearns Moore, District Director, Public & Governmental Affairs; Eldon Young, representing the District Management Association; Tina McClurkin, representing the North Orange Continuing Education Academic Senate; Bryan Seiling, representing the Cypress College Academic Senate; Josh Ashenmiller, representing the Fullerton College Faculty Senate; Dana Clahane, representing United Faculty; Dawnmarie Neate, representing CSEA; Kent Stevenson, representing Adjunct Faculty United; and Alba Recinos, Recording Secretary.

**OTHER ADMINISTRATORS AND EMPLOYEES PRESENT:** Carlos Ayon, Gilbert Contreras, Rod Garcia, Cyndi Grein, and Jose Ramon Nuñez from Fullerton College; David Booze, Emily Day, Philip Dykstra, Michael Flores, Craig Goralski, Marc Posner, and Ty Volcy from Cypress College; Terry Cox, Tina King, Jason Makabali, Hilda Rivera, Ivan Stanojkovic, and Harpreet Uppal from North Orange Continuing Education; and Jenney Ho, Ivy Hwee, Julie Kossick, Victor Manchik, Arturo Ocampo, David Soto, and Kashu Vyas from the District Office.

**VISITORS:** Chuck Allen, Kurt Auggberger, Hannah Colvin, Leo Cote, Brice Harris, Tasha Iglesias, Melissa Norrbom, Nga Pham, Damion Planchon, Cheyanne Ramon, Memo Rivera, and Jon Sharpe.

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

**BLOCK VOTE APPROVAL OF NON-PERSONNEL ITEMS:** It was moved by Trustee Barbara Dunsheath and seconded by Trustee Jeffrey P. Brown that the following non-personnel items be approved by block vote:

Finance & Facilities: 3.a, 3.b, 3.e, 3.g, 3.h, 3.i

Instructional Resources: 4.b, 4.c

**Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustees Sebastian and Washington's advisory votes.**

**BLOCK VOTE APPROVAL OF PERSONNEL ITEMS:** It was moved by Trustee Molly McClanahan and seconded by Trustee Barbara Dunsheath that the following personnel items be approved by block vote:

Human Resources: 5.a, 5.b, 5.c, 5.d, 5.e

**Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes.**

## REPORTS

- A. **Organizational Structure Analysis:** As part of the Chancellor's Report, **Brice Harris**, of the Collaborative Brain Trust (CBT), introduced team members **Nga Pham** and **Jon Sharpe**, and provided an update on the District's organizational structure analysis including the scope in each of the three phases CBT is tasked with performing: Phase 1: discovery and initial interviews; Phase 2: interviews with approximately 100 people and distribution of a survey; and Phase 3: release of the final report to Chancellor Marshall in mid-March.

During the update, Dr. Harris answered questions from the Board regarding the basis for comparison used, the inclusion of enrollment and a Winter intersession recommendation in the final report, best practices, and innovation related recommendations.

- B. **2018-19 Proposed State Funding Formula:** Also as part of the Chancellor's Report, **Chancellor Marshall** and Vice Chancellor **Fred Williams** provided an update on the 2018-19 Proposed State Funding Formula which included:

Formula Framework: A transition from an FTES based formula to a performance/outcome based formula composed of three parts.

- **50% Base Grants** – based on FTES calculations.
- **25% Supplemental Grants** – based on California College Promise Grants (formerly the BOG Fee Waiver) and Pell Grant recipients.
- **25% Student Success Incentive Grants** – based on State Chancellor's Office approved degrees and certificates granted; students who complete a degree, certificate, or transfer in three years; and the number of ADT degrees granted.
- **Hold Harmless Clause** – colleges/districts will not receive less than their 2017-18 year funding. Beginning in 2019-20 and thereafter, funding levels will be determined by the new funding formula

Progress and Timeline: The CEO Workgroup has convened and is working on providing recommendations to the State Chancellor's Office. The CEO Workgroup recommendations must fall within the proposed framework, but can include

recommended measures, changes to the percentages, what the transition process should be, and what should be included in the categorical block grant.

The CBO Workgroup met with the Department of Finance (DOF) to look at high-level simulations with 2016-17 data showing a comparison between the existing model and the proposed model, with simulations scheduled for release soon.

The State Chancellor's Office will spend time in April processing the feedback received, and the DOF will draft language for the Governor's May Revise in the last two weeks of April.

General Concerns: Concerns from the field include: the effect of the formula on colleges/districts in stability, the timeline for restoration, and calculation of future stability funds; the elimination of the summer shift; the number of part-time students served and how they will be able to complete in shorter timeframes; the inclusion on noncredit students; and the inadequate measures and high percentages for the Supplemental Grants and Student Success Incentive Grants.

Incentives and Measures: There is general consensus to develop measures that reflect all students' progress toward educational goals. Ideas include tracking individual students; allowing colleges to earn "points" for outcomes with more points for disadvantaged students meeting those outcomes; collaboration on a set of metrics between the Metrics Simplification Workgroup that aligns with guided pathways; incentivize colleges for shorter completions; and expansion of the low-income category to include noncredit students.

Proposed Categorical Block Grant: Recommendations have been requested by the DOF regarding which programs to include in the categorical block grant, which would continue to be restricted and have no effect on the FON or the 50% Law.

(See Supplemental Minutes #1208 for a copy of the Chancellor's report.)

- C. **Valentina Purtell**, NOCE Provost; **JoAnna Schilling**, Cypress College President; and **Greg Schulz**, Fullerton College President, reported on their respective campus activities.

As part of her report, President Schilling introduced **Emily Day**, the new Cypress College Vice President of Administrative Services.

(See Supplemental Minutes #1208 for a copies of their full reports.)

## COMMENTS

- A. **Tina McClurkin** reported that the NOCE Academic Senate is continuing its discussion on the academic calendar and the IT maintenance schedule.
- B. **Bryan Seiling** reported that the Cypress College Academic Senate is working on the College's accreditation findings related to student learning outcomes, and that campus-wide discussions related to a Winter intercession are taking place.

- C. **Josh Ashenmiller** reported on the coordinated efforts between the Fullerton College and Cypress College senates on a potential Winter intercession, and the Fullerton College accreditation findings related to distance education and institutional integrity.
- D. **Dana Clahane** reported on the recent Community College Association Conference where discussion centered on the proposed online college and the State funding formula, and outlined concerns with potential effects related to both proposals.
- E. **Dawnmarie Neate** thanked **Trustees Blount** and **McClanahan**, **Greg Schulz**, **JoAnna Schilling**, and **Valentina Purtell** for attending the CSEA chapter officer installation, and **Trustee Blount** for his tour of the Cypress College Physical Plant.
- F. **Student Trustee Daniel Sebastian** reported on Cypress College activities including the Welcome Back event and Club Rush, and student attendance at the Guided Pathways Workshop.
- G. **Student Trustee Andrew Washington** reported on Fullerton College activities including Community Day as part of African-American History Month celebrations and the upcoming Club Rush.
- H. **Trustee Stephen T. Blount** reported on his attendance at several events including his Cypress College tour, the Americana Awards, the Buena Park State of the City luncheon, and the Cypress Chamber of Commerce networking breakfast.
- I. **Trustee Molly McClanahan** reported on her attendance at the Americana Awards, and requested that anyone interested in receiving the materials related to Strategic Conversation #19 contact the Chancellor's Office.
- J. **Trustee Ryan Bent** reported on his attendance at the Investiture of **JoAnna Schilling** and the Cypress College Opening Day event.
- K. **Trustee Barbara Dunsheath** shared that updated versions of two CCLC publications are now available for anyone interested, and also reported on her attendance at the Effective Trusteeship Workshop where **Chancellor Marshall** and **Trustee Rodarte** participated on a panel on Board and CEO relationships.
- L. **Trustee Jacqueline Rodarte** reported on her attendance at the Investiture of **President Schilling**, Cypress College Opening Day, the CCLC Effective Trusteeship Workshop, and the Retirement Board meeting. She complimented the addition of the NOCE banners in the Anaheim Campus parking lot.

**MINUTES:** It was moved by Trustee Stephen T. Blount and seconded by Trustee Molly McClanahan to approve the Minutes of the Regular Meeting of January 23, 2018. **Motion carried with Trustees Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustees Sebastian and Washington's advisory votes and Trustee Bent abstaining.**

**FIRST CLOSED SESSION:** At 6:51 p.m. Board President Jacqueline Rodarte adjourned the meeting to closed session per the following sections of the Government Code:

**Per Section 54957.6: CONFERENCE WITH LABOR NEGOTIATOR IRMA RAMOS, VICE CHANCELLOR, HUMAN RESOURCES; - Employee Organizations: United Faculty/CCA/CTA/NEA, Adjunct Faculty United Local 6106, CSEA Chapter #167, and Unrepresented Employees.**

**RECONVENE MEETING:** At 7:10 p.m., Board President Jacqueline Rodarte reconvened the meeting in open session.

## **FINANCE & FACILITIES**

**Item 3.a:** By block vote, authorization was granted to ratify purchase order numbers P0121453 - P0122165 through January 24, 2018, totaling \$1,560,039.72, and check numbers C0046883 - C0047023, totaling \$71,802.03; check numbers F0220599 - F0220867, totaling \$8,073,064.39; check numbers Q0005936 - Q0005971, totaling \$2,785.00; check numbers 88472692 - 88473782, totaling \$3,910,481.82; check numbers V0031486 - V0031503, totaling \$9,063.00; check numbers 70085513 - 70085653, totaling \$7,751.00; and disbursements E8723397 - E8723579, totaling \$229,094.25, through January 31, 2018.

**Item 3.b:** By block vote, authorization was granted for the 2017-2018 General Fund transfers netting to the amount of \$82,425 and adoption of the resolution showing the summary, pursuant to the California Code of Regulations, Title 5, §58307.

**Item 3.c:** The Board received and reviewed the District's Quarterly Financial Status Report for the quarter ended December 31, 2017, as required by §58310 of Title 5. Vice Chancellor Williams stated that the District is in the process of closing the single Wells Fargo account that the District controls and moving the assets to Union Bank.

**Item 3.d:** The Board received and reviewed the Quarterly Investment Report for the quarter ended December 31, 2017.

**Item 3.e:** By block vote, authorization was granted to declare the attached list of items surplus and for the Liquidation Company to conduct an auction for the sale of the surplus items. Proceeds collected by the auction company will be split between the District (55%) and the auction company (45%).

**Item 3.f:** This item was pulled from the agenda and will be presented for consideration at a future Board meeting.

**Item 3.g:** By block vote, authorization was granted for the District to enter into a Master Agreement with Dovetail for the purpose of Furniture, Fixture & Equipment (FF&E) Consulting Services for the District pursuant to Request for Proposal (RFP) #1718-09, Furniture, Fixtures & Equipment (FF&E) Consultant Services for Districtwide Construction Projects. The Master Agreement will be for three years with two one-year renewal options exercised at the sole option of the District. Individual projects will be drafted with a Task Order to include the scope of work, fee and conditions specific to the project. The Task Order will be governed by the terms and conditions of the Master Agreement. A project task order will be brought before the Board of Trustees for approval if the amount is over the bid limit threshold (currently \$90,200).

Further authorization was granted for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing, to execute the Master Agreement and Task Orders on behalf of the District.

**Item 3.h:** By block vote, authorization was granted to renew the consultant agreement with Nossaman LLP in the amount of \$6,250 per month for a set fee monthly retainer beginning on February 1, 2018 through January 31, 2019; and a set fee monthly retainer of \$6,500 beginning on February 1, 2019 through January 31, 2020.

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

**Item 3.i:** By block vote, authorization was granted to allow Dr. Jo Wu, Fullerton College biology professor, to attend the 2018 Amgen Biotech Experience Annual Meeting in Dublin, Ireland from April 19-28, 2018. No travel expenditures are encumbered by the College/District.

## **INSTRUCTIONAL RESOURCES**

**Item 4.a:** The Board received and reviewed the North Orange County Community College District Student Success Scorecard 2017 information which included a presentation by Carlos Ayon, Fullerton College Director of Institutional Research and Planning; Phil Dykstra, Cypress College Director of Institutional Research and Planning; Tina King, North Orange Continuing Education Director of Institutional Research and Planning; and Victor Manchick, Interim District Director of Institutional Research and Planning.

The presentation provided Scorecard data for the 2010-11 cohort of first-time Cypress College and Fullerton College students who were tracked over a six-year period and compared the data to systemwide averages. The data analyzed included: 1) Math and English/ESL metrics (completion of a college level course from Basic Skills levels and transfer level achievement); 2) completion metrics (persistence in three consecutive terms, completion of at least 30 units, and completion of degree, certificate, transfer preparation, or transfer); 3) CTE metrics (completion of CTE degree, certificate, transfer preparation, or transfer, and skills builder wage gains), 4) completion rates and pathways; 5) rates between prepared versus unprepared students; 6) preparedness related to completion by race and ethnicity; and 7) equity, preparedness, and completion data by race and ethnicity. For NOCE the data included performance indicators for Career Development and College Preparation (CDCP) progress and achievement rate since Scorecard data only captures one noncredit indicator.

The overall findings reflected that Cypress College and Fullerton College exceeded the statewide averages in all completion and CTE categories, and almost all of the Math and English/ESL categories. Cypress College fell below the systemwide average in transfer achievement in year one for both Math and English categories, while Fullerton College was below the systemwide average in Basic Skills Math completion. The presentation also highlighted that the Scorecard cohort reflects only 11% of the District's entire student population; that preparedness strongly impacts equity, student progress, and completion; the positive impact that guided pathways and promise programs can have; and the focus of the District and individual campus strategic plans.

(See Supplemental Minutes #1208 for a copy of the presentation.)

**Item 4.b:** By block vote, authorization was granted to accept new revenue from the California Community College Chancellor's Office Institutional Effectiveness Partnership Initiative in the amount of \$200,000 and adopt a resolution to accept new revenue and authorize expenditures with the General Fund, pursuant to the California Code of Regulations Title 5, Section 58308.

Further authorization was also 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 4.c:** By block vote, authorization was granted to enter into a travel arrangement with AIFS for the Cypress College and Fullerton College 2018 Fall Study Abroad Program in Barcelona, Spain. The basic program fee of \$8,295, which is to be paid by each student, includes housing, round trip flight, an orientation, support staff, travel excursions, study center, a TMB travel pass, and some meals.

Further authorization was also granted for the Vice Chancellor, Facilities and Finance, to execute the agreement on behalf of the District. A signed copy of the travel contractor agreement will be on file in the District Business Office, and the original signed contract sent back to the Study Abroad Office.

## HUMAN RESOURCES

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

### CHANGE IN SALARY CLASSIFICATION

Filip, Dragana	CC	Psychiatric Technology Instructor From: Class B, Step 1 To: Class E, Step 4 Eff. 01/25/2018
Widmann, Peter	FC	Physics Instructor From: Class B, Step 1 To: Class F, Step 10 Eff. 01/25/2018

### LEAVES OF ABSENCE

Chan, Theodore	FC	Chemistry Instructor Load Banking Leave With Pay (6.67%) Eff. 2018 Spring Semester
Forman, Mary	CC	English Instructor Load Banking Leave With Pay From: 40.00% To: 60.00% Eff. 2018 Spring Semester
Hughes, Deidre	FC	Reading Instructor Family Medical Leave (FMLA/CFRA) (100%)

Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter  
Eff. 01/25/2018-02/05/2018

Liu, Annie	FC	English Instructor Personal Leave Without Pay (46.67%) Eff. 2018 Spring Semester
Morvan, Laurie	CC	Mathematics Instructor Load Banking Leave With Pay (13.33%) Eff. 2018 Spring Semester
Nabahani, Melanie	CC	English Instructor Load Banking Leave With Pay (26.67%) Eff. 2018 Spring Semester
Oo, Jennifer	NOCE	Allied Health Noncredit Instructor Family Medical Leave (FMLA/CFRA/PDL) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 01/08/2018-01/26/2018
Palmer, Leslie	CC	Librarian Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 01/29/2018-02/19/2018
Shier, Carol	FC	Reading Instructor Load Banking Leave With Pay (100%) Eff. 2018 Spring Semester

#### MANAGEMENT MINI-SABBATICAL LEAVE

Abutin, Albert	FC	Dean, Enrollment Services Sabbatical days to be taken between September 3, 2018 and October 26, 2018, As approved by the Fullerton College President, not to exceed 40 duty days
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#### TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2018 SPRING SEMESTER, TRIMESTER

Anand, Preetha	CC	Column 3, Step 1
Anderson, D Steve	FC	Column 1, Step 1
Arbizzi, Daniela	FC	Column 1, Step 1
Boling, Jess	CC	Column 3, Step 1
Bowman, Ashley	NOCE	Column 2, Step 1
Chartier, Renee	CC	Column 1, Step 1
Chen, Kevin	CC	Column 2, Step 1
Clarke, Lance	CC	Column 2, Step 1



Donahue, Dustin	FC	Column 3, Step 1
Donia, Richard	CC	Column 1, Step 1
Eng, Sit-Yuen	CC	Column 1, Step 1
Farooqui, Firdous	FC	Column 3, Step 1
Gauthier, Alan	CC	Column 1, Step 1
Gobatie, Jordan	CC	Column 1, Step 1
Gramada, Apostol	FC	Column 3, Step 1
Hack, Larry	CC	Column 1, Step 1
Harrigan, Selena	FC	Column 1, Step 1
Herrera, Cynthia	CC	Column 2, Step 1
Hor, Rattana	CC	Column 1, Step 1
Janowicz, Philip	FC	Column 3, Step 1
Jure, Josiah	CC	Column 1, Step 1
Kdeiss, Raymond	CC	Column 2, Step 1
Khair, Sara	FC	Column 1, Step 1
Kinoshita, Aya	FC	Column 1, Step 1
LaPietra, Amy	FC	Column 2, Step 1
Liebenau, Lama	CC	Column 2, Step 1
Luhar, Daksha	CC	Column 2, Step 1
Luneburg, Cailin	CC	Column 1, Step 1
Martinez, Chelsea	FC	Column 3, Step 1
Martinez, Tomas	CC	Column 1, Step 1
Medich, Melissa	FC	Column 1, Step 1
Morgan, Kaitlin	CC	Column 1, Step 1
Netzer, Jeffrey	FC	Column 1, Step 3
Nguyen, Hanh	CC	Column 1, Step 1
Nguyen, Hien	CC	Column 1, Step 1
Ramirez, Christina	FC	Column 1, Step 1
Sanchez, Deanna	FC	Column 1, Step 1
Sebei, Eman	NOCE	Column 2, Step 1
Shepardson, Susan	FC	Column 1, Step 1
Short, Leaa	FC	Column 1, Step 1
Smith, Fawn	CC	Column 1, Step 1

#### TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Grenot, Teresa	CC	Column 2, Step 1
Oldham, Carolyn	CC	Column 2, Step 1
Owens, Brandon	NOCE	Column 1, Step 1
Rangel, Rosemary	NOCE	Column 1, Step 1
Rivas, Claudia	CC	Column 2, Step 1
Upstill, Allison	FC	Column 1, Step 1

#### TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Grishkoff, Glenn	FC	Column 1, Step 1
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**Item 5.b:** By the block vote, authorization was granted for the following classified personnel matters, which are within budget:

#### NEW PERSONNEL

Armijo, Gabriel	FC	Campus Safety Officer 12-month position (100%) Range 31, Step A + 5% Shift Classified Salary Schedule Eff. 02/14/2018 PN FCC853
Asavakulpanus, Nipa	AC	Accounting Specialist 12-month position (100%) Range 40, Step A Classified Salary Schedule Eff. 02/14/2018 PN DEC967
Garibaldi, James	CC	Admissions & Records Technician 12-month position (100%) Range 33, Step B Classified Salary Schedule Eff. 02/14/2018 PN CCC947
Roberts, Ryan	CC	Facilities Custodian I 12-month position (100%) Range 27, Step B + 10% Shift Classified Salary Schedule Eff. 02/14/2018 PN CCC747

REHIRES

Nunez, Vincent	CC	Special Projects Manager, Dual Enrollment Temporary Management Position (100%) Range 2, Special Project Admin Daily Rate Schedule Eff. 07/01/2018 – 06/30/2019 PN CCT725
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CHANGE IN SALARY STEP

Toledo, Javier	CC	Facilities Custodian I (100%) From: Range 27, Step A To: Range 27, Step C Eff. 01/24/2018
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PROMOTION

Amin, Hani	AC	Data Quality Analyst 12-month position (100%) PN ISC974  To: AC Systems Analyst, Applications 12-month position (100%)
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Range 60, Step A + PG&D  
Classified Salary Schedule  
Eff. 02/14/2018  
PN ISC965

Case, Joy

CC

Administrative Assistant II  
12-month position (100%)  
PN CCC823

To: CC Administrative Assistant III  
12-month position (100%)  
Range 41, Step A  
Classified Salary Schedule  
Eff. 02/14/2018  
PN CCC985

Fajardo, Karla

CC

Clerical Assistant II  
12-month position (100%)  
PN CCC733

To: CC Admissions & Records Technician  
12-month position (100%)  
Range 33, Step E + 10% Longevity + PG&D  
Classified Salary Schedule  
Eff. 02/14/2018  
PN CCC836

Nguyen, Tim

AC

IT Security Analyst, System Administrator  
12-month position (100%)  
PN ISC973

To: AC Systems Analyst, Technology  
12-month position (100%)  
Range 60, Step D + 5% Longevity  
Classified Salary Schedule  
Eff. 02/14/2018  
PN ISC967

#### VOLUNTARY CHANGES IN ASSIGNMENT

Plescher, Sarah

FC

Admissions &amp; Records Technician (100%)

Temporary Change in Assignment

To: FC Evaluator  
12-month position (100%)  
Range 36, Step D  
Classified Salary Schedule  
Eff. 01/03/2018 – 05/31/2018

Teh, Edwin

NOCE

Instructional Aide (100%)

Temporary Change in Assignment  
 To: NOCE Instructional Assistant  
 11-month position (100%)  
 Range 36, Step D  
 Classified Salary Schedule  
 Eff. 02/01/2018 – 02/28/2018

Villegas, Fatima

FC

Financial Aid Technician (100%)

Temporary Change in Assignment  
 To: FC Financial Aid Coordinator  
 12-month position (100%)  
 Range 40, Step D + 10% Longevity  
 Classified Salary Schedule  
 Eff. 01/25/2018 – 06/30/2018

Young, Lynette

CC

Administrative Assistant II (80%)

Temporary Increase in Percentage  
 From: 80%  
 To: 100%  
 Eff. 01/02/2018 – 04/30/2018

Temporary Increase in Months Employed  
 From: 10 months  
 To: 12 months  
 Eff. 01/02/2018 – 04/30/2018

### PROFESSIONAL GROWTH & DEVELOPMENT

Aponte, Lance

AC

IT Specialist, Systems Applications (100%)  
 3<sup>rd</sup> Increment (\$350)  
 Eff. 07/01/2018

Barbaro, Danielle

NOCE

Alternate Media Specialist (100%)  
 2<sup>nd</sup> Increment (\$350)  
 Eff. 07/01/2018

Buechner, Angela

FC

Administrative Assistant II (100%)  
 1<sup>st</sup> Increment (\$350)  
 Eff. 07/01/2018

Cao, Khanh

CC

Instructional Assistant/ Business & CIS (50%)  
 1<sup>st</sup> Increment (\$175)  
 Eff. 07/01/2018

Smith, Deborah

NOCE

Student Services Specialist/DSS (100%)  
 3<sup>rd</sup> Increment (\$350)  
 Eff. 07/01/2018

### LEAVES OF ABSENCE

Arreguin, Juan	CC	Facilities Custodian I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 12/28/2017 -- 03/15/2018 (Consecutive Leave)
Cortez, Margaret	CC	Administrative Assistant I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Family Illness and Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 01/17/2018 -- 06/30/2018 (Intermittent Leave)
Cruz, Carrie	FC	Clerical Assistant I (100%) Unpaid Leave of Absence Eff. 01/12/2018 – 03/05/2018
Delgadillo, Dulcemonica	NOCE	Senior Research and Planning Analyst (100%) Family Medical Leave (FMLA/CFRA) and Parental Leave (AB 2393) Paid Leave Using Sick Leave and Bonding Leave Until Exhausted; Unpaid Thereafter Eff. 02/09/2018 – 03/30/2018 (Consecutive Leave)
Diaz, Luis	CC	Grounds Athletic Field Specialist (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 12/11/2017 -- 12/20/2017 (Consecutive Leave)
Salcedo, Daniel	FC	Administrative Assistant II (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 01/08/2018 -- 03/11/2018 (Consecutive Leave)
Sanchez, Lizeth	AC	Human Resources Coordinator (100%) Family Medical Leave (FMLA/CFRA/PDL) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 03/02/2018 -- 04/13/2018 (Consecutive Leave)
Sorensen, Jeanette	FC	Administrative Assistant II (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 12/28/2017 -- 02/08/2018 (Consecutive Leave)
Rojas, Rebecca	CC	Administrative Assistant I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter

		Eff. 12/26/2017 -- 02/19/2018 (Consecutive Leave)
Thompson, Scott	FC	Student Services Specialist (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 01/08/2018 -- 01/19/2018 (Consecutive Leave)
Vasquez, Norma	FC	Student Services Specialist (100%) Military Leave With Pay (USERRA) Eff. 04/12/2018 – 04/13/2018; 07/02/2018 – 07/31/2018
Wilkening, Nicholas	AC	District Manager, IT Technical Support (100%) Military Leave With Pay Eff. 02/11/2018 – 03/03/2018 (Consecutive Leave)
Young, Lynette	CC	Administrative Assistant II (80%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Family Illness and Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 01/15/2018 -- 01/14/2019 (Intermittent Leave)

**Item 5.c:** By the block vote, authorization was granted for the assignment of professional expert personnel per the professional expert listing.

(See Supplemental Minutes #1208 for a copy of the professional expert personnel listing.)

**Item 5.d:** By the block vote, authorization was granted for the hourly personnel per the hourly personnel listing.

(See Supplemental Minutes #1208 for a copy of the hourly personnel listing.)

**Item 5.e:** By the block vote, authorization was granted for the assignment of volunteers per the volunteer listing.

(See Supplemental Minutes #1208 for a copy of the volunteer listing.)

**Item 5.f:** Board President Jacqueline Rodarte stated that Russell Bacarella and Deborah McQueen had rescinded their intent to participate in the Supplemental Early Retirement Plan bringing the total number of participants to 118, and revising the projected District financial savings to \$5.4 million over a five-year period. It was then moved by Trustee Jeffrey P. Brown and seconded by Trustee Molly McClanahan that the Supplemental Early Retirement Plan, administered by Keenan Financial Group, and the attached list of participating academic and classified employees retiring during the window of May 1 to August 17, 2018, be approved. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes.**

(See Supplemental Minutes #1208 for a copy of the SERP academic and classified retirement listing.)

**GENERAL**

**Item 6.a:** It was moved by Trustee Molly McClanahan and seconded by Trustee Barbara Dunsheath to adopt Resolution No. 17/18-10, Trustee Absence, verifying that Trustee Ryan Bent was absent on January 23, 2018 due to hardship and, therefore, eligible to receive compensation for the Regular Board meeting held on that date. **Motion carried with Trustees Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustees Sebastian and Washington's advisory votes and Trustee Bent abstaining.**

A signed affidavit from Mr. Bent verifying his absence due to hardship will be on file in the Chancellor's Office.

**CLOSED SESSION:** At 7:59 p.m. Board President Jacqueline Rodarte adjourned the meeting to closed session per the following sections of the Government Code:

**Per Section 54957.6: CONFERENCE WITH LABOR NEGOTIATOR IRMA RAMOS, VICE CHANCELLOR, HUMAN RESOURCES; - Employee Organizations: United Faculty/CCA/CTA/NEA, Adjunct Faculty United Local 6106, CSEA Chapter #167, and Unrepresented Employees.**

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

**RECONVENE MEETING:** At 9:10 p.m., Board President Jacqueline Rodarte reconvened the meeting in open session.

**ADJOURNMENT:** At 9:10 p.m., it was moved by Trustee Molly McClanahan and seconded by Trustee Stephen T. Blount to adjourn the meeting. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes.**

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Prepared By Recording Secretary for  
Ryan Bent, Secretary, Board of Trustees