

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

November 14, 2017

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, November 14, 2017, at 5:30 p.m. in the Anaheim Campus Board Room.

Board President Molly McClanahan called the meeting to order at 5:30 p.m., 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; Martha Gutierrez, Dean, North Orange Continuing Education; Deborah Ludford, District Director, Information Services; 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; Rod Lusch, representing CSEA; Kent Stevenson, representing Adjunct Faculty United; and Jean Foster, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES PRESENT: Gilbert Contreras, Nick Karvia and Jose Ramon Nuñez from Fullerton College; Santanu Bandyopadhyay, Philip Dykstra, Mike Flores, Marc Posner, and Ty Volcy from Cypress College; Terry Cox and Tina King from North Orange Continuing Education; and Joyce Carrigan, Ashraf Demian, Jenney Ho, Julie Kossick, Victor Manchik, Arturo Ocampo, Tami Oh, Kai Stearns Moore, and Kashu Vyas from the District Office.

VISITORS: Aidin Es

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 Jeffrey P. Brown and seconded by Trustee Ryan Bent that the following non-personnel items be approved by block vote:

Finance & Facilities: 4.a, 4.b, 4.e, 4.f, 4.g, 4.h, 4.i
Instructional Resources: 5.a, 5.b

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 Jacqueline Rodarte and seconded by Trustee Barbara Dunsheath that the following personnel items be approved by block vote:

Human Resources: 6.a, 6.b, 6.c, 6.d, 6.e

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

REPORTS

- A. **Chancellor's Report:** Chancellor Cheryl Marshall asked Dr. JoAnna Schilling and her team to present the Cypress College Annual Report and Institutional Effectiveness Report.

(See Supplemental Minutes #1204 for a copy of the Chancellor's full report.)

- B. **Cypress College Annual Report and Institutional Effectiveness Report:** Cypress College President Dr. JoAnna Schilling presented the Cypress College Annual Report and Institutional Effectiveness Report. Her presentation highlighted the college's success with the achievement gap as well as the Pathways, Pledge and Promise campaigns that helped students from feeder high schools to enroll at Cypress College and to transfer to Cal State and UC Schools. She addressed four areas of student success: certificate completion, university transfer, degree attainment, and job skill development. A student produced video was shown, emphasizing the phrase "Buen Cypress" to describe the sense of community on campus. Dr. Schilling also acknowledged and thanked prior Cypress College President, Dr. Robert Simpson, for his leadership and work at Cypress College.

Subsequent to the presentation, Dr. Schilling answered questions regarding the Student Success Scorecard data in the Annual Report, as well as the Climate Survey cycle, Student Progress Rate statistics, and objectives and measurable goals for the future in the Institutional Effectiveness Report.

(See Supplemental Minutes #1204 for a copy of the presentation.)

COMMENTS

- A. **Greg Schulz**, Fullerton College President; **JoAnna Schilling**, Cypress College President; and **Martha Gutierrez**, North Orange Continuing Education Dean reported on activities from their respective campuses. As part of her report, Martha Gutierrez also recognized the recent retirement of DSS Program Director Denise Simpson, the promotion of Adam Gottdank to fill that position, and the election of Tina McClurkin as President of the North Orange Continuing Education Academic Senate.

- B. **Eldon Young** reported that Chancellor Cheryl Marshall presented a talk on “Waves of Change” at the District Management Association’s Fall Business Meeting.
- C. **Tina McClurkin** said that as the new President of the North Orange Continuing Education Academic Senate she was excited to be a part of the process and looked forward to working with everyone.
- D. **Bryan Seiling** discussed food insecurity, homelessness and assistance to students that is not academically related. He attended the Statewide Senate Plenary and reported that Guided Pathways was the main topic.
- E. **Josh Ashenmiller** stated that he too attended the Statewide Senate Plenary and agreed that Guided Pathways were the main focus of discussion. He also congratulated Adam Gottdank on his promotion.
- F. **Dana Clahane** brought up his concern over safety on campus, the value of the foodbanks at both Cypress College and Fullerton College, and the need to be mindful of student needs when implementing AB 705.
- G. **Rod Lusch** remarked that he had concerns regarding employee/employer issues.
- H. **Kent Stevenson** reported that Adjunct Faculty United voted to donate to both the Cypress College and Fullerton College foodbanks and mentioned his concern with AB 705 and the elimination of developmental courses.
- I. **Student Trustee Daniel Sebastian** said Cypress College held a Homeless and Hunger Awareness Week which included collecting items for the foodbank, Thanksgiving food baskets, and a t-shirt sale.
- J. **Student Trustee Andrew Washington** attended a Umoja program conference in Sacramento and the Fullerton College Night of Hockey with the Anaheim Ducks.
- K. **Trustee Stephen T. Blount** reported that he attended the Americana Kick-off Event, the Fullerton College football game against Golden West College, and the Fullerton College President’s Gala.
- L. **Trustee Ryan Bent** remarked that the Fullerton College President’s Gala went off flawlessly and couldn’t have gone better. He also said it highlighted the beautiful campus.
- M. **Trustee Jacqueline Rodarte** attended the Fullerton College Coffee with the Board of Trustees and Chancellor and reported many questions on the SERP. She also went to the Cypress College Ceramic Sale and Fullerton College President’s Gala.
- N. **Trustee Barbara Dunsheath** shared an article about the Chancellor’s Office mulling over three options for Online Community College.
- O. **Trustee Molly McClanahan** recommended everyone attend the current installment at the Fullerton College Art Gallery, Culturally Displaced, with works from the Frederick R. Weisman Art Foundation. She also stated the Fullerton

College President's Gala was beautifully done and was pleased the campuses were considering a bus pass program.

MINUTES: It was moved by Trustee Jeffrey P. Brown and seconded by Trustee Stephen T. Blount to approve the Minutes of the Regular Meeting of October 24, 2017 as amended with changes to add a request to include Additional Information provided to the Board as part of the Agenda Packet, placed behind the official Minutes, and also post on the District website; and, to change the underlined phrase in paragraph two of Item 6.a on page 237 to capitalize "Dream Act" and add "for them" after the word citizenship. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustees Sebastian and Washington's advisory votes.**

PUBLIC HEARING: At 6:50 p.m., Board President Molly McClanahan declared open a Public Hearing to provide the public an opportunity to comment on the initial reopener proposals between the District and United Faculty (CCA/CTA/NEA).

Upon conclusion of public comments, it was moved by Trustee Jeffrey P. Brown and seconded by Trustee Jacqueline Rodarte to close the Public Hearing at 6:52 p.m. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, and Student Trustees Sebastian and Washington's advisory votes.**

Item 3.a: The Board received the proposal for reopeners submitted by United Faculty (CCA/CTA/NEA).

Item 3.b: It was moved Trustee Barbara Dunsheath and seconded by Trustee Jeffrey P. Brown to adopt the District's initial reopener proposal to United Faculty (CCA/CTA/NEA). **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes.**

FINANCE & FACILITIES

Item 4.a: By block vote, authorization was granted to ratify purchase order numbers P0120261 - P0120669 through October 12, 2017, totaling \$999,304.75, and check numbers C0046334 - C0046481, totaling \$263,620.43; check numbers F0217690 - F0218863, totaling \$986,921.56; check numbers Q0005805 - Q0005922, totaling \$4,810.00; check numbers 88469846 - 88470837, totaling \$3,374,457.48; check numbers V0031450 - V0031460, totaling \$5,051.00; check numbers 70084759 - 70085205, totaling \$102,595.70; and disbursements E8709086 - E8718313, totaling \$9,894,415.16, through October 31, 2017.

Item 4.b: By block vote, authorization was granted for the 2017-2018 General Fund and Child Development Fund transfers netting to the amount of \$299,110 and adoption of the resolutions showing the summary, pursuant to the California Code of Regulations, Title 5, §58307.

Item 4.c: The Board received and reviewed the District's Quarterly Financial Status Report for the quarter ended September 30, 2017, as required by §58310 of Title 5.

Item 4.d: The Board received and reviewed the Quarterly Investment Report for the quarter ended September 30, 2017.

It was asked if the funds in the Orange County Treasurer's Money Market Educational Investment Pool were safe from bankruptcy, and Vice Chancellor Fred Williams explained that the Pool is backed by the county and tax revenue but is not collateralized. The spelling of Union Banc on page 4.d.6 was questioned and Vice Chancellor Fred Williams said he would confirm the spelling.

Item 4.e: By block vote, authorization was granted to adopt Resolution No. 17/18-07, Declaring Surplus Property; Authorizing Offer of District Property for Sale to Public Entities; Authorizing Public Sale of Property at 429 E. Amerige Avenue, Fullerton, CA 92832.

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

Item 4.f: By block vote, authorization was granted to establish a pool of architectural firms to provide architectural services for Districtwide projects. The pre-qualified firms will remain in the architectural pool for a minimum of three (3) years with options to extend eligibility for additional one (1) year period(s) and not to exceed five (5) years. The terms and conditions of the employment of the Consultant selected for a specific task will be set forth in an agreement.

Item 4.g: By block vote, authorization was granted to award RFP #2017-07, Fullerton College Bookstore Point of Sales (POS) and Inventory Management System (IMS) to Total Computing Solutions in the amount of \$69,118, cost of Software & Cloud Based Server with annual support of \$27,288 per year plus travel expenses for training.

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

Item 4.h: By block vote, authorization was granted to approve the implementation of an e-Signature Disclosure process for invoices, payment applications, "Qualifying" proposed changes orders, and change order requests for Measure J Bond projects.

Item 4.i: By block vote, authorization was granted for the Fullerton College EOPS Department to expend funds from the Fullerton College EOPS categorical budget for its 38th annual 2018 recognition ceremony not to exceed \$12,000.

INSTRUCTIONAL RESOURCES

Item 5.a: By block vote, the Board approved the summary of curriculum changes for Cypress College, to be effective Fall 2017 and Fall 2018. The curricula have been signed by the Campus Curriculum Chairperson and the College President, and have been approved by the District Curriculum Coordinating Committee.

(See Supplemental Minutes #1204 for a copy of the curriculum summary.)

Item 5.b: By block vote, authorization was granted to accept new revenue from a sponsorship through the Deputy Sector Navigator – Small Business and Entrepreneurship in the amount of \$15,000.00, and adopt a resolution to accept new revenue 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, 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 and reviewed highlights relating to the North Orange Continuing Education 2017-2018 Professional Development Program and expenditures that include: \$40,000 for professional development opportunities for classified, instructors and managers, and \$13,189 for S.T.A.R Training Modules, leadership, and instruction supplementation.

HUMAN RESOURCES

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

PROMOTION

Gottdank, Adam	NOCE	Noncredit Counselor, Vocational/DSPS
	To:	NOCE Director, Disability Support Services Range 24, Column G + Doctorate (100%) Management Salary Schedule Eff. 11/15/2017 PN SCM999

LEAVES OF ABSENCE

Adams, Virgil	CC	Human Services Instructor Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted: Unpaid thereafter Eff. 10/09/2017-10/13/2017
McAllister, George	FC	Accounting Instructor Family Medical Leave (FMLA/CFRA) (Intermittent) Paid Leave using Regular and Supplemental Sick Leave until Exhausted: Unpaid thereafter Eff. 09/25/2017-11/21/2017
Wahbe, Randa	CC	English Instructor Family Medical Leave (FMLA/CFRA) (Intermittent) Paid Leave using Regular and Supplemental Sick Leave until Exhausted: Unpaid thereafter Eff. 10/30/2017-12/14/2017

ADMINISTRATIVE LEAVE WITH PAY

@01152380	CC	Physical Education Instructor Eff. 11/02/2017 until further notice
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ADDITIONAL DUTY DAYS @ PER DIEM

Alhadeff, Andrew	CC	Head Coach, Men's Basketball	15 days
Mohr, Margaret	CC	Head Coach, Women's Basketball	15 days
Welliver, Nancy	CC	Head Coach, Women's Volleyball	13 days

PAYMENT FOR INDEPENDENT LEARNING CONTRACTS FALL 2017

Afra, Maha	CC	\$ 20.00
Angelov, Katalin	CC	\$ 20.00
Assef, Celia	FC	\$ 40.00
Badal, Gloria	CC	\$ 10.00
Cadena, Leonor	FC	\$ 10.00
Coronado, Michael	CC	\$ 60.00
Daniel, William	FC	\$ 80.00
Giardina, Edward	CC	\$ 20.00
Henke, Carol	FC	\$ 10.00
Markley, Karen	FC	\$ 10.00
Minton, Jeffrey	FC	\$ 70.00
Mosqueda-Ponce, Therese	CC	\$ 20.00
Owen Driggs, Janet	CC	\$ 20.00
Page, Jennifer	CC	\$ 10.00
Paient, Paul	CC	\$ 20.00
Pinkham, Bill	CC	\$135.00
Ramos, Jaime	CC	\$ 40.00
Seidel, Jay	FC	\$ 20.00
Shew, Jamie	FC	\$ 20.00
Shiroma, Ryan	FC	\$ 50.00
Valdez, Edilberto	CC	\$ 85.00
Valencia, Wendy	CC	\$ 5.00

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2017 FALL SEMESTER, TRIMESTER

Firme, Khristian	NOCE	Column 2, Step 1
Gaw, Judith	CC	Column 1, Step 1
Hau Eisen, Brooke	FC	Column 3, Step 1
Reutzell, Paul	NOCE	Column 2, Step 1
Ruiz, Lisa	NOCE	Column 1, Step 1

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

RESIGNATION

Griffith, Ashley	CC	Special Project Director, Student Equity 12-month position (100%) Eff. 11/01/2017 PN CCT985
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NEW PERSONNEL

Perkins, Ryann	FC	Instructional Assistant 10-month position (100%) Range 36, Step A Classified Salary Schedule Eff. 11/15/2017 PN FCC831
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PROMOTION

Vyas, Kashmira	AC	District Manager, Fiscal Affairs 12-month position (100%) PN DEM995
		To: AC District Director, Fiscal Affairs 12-month position (100%) Range 32, Column B + PG&D Management Salary Schedule Eff. 11/15/2017 PN DEM987

VOLUNTARY CHANGES IN ASSIGNMENT

Mai, Donald	FC	Library Assistant I (100%)
		Temporary Change in Assignment To: FC Library Assistant II 11-month position (100%) Range 36, Step C Classified Salary Schedule Eff. 11/13/2017 – 05/01/2018

PROFESSIONAL GROWTH & DEVELOPMENT

Thompson, Scott	FC	Student Services Specialist (100%) 5 th Increment (\$350) Eff. 07/01/2021
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STIPEND FOR ADDITIONAL MANAGEMENT DUTIES

Bongco, Timothy	FC	Laboratory Technician (100%) Child Development Center 6% Stipend Eff. 09/14/2017 – 09/27/2017
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LEAVES OF ABSENCE

Diaz, Angela	NOCE	Instructional Assistant (100%) Family Medical Leave (FMLA/CFRA) and Parental Leave (AB 2393) Paid Leave Using
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Sick Leave and Bonding Leave Until Exhausted;
Unpaid Thereafter
Eff. 11/13/2017 – 02/09/2018 (Consecutive Leave)

Ebright, Jami	FC	Accounting Technician (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Family Illness Leave and Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 10/05/2017 – 11/05/2017 (Intermittent Leave)
Stinson, Mark	FC	Facilities Custodian I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 10/09/2017 – 01/11/2018 (Consecutive Leave)

ADMINISTRATIVE LEAVE OF ABSENCE WITH PAY

@00004236	FC	Child Care Teacher I (100%) Eff. 10/26/2017 until further notice
@00007451	FC	Child Care Teacher I (100%) Eff. 10/26/2017 until further notice

SUSPENSION WITHOUT PAY FOR DISCIPLINARY ACTION

@00005626	FC	Four (4) Days Eff. 12/05/2017, 12/06/2017, 12/12/2017 and 12/13/2017
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PROBATIONARY RELEASE

@01337477	CC	Campus Safety Officer – 11 month (50%) Eff: 10/26/2017 PN CCC852
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Item 6.c: By the block vote, authorization was granted for the assignment of professional expert personnel per the professional expert listing.

(See Supplemental Minutes #1204 for a copy of the professional expert personnel listing.)

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

(See Supplemental Minutes #1204 for a copy of the hourly personnel listing.)

Item 6.e: By the block vote, authorization was granted for the assignment of volunteers per the volunteer listing.

(See Supplemental Minutes #1204 for a copy of the volunteer listing.)

GENERAL

Item 7.a: The Board directed that the agenda for November 28, 2017 include the establishment of December 12, 2017, as the date of its Organizational Meeting, and received as information the tentative dates for Board meetings in 2018, along with the dates of national and state conferences and conventions.

In reviewing the Tentative Board Meeting Calendar for 2018, the Board requested that the first meetings in the months of January and July be cancelled, and that the first meeting in August be marked as tentative, with the meeting only taking place if deemed necessary.

Item 7.b: The Board received as a first reading, proposed, new Board Policy and Administrative Procedure 7700, Whistleblower Protection which were created to address the reporting and investigation of improper governmental activities by District employees, and the protection from retaliation of those who make those reports.

During the discussion of Board Policy 7700, questions were raised about the wording of section 1.0 and the exact meaning, relationship and necessity of and between sections 1.2, 1.3 and 1.4. It was also discussed that language regarding action by the District in section 3.3 should be in a separate and additional section 4.0.

BP/AP 7700 will be placed on the November 28, 2017 Board meeting agenda for action. Once adopted by the Board of Trustees, the new board policy and administrative procedure will be placed on the District's website, where they will be readily accessible by students, employees, and the general public.

Item 7.c: The Board received as a first reading, proposed, revised Board Policy 4025, Philosophy and Criteria for Associate Degree and General Education and Board Policy 4100, Graduation Requirements for Degrees and Certificates, which were revised by the District Curriculum Coordinating Committee to include new bachelor's degree language in order to meet ACCJC requirements related to the Cypress College Funeral Services bachelor's degree.

BP 4025 and BP 4100 will be placed on the November 28, 2017 Board meeting agenda for action. Once adopted by the Board of Trustees, the revised board policies will be placed on the District's website, where they will be readily accessible by students, employees, and the general public.

CLOSED SESSION: At 7:11 p.m., Board President Molly McClanahan 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

Per Section 94956.9(a): CONFERENCE WITH LEGAL COUNSEL.

Claimant: Mark Jaunzemis
Agency Claimed Against: NOCCCD

RECONVENE MEETING: At 8:28 p.m., Board President Molly McClanahan reconvened the meeting in open session.

It was moved by Trustee Jeffrey P. Brown and seconded by Trustee Stephen T. Blount to reject the claim presented by Mark Jaunzemis. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes.**

ADJOURNMENT: At 8:30 p.m., it was moved by Trustee Barbara Dunsheath and seconded by Trustee Ryan Bent to adjourn the meeting. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes.**

Prepared By Recording Secretary for
Jeffrey P. Brown, Secretary, Board of Trustees