

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

March 27, 2018

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, March 27, 2018, at 5:30 p.m. in the Anaheim Campus Board Room.

Board President Jacqueline Rodarte called the meeting to order at 5:30 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; Eldon Young, representing the District Management Association; Rod Lusch, representing CSEA; and Alba Recinos, Recording Secretary.

**OTHER ADMINISTRATORS AND EMPLOYEES PRESENT:** Gilbert Contreras, Rod Garcia, Jose Ramon Nuñez, and Oscar Saghieh from Fullerton College; Emily Day, Philip Dykstra, Kathleen Reiland, and Ty Volcy from Cypress College; Joanne Armstrong, Terry Cox, Martha Gutierrez, Raine Hambly, Erin Sherard, Heidi Stearns from North Orange Continuing Education; and Tami Oh, Chelsea Salisbury, Kashu Vyas, and Rick Williams from the District Office.

**VISITORS:** Jamie Awford, Mary Dalessi, and Damion Planchon.

**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 Stephen T. Blount that the following non-personnel items be approved by block vote:

Finance & Facilities: 3.a, 3.b, 3.c, 3.d, 3.e, 3.f  
Instructional Resources: 4.b  
General: 6.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 Ryan Bent and seconded by Trustee Molly McClanahan 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. As part of the Chancellor's Report, **Erin Sherard**, NOCE Instructor, conducted a presentation titled "Parenting: Love & Logic" which included an overview of the Love & Logic Institute and the Supporting Adults for Student Success (SASS) program area as part of the Adult Education Block Grant (AEBG) regional consortium. She outlined how the SASS curriculum was derived based on a regional needs assessment; the curriculum exploration strategy used to determine use of the Love & Logic Institute; the pilots used in the 2016-17 and 2017-18 academic years; locations and services offered; student success stories and testimonials; and next steps which include curriculum finalization and submission, piloting, and transition to apportionment. Ms. Sherard concluded her presentation by inviting trustees to visit the SASS classes.

(See Supplemental Minutes #1211 for a copy of the presentation.)

- B. **Chancellor Cheryl Marshall** referenced the NOCE presentation as an example of the important work of AEBG and adult education, and noted that those types of classes are not included in the proposed State funding formula. She shared her plans to advocate for continued funding for all non-CDCP noncredit courses during the legislative advocacy trip to Sacramento on April 11.

Dr. Marshall congratulated **Trustee Jacqueline Rodarte** on her selection as a "Women of Distinction" recipient by Congressman **Lou Correa**. Trustee Rodarte was nominated for the award by her Fullerton College Puente Program mentee.

- C. **Valentina Purtell**, NOCE Provost, thanked **Erin Sherard** for her presentation, and reported on the "operation efficiency and enrollment growth planning" sessions hosted by NOCE, the first meeting of the Research and Planning Group Noncredit Taskforce, and the successful DSS Transition Night event on March 21.

(See Supplemental Minutes #1211 for a copy of the Provost's full report.)

- D. **JoAnna Schilling**, Cypress College President, reported that the College's HVAC Program was named #2 in the nation by Schools.com and that the week of April 2 has been designated "Cypress Safety Week" and will include a campus safety forum with the Cypress Police department on April 4 in addition to other campus safety events. Dr. Schilling also encouraged everyone to register for the annual *YomHaShoah* event on April 17.

(See Supplemental Minutes #1211 for a copy of the President's full report.)

- E. **Greg Schulz**, Fullerton College President, thanked **Trustee McClanahan** and **Chancellor Marshall** for attending the Fullerton College coffee event, and reported on a campus visit by State Senator **Josh Newman** and the ongoing discussions in the Faculty Senate on guided pathways, campus safety, and Winter intercession. Dr. Schulz concluded his report by sharing the passing of retired Communications Studies faculty member **Shirlee Pledger**.

(See Supplemental Minutes #1211 for a copy of the President's full report.)

## COMMENTS

- A. **Rod Lusch** reported that CSEA has elected delegates to attend the upcoming CSEA conference in Sacramento where they hope to visit with candidates for office in order to represent the needs of both CSEA and the District.
- B. **Student Trustee Daniel Sebastian** announced that the Cypress College "Women's Recognition Awards" will take place on April 4 at 11:30 a.m.
- C. **Student Trustee Andrew Washington** reported on the Fullerton College Associated Students elections taking place the following week and his appointment to the UMOJA State Board as a student member.
- D. **Trustee Stephen T. Blount** shared that he will have to miss the "Fullerton College Night at Angels Stadium" on April 6 due to his attendance at a conference.
- E. **Trustee Barbara Dunsheath** reported on her attendance at an ACCJC workshop, and noted that she will share information related to all of the good things happening with the accreditation commission at a later date.
- F. **Trustee Jacqueline Rodarte** reminded everyone to register for Strategic Conversation #19 taking place on April 10 at Cypress College.

**MINUTES:** It was moved by Trustee Stephen T. Blount and seconded by Student Trustee Andrew Washington to approve the Minutes of the Regular Meeting of March 13, 2018. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustees Sebastian and Washington's advisory votes.**

## FINANCE & FACILITIES

**Item 3.a:** By block vote, authorization was granted to award RFQ/P #1718-13, Design Build of Fullerton College Instructional Building and Central Plant Expansion Project to BNBuilders, Inc. in the amount not-to-exceed \$48,125,220.

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

**Item 3.b:** By block vote, authorization was granted to reject all bids for Bid #1718-14, Fullerton College Building 3000 HVAC Upgrade Project and authorize staff to rebid the project at a later date.

**Item 3.c:** By block vote, authorization was granted to award RFQ&P 1718-16, CTE Branding, Online Optimization, and Promotion Consulting for NOCCCD to Interact Communications., Inc. in the amount of \$539,200. The project will begin on April 1, 2018 through December 31, 2019.

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

**Item 3.d:** By block vote, authorization was granted to award Bid #1718-19, Anaheim Campus 2<sup>nd</sup> Floor Counseling Offices & 5<sup>th</sup> Floor CTE Lab Tenant Improvements, to Interlog Construction as the lowest overall responsive and responsible bidder in the amount of \$410,000, including an allowance.

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

**Item 3.e:** By block vote, authorization was granted to amend the agreement with Dudek for the preparation of the Fullerton College Sherbeck Field Improvements California Environmental Quality Act document and extend the term from agreement through December 31, 2018.

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

**Item 3.f:** By block vote, authorization was granted for Brent Kaufman, Cypress College English professor, to attend the 2018 On Belonging Conference in London, England from July 26 – 28, 2018.

## **INSTRUCTIONAL RESOURCES**

**Item 4.a:** It was moved by Trustee Jeffrey P. Brown and seconded by Trustee Ryan Bent to approve the Guided Pathways multi-year plans by Cypress College, Fullerton College, and North Orange Continuing Education.

During the discussion, trustees complimented the common format among the reports, and encouraged the incorporation of student voices throughout the reports and suggested clarifying the percentage increases referenced in order to better identify how programs/practices will be scaled up. Trustees also inquired about students being able to change their majors, the availability of professional development, evaluation components, training on meta majors, use of faculty advisors, as well as clarification on the timeframe for implementation, funding, the 14 different areas of focus within the plans, and the role of non-credit within the guidelines. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustees Sebastian and Washington's advisory votes.**

**Item 4.b:** By block vote, authorization was granted to accept new revenue from Master Agreement and Participation Agreements under the Strong Workforce Program – Regional Fund (SWP) Grant in the total amount of \$1,453,418 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.

## **HUMAN RESOURCES**

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

### RETIREMENT

Cordell, Bruce	FC	Physics Instructor Eff. 05/27/2018 PN FCF631
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### NEW PERSONNEL

Edwards, Arnette	FC	Counselor/EOPS Second Year Probationary Contract Class F, Step 10 Eff. 07/01/2018 PN FCF618
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Gonzalez, Juan Pablo	FC	Counselor/EOPS Second Year Probationary Contract Class C, Step 8 Eff. 07/01/2018 PN FCF747
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Heredia, Ernesto	CC	Counselor/SEM Second Year Probationary Contract Class B, Step 4 Eff. 07/01/2018 PN CCF720
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Sherard, Erin	NOCE	Parenting Non-Credit Instructor Second Year Probationary Contract Class E, Step 3 Eff. 09/06/2018 PN SCF966
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### CHANGE IN SALARY CLASSIFICATION

Do, Mina	CC	Mathematics (ADJ) From: Column 1, Step 1 To: Column 2, Step 1 Eff. 01/29/2018
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### LEAVE OF ABSENCE

Pope, Daniel	FC	Art Instructor
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Family Medical Leave (FMLA/CFRA)  
 Paid Leave using Regular and Supplemental  
 Sick Leave until Exhausted; Unpaid thereafter  
 Eff. 01/25/2018-03/06/2018 (100%)  
 Eff. 03/07/2018-03/21/2018 (33.33%)

### FACULTY SABBATICAL LEAVE

Henderson, Angela	FC	Reading Instructor Eff. Fall 2018
Henke, Carol	FC	Art Instructor Eff. Fall 2018
Henke, William	FC	Art Instructor Eff. Fall 2018
Hughes, Deidre	FC	Reading Instructor Eff. Spring 2019
Liu, Annie	FC	English Instructor Eff. Fall 2018
Mande, Anupama	FC	History Instructor Eff. Spring 2019
Mang, Cathleen	NOCE	ESL Instructor Eff. Fall 2018
Melella, Laura	FC	Office Technology Instructor Eff. Spring 2019
Sallade, Douglas	CC	Air Cond/Refrig Instructor Eff. Spring 2019
Snyder, Pete	FC	Physical Education Instructor Eff. Fall 2018

### TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2018 SPRING SEMESTER, TRIMESTER

Dale, Michelle	CC	Column 1, Step 1
Donald, Monica	CC	Column 3, Step 1
Gorrell, Thomas	FC	Column 2, Step 1
Larsen, Erika	NOCE	Column 1, Step 1
LeGarra, Richard	CC	Column 2, Step 1
Martin, Debbie	NOCE	Column 1, Step 1
Mojo, Brittany	FC	Column 1, Step 1
Phillips, Dewetha	CC	Column 1, Step 1

### TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

McMillan, Jeff	CC	Column 1, Step 1
Musgrave, Alla	CC	Column 1, Step 1

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

RESIGNATION

Balderas, Armando	FC	Campus Safety Officer 12-month position (100%) Eff. 04/01/2018 PN FCC742
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PROBATIONARY RELEASE

@01712663	FC	Skilled Maintenance Mechanic Eff. 03/14/2018 PN FCC612
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NEW PERSONNEL

Gerardo, Roseanne	AC	Executive Assistant III 12-month position (100%) Range 30C, Step A Confidential Salary Schedule Eff. 04/02/2018 PN DEN990
Park, A-Hang	CC	Accounting Technician 12-month position (100%) Range 36, Step B Classified Salary Schedule Eff. 04/09/2018 PN CCC956
Moscol, Megan	FC	Assistant Project Manager, Campus Capital Projects 12-month position (100%) Range 13, Column G Management Salary Schedule Eff. 05/01/2018 PN FCM949

VOLUNTARY CHANGES IN ASSIGNMENT

Cota, Yvonne	CC	Administrative Assistant I (100%)  Temporary Change in Assignment To: CC Administrative Assignment III 12-month position (100%) Range 41, Step B +15% Longevity
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Classified Salary Schedule  
Eff. 02/20/2018 – 06/30/2018

Sestito, Teresa	CC	<p>PE-Athletic Equipment Attendant (100%)</p> <p>Temporary Change in Assignment To: CC Athletic Equipment Coordinator 10-month position (100%) Range 37, Step A + 10% Longevity Classified Salary Schedule Eff. 03/01/2018 – 03/14/2018</p>
Young, Lynette	CC	<p>Administrative Assistant II (80%)</p> <p>Temporary Increase in Months Employed From: 10 month To: 12 months Eff. 05/01/2018 – 05/31/2018</p> <p>Temporary Increase in Percent Employed From: 80% To: 100% Eff. 05/01/2018 – 05/31/2018</p>

PROFESSIONAL GROWTH & DEVELOPMENT

De Robles, Roque	FC	<p>Laboratory Clerk/Biology (100%) 5<sup>th</sup> Increment (\$350) Eff. 07/01/2020</p>
Flores, Hugo	FC	<p>Student Services Specialist (100%) 3<sup>rd</sup> Increment (\$350) Eff. 07/01/2020</p>
Huynh, Thydan	FC	<p>Student Services Specialist (100%) 1<sup>st</sup> Increment (\$350) Eff. 07/01/2018</p>

LEAVES OF ABSENCE

Abelon, John	FC	<p>Student Services Technician (100%) Military Leave With Pay (USERRA) Eff. 03/14/2018</p>
Angevine, Julie	CC	<p>Administrative Assistant I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/06/2018 – 02/14/2018 (Consecutive Leave) Eff. 02/15/2018 – 03/06/2018 (Intermittent Schedule)</p>

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 – 03/22/2018 (Consecutive Leave)
Cirrito, Janine	FC	Career Center Coordinator (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 03/13/2018 – 04/24/2018 (Consecutive Leave)
Hoang, Elizabeth	FC	Administrative Assistant II (100%) Family Medical Leave (FMLA/CFRA) and Parental Leave (AB 2393) Paid Leave Using Sick Leave and Bonding Leave Until Exhausted; Unpaid Thereafter Eff. 03/26/2018 – 04/20/2018 (Consecutive Leave)
Jajo, Astiphan	NOCE	Facilities Custodian (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 03/01/2018 – 03/14/2018 (Consecutive Leave)
Oropeza, Elaine	FC	Financial Aid Technician (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/09/2018 – 04/06/2018 (Consecutive Leave)
Sanchez, Lizeth	AC	Human Resources Coordinator (100%) Family Medical Leave (FMLA/CFRA) and Parental Leave (AB 2393) Paid Leave Using Sick Leave and Bonding Leave Until Exhausted; Unpaid Thereafter Eff. 04/02/2018 – 05/25/2018 (Consecutive Leave)
Verdugo, Manuel	CC	PE Athletic Equipment Coordinator (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/01/2018 – 03/14/2018 (Consecutive Leave)
Villasenor, Elizabeth	AC	Payroll Specialist (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/06/2018 – 05/31/2018 (Consecutive 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 #1211 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 #1211 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 #1211 for a copy of the volunteer listing.)

## **GENERAL**

**Item 6.a:** It was moved by Trustee Ryan Bent and seconded by Trustee Stephen T. Blount that the Board mark its ballot for the California Community College Trustees Board of Directors election at this time. The Board cast its votes for the following five individuals: **Ann Ransford**, Glendale Community College District; **Brent Hastey**, Yuba Community College District; **Don Edgar**, Sonoma County Community College District; **Greg Pensa**, Allan Hancock Community College District; and **Eric Payne**, State Center Community College District. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustees Sebastian and Washington's advisory votes.**

**Item 6.b:** By block vote, authorization was granted to appoint **Joshua Kazarian**, as the Fullerton College Student Organization Representative, to serve for a term of two years and for a maximum of three consecutive terms, without compensation, on the Citizens' Oversight Committee for the North Orange County Community College District bond projects.

**CLOSED SESSION:** At 6:46 p.m. Board President Jacqueline Rodarte observed a moment of silence and adjourned the open session meeting in memory of **Shirlee Pledger**, recently retired Fullerton College Communications Studies Professor, who passed away after an extended illness. Closed session was held 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 54956.9(a): CONFERENCE WITH LEGAL COUNSEL: ANTICIPATED LITIGATION: One (1) Potential Case.**

**RECONVENE MEETING:** At 7:51 p.m., Board President Jacqueline Rodarte reconvened the meeting in open session.

**ADJOURNMENT:** At 7:51 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.**

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