

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

March 28, 2017

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, March 28, 2017, at 5:30 p.m. in the Anaheim Campus Board Room.

Board President Molly McClanahan 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, Jeffrey P. Brown, Barbara Dunsheath, Ed Lopez, Molly McClanahan, Jacqueline Rodarte, and Student Trustees Scott Begneski and Tanya Washington. Absent: Stephen T. Blount.

**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; Bob Simpson, President, Cypress College; Valentina Purtell, Provost, School of Continuing Education; Olivia Veloz, representing the District Management Association; Adam Gottdank, representing the School of Continuing Education Academic Senate; Bryan Seiling representing the Cypress College Academic Senate; Pete Snyder, representing the Fullerton College Faculty Senate; Summer Marquardt, representing CSEA; and Alba Recinos, Recording Secretary.

**OTHER ADMINISTRATORS AND EMPLOYEES PRESENT:** Robert Byde, Gilbert Contreras, Rod Garcia, and Jose Ramon Nuñez from Fullerton College; Santanu Bandyopadhyay, Karen Cant, Richard Fee, Sylvia Paek, and Susan Rittel from Cypress College; Terry Cox and Ivan Stanojkovic from the School of Continuing Education; and Monica Farias, Jenney Ho, Julie Kossick, Kashu Vyas, and Rick Williams from the District Office.

**VISITORS:** Chuck Allen, Winston Bao, Melissa Castañeda, Sabrina Jones, Wendy Robison, Jeff Truman, and Andrew Washington.

**COMMENTS: MEMBERS OF THE AUDEIENCE:**

- A. **Adam Gottdank**, SCE Faculty, thanked the Board members, faculty and staff who showed empathy and support for students at the previous Board meeting. He stated his hope that the Board would continue the level of respect, professionalism, and collegiality that they have displayed for many years.

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

Finance & Facilities: 3.a, 3.b

Instructional Resources: 4.a, 4.b

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

**BLOCK VOTE APPROVAL OF PERSONNEL ITEMS:** It was moved by Trustee Barbara Dunsheath and seconded by Trustee Ed Lopez 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, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes.**

## REPORTS

- A. **Cypress College Science, Engineering, & Math Building Schematic Design:** As part of the Chancellor's Report, **Karen Cant**, Cypress College Vice President of Administrative Services, introduced **Winston Bao, Wendy Robison, and Sabrina Jones**, from LPA Architects, who presented the schematic design for the new Science, Engineering, & Math (SEM) Building at Cypress College and provided background information related to the project.

In the ensuing discussion, Cypress College staff and the team of architects answered questions related to accessibility, visits to community colleges, Immersive Digital Classroom (IDC) technology, flexibility for future accommodations, classroom/lab seat count, sustainability, and student input.

(See Supplemental Minutes #1189 for a copy of the full presentation.)

- B. **Chancellor Cheryl Marshall** concluded her report by congratulating the School of Continuing Education for a successful accreditation visit where they were commended for their dedication to students, the diversity of programs and services, their application of best practices in teaching, learning, and support services, and their use of evidence-based decision making.

(See Supplemental Minutes #1189 for a copy of the Chancellor's full report.)

- C. **Valentina Purtell**, School of Continuing Education Provost, reported on SCE's four-day self-study accreditation visit where they were hailed as a "model noncredit school" by the visiting team. She also reported on staff's attendance at the Noncredit Ad-Hoc RP Task Force meeting, and SCE's new all-day STEAM summer camp program.

(See Supplemental Minutes #1189 for copy of the Provost's full report.)

- D. **Bob Simpson**, Cypress College President, commended the on-going collaboration between staff, LPA Architects, and Sundt Construction on the Cypress College SEM building project. He also stated that he looked forward to welcoming everyone on April 1 to celebrate Cypress College's 50<sup>th</sup> anniversary.

(See Supplemental Minutes #1189 for copy of the President's full report.)

- E. **Greg Schulz**, Fullerton College President, recognized the retirement of Dr. Robert Byde after 40+ years of service to Fullerton College. He also announced that tickets are still available for Fullerton College Night at Angel Stadium on March 30, and that the College's Institutional Effectiveness Partnership Initiative (IEPI) technical assistance visit will take place on April 3.

(See Supplemental Minutes #1189 for copy of the President's full report.)

## COMMENTS

- A. **Olivia Veloz** thanked the District for inviting eight managers to attend the California Women Lead Leadership Academy and for hosting the NOCCCD 2017 Student Equity Symposium.
- B. **Adam Gottdank** reported on preparations for the Spring Plenary Session and student attendance at the memorial service for Janet Pineda. He also commented on the glowing report SCE received during their accreditation visit's read out and thanked the District for its support.
- C. **Bryan Seiling** shared that the Cypress College Academic Senate is working on its bylaws in order to fulfill accreditation requirements, and their plans to support the Fullerton College and SCE DACA resolutions and plans to draft their own.
- Mr. Seiling expressed concern over the lack of decorum at the last Board meeting where the debate undermined the safety of students. He concluded by stating that there is a way to express views without alienating those who you serve.
- D. **Pete Snyder** reported that the Fullerton College Faculty Senate hopes to adopt Canvas soon, and that the College is anxious for its upcoming IEPI visit. He also expressed hope that future Board meetings would provide an opportunity for respectful dialogue over issues.
- E. **Student Trustee Tanya Washington** invited everyone to attend the 50<sup>th</sup> Annual Anaheim YMCA Good Friday Breakfast and congratulated Christie Diep on her selection as the Cypress College Teacher of the Year.
- F. **Student Trustee Scott Begneski** reported that Associated Students elections are underway and that Fullerton College students are pleased the DACA resolution passed. He also encouraged the Board to continue to keep the focus on students.
- G. **Trustee Ryan Bent** reported on his attendance at "Ending the Cycle of Fear: Increasing Understanding of Muslims and Arabs in America" presentation. He stated that as an elected representative and voice of his community, he stands by his comments at the previous Board meeting.
- H. **Trustee Jacqueline Rodarte** expressed her gratitude to those holding the Board accountable for their actions.

- I. **Trustee Ed Lopez** congratulated SCE on their successful accreditation visit, and echoed the visiting team's compliments related to their collaboration efforts.
- J. **Trustee Barbara Dunsheath** reported on her attendance at the Student Equity Symposium and delight to be involved with SCE's accreditation visit. She also shared the scheduled events for the Cypress College 50<sup>th</sup> anniversary celebration.
- K. **Trustee Molly McClanahan** announced that moving forward the District will no longer charge for parking during Board meetings. She also encouraged the Fullerton College horticulture program to explore future connections with the Buena Park High School agriculture program.

**MINUTES:** It was moved by Trustee Barbara Dunsheath and seconded by Student Trustee Tanya Washington to approve the Minutes of the Regular Meeting of March 14, 2017. **Motion carried with Trustees Bent, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustees Begneski and Washington's advisory votes.**

## **FINANCE & FACILITES**

**Item 3.a:** By block vote, authorization was granted for the 2016-2017 General Fund and Capital Outlay Fund transfers netting to the amount of \$622,399 and adoption of the resolutions showing the summary, pursuant to the California Code of Regulations, Title 5, §58307.

**Item 3.b:** By block vote, authorization was granted to recognize a transfer and establish budget within the General Fund to make Fullerton College's allocation of \$1,494,755 of one-time mandate claim funds available for campus use, adopt resolutions to adjust budgets and authorize expenditures within the General Fund pursuant to the California Code of Regulations Title 5, §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 on behalf of the District.

**Item 3.c:** It was moved by Trustee Jeffrey P. Brown and seconded by Trustee Jacqueline Rodarte to enter into a Commissioning Services Agreement with TK1SC for the Cypress College new Science, Engineering, & Mathematics Building and new Veterans' Resource Center in the amount of \$207,750 inclusive of reimbursables. The term of the agreement shall be effective March 29, 2017, through June 30, 2021.

During the discussion, Vice Chancellor Fred Williams stated that TK1SC is the firm providing engineering services for LPA Architects, but that there is no legal conflict of interest. Subsequent to clarification on the selection process, the **motion carried with Trustees Bent, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustees Begneski and Washington's advisory votes.**

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

## INSTRUCTIONAL RESOURCES

**Item 4.a:** By block vote, authorization was granted to accept new revenue from Master Agreement and Participation Agreement under the Strong Workforce Program – Regional Fund (SWP) Grant in the amount of \$285,000, 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 4.b:** By block vote, authorization was granted to approve an amendment for Agreement #29865 Amendment 1 for WIOA Final Regulations, and adopt a resolution to authorize the personnel named, the Vice Chancellor of Finance & Facilities and the District Director of Fiscal Affairs, to sign and execute any and all documents required by the DOR to effectuate the execution of contracts and/or amendments.

## HUMAN RESOURCES

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

### RETIREMENTS

Byde, Robert	FC	Psychology Instructor Eff. 05/28/2017 PN FCF966
Hoyt-Heydon, Pamela	FC	Dramatic Arts Instructor Eff. 06/01/2017 PN FCF880
Marshall, Barbara	CC	English Instructor EFF. 05/31/2017 PN CFC873

### EXTENSION OF TEMPORARY MANAGEMENT CONTRACT

Abab, Majaneh	SCE	Interim Director, Basic Skills Programs Eff. 04/14/2017-06/30/2017
	SCE	Interim Director, Basic Skills Programs Range 24, Colum B (100%) Management Salary Schedule Eff. 07/01/2017-04/13/2018

### MANAGEMENT PROFESSIONAL GROWTH AND DEVELOPMENT

Hubbard, Vaniethia	SCE	Dean, Instruction & Student Services Doctoral Stipend (\$2600)
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Eff. 07/01/2017

LEAVE OF ABSENCE

Burke, Elisabeth	FC	Religious Studies Instructor Family Medical Leave (FMLA/CA PDL) (100%) Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 03/23/2017-05/27/2017
See, Roger	FC	Physical Education Instructor Family Medical Leave (FMLA/CFRA) (100%) Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/22/2017-03/24/2017

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2017 SPRING SEMESTER, WINTER/SPRING TRIMESTER

Jean, Jean-Paul	SCE	Column 1, Step 1
Mulcahy, Christina	CC	Column 1, Step 1
Nguyen, Amy	FC	Column 1, Step 1
Parks, Yumi	FC	Column 1, Step 1
Webber, Jonathan	CC	Column 2, Step 1

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Marquez, Julieta	FC	Column 2, Step 1
Sierra, Mayra	FC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Rothermich, Edgar	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:

RESCISSION OF RESIGNATION

Cheng-Chen, Judy	FC	Special Project Director/Health Services Temporary Management Position (33.83%) PN FCT983
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NEW PERSONNEL

Albrecht, Mary Helen	SCE	Instructional Assistant 11-month position (60%) Range 36, Step A Classified Salary Schedule Eff. 04/03/2017 PN SCC857
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Chum, Huoch	FC	Facilities Custodian I 12-month position (55%) Range 27, Step A Classified Salary Schedule Eff. 04/03/2017 PN FCC990
Hegle, Sierra	CC	Student Services Technician 12-month position (100%) Range 33, Step A Classified Salary Schedule Eff. 03/29/2017 PN CCC799
Park, Lily	SCE	Admissions and Records Specialist 12-month position (100%) Range 36, Step A Classified Salary Schedule Eff. 03/29/2017 PN SCC875
Nguyen, Cattien	AC	Payroll Specialist 12-month position (100%) Range 36, Step E Classified Salary Schedule Eff. 04/03/2017 PN DEC995
Tucker, Rachael	FC	Clerical Assistant I 12-month position (40%) Range 29, Step A Classified Salary Schedule Eff. 03/29/2017 PN FCC605
Urde, Nordin	SCE	Instructional Assistant 11-month position (40%) Range 36, Step A + 5% Shift Classified Salary Schedule Eff. 04/03/2017 PN SCC858
 <u>REHIRE</u>		
Murillo, Raquel	SCE	Special Project Manager, Student Success & Support Temporary Management Position (100%) Range 2, Special Project Admin Daily Rate Schedule Eff. 07/01/2017 - 6/30/2018 PN SCT963

Rangel, Aghabi                      FC      Special Project Director/Pathway Transformation Initiative  
 Temporary Management Position (100%)  
 Range 3, Special Project Admin Daily Rate Schedule  
 Eff. 07/01/2017 - 06/30/2018  
 PN FCT623

CHANGE IN SALARY STEP

Brown, Anthony                      AC      Accounting Specialist (100%)  
 From: Range 40, Step A  
 To:     Range 40, Step E  
 Eff. 03/13/2017

PROMOTION

Corona, Shontel                      SCE    Admissions & Records Technician  
 12-month position (100%)  
 PN SCC955

To:     SCE Admissions & Records Specialist  
 12-month position (100%)  
 Range 36, Step D + PG&D  
 Classified Salary Schedule  
 Eff. 03/29/2017  
 PN SCC876

Lindley, Korey                      FC      Financial Aid Technician  
 12-month position (100%)  
 PN FCC674

To:     CC Financial Aid Coordinator  
 12-month position (100%)  
 Range 40, Step D  
 Classified Salary Schedule  
 Eff. 04/03/2017  
 PN CCC698

VOLUNTARY CHANGES IN ASSIGNMENT

Bates, Beatrice                      AC      Payroll Lead (100%)

Extension of Temporary Change in Assignment  
 To:     AC Interim District Manager, Payroll  
 12-month position (100%)  
 Range 17, Step A + PG&D  
 Management Salary Schedule  
 Eff. 04/01/2017 – 6/30/2017

Corona, Shontel                      SCE    Admissions & Records Specialist (100%)  
 Temporary Change in Assignment

To: SCE Student Records Coordinator  
 12-month position (100%)  
 Range 40, Step C + PG&D  
 Classified Salary Schedule  
 Eff. 03/29/2017 – 06/30/2017

Crisostomo Urzua,  
 Jessica

FC Facilities Custodian I  
 12-month position (55%)  
 PN FCC609

Permanent Lateral Transfer  
 To: FC Facilities Custodian I  
 12-month position (100%)  
 Eff. 04/03/2017  
 PN FCC656

Cruz Villegas, Victorina

FC Facilities Custodian I  
 11-month position (45%)  
 PN FCC874

Permanent Lateral Transfer  
 To: FC Facilities Custodian I  
 12-month position (100%)  
 Eff. 04/03/2017  
 PN FCC985

Hwee, Ivy

AC Accounting Specialist (100%)

Extension of Temporary Change in Assignment  
 To: AC Interim District Manager, Fiscal Affairs  
 12-month position (100%)  
 Range 19, Step A  
 Management Salary Schedule  
 Eff. 04/01/2017 – 6/30/2017

Vyas, Kashmira

AC District Manager, Fiscal Affairs

Extension of Temporary Change in Assignment  
 To: AC Interim District Director, Fiscal Affairs  
 12-month position (100%)  
 Range 32, Step A + PG&D  
 Management Salary Schedule  
 Eff. 04/01/2017 – 6/30/2017

### PROFESSIONAL GROWTH & DEVELOPMENT

King, Tina

SCE Director, Institutional Research and Planning  
 Doctoral Stipend (\$2,600)  
 Eff. 07/01/2017

LEAVES OF ABSENCE

Avila, Brandi	FC	Student Services Specialist (100%) Family Medical Leave (FMLA/CFRA/PDL) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 03/13/2017 – 07/02/2017 (Consecutive Leave)
Fuentes, Rafael	FC	Facilities Custodian (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/21/2017 – 01/15/2018 (Intermittent Leave)
Rangel, Aghabi	FC	Special Projects Director, Pathway Transformation Family Medical Leave (FMLA/CFRA/PDL) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 04/03/2017 – 06/16/2017 (Consecutive Leave)
Serrato, Melissa	FC	Campus Marketing/Outreach Assistant (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 03/07/2017 – 04/04/2017 (Consecutive Leave)
Thackrah, Tracy	FC	Radio Broadcast Technician (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/21/2017 – 03/22/2017 (Consecutive Leave)
Wallace, Nadia	CC	Administrative Assistant (67.5%) Family Medical Leave (FMLA/CFRA/PDL) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 04/15/2017 – 06/10/2017 (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 #1189 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 #1189 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 #1189 for a copy of the volunteer listing.)

## **GENERAL**

**Item 6.a:** It was moved by Trustee Barbara Dunsheath and seconded by Trustee Jeffrey P. Brown that the Board adopt the revised Board of Trustees Assessment instrument, which is to be distributed at the April 11, 2017 Board meeting.

After noting that the assessment instrument was written to closely align with accreditation standards, the **motion carried with Trustees Bent, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustees Begneski and Washington's advisory votes.**

**Item 6.b:** It was moved by Trustee Barbara Dunsheath and seconded by Trustee Ryan Bent 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 individuals: Marisa Perez, Cerritos Community College District; Michele R. Jenkins, Santa Clarita Community College District; Stephen Blum, Ventura Community College District; Laura Casas, Foothill-De Anza Community College District; Adrienne Grey, West Valley-Mission Community College District; Andra Hoffman, Los Angeles Community College District; Pam Haynes, Los Rios Community College District; Jim Moreno, Coast Community College District; and William "Kyle" Iverson, Napa Community College District.

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

**CLOSED SESSION:** At 7:26 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 54957: PUBLIC EMPLOYEE APPOINTMENTS: Cypress College President**

**Per Section 54956.9(a): CONFERENCE WITH LEGAL COUNSEL: Worker's Compensation Claim**

<b>Claimant:</b>	<b>Arlyn McDonald</b>
<b>Agency Claimed Against:</b>	<b>NOCCCD</b>

**RECONVENE MEETING:** At 8:03 p.m., Board President Molly McClanahan reconvened the meeting in open session and reported the following action taken in closed session:

It was moved by Trustee Jacqueline Rodarte and seconded by Trustee Ed Lopez to negotiate settlement by way of stipulated settlement and authorize payment of negotiated amount in the matter of Arlyn McDonald. **Motion carried with Trustees Bent, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes.**

**ADJOURNMENT:** At 8:05 p.m., it was moved by Trustee Barbara Dunsheath and seconded by Trustee Jacqueline Rodarte to adjourn the meeting. **Motion carried with Trustees Bent, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes.**

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