

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

October 11, 2016

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, October 11, 2016, at 5:30 p.m. in the Anaheim Campus Board Room.

Board Vice President Molly McClanahan called the meeting to order at 5:32 p.m. and led the Pledge of Allegiance to the Flag.

TRUSTEE ROLL CALL: Present: Stephen T. Blount, Jeffrey P. Brown, Leonard Lahtinen, Molly McClanahan, M. Tony Ontiveros, Jacqueline Rodarte, and Student Trustees Scott Begneski and Tanya Washington. Absent: Barbara Dunsheath.

RESOURCE PERSONNEL PRESENT: Cheryl Marshall, Chancellor; Fred Williams, Vice Chancellor, Finance & Facilities; Irma Ramos, Vice Chancellor, Human Resources; Greg Schulz, President, Fullerton College; Bob Simpson, President, Cypress College; Valentina Purtell, Interim Provost, School of Continuing Education; Deborah Ludford, District Director, Information Services; Raine Hambly, representing the District Management Association; Alli Stanojkovic, representing the School of Continuing Education Academic Senate; Bryan Seiling representing Cypress College Academic Senate; Pete Snyder, representing Fullerton College Faculty Senate; Tina Johannsen, representing United Faculty; Rod Lusch, representing CSEA; Kent Stevenson, representing ADFAC; and Alba Recinos, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES PRESENT: Cecilia Arriaza, Gilbert Contreras, Rod Garcia, and Heather Skratulia from Fullerton College; Santanu Bandyopadhyay, Karen Cant, Philip Dykstra, and Susan Rittel from Cypress College; Ivan Stanojkovic from the School of Continuing Education; and Julie Kossick, Arturo Ocampo, Tami Oh, Kai Stearns Moore, Kashu Vyas, and Rick Williams from the District Office.

VISITORS: Mary Dalessi, Ed Lopez, Young Min, Bob Miranda, and Jennifer Rodil.

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

BLOCK VOTE APPROVAL OF NON-PERSONNEL ITEMS: It was moved by Trustee Jacqueline Rodarte 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.d

Instructional Resources: 4.a, 4.b, 4.c

Motion carried with Trustees Blount, Brown, Lahtinen, McClanahan, Ontiveros, and Rodarte voting yes, including Student Trustees Begneski and Washington's advisory votes.

BLOCK VOTE APPROVAL OF PERSONNEL ITEMS: It was moved by Trustee Leonard Lahtinen and seconded by Trustee M. Tony Ontiveros 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 Blount, Brown, Lahtinen, McClanahan, Ontiveros, and Rodarte voting yes.

REPORTS

- A. **Chancellor Cheryl Marshall** reported on various campus and community events that she attended during the past two weeks, including Fullerton College Psychology Day, and the Legacy Scholars lunch at Cypress College and Puente Program event for family and mentors. She also reported on the first planning meeting for the new workforce development funds, and the planned summit on October 21 for district-wide CTE faculty and managers.

(See Supplemental Minutes #1178 for a copy of the Chancellor's full report.)

COMMENTS

- A. **Valentina Purtell**, School of Continuing Education Interim Provost; **Bob Simpson**, Cypress College President; and **Greg Schulz**, Fullerton College President, reported on activities from their respective areas.

During his report, Dr. Simpson shared that Karen Cant, Cypress College Vice President of Administrative Services, announced her retirement.

- B. **Raine Hambly** thanked Chancellor Marshall for her continued support of students, and noted that the District Management Association plans to distribute a survey to all managers in order to solicit feedback on professional development activities.
- C. **Alli Stanojkovic** read from a Proposition 51 support resolution recently adopted by the SCE Academic Senate.
- D. **Bryan Seiling** stated that the Cypress College Academic Senate plans to take action on a Proposition 51 resolution, and thanked Karen Cant for all of her work in support of Measure J projects.
- E. **Pete Snyder** thanked Dr. Marshall for attending the Fullerton College Faculty Senate meeting, and reported on the upcoming accreditation feedback forums.
- F. **Tina Johannsen** reported on her attendance at the Community College Association (CCA) conference, and stated that United Faculty has endorsed Leonard Lahtinen for the District 1 seat on the Anaheim City Council.
- G. **Rod Lusch** shared that CSEA is supporting Propositions 51, 52, 55, 58, and 59 on the November ballot.

- H. **Kent Stevenson** reported that Adjunct Faculty United has endorsed trustee candidates Ed Lopez and Barry Wishart, and noted that Governor Brown signed AB1379 into legislation.
- I. **Student Trustee Tanya Washington** reported on her attendance at various district-wide events, including the Legacy Power Hour luncheon where she introduced Chancellor Marshall as the guest speaker.
- J. **Student Trustee Scott Begneski** shared that Fullerton College is currently hosting a week of events dedicated to LGBTQ awareness, as well as a Homecoming rally on October 13 in advance of the football game on October 25.
- K. **Trustee Stephen T. Blount** reported on his attendance at the Fullerton College coffee event where housing for international students was a topic of discussion.
- L. **Trustee M. Tony Ontiveros** noted that students in his trustee area tend to enroll at Santiago Canyon College, and he urged Fullerton College to reach out to Yorba Linda High School and Esperanza High School in order to encourage their students to enroll at Fullerton College instead.
- M. **Trustee Jacqueline Rodarte** invited everyone to attend the Anaheim Day of the Dead community event on October 29.
- N. **Trustee Leonard Lahtinen** referenced both the Fullerton College President's newsletter that included crime statistics, and the evaluation of legal services memo which outlined the firms that provided legal services to the District during 2015-16 and totaled over \$500,000.
- O. **Trustee Molly McClanahan** reported on media coverage related to the Peralta Community College District's alleged breach of conflict of interest laws, and emphasized the need for transparency and full disclosure of past relationships with potential consultants during the professional services selection process. She also reported on her tour of the Fullerton College aquaponics lab during the Horticulture department's plant sale.

MIINUTES: It was moved by Trustee Jeffrey P. Brown and seconded by Student Trustee Tanya Washington to approve the Minutes of the Regular Meeting of September 27, 2016. **Motion carried with Trustees Blount, Brown, Lahtinen, McClanahan, Ontiveros, and Rodarte voting yes, including Student Trustees Begneski and Washington's advisory votes.**

FINANCE & FACILITES

Item 3.a: By block vote, the Board ratified purchase order numbers P0104384 - P0112995 through September 26, 2016, totaling \$3,466,302.67, and check numbers C0044095-C0044236, totaling \$3,181,841.96; check numbers F0204875-F0205751, totaling \$4,575,166.09; check numbers Q0005119-Q0005138, totaling \$1,640.00; check numbers 88455794-88456966, totaling \$6,166,973.31; check numbers V0031393-V0031393, totaling \$ 994.00; check numbers 70076764-70077970, totaling \$280,187.45; and disbursements E8654038-E8659049, totaling \$5,972,599.93, through September 30, 2016.

Item 3.b: By block vote, authorization was granted to amend the agreement with R²A Architecture to provide design development, construction documents, construction administration and DSA certification services for the 2,486 square feet 1st floor warehouse area of the Anaheim Campus to increase the contract amount by an amount not to exceed \$6,500 from \$50,336 to \$56,836, and extend the term from July 1, 2016, through June 30, 2017. The other terms of the agreement remain the same.

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.c: The Board received and reviewed the Public Self-Insurer's Annual Report for Fiscal Year 2015-16, and acknowledged the Estimated Future Liability of \$2,297,331 as reported to the State.

Item 3.d: By block vote, authorization was granted to enter into a service agreement with ARC Document Solutions to provide document information management services for an initial annual fee not to exceed \$150,000, with the annual fee for the succeeding years reduced to an amount not to exceed \$50,000 per year for three (3) years. The term of the agreement commenced September 1, 2015, and will terminate September 30, 2019. Renewal of the service agreement shall be upon approval of the Board. Upon the expiration of the term of the service agreement, or sooner upon the direction of District staff, the District shall take over the scanning and archiving of all plans and project files onto the Cloud storage.

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

Item 3.e: It was moved by Trustee Leonard Lahtinen and seconded by Trustee Stephen T. Blount to enter into an architectural consultant Agreement in the amount not to exceed \$937,500 and \$47,000 inclusive of reimbursables with a LEED Certification option to be included into Architect's Agreement if the LEED Certification is approved by the Board, with LPA, Incorporated to begin the design process on the expansion of the Veterans' Resource Center/Student Activities Center Building at Cypress College using the Construction Manager at Risk delivery method. The term of the agreement shall be effective October 12, 2016, through June 30, 2021.

Subsequent to the Board acknowledging the importance of beginning construction on the Veterans' Resource Center and the incredible community support, the **motion carried with Trustees Blount, Brown, Lahtinen, McClanahan, Ontiveros, and Rodarte voting yes, including Student Trustees Begneski and Washington's advisory votes.**

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

INSTRUCTIONAL RESOURCES

Item 4.a: By block vote, the Board approved the summary of curriculum changes for Cypress College, effective Fall 2017. 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 #1178 for a copy of the curriculum summary.)

Item 4.b: By block vote, the Board approved the summary of curriculum additions and revisions for the School of Continuing Education, effective in the Winter 2017 trimester. The curricula have been signed by the Campus Curriculum Committee Chairperson and the Provost, and have been approved by the District Curriculum Coordinating Committee.

(See Supplemental Minutes #1178 for a copy of the curriculum summary.)

Item 4.c: By block vote, the Board approved the donations made to Fullerton College.

(See Supplemental Minutes #1178 for a copy of the donations listing.)

HUMAN RESOURCES

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

RETIREMENTS

Chadwick, Janice	FC	Chemistry Instructor Eff. 12/31/2016 PN FCF956
McPherson, Debra	CC	English as a Second Language Instructor Eff. 05/28/2017 PN CCF867
See, Roger	FC	Physical Education Instructor Eff. 05/27/2017 PN FCF742
Simpson, Robert	CC	President Eff. 07/01/2017 PN CCX999

CHANGE IN SALARY CLASSIFICATION

Hickey, Charles	FC	Broadcasting Technology Instructor (ADJ) From: Column 1, Step 1 To: Column 2, Step 1 Eff. 08/22/2016
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PAYMENT FOR INDEPENDENT LEARNING CONTRACTS FALL 2016 SEMESTER

Floyd, Becky	CC	\$10.00
Freer, Carolee	CC	\$35.00

Goralski, Craig	CC	\$50.00
Martinez, Randy	CC	\$10.00
Mitts, Teri Lynn	CC	\$40.00
Molnar, Peter	CC	\$20.00
Mosqueda-Ponce, Therese	CC	\$20.00
Patti, Joyce	CC	\$10.00
Ramos, Jaime	CC	\$20.00
Rhymes, Regina	CC	\$10.00
Takahashi, K. Mariye	CC	\$30.00
Thibodeau, Jason	CC	\$10.00
Valencia, Wendy	CC	\$15.00

LEAVE OF ABSENCE

Wahbe, Randa	CC	English Instructor Load Banking Leave With Pay (6.67%) Eff. 2016 Fall Semester
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TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2016 FALL SEMESTER, TRIMESTER

Cifaldi, Antonino	FC	Column 2, Step 1
Montgomery Kinsey, Susan	FC	Column 1, Step 1
Woodson, Bill	CC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2017 SPRING SEMESTER, TRIMESTER

Hadobas, Paul	CC	Column 1, Step 1
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TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Hadobas, Paul	CC	Column 1, Step 1
Woodson, Bill	CC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Chiplunkar, Sujata	CC	Administer Lab Practicums for DSS Students Class F Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2016-2017 Academic Year
Gill, David	CC	Administer Lab Practicums for DSS Students Class F Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2016-2017 Academic Year
Gober, Joel	CC	Administer Lab Practicums for DSS Students Class F

			Lec Rat, Regular and Contract Faculty Overload Teaching Schedule Eff. 2016-2017 Academic Year
Mintzer, Alex	CC	Administer Lab Practicums for DSS Students Class F Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2016-2017 Academic Year	
Ogoshi, Fumio	CC	Administer Lab Practicums for DSS Students Class F Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2016-2017 Academic Year	
Palmisano, Michelle	CC	Administer Lab Practicums for DSS Students Class F Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2016-2017 Academic Year	
Rajab, Adel	CC	Administer Lab Practicums for DSS Students Class F Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2016-2017 Academic Year	
Sanchez Duran, Jose	CC	Administer Lab Practicums for DSS Students Class F Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2016-2017 Academic Year	
Sato, Dee	CC	Administer Lab Practicums for DSS Students Class E Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2016-2017 Academic Year	
Shin, Gary	CC	Administer Lab Practicums for DSS Students Class F Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2016-2017 Academic Year	
Spooner, Stephanie	CC	Administer Lab Practicums for DSS Students Class D Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2016-2017 Academic Year	

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

RETIREMENTS

Cotton, Angela	AC	Executive Assistant II 12-month position (100%) Eff. 12/31/2016 PN DEC996
Cox, Maria	FC	Clerical Assistant II 11.5-month position (100%) Eff. 12/31/2016 PN FCC728
Nguyen, Tien	CC	Facilities Custodian I 12-month position (100%) Eff. 12/01/2016 PN CCC867

RESIGNATION

Carrasco Cabrera, Jonathan	SCE	Special Projects Coordinator/CACT/TDI Temporary Special Project Coordinator (100%) Eff. 09/24/2016 PN SCT974
Wafer, Cynthia	FC	Administrative Assistant II 12-month position (100%) Eff. 11/01/2016 PN FCC697

NEW PERSONNEL

Gomez, Edgar	FC	Health Services Assistant 10-month position (100%) Range 33, Step A Classified Salary Schedule Eff. 10/24/2016 PN FCC945
Wong, Jessica	SCE	Administrative Assistant I 11-month position (100%) Range 33, Step A Classified Salary Schedule Eff. 10/19/2016 PN SCC984
Zamorano, Karla	SCE	Admissions and Records Technician 12-month position (100%)

Range 33, Step A
Classified Salary Schedule
Eff. 10/12/2016
PN SCC893

RECLASSIFICATIONS

Howard, Sharon	FC	Administrative Assistant II 12-month position (100%) Range 36, Step D
		To: FC Administrative Assistant III 12-month position (100%) Range 41, Step D Classified Salary Schedule Eff. 04/01/2016 PN FCC740
Tran, Kevin	FC	Student Services Technician/Counseling 12-month position (100%) Range 33, Step C
		To: FC Student Services Specialist/Counseling 12-month position (100%) Range 36, Step C Classified Salary Schedule Eff. 04/01/2016 PN FCC727

VOLUNTARY CHANGE IN ASSIGNMENT

Noland, Tyler	AC	Benefits Specialist (100%)
		Temporary Change in Assignment To: AC Benefits Coordinator 12-month position (100%) Range 40, Step D Classified Salary Schedule Eff. 09/11/2016 – 06/30/2017

PROFESSIONAL GROWTH & DEVELOPMENT

Bongco, Timothy	FC	Laboratory Technician (100%) 1 st Increment (\$350) Eff. 07/01/2017
Gadalla, Ayman	CC	Instructional Assistant (100%) 2 nd Increment (\$350) Eff. 07/01/2017
Utsuki, Melissa	AC	Public Affairs Assistant (100%)

3rd Increment (\$350)
Eff. 07/01/2017

LEAVES OF ABSENCE

Brunner, Erin	FC	Child Care Teacher (100%) Family Medical Leave (FMLA/PDL) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 07/30/2016 – 10/07/2016 (Consecutive Leave) Family Medical Leave (FMLA/CFRA) Paid Leave Using Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 10/10/2016 – 12/02/2016 (Consecutive Leave)
Cortez, Margaret	CC	Administrative Assistant I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Family Illness Leave and Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 09/19/2016 – 12/31/2016 (Intermittent Leave)
Salazar, Kellyann	FC	Health Education Coordinator (100%) Unpaid Personal Leave Eff. 10/14/2016 – 10/19/2016
Udell, Robyn	CC	Laboratory Technician (100%) Family Medical Leave (FMLA/PDL) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 10/19/2016 – 11/29/2016 (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 #1178 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 #1178 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 #1178 for a copy of the volunteer listing.)

Item 5.f: The Board received and reviewed the North Orange County Community College District Institutional Commitment to Diversity Six Year Report 2010-11–2015-16 as presented by the District Office of Human Resources. Vice Chancellor Irma Ramos introduced Arturo Ocampo, District Director, Equity and Compliance, who conducted a presentation which included the diversity composition of the 2016-17 full-time faculty

recruitment cycle; a comparison of demographics between the California Community College System and NOCCCD; recruitment efforts; applicant data; employee demographics; and the District's institutional commitment to diversity.

During the presentation, Mr. Ocampo highlighted the following: 1) while the 2016-17 full-time faculty applicant diversity data included over 1,800 non-respondents, the data for those hired is complete; 2) student vs. District employee diversity exceeds the State-wide average; 3) District employee diversity also exceeds the State-wide average, as well the average of the three Orange County community college districts combined; 4) with the exception of District Services, there is a general upward trend in diversity hires over the last six years; and 5) the first NOCCCD Job Fair is scheduled for January 21, 2017, in conjunction with the "Hire Me" workshops.

In the ensuing question and answer period, inquiries were posed related to: recruitment efforts; identifying colleges/universities with higher diverse populations of students; the important role of the selection committee in the hiring process; how to address and recognize implicit bias; part-time faculty diversity; and the impact diversity on closing the achievement gap.

(See Supplemental Minutes #1178 for a copy of the full presentation.)

GENERAL

Item 6.a: The Board received for a first reading the following proposed, revised Board Policies:

- BP1001, District Mission, Vision & Values Statement
- BP2010, Board Membership
- BP2432, Chancellor Selection
- BP2710, Conflict of Interest
- BP3200, Accreditation
- BP3510, Workplace Violence ~~Plan~~
- BP3520, Local Law Enforcement
- BP4020, Program and Curriculum Development
- BP4070, Course Auditing ~~Classes~~ and Auditing Fees
- BP5030, Fees
- BP5140, Disabled Student Program and Services
- BP5500, Standards of Student Conduct and Discipline
- BP7330, Certification of Freedom From Communicable Disease

All Board Policies, with the exception of BP2710, will be placed on the October 25, 2016 Board meeting agenda for action.

Item 6.b: It was moved by Trustee Leonard Lahtinen and seconded by Trustee Stephen T. Blount that the Board of Trustees adopt Resolution No. 16/17-02, Support of Proposition 51, the Kindergarten Through Community College Public Education Facilities Bond Act of 2016 as amended. **Motion carried with Trustees Blount, Brown, Lahtinen, McClanahan, Ontiveros, and Rodarte voting yes, including Student Trustees Begneski and Washington's advisory votes.**

(See Supplemental Minutes #1178 for a copy of the resolution.)

CLOSED SESSION: At 7:20 p.m., Board Vice 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: Provost, School of Continuing Education and Cypress College President

RECONVENE MEETING: At 8:23 p.m., Board Vice President Molly McClanahan reconvened the meeting in open session and reported the following action taken in closed session:

It was moved by Trustee M. Tony Ontiveros and seconded by Trustee Stephen T. Blount that the Board take action to approve a Resignation Agreement with a classified employee (Banner ID @00302115) under which the employee resigned effective November 1, 2016, and shall be on paid administrative leave until October 31, 2016. The parties further release and waive all claims they may have had against each other. **Motion carried with Trustees Blount, Brown, Lahtinen, McClanahan, and Ontiveros voting yes, and Trustee Rodarte abstaining.**

ADJOURNMENT: At 8:25 p.m., it was moved by Trustee Jeffrey P. Brown and seconded by Trustee Stephen T. Blount to adjourn the meeting. **Motion carried with Trustees Blount, Brown, Lahtinen, McClanahan, Ontiveros, and Rodarte voting yes.**

Prepared By Recording Secretary for
Jacqueline Rodarte, Secretary, Board of Trustees