

## APPROVED

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

February 24, 2015

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, February 24, 2015, at 5:30 p.m. in the Board Room at the Anaheim Campus.

Board President M. Tony Ontiveros called the meeting to order at 5:30 p.m., and Greg Schulz led the Pledge of Allegiance to the Flag.

**TRUSTEE ROLL CALL:** Present: Jeffrey P. Brown, Barbara Dunsheath, Leonard Lahtinen, Molly McClanahan, Donna Miller, M. Tony Ontiveros, and Student Trustee Stephen Tith. Absent: None.

**RESOURCE PERSONNEL PRESENT:** Fred Williams, Vice Chancellor, Finance & Facilities; Cherry Li-Bugg, Vice Chancellor, Educational Services & Technology; Irma Ramos, Vice Chancellor, Human Resources; Rajen Vurdien, President, Fullerton College; Bob Simpson, President, Cypress College; Greg Schulz, Provost, School of Continuing Education; Deborah Ludford, District Director, Information Services; Richard Fee, representing the District Management Association; Adam Gottdank, representing the School of Continuing Education Academic Senate; Bryan Seilig, representing Cypress College Academic Senate; Sam Foster, representing Fullerton College Faculty Senate; Tina Johannsen, representing United Faculty; Rod Lusch, representing CSEA; Sam Russo, representing ADFAC; and Violet Ayon, Recording Secretary.

**OTHER ADMINISTRATORS AND EMPLOYEES PRESENT:** Carlos Ayon, Flor Huerta, Savannah Jones, Scott McKenzie, Jose Ramon Nunez, and Richard Storti from Fullerton College; Santanu Bandopadhyay, Karen Cant, Elise Donley, Steve Donley, Phil Dykstra, Regina Ford, Albert Miranda, and Kathy Wada from Cypress College; Lorenze Legaspi from the School of Continuing Education; and Rod Garcia, Julie Kossick, Tami Oh, Ken Robinson, Kai Stearns Moore, Melissa Utsuki, Kasu Vyas, and Rick Williams from the District Offices.

**VISITORS:** Tiana Buttice, Jacqueline Rodarte, and Barbara Russo.

#### **COMMENTS: MEMBERS OF THE AUDIENCE:**

- A. **Flor Aguilera Huerta** thanked the Board for its support of the Fullerton College Counseling Department. She also outlined the various activities/events planned to increase student success.

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

Finance & Facilities: 3.a, 3.b  
Instructional Resources: 4.a

**Motion carried with Trustees Brown, Dunsheath, Lahtinen, McClanahan, Miller, and Ontiveros voting yes, and Student Trustee Tith's advisory vote.**

**BLOCK VOTE APPROVAL OF PERSONNEL ITEMS:** Upon Vice Chancellor Irma Ramos' removal of page 5.a.3 from the agenda, it was moved by Trustee Molly McClanahan and seconded by Trustee Jeffrey P. Brown that the following items be approved by block vote:

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

**Motion carried with Trustees Brown, Dunsheath, Lahtinen, McClanahan, Miller, and Ontiveros voting yes.**

## REPORTS

- A. As a part of the Chancellor's report, the following individuals were honored upon their retirement:

From Fullerton College: Gayle Cebrian, Elise Donley.

From Cypress College: Hong Chi, Regina Ford, and Carol Ward.

- B. **Vice Chancellor Fred Williams** thanked the Board for its trust in him by appointing him Interim Chancellor for the next four months. He reported that at last week's court hearing on the lawsuit alleging ineligible votes being cast, the judge tentatively ruled in favor of the District and the Registrar of Voters from Orange and Los Angeles counties.

Mr. Williams also reported that there are two candidates for the vacant seat in Trustee Area 5. In response to his inquiry as to whether or not the application period should be extended, the Board stated there was no need to since there are two viable candidates.

(See Supplemental Minutes #1145 for a copy of the complete Chancellor's Board Report.)

- C. Also a part of the Chancellor's Report, was a presentation on the District-wide Construction Plan. The presentation was conducted by **Rick Williams, Karen Cant, and Richard Storti**. They outlined the Measure J project schedule for the Anaheim Campus, Cypress College, and Fullerton College and identified the priority projects for each.

(See Supplemental Minutes #1145 for a copy of the presentation)

- D. Included in the Chancellor's Report, **Rodrigo Garcia**, District Director, Fiscal Affairs, presented the District's Preliminary Budget Assumptions and asked the Board to affirm the District's Five Strategic Directions. The five Strategic Directions affirmed by the Board are the following:

District Strategic Direction 1: The District will annually improve the rates of completion for degrees, certificates, diplomas, transfers, transfer-readiness requirements, and courses.

District Strategic Direction 2: The District will annually make progress toward eliminating the documented achievement gap among race/ethnicity groups.

District Strategic Direction 3: The District will annually improve the success rate for students moving into:

- The highest level possible credit basic skills courses in mathematics, English, and English-as-a-Second Language from noncredit basic skills instruction in the same discipline and
- College-level courses in mathematics, English and English-as-a-Second Language from credit basic skills instruction in these disciplines and
- The next higher course in the sequence of credit or noncredit basic skills courses in mathematics, English, and English-as-a-Second Language.

District Strategic Direction 4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and district levels, and the allocation of resources to fund planning priorities.

District Strategic Direction 5: The District will develop and sustain collaborative projects and partnerships with the community's educational institutions, civic organizations, and businesses.

Following are the District's Preliminary Budget Assumptions for the 2015-16 fiscal year:

- Cost of Living Adjustment
- Basic Allocation Augmentation
- Career Development & College Preparation
- Access funding
- One-Time and Categorical Funding
  - Mandated Claims
  - Student Success and Support Program and Student Equity
  - Adult Education
  - Career Technical Education
  - Proposition 39 Energy Funding
- Full-Time Equivalent Student (FTES)

(See Supplemental Minutes #1145 for a copy of the presentation)

- E. **Greg Schulz**, School of Continuing Education Provost; **Bob Simpson**, Cypress College President; and **Rajen Vurdien**, Fullerton College President, reported on activities from their respective campus.

## COMMENTS

- A. **Richard Fee** stated he looks forward to the construction of the new Cypress College Science, Engineering & Math building and the Veterans' Center. The spring District Management Association event is scheduled for June 4<sup>th</sup>.
- B. **Adam Gottdank** expressed gratitude for Fred William's work at the state level regarding the full-time faculty obligation issue.
- C. **Bryan Seilig** stated that the Cypress College Academic Senate has a heavy agenda for its upcoming meeting.
- D. **Sam Foster** reported on his attendance at the Accreditation Institute, where Dr. Vurdien was a presenter. He reported that the campus accreditation committees and chairs have been identified.
- E. **Tina Johannsen** reported that United Faculty elections will be held in March.
- F. **Student Trustee Stephen Tith** reported on Fullerton College campus activities.
- G. **Trustee Donna Miller** encouraged everyone's attendance at the upcoming Strategic Conversation. She also reported that the Community College League of California is expanding and improving the Student Trustee Orientation workshop.
- H. **Trustee Barbara Dunsheath** noted the following article, *America's Unmet Promise: The Imperative for Equity in Higher Education*, and stated she will make copies available.
- I. **Trustee Molly McClanahan** commended "The Meeting", which was performed at Fullerton College. She encouraged everyone to view the "Villians and Heroes" exhibit at the Fullerton Museum.
- J. **Trustee Leonard Lahtinen** commented on the 2012-13 Measure X Building Progress Report. He also reported Judge Miller has tentatively found in favor of the District and Registrar of Voters offices in the election lawsuit and in celebrating with a jump for joy he jumped out of a plane at 12,000 feet.
- K. **Trustee M. Tony Ontiveros** reported on his legislative visits in Sacramento.

**MINUTES:** It was moved by Trustee Molly McClanahan and seconded by Trustee Barbara Dunsheath that the Board approve the minutes of its Regular meeting of February 10, 2015, as submitted. **Motion carried with Trustees Brown, Dunsheath,**

**Lahtinen, McClanahan, Miller, and Ontiveros voting yes, and Student Trustee Tith's advisory vote.**

## **FINANCE & FACILITIES**

**Item 3.a:** The Board received and reviewed the District's Quarterly Investment Report for the quarter ended December 31, 2014.

**Item 3.b:** By the block vote, authorization was granted to file the Notice of Completion for Bid #2014-15, Fullerton College Lighting Project, with J Kim Electric, Inc. and pay the final retention payment when due.

**Item 3.c:** It was moved by Trustee Leonard Lahtinen and seconded by Trustee Donna Miller to grant authorization to enter into a service agreement with DLR Group to serve as Campus Architect at Fullerton College, in an amount not to exceed \$200,000 per fiscal year. If additional services are required, staff will bring an additional agenda item to the Board. Proposals will be obtained for specific projects, and fees will be billed based on the hourly rate fee structure of DLR Group. The term of the agreement shall be for a period of three years, effective February 25, 2015, through February 24, 2018, with an option to extend for an additional two-year period. **Motion carried with Trustees Brown, Dunsheath, Lahtinen, McClanahan, Miller, and Ontiveros voting yes, and Student Trustee Tith's advisory vote.**

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

## **INSTRUCTIONAL RESOURCES**

**Item 4.a:** By the block vote, in compliance with California Community College Chancellor's Office requirements, authorization was granted to accept new revenue for the Cypress College Career Technical Education

## **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

Heins, Gincy	SCE	OAP Instructor (ADJ) From: Column 1, Step 0 To: Column 2, Step 0 Eff. 01/26/2015
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Schumaker, Denise	SCE	ESL Instructor (ADJ) From: Column 1, Step 0 To: Column 2, Step 0 Eff. 01/05/2015
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LEAVES OF ABSENCE

Quirk, Shawn	FC	English Instructor Load Banking Leave With Pay (26.67%) Eff. 2015 Spring Semester
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TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2015 SPRING SEMESTER, TRIMESTER

Alvarado, Delmis	FC	Column 1, Step 0
Do, Field	FC	Column 1, Step 2
Forer, Binyomin	CC	Column 3, Step 0
Gallo, Samantha	FC	Column 1, Step 0

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Do, Field	FC	Column 1, Step 2
Padilla, Alejandro	CC	Column 3, Step 0

TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Chiros, Scarlett	FC	Column 2, Step 0
Herzog, Anna	CC	Column 2, Step 0
White, John	CC	Column 2, Step 0

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Chamberlin, William	FC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class F Not to exceed 2 hours Eff. 01/22/2015
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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

Abutin, Maria	FC	Administrative Assistant II 12-month position (100%) Range 36, Step A Classified Salary Schedule Eff. 03/02/2015 PN FCC937
Barnett, Chynna	FC	Library Assistant I 12-month position (100%) Range 33, Step A Classified Salary Schedule

Eff. 02/25/2015  
PN FCC746

Mai, Donald                      FC    Library Assistant I  
12-month position (100%)  
Range 33, Step A  
Classified Salary Schedule  
Eff. 02/25/2015  
PN FCC943

Yiv, Muninando                      FC    Administrative Assistant I  
12-month position (100%)  
Range 33, Step A  
Classified Salary Schedule  
Eff. 03/02/2015  
PN FCC926

### RECLASSIFICATIONS

Donegan, Melanie                      FC    Laboratory Clerk/Ceramics  
12-month position (50%)  
Range 31, Step D

To:    FC Laboratory Technician/Ceramics  
12-month position (50%)  
Range 36, Step D  
Classified Salary Schedule  
Eff. 10/01/2014  
PN FCC719

Dobson, Blanca                      FC    Administrative Assistant II  
12-month position (100%)  
Range 36, Step E + 10% Longevity + PG&D

To:    FC Office Coordinator  
12-month position (100%)  
Range 40, Step E + 10% Longevity + PG&D  
Classified Salary Schedule  
Eff. 10/01/2014  
PN FCC980

Torres, Monica                      SCE   Clerical Assistant I  
12-month position (100%)  
Range 29, Step E + 10% Longevity + PG&D

To:    SCE Admissions and Records Technician  
  
12-month position (100%)  
Range 33, Step E + 10% Longevity + PG&D  
Classified Salary Schedule

Eff. 10/01/2014  
PN SCC928

VOLUNTARY CHANGES IN ASSIGNMENT

Babbo, Mary Ann	SCE	Administrative Assistant II 12-month position (100%) PN SCC929
		Permanent Lateral Transfer To: SCE Administrative Assistant II 12-month position (100%) Eff. 02/25/2015 PN SCC974
Garcia, Ana Rosa	FC	Clerical Assistant I (100%)
		Temporary Change in Assignment To: FC Financial Aid Technician 12-month position (100%) Range 36, Step C + 5% Longevity Classified Salary Schedule Eff. 03/02/2015 – 06/30/2015
Guillen-Soto, Teresita	FC	Financial Aid Technician 12-month position (100%) PN FCC675
		Permanent Lateral Transfer To: FC Student Services Specialist 12-month position (100%) Eff. 03/02/2015 PN FCC789
Young, Lynette	CC	Administrative Assistant II (80%)
		Temporary Increase in Percent Employed From: 80% To: 100% Eff. 02/02/2015 – 03/06/2015

PROFESSIONAL GROWTH & DEVELOPMENT

Storti, Richard	FC	Vice President, Administrative Services 2 <sup>nd</sup> Increment (\$400) Eff. 07/01/2015
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