

APPROVED

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

March 24, 2015

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, March 24, 2015, at 4:30 p.m. in the Cypress College Theater Lobby.

Board Vice President Barbara Dunsheath called the meeting to order at 4:30 p.m. and led the Pledge of Allegiance to the Flag.

TRUSTEE ROLL CALL: Present: Jeffrey P. Brown, Barbara Dunsheath, Leonard Lahtinen, Molly McClanahan, Donna Miller, and Student Trustees Tiana Buttice and Stephen Tith. Trustee M. Tony Ontiveros arrived at 4:32 p.m. Absent: None.

RESOURCE PERSONNEL PRESENT: Fred Williams, Interim Chancellor; CM Brahmhatt, Interim 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; Richard Fee, representing the District Management Association; Adam Gottdank, representing the School of Continuing Education Academic Senate; Jolena Grande, representing the Cypress College Academic Senate; Sam Foster, representing Fullerton College Faculty Senate; Dale Craig, representing United Faculty; Rod Lusch, representing CSEA; and Violet Ayon, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES PRESENT: Cecilia Arriaza, Carlos Ayon, Mary Bogan, Janice Chadwick, Jeanne Costello, Danielle Fouquette, Agi Horspool, Darlene Jensen, Savannah Jones, Bridget Kominek, Lisa McPheron, Kristine Nikkhoo, Jose Ramon Nunez, Deb Perkins, Regina Perry, Melissa Serrato, Richard Storti, Dani Wilson, and Jazmin Zuniga from Fullerton College; Virgil Adams, Peggy Austin, Santanu Bandyopadhyay, Steve Banneck, Kris Bromberger, Deann Burch, Karen Cant, Joyce Carrigan, Treisa Cassens, Les Doak, Steve Donley, Makisha Glover-Hill, Ashley Griffith, Cynthia Hernandez-Saul, KATHLEEN HIGH, Clifford Lester, Daniel Lind, Kathy Llanos, Nina DeMarkey, Nancy Deutsch, Cherie Dickey, Temperance Dowdle, Phil Dykstra, Darlene Fishman, Mary Forman, Susan Klein, Marisa Lehmeier, Elaine Lipiz-Gonzalez, Ashley Louis, Mark Majarian, Deborah Michelle, Jessica Nelson, Celeste Phelps, Gizelle Ponzillo, Marc Posner, John Sciacca, Parminder Sidhu, Sam Simmons, Grace Suphamark, Allison Verdugo, and Kathy Wada from Cypress College; Alex Benavidez, Antonio Co, Emma Diaz, Jorge Gamboa, Tonika Haywood, Lorenze Legaspi, Evangeline Matthews, Berry Nera, Stephanie Paramore, Valentina Purtell, Hilda Rivera, Dennis Sauers, Denise Simpson, from the School of Continuing Education; and Rod Garcia, Julie Kossick, Tami Oh, Ken Robinson, and Rick Williams from the District Offices.

VISITORS: Samar Abbashet, William Cha, Dana Rose Crystal, Rosalia Dominquez, Evelyn Escatiola, Jabeen Haque, Paulina Hernandez, Scarlet Huo, Jimin Kang, Rosa Lozano, Jorge Lozano, Thu Nguyen, Jacqueline Rodarte, Cheeraphan Schneider, and Magda Vera.

STRATEGIC CONVERSATION #16: At 4:31 p.m. Board Vice President Barbara Dunsheath adjourned the meeting to **STRATEGIC CONVERATION #16: Supporting All Students: The Challenges of Creating and Promoting a Culture of Equity.**

Approximately 108 individuals spent almost three hours participating in round-table discussions on the following topics and related materials:

- *Tips on Supporting All Students: Equity & Diversity*
- *Increased Structure and Active Learning Reduce the Achievement Gap in Introductory Biology*
- *Note to Educators: Hope Required When Growing Roses in Concrete*
- *Closing the Achievement Gap: Could a 15-Minute Intervention Boost Ethnic Minority Student Achievement?*

A summary of the Strategic Conversation will be posted on the District's web site.

RECONVENE BUSINESS MEETING: At 7:30 p.m., Board President M. Tony Ontiveros reconvened the business portion of the meeting in the College Complex Room 414.

COMMENTS: MEMBERS OF THE AUDIENCE: There were no comments from the audience.

BLOCK VOTE APPROVAL OF NON-PERSONNEL ITEMS: It was moved by Trustee Leonard Lahtinen and seconded by Trustee Molly McClanahan that the following non-personnel items be approved by block vote:

Finance and Facilities: 3.a
Instructional Resources: 4.a, 4.b, 4.c, 4.d,

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

BLOCK VOTE APPROVAL OF PERSONNEL ITEMS: It was moved by Trustee Molly McClanahan and seconded by Trustee Barbara Dunsheath 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 Brown, Dunsheath, Lahtinen, McClanahan, Miller, and Ontiveros voting yes.

REPORTS

- A. **Interim Chancellor Fred Williams** commended Cypress College staff for hosting Strategic Conversation #16. He recognized Lorenze Legaspi for having received a certificate of completion from the Association of Chief Business Officials (ACBO)

Institute. Mr. Williams reported that at the recent District Consultation Council (DCC) meeting, the group approved two proposals for funding from the Strategic Plan Fund. One approved proposal is from Fullerton College Faculty Amanda Walzer for an online literary/arts journal, named LiveWire. The second proposal is from Vice Chancellor Cherry L-Bugg for a District-wide Student Success Project, a multi-year, multi-faceted project specifically designed to increase and improve student success District wide.

(See Supplemental Minutes #1147 for a copy of the Chancellor's Report.)

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

As part of his report, Dr. Simpson reported on his attendance at the recent Board of Governors meeting where Cypress College was formally designated as one of the community colleges within the state to participate in the pilot baccalaureate degree program. Cypress College will offer a baccalaureate degree in Mortuary Science beginning in 2017.

(See Supplemental Minutes #1147 for a copy of the reports.)

COMMENTS

- A. **Adam Gottdank** thanked Cypress College for hosting the Strategic Conversation.
- B. **Sam Foster** reported that the Fullerton College Faculty Senate has begun its task on the collaborative shared governance process of setting standards for the Institutional Effectiveness Partnership Institute. The Faculty Senate also authorized a resolution for consideration at the state level, in support of adjunct faculty.
- C. **Student Trustee Stephen Tith** thanked Cypress College and the Board of Trustees for sponsoring the Strategic Conversation.
- D. **Trustee Tiana Buttice** thanked everyone for their participation in the Strategic Conversation and she reported on campus-wide student activities.
- E. **Trustee Donna Miller** expressed her gratitude for everyone's participation in the Strategic Conversation.
- F. **Trustee Barbara Dunsheath** thanked Fullerton College for hosting the Institutional Effectiveness and Planning Institute and referred to the "Trends Report" included in the recent edition of the *Chronicle for Higher Education*.
- G. **Trustee Molly McClanahan** commented on the diversity of students the District serves and she commended Cypress College for its performance of "Into the Woods".
- H. **Trustee Leonard Lahtinen** asked for a breakdown of how many of each category participated in the Strategic Conversation; e.g., students, faculty, classified staff,

managers, etc. He also recommended that the District publicize how much it spent defending itself against the frivolous lawsuit regarding the November elections.

MINUTES: It was moved by Trustee Jeffrey P. Brown and seconded by Trustee Molly McClanahan that the Board approve the minutes of its Regular meeting of March 10, 2015, as submitted. **Motion carried with Trustees Brown, Dunsheath, Lahtinen, McClanahan, Miller, and Ontiveros voting yes, and Student Trustees Buttice and Tith's advisory vote.**

FINANCE & FACILITIES

Item 3.a: By the block vote, authorization was granted to amend the agreement with R²A Architecture for programming and preliminary plan design services for the 1st, 7th, and 10th floors, and the warehouse areas at the Anaheim Campus and increase the contract amount from \$52,500 to \$67,500. All 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 amendment to the agreement on behalf of the District.

INSTRUCTIONAL RESOURCES

Item 4.a: By the block vote, authorization was granted for the Cypress College summary of curriculum deactivations, additions, and revisions, effective fall 2014 and fall 2015. The curricula have been signed by the Campus Curriculum Committee Chairperson and the College President, and have been approved by the District Curriculum Coordinating Council.

(See Supplemental Minutes # 1147 for a copy of the curriculum summary.)

Item 4.b: By the block vote, the Board approved the School of Continuing Education summary of curriculum additions and revisions, effective winter 2015 and fall 2015. The curricula have been signed by the Campus Curriculum Committee Chairperson and the Provost, and have been approved by the District Curriculum Coordinating Council.

(See Supplemental Minutes # 1147 for a copy of the curriculum summary.)

Item 4.c: By the block vote, authorization was granted to accept new revenue for the School of Continuing Education from the CTE Enhancement Grant in the amount of \$69,789 for the period of January 1, 2015 through February 28, 2016. Also, the Board approved 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.d: By the block vote, authorization was granted to adjust the budget in year one from \$80,000 to \$90,000 for the Orange County Career Pathways Partnership (OCCPP) Grant with the Orange County Department of Education. Also, a resolution was adopted

to accept the total revenue and authorize expenditures within the General Fund, pursuant California Code of Regulations Title 5, Section 58305.

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:

RETIREMENTS

Holden, Michael	FC	Philosophy Instructor Eff. 05/24/2015 PN FCF884
Ketter, Charles	FC	Dramatic Arts Instructor Eff. 06/30/2015 PN FCF858

CHANGE IN SALARY CLASSIFICATION

Kireeva, Oxana	SCE	ESL Instructor (ADJ) From: Column 1, Step 0 To: Column 2, Step 0 Eff. 01/26/2015
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MANAGEMENT PROFESSIONAL GROWTH AND DEVELOPMENT

De Dios, Paul	CC	Dean, Counseling & Student Development Doctoral Stipend (\$2600) Eff. 07/01/2015
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PAYMENT FOR INDEPENDENT LEARNING CONTRACTS 2015 SPRING SEMESTER

Badal, Gloria	CC	\$ 10.00
De Roo, Robin	CC	\$ 5.00
Floyd, Becky	CC	\$ 20.00
Keel, Lawrence	CC	\$ 5.00
Koeppel, Liana	CC	\$ 20.00
Majid, Rosalie	CC	\$ 20.00
Mercer, Robert	CC	\$ 10.00
Mosqueda-Ponce, Therese	CC	\$ 10.00
Patti, Joyce	CC	\$ 90.00
Pinkham, Bill	CC	\$100.00
Ramos, Jaime	CC	\$ 25.00
Reiland, Kathleen	CC	\$145.00
Rhymes, Regina	CC	\$ 10.00
Rosenberg, Stuart	CC	\$ 10.00

Schulps, Molly	CC	\$ 10.00
Sidhu, Parwinder	CC	\$ 20.00
Takahashi, Kazuyo	CC	\$ 20.00

LEAVES OF ABSENCE

Casillas, Lupe	FC	Counselor Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 03/27/2015-04/24/2015
Nauer, Kathleen	FC	Art/Comp Graphics Instructor Personal Leave without Pay (1.67%) Eff. 2015 Spring Semester
Nolan-Riegle, Mary	FC	Biological Sciences Instructor Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/19/2015-04/19/2015

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Rios, Veronica	FC	Column 1, Step 0
Rivera, Leticia	FC	Column 1, Step 0

TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Martinez, Marciano	FC	Column 2, Step 0
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Item 5.b: By the block vote, authorization was granted for the following classified personnel matters, which are within budget:

RETIREMENT

Jewell, Lydia	CC	Administrative Assistant II 12-month position (100%) Eff. 08/01/2015 PN CCC918
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RESIGNATION

Edwards, Arnette	CC	Financial Aid Technician 12-month position (100%) Eff. 03/31/2015 PN CCC874
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NEW PERSONNEL

Bassett, Tracy	CC	Campus Marketing/Outreach Assistant 12-month position (100%) Range 36, Step A Classified Salary Schedule Eff. 04/06/2015 PN CCC722
Cruz, Pedro	AC	Special Project Director, Internal Audit Temporary Management Position (100%) Range 3, Special Project Administrator Daily Rate Schedule Eff. 04/01/2015 – 06/30/2015 PN DET996
Garcia, Sandra	CC	Special Project Coordinator, DSPS Temporary Management Position (100%) Range 1, Special Project Administrator Daily Rate Schedule Eff. 03/30/2015 – 06/30/2015 PN CCT983
Pham, Thomas	AC	Purchasing Assistant 12-month position (100%) Range 33, Step A Classified Salary Schedule Eff. 03/25/2015 PN DEC986

CHANGE IN HIRE DATE

Foster, Chelsea	CC	Special Project Coordinator/Student Success & Support Temporary Management Position (100%) From: 03/11/2015 To: 03/25/2015 PN CCT984
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VOLUNTARY CHANGES IN ASSIGNMENT

Reza, Garrett	SCE	Admissions and Records Technician (100%) Temporary Change in Assignment To: SCE Admissions and Records Specialist 12-month position Admissions and Records Technician (85%) Range 33, Step D Admissions and Records Specialist (15%)
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Range 36, Step D
Classified Salary Schedule
Eff. 03/02/2015 – 03/27/2015

Salisbury, Chelsea	SCE	Campus Marketing/Outreach Assistant (100%)
		Temporary Change in Assignment To: SCE Executive Assistant III 12-month position (100%) Range 30C, Step A Confidential Salary Schedule Eff. 03/18/2015 – 04/17/2015
Sorensen, Jeanette	FC	Administrative Assistant I (100%)
		Extension of Temporary Change in Assignment To: FC Administrative Assistant II 12-month position (100%) Range 36, Step B Classified Salary Schedule Eff. 02/26/2015 – 04/28/2015

PROFESSIONAL GROWTH & DEVELOPMENT

Cotton, Antionese	FC	Administrative Assistant II (100%) 2 nd Increment (\$350) Eff. 07/01/2016
Crockrom, Nichole	FC	Administrative Assistant II (100%) 2 nd Increment (\$350) Eff. 07/01/2015 3 rd Increment (\$350) Eff. 07/01/2016
Luna, Berta	SCE	Administrative Assistant II (100%) 2 nd Increment (\$350) Eff. 07/01/2016
Nilles, Susan	FC	Health Services Specialist (100%) 3 rd Increment (\$350) Eff. 07/01/2015
O'Daniel, Christi	FC	Administrative Assistant I (100%) 4 th Increment (\$350) Eff. 07/01/2015
Ramirez, Fabiola	FC	Administrative Assistant I (100%) 2 nd Increment (\$350) Eff. 07/01/2015

3rd Increment (\$350)
Eff. 07/01/2016

Shahid, Quamrul

SCE IT Specialist, Network (100%)
2nd Increment (\$350)
Eff. 07/01/2015

Smith, Deborah

SCE Student Services Technician (100%)
1st Increment (\$350)
Eff. 07/01/2015

Wheeler, Jennifer

CC Instructional Aide (62.5%)
4th Increment (\$218.75)
Eff. 07/01/2015

LEAVES OF ABSENCE

Castro, Jeri

SCE Facilities Custodian I (100%)
Family Medical Leave Act (FMLA/CFRA)
Paid Leave Using Family Illness Leave and
Personal Necessity Leave Until Exhausted;
Unpaid Thereafter
Eff. 03/27/2015 – 04/08/2015 (Intermittent
Leave)

Castro, Jose

FC Facilities Custodian I (100%)
Family Medical Leave Act (FMLA/CFRA)
Paid Leave Using Regular and Supplemental
Sick Leave Until Exhausted; Unpaid Thereafter
Eff. 03/14/2015 – 05/01/2015 (Consecutive
Leave)

Caloretti, Walter

CC Facilities Custodian I (100%)
Family Medical Leave Act (FMLA/CFRA)
Paid Leave Using Regular Sick Leave and
Supplemental Sick Leave Until Exhausted;
Unpaid Thereafter
Eff. 03/09/2015 – 03/22/2015 (Consecutive
Leave)

Schoepf, Julie

SCE Executive Assistant III (100%)
Family Medical Leave Act (FMLA/CFRA)
Paid Leave Using Regular Sick Leave and
Supplemental Sick Leave Until Exhausted;
Unpaid Thereafter
Eff. 03/18/2015 – 04/17/2015 (Consecutive
Leave)
Eff. 04/20/2015 – 04/24/2015 (Intermittent
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 #1147 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 #1147 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 #1147 for a copy of the volunteer listing.)

GENERAL

Item 6.a: It was moved by Trustee Barabara Dunsheath and seconded by Trustee Molly McClanahan that the Board adopt the revised Board of Trustees Assessment instrument, which is to be distributed at the April 14, 2015, Board meeting. **Motion carried with Trustees Brown, Dunsheath, Lahtinen, McClanahan, Miller, and Ontiveros voting yes, and Student Trustees Buttice and Tith's advisory vote.**

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

- Chapter 1, The District, BP1001, Mission, Vision, & Values Statements It was suggested that in section 3.1 the word "a" be added between ".in" and ".."global".
- Chapter 2, Board of Trustees, BP2410, Policy and Administrative Procedures
- Chapter 2, Board of Trustees, BP2435, Evaluation of Chancellor
- Chapter 3, General Institution, BP3410, Nondiscrimination (renamed Unlawful Discrimination)
- Chapter 3, General Institution, BP3430, Unlawful Discrimination (renamed Prohibition of Harassment)
- Chapter 4, Academic Affairs, BP4040, Library Services
- Chapter 5, Student Services, BP5550, changed to BP3900, Speech: Time, Place, and Manner
- Chapter 5, Student Services, BP5700, Athletics
- Chapter 6, Business & Fiscal Affairs, BP6700, Civic Center and Other Facilities Use

Item 6.c: It was moved by Trustee Leonard Lahtinen and seconded by Trustee Donna Miller that the Board adopt Resolution No. 14/15-06, Student Trustee Absence, verifying that Student Trustee Stephen Tith was absent on March 10, 2015, due to illness and, therefore, eligible to receive compensation for the Regular Board meeting held on that date. A signed Affidavit from Mr. Tith verifying his absence due to illness will be on file in the Chancellor's Office. **Motion carried with Trustees Brown, Dunsheath, Lahtinen, McClanahan, Miller, and Ontiveros voting yes, and Student Trustees Buttice and Tith's advisory votes.**

Item 6.d: In reviewing the ballot for the California Community College Trustees Board of Directors election, the Board decided to bring this back for further review at the April 14 meeting.

Item 6.e: It was moved by Trustee Molly McClanahan and seconded by Trustee Barbara Dunsheath that the Board adopt Resolution No. 14/15-06, In Support of Changes to Community College Funding to Include Differential Funding for High Cost Career Technical Education Programs. **Motion carried with Trustees Brown, Dunsheath, Lahtinen, McClanahan, Miller, and Ontiveros voting yes, and Student Trustees Buttice and Tith's advisory votes.**

CLOSED SESSION: At 8:12 p.m., Board President M. Tony Ontiveros convened the meeting to closed session per the following sections of the Government Code:

Per Section 55957.6: CONFERENCE WITH LABOR NEGOTIATOR IRMA RAMOS, VICE CHANCELLOR, HUMAN RESOURCES: Employee Organizations: United Faculty/CCA/CTA/NEA, Adjunct Faculty United Local 1606, CSEA Chapter #167, and Unrepresented Employees.

Per Section 55957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE.

Per Section 54956.9: CONFERENCE WITH LEGAL COUNSEL: PENDING LITIGATION: Charles R. Clough Case.

Per Section 54957: PUBLIC EMPLOYEE APPOINTMENT: Chancellor

RECONVENE OPEN SESSION: At 10:29 p.m., Board President M. Tony Ontiveros reconvened the meeting in open session.

ADJOURNMENT: At 10:30 p.m., it was moved by Trustee Molly McClanahan and seconded by Trustee Barbara Dunsheath to adjourn the meeting. **Motion carried unanimously with Trustees Brown, Dunsheath, Lahtinen, McClanahan, Miller, and Ontiveros voting yes.**