

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

September 27, 2016

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, September 27, 2016, at 5:30 p.m. in the Anaheim Campus Board Room.

Board President Barbara Dunsheath called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance to the Flag.

**TRUSTEE ROLL CALL:** Present: Stephen T. Blount, Jeffrey P. Brown, Barbara Dunsheath, Leonard Lahtinen, Molly McClanahan, M. Tony Ontiveros, Jacqueline Rodarte, and Student Trustees Scott Begneski and Tanya Washington. Absent: None.

**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; Olivia Veloz, representing the District Management Association; Adam Gottdank, 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:** Carlos Ayon, Gilbert Contreras, Richard Hartman, Richard Lozinsky, Lisa McPheron, Vanessa Miller, Linda Millikan, Jose Ramon Nuñez, and Jeff Watson from Fullerton College; Virgil Adams, Santanu Bandyopadhyay, Karen Cant, Philip Dykstra, Elaine Folayan, and Stuart Rosenberg from Cypress College; Lynda Gunderson, Vaniethia Hubbard, Tina King, and Julie Shields from the School of Continuing Education; and Julie Kossick, Arturo Ocampo, Brian Stern, Kashu Vyas, Melissa Utsuki, and Rick Williams from the District Office.

**VISITORS:** Vanessa Bell Calloway, Mike Gunderson, Adleane Hunter, Jerome Hunter, Andrew Jones, Savannah Jones, Ed Lopez, Terry Lozinsky, Jonathan Rosenberg, and Marie Rosenberg.

**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 Stephen T. Blount 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.c  
Instructional Resources: 4.b

**Motion carried with Trustees Blount, Brown, Dunsheath, 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 Molly McClanahan and seconded by Trustee Leonard Lahtinen 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, Dunsheath, Lahtinen, McClanahan, Ontiveros, and Rodarte voting yes.**

## REPORTS

- A. **Employees of the Year:** As part of the Chancellor's Report, the following employees were honored for their selection as an Employee of the Year:

Cypress College

Outstanding Full-time Faculty: **Stuart Rosenberg**

Outstanding Adjunct Faculty: **Elaine Folayan**

Charger Award: **Carol Harvey**

Fullerton College

Faculty of the Year: **Jo Wen Wu**

Classified Professional of the Year: **Linda Millikan**

Co-Administrator of the Year: **Savannah Jones**

Co-Administrator of the Year: **Vanessa Miller**

School of Continuing Education

Outstanding Colleagues of the Year: **Lynda Gunderson, Alicia Luna, and Carrie Ruffalo**

- B. **Sabbatical Reports:** The following sabbatical leave reports were also presented as part of the Chancellor's Report:

"Our Backyard Geology in Orange County": **Richard Lozinsky**, Fullerton College Instructor, presented an overview of his sabbatical research which included a study of Orange County's climate, population, rocks, plate tectonic setting, earthquake hazards, geologic history, fossils, hills, coastal changes, and future trends. Dr. Lozinsky noted that his sabbatical provided him the opportunity to travel to remote areas to collect samples to curate, visit facilities and local community colleges that cover Orange County geology, and complete the third edition of *Our Backyard Geology in Orange County California*.

"The Nexus Between Caregiver Fatigue and Burnout in the Workplace": **Virgil Adams**, Cypress College Instructor, examined the impact of stress and burnout on the quality of client care provided by health care professionals, and how it occurs in health services. His study identified the detrimental outcomes associated with positive and negative stressors, and the cognitive and emotional reactions

that can lead to burnout of health care professionals who fail to monitor self-care, which can result in early retirements and health issues. His findings concluded that while there is no formula for predicting stress in the workplace, there is a need for further training for those in the health services field in order to provide better quality care and maintain their own well-being.

(See Supplemental Minutes #1177 for a copies of the complete sabbatical reports.)

- C. **Chancellor Cheryl Marshall** reported on her attendance at a meeting of Los Angeles and Orange County region CEOs to approve a governance structure for the new Workforce Development Initiative, the welcome reception hosted by Fullerton College in her honor, and on Cypress College being honored by the California Community Colleges Board of Governors for their efforts in energy conservation. She noted her plans to attend Fullerton College Psychology Day on September 30 and the Cypress College Legacy Scholars event on October 3.

(See Supplemental Minutes #1177 for a copy of the Chancellor's full report.)

- D. **Valentina Purtell**, School of Continuing Education Interim Provost, shared that Chelsea Salisbury received the Rising Star Award by the National Council for Marketing and Public Relations, and that the Board of Governors recently approved a revision to Title 5 to include Satisfactory Progress (SP) as a new progress indicator designed specifically for noncredit courses. She also invited everyone to attend the family friendly SCE Welcome Event – *Harvesting Opportunities* on October 22 where attendees can learn about SCE programs and community resources.

(See Supplemental Minutes #1177 for a copy of the Interim Provost's full report.)

- E. **Bob Simpson**, Cypress College President, reported on the successful *Going Green* campaign and the College's 2016 Energy and Sustainability Honorable Mention Award for their interior lighting retrofit project. He noted that longtime "Voice of the Chargers" public address announcer Wyatt Ware would call his final game on September 27, and also encouraged all to attend the Fine Arts Faculty Exhibition reception on October 6.

(See Supplemental Minutes #1177 for a copy of the President's full report.)

- F. **Greg Schulz**, Fullerton College President, reported on his attendance at the National Community College Hispanic Council Leadership Symposium and expressed his gratitude to the Board for approving the College's Dual Enrollment Partnership Agreement with the Fullerton Joint Unified High School District. He also invited everyone to attend the Coffee with the Board of Trustees and Chancellor event at Fullerton College on September 28, and the celebration of the life and legacy of Amin David on October 2 at Anaheim High School.

(See Supplemental Minutes #1177 for a copy of the President's full report.)

## COMMENTS

- A. **Olivia Veloz** stated that the DMA held its business meeting on September 23 and thanked Chancellor Marshall, Dr. Schulz, Dr. Simpson, and Ms. Purtell for speaking to the managers who attended.
- B. **Adam Gottdank** reported that Bob Simpson will be honored at the upcoming California Association for Postsecondary Education and Disability (CAPED) Convention as Administrator of the Year, and also noted that the District's AEBG consortium will once again be featured at the convention.
- C. **Bryan Seiling** noted that Regina Rhymes is slated to receive a diversity award from the Academic Senate for California Community Colleges (ASCCC), and also reported on a special Cypress College Academic Senate meeting where great strides were made towards their Distance Education plan.
- D. **Pete Snyder** reported on Fullerton College's on-going work on accreditation efforts, and also noted that their football team remains undefeated and is currently ranked third in Southern California.
- E. **Tina Johannsen** reported on her involvement in the ASCCC Standards and Practices Committee and stated that the first United Faculty Representatives Council Meeting would take place on September 27.
- F. **Rod Lusch** said that the CSEA is actively engaged in phone banking and canvassing efforts related to Proposition 55, and announced that CSEA has endorsed Leonard Lahtinen for the District 1 seat on the Anaheim City Council.
- G. **Kent Stevenson** thanked those who attended the Adjunct Faculty United mixer on September 16. He also reported that AdFac had concluded salary negotiations with the District and awaited a ratification vote by its membership.
- H. **Student Trustee Tanya Washington** reported on her attendance at the Legacy Program's Mentor/Mentee Dinner, the Tri-City Women's Conference, and a tour of the Cal State University, Fullerton campus.
- I. **Student Trustee Scott Begneski** expressed his gratitude to Vice Chancellor Fred Williams for attending the Fullerton College football game and announced that the Horticulture department's annual plant sale would take place on October 1-2.
- J. **Trustee Stephen T. Blount** reported on his attendance at the Adjunct Faculty United welcome back event, and thanked AdFac for hosting it.
- K. **Trustee Molly McClanahan** commended Karen Cant and Albert Miranda for their efforts to reduce waste and energy consumption at the Cypress College campus, and the Office of Public Affairs for publishing their District-wide email newsletter.
- L. **Trustee Jacqueline Rodarte** reported on her attendance at the Orange County Community Colleges Legislative Task Force meeting and the District's Retirement Board meeting.

- M. **Trustee Leonard Lahtinen** commented on the Capital Projects Report distributed to Board members, and recognized Ed Lopez, Trustee Area 2 candidate, for his attendance at the Board meeting.
- N. **Trustee Barbara Dunsheath** noted it was Voter Registration Day and urged everyone to encourage students to register to vote, and referenced "How to Hire for Diversity," an article which appeared in *The Chronicle*. She also shared that the Cypress College Foundation's annual golf tournament is on October 3 and that planning is underway for the Americana Awards on March 4, 2017.

**MIINUTES:** It was moved by Trustee Molly McClanahan and seconded by Student Trustee Tanya Washington to approve the Minutes of the Regular Meeting of September 13, 2016 as amended. **Motion carried with Trustees Blount, Brown, Dunsheath, 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 P0109648-P0112523 through September 1, 2016, totaling \$2,345,708.16, and check numbers C0043991-C0044094, totaling \$470,299.94; check numbers F0204087-F0204874, totaling \$1,027,664.41; check numbers Q0005085-Q0005118, totaling \$1,212.00; check numbers 88455023-88455793, totaling \$5,722,132.55; check numbers V0031386-V0031392, totaling \$14,718.00; check numbers 70076557-70076763, totaling \$33,773.31; and disbursements E8646874-E8654037, totaling \$7,160,613.55, through August 31, 2016.

**Item 3.b:** By block vote, authorization was granted to amend the contract with McMurray Stern and increase the contract amount by \$4,515 from \$349,750 to \$354,265, plus taxes, if any.

Further authorization was granted for the District Director, Purchasing, to execute the agreement on behalf of the District.

**Item 3.c:** By block vote, the Board of Trustees approved the donation of (2) surplus therapeutic equipment to Cypress High School.

**Item 3.d:** It was moved by Trustee Leonard Lahtinen and seconded by Trustee Stephen T. Blount to authorize the transfer of \$70,660,076.53 plus accumulated interest from the District's Retiree Benefit Fund to the District's Irrevocable Trust, administered by Keenan & Associates and the FUTURIS Public Entity Investment Trust Program.

Subsequent to the Board expressing their thanks to all who agreed to set up the District's Irrevocable Trust, the **motion carried with Trustees Blount, Brown, Dunsheath, Lahtinen, McClanahan, Ontiveros, and Rodarte voting yes, including Student Trustees Begneski and Washington's advisory votes.**

## **INSTRUCTIONAL RESOURCES**

**Item 4.a:** The Board received as information the North Orange County Community College District Student Success Scorecard 2016 information which included a

presentation by Carlos Ayon, Fullerton College Director of Institutional Research and Planning; Phil Dykstra, Cypress College Director of Institutional Research and Planning; Tina King, School of Continuing Education Director of Institutional Research and Planning; and Brian Stern; District Senior Research and Planning Analyst.

The presentation included an analysis of a 2009-10 cohort of first-time students over six years which compared college data from one-time period to another, and a comparison with the statewide average in eight different college-level indicators, as well as completion date by race ethnicity. The indicators included: 1) persistence in three consecutive terms; 2) percent of students who earned at least 30 units; 3) completion – degree, certificate, or transfer; 4) Basic Skills Math completion; 5) Basic Skills English completion; 6) Basic Skills ESL completion; 7) Career Technical Education (CTE) award completion; and 8) skills builder – median earnings change. Also, included was an overall analysis of the School of Continuing Education performance indicators for Career Development and College Preparation (CDCP) progress and achievement rate since Scorecard data only captures one noncredit indicator.

While the overall findings reflect that both Cypress College and Fullerton College exceeded the statewide average in seven categories, the number of completers for both Colleges is still lower than the top performing community colleges in the State and nation. At Cypress College, in both Basic Skills English and Math completion, Native American and Pacific Islander students' achievement is significantly lower than white students, while Asian and Filipino student achievement is significantly higher. At Fullerton College, African American, Latino and Pacific Islander student achievement is significantly lower than white students in Basic Skills Math; in Basic Skills English, African American and Latino students' achievement is significantly lower than white students. Almost no achievement gap exists at both colleges in CTE.

In the ensuing question and answer period, the research team fielded questions related to the size of the cohort groups used in the findings; what information can be learned from the data; how the data is used to influence student success practices; and the role of State allocated funds designed to address the achievement gap.

Chancellor Marshall also noted that local results which are unreported at the state-level will be presented to the Board of Trustees in spring 2017.

(See Supplemental Minutes #1177 for a copy of the presentation.)

**Item 4.b:** By block vote, the Board ratified the 2016-2017 NOCCCD and Fullerton Joint Unified High School District (FJUHSD) College and Career Access Pathways (CCAP) Dual Enrollment Partnership Agreement.

(See Supplemental Minutes #1177 for a copy of the partnership agreement.)

## **HUMAN RESOURCES**

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

## **RETIREMENT**

Miller, Jeanne K. CC Accounting Instructor  
Eff. 05/28/2017  
PN CCF858

### LONG-TERM SUBSTITUTE

Garcia, Jessica FC Counselor  
Temporary Contract (100%)  
Pursuant to E.C. 87482  
Class B, Step 1 (193 day schedule)  
Eff. 10/17/2016-06/30/2017

### CHANGE IN SALARY CLASSIFICATION

Holbrook, Veronica FC Mathematics Instructor (ADJ)  
From: Column 1, Step 1  
To: Column 2, Step 1  
Eff. 08/22/2016

Monte, Christian FC English Instructor (ADJ)  
From: Column 1, Step 1  
To: Column 2, Step 1  
Eff. 08/22/2016

Nichols, Stephen CC Mortuary Science Instructor (ADJ)  
From: Column 1, Step 1  
To: Column 2, Step 1  
Eff. 08/22/2016

### LEAVES OF ABSENCE

Cordell, Bruce FC Physics Instructor  
Load Banking Leave With Pay (10.00%)  
Eff. 2016 Fall Semester

Michelle Craner FC Fashion Instructor  
Family Medical Leave (FMLA)/CFRA (100%)  
Paid Leave using Personal Necessity Leave  
Until Exhausted; Unpaid Thereafter  
Eff. 09/22/2016-12/12/2016

Forman, Mary CC English Instructor  
Load Banking Leave With Pay (13.33%)  
Eff. 2016 Fall Semester

Gotoh, Akiko CC Chemistry Instructor  
Load Banking Leave With Pay (11.67%)  
Eff. 2016 Fall Semester

Grabiell, Susan FC Geography Instructor  
Load Banking Leave With Pay (3.33%)

Eff. 2016 Fall Semester

Kvaska, Colleen	FC	Nutrition & Foods Instructor Load Banking Leave With Pay (1.67%) Eff. 2016 Fall Semester
St. John, Paul	FC	Accounting Instructor Load Banking Leave With Pay From: 33.33% To: 10.83% Eff. 2016 Fall Semester

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2016 FALL SEMESTER, TRIMESTER

Alvarez, Jessica	CC	Column 1, Step 1
Avery, Cori	CC	Column 1, Step 1
Croteau, Ronald	SCE	Column 1, Step 1
Hui, Beatrice	FC	Column 1, Step 1
Imaku, Brittany	CC	Column 1, Step 1
Ison, Jomini	CC	Column 1, Step 1
Obritz, Michele	SCE	Column 2, Step 1
Tavasolian, Amber	FC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Alvarez, Jessica	CC	Column 1, Step 1
Aquino, Anella	CC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Decker, Dana	CC	Column 1, Step 1
Hui, Beatrice	FC	Column 1, Step 1
Ibrahim, Sakina	CC	Column 1, Step 1
Rus, Cristian	FC	Column 2, Step 1
Sandor, Katalin	FC	Column 1, Step 2

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

NEW PERSONNEL

Ernandes, Monica	AC	Administrative Assistant I 12-month position (100%) Range 33, Step A Classified Salary Schedule Eff. 09/28/2016 PN DEC928
Leos, Nigel	SCE	Testing and Assessment Specialist 12-month position (100%)



Range 36, Step A  
Classified Salary Schedule  
Eff. 10/03/2016  
PN SCC866

VOLUNTARY CHANGES IN ASSIGNMENT

Adakai, Ericka	FC	Executive Assistant (100%)  Return to Regular Assignment Eff. 09/28/2016
Holmes, Roy	CC	Facilities Custodian II (100%)  Temporary Change in Assignment To: CC Facilities Custodian Coordinator II 12-month position (100%) Range 34, Step C + 10% Shift Classified Salary Schedule Eff. 08/15/2016, 08/19/2016, and 09/01/2016
Salcedo, Daniel	FC	Administrative Assistant II (100%)  Extension of Temporary Change in Assignment To: FC Administrative Assistant III 12-month position (100%) Range 41, Step D + 10% Longevity Classified Salary Schedule Eff. 10/01/2016 – 12/31/2016
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. 10/20/2016 – 10/25/2016

**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 #1177 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 #1177 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 #1177 for a copy of the volunteer listing.)

## **GENERAL**

**Item 6.a:** It was moved by Trustee Molly McClanahan and seconded by Trustee Stephen T. Blount that the Board of Trustees adopt Resolution No. 16/17-01, Support of Proposition 55, the California Extension of Proposition 30 Income Tax Increase Initiative. **Motion carried with Trustees Blount, Brown, Dunsheath, Lahtinen, McClanahan, Ontiveros, and Rodarte voting yes, including Student Trustees Begneski and Washington's advisory votes.**

(See Supplemental Minutes #1177 for a copy of the resolution.)

**CLOSED SESSION:** At 7:50 p.m., Board President Barbara Dunsheath 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 8:25 p.m., Board President Barbara Dunsheath reconvened the meeting in open session.

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

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