

APPROVED

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

April 8, 2014

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, April 8, 2014, at 5:30 p.m. at the Anaheim Campus Board Room.

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

TRUSTEE ROLL CALL: Present: Jeffrey P. Brown, Barbara Dunsheath, Leonard Lahtinen, Michael Matsuda, Donna Miller, Molly McClanahan, and M. Tony Ontiveros. Student Trustee Don Lundy arrived at 5:55 p.m. Absent: None.

RESOURCE PERSONNEL PRESENT: Ned Doffoney, Chancellor; Fred Williams, Vice Chancellor, Finance & Facilities; Irma Ramos, Vice Chancellor, Human Resources; Rajen Vurdien, President, Fullerton College; Bob Simpson, President, Cypress College; Greg Schulz, Provost, School of Continuing Education; Kai Stearns Moore, District Director, Public & Governmental Affairs; Deborah Ludford, District Director, Information Services; Richard Fee, representing DMA; Candace Lynch-Thompson, representing the SCE Academic Senate; Gary Zager, representing the Cypress College Academic Senate; Sam Foster, representing the Fullerton College Faculty Senate; Dale Craig, representing United Faculty; DawnMarie Neate, representing CSEA; and Violet Ayon, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES PRESENT: Santanu Bandyopadhyay, Karen Cant, Joyce Carrigan, John Sciacca, Lisa Clarke, Philip Dystra, and Dave Wassenaar from Cypress College; Toni DuBois, Savannah Jones, Richard Storti from Fullerton College; and Jenney Ho, Rodrigo Garcia, Tami Oh, and Melissa Utsuki from the District Offices.

VISITORS: Rene Albarran and Marc Picjett.

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

BLOCK VOTE APPROVAL: NON-PERSONNEL ITEMS: It was moved by Trustee M. Tony Ontiveros and seconded by Trustee Donna Miller that the following non-personnel items be approved by block vote:

Finance & Facilities: 4.a, 4.b, 4.c, 4.d, 4.e, 4.f, 4.g, 4.h, 4.i, 4.j
Instructional Resources: 5.a, 5.b

Motion carried unanimously by those members present.

BLOCK VOTE APPROVAL: PERSONNEL ITEMS: It was moved by Trustee Barbara Dunsheath and seconded by Trustee M. Tony Ontiveros that the following personnel items be approved by block vote:

Human Resources: 6.a, 6.b, 6.c, 6.d, 6.e

Motion carried unanimously by those members present.

REPORTS

- A. **Chancellor Ned Doffoney** reported that while in Washington, D.C. last week, he conducted a presentation to 30 newly-appointed chief executive officers as a part of the AACC Presidents' Academy. The presentation focused on "The Unique Role of the CEO in Finances: Chief Steward/Advocate." He also met with several representatives from the technology field and discussed the many ways in which technology can be incorporated into higher education.

(See Supplemental Minutes #1127 for a copy of the complete report.)

- B. **Cypress College Career Technical Education:** As a part of the Chancellor's Report, a presentation was provided on "Cypress College Career Technical Education (CTE): What, No Achievement Gap?" The presenters included Dr. Santanu Bandyopadhyay, Joyce Carrigan, John Sciacca, Lisa Clark, Nancy Deutsch, and Dave Wassenaar from Cypress College. The presentation focused on strategies for eliminating the achievement gap. Some strategies include personal connection, faculty advisement, space for gatherings and collaboration.

(See Supplemental Minutes #1127 for a copy of the presentation.)

COMMENTS

- A. **Bob Simpson** reported on Cypress College's recent Planning Colloquium and that the Automotive Tech Program received NATEF certification. NATEF is a parent organization that oversees automotive technology programs in pre and post higher education institutions. NATEF certification is a very important component of a quality program.
- B. **Greg Schulz** announced that SCE's Annual Transition Night will be held on April 23, 2014. He added that SCE's spring enrollment is at over 17,216.
- C. **Rajen Vurdien** announced the appointment of Melissa Utsuki as the Fullerton College Interim Director of Communications. He went on to share the many accomplishments by Fullerton College students and announced that Jodi Balma was selected as the Fullerton College Teacher of the Year.
- E. **Candace Lynch-Thompson** reported on the many activities in preparation for the School of Continuing Education graduation event, and for the State Academic Senate Spring Plenary Session.

- F. **Gary Zager** thanked the Chancellor and Trustees for the “Coffee with Trustees & Chancellor” recently held at Cypress College. He also reported on Cypress College campus activities.
- G. **Sam Foster** reported that Fullerton College Faculty Senate engaged in a detailed discussion on Senate Bill 850, which culminated on the Senate requesting more feasibility studies on how it might work.
- H. **Student Trustee Don Lundy** reported on Fullerton College Associated Students’ activities, including a new textbook program and the Hornet statue project, as well as other campus activities.
- I. **Trustee Barbara Dunsheath** reported on her attendance at the Cypress College “Coffee with Trustees & the Chancellor” and the book reading by Hector Tovar at Fullerton College.
- J. **Trustee Donna Miller** thanked everyone for participating in Strategic Conversation #15.
- K. **Trustee Michael Matsuda** thanked Chancellor Doffoney for mentoring him and he thanked the Board for its support of his efforts. He went on to state that there is a growing issue of homelessness of students within the Anaheim Union High School District.
- L. **Trustee Leonard Lahtinen** inquired on water damage issues at the Anaheim Campus and how the agenda item to reject all bids impacts the SCE schedule of classes. He also noted a Los Angeles *Times* editorial regarding for-profit schools, which exaggerate their success and cause students to take on excess debt. He raised this issue in hopes that faculty/staff direct students away from for-profit schools.
- M. **Trustee Molly McClanahan** announced Fullerton Beautiful’s Garden Tour on April 27, 2014, and the Fullerton Museum’s exhibit on Memories of World War II from the Associated Press.

MINUTES: It was moved by Trustee M. Tony Ontiveros and seconded by Trustee Molly McClanahan that the Board approve the minutes of its Regular Meeting of March 25, 2014, as submitted. **Motion carried, including the Student Trustee’s advisory vote, and Trustee Michael Matsuda abstaining from the vote.**

PUBLIC HEARING: At 6:47 p.m., it was moved by Trustee M. Tony Ontiveros and seconded by Trustee Barbara Dunsheath to declare open the public hearing on Finding the Sale of District Property Exempt from the California Environmental Quality Act (CEQA). **Motion carried unanimously, including the Student Trustee’s advisory vote.**

At 6:49 p.m., upon conclusion of the public hearing, it was moved by Trustee Molly McClanahan and seconded by Trustee Donna Miller to close the public hearing. **Motion carried unanimously, including the Student Trustee’s advisory vote.**

Item 3.a: It was moved by Trustee Donna Miller and seconded by Trustee Michael Matsuda that the Board adopt Resolution No. 13/14-18, Finding the Sale of District Property is Exempt from the California Environmental Quality Act, and approved the Filing and Recordation of a Notice of Exemption. **Motion carried unanimously, including the Student Trustee's advisory vote.**

FINANCE & FACILITIES

Item 4.a: By the block vote, the Board ratified purchase order numbers P0093133-P0094134 through March 12, 2014, totaling \$936,929.11, and check numbers C0040188-C0040297, totaling \$117,514.45; check numbers F0174849-F0177353, totaling \$726,112.61; check numbers Q0003451-Q0003468, totaling \$6,801.30; check numbers 88425077-88426116, totaling \$3,622,528.60; check numbers V0031209-V0031220, totaling \$18,880.03; check numbers 70061478-70062201, totaling \$47,057.75; and disbursements E8527800-E8538003, totaling \$10,630,730.15, through March 31, 2014.

Item 4.b: By the block vote, authorization was granted for the 2013-2014 General Fund, Child Development Fund, and Capital Outlay Projects Fund budget transfers netting to the amount of \$663,539 and adopted the resolutions showing the summary, pursuant to the California Code of Regulations, Title 5, §58307.

Item 4.c: By the block vote, and in compliance with the California Community College Chancellor's Office requirements, authorization was granted to enter into Phase Three of the agreement for the Capital Outlay Grant Financing Project to receive advanced funding in the amount of \$3,080,486 for the twelve-month period beginning February 1, 2014, and ending January 31, 2015.

Further authorization was granted to make adjustments to revenue and expenditure budgets and for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs, to submit expenditure reports and other required reporting forms.

Further authorization was granted for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs, to execute this agreement and any related documents or amendments to modify the agreement on behalf of the District.

Item 4.d: By the block vote, the Board adopted a resolution establishing separate bank, saving, clearing, and revolving accounts pursuant to the California Community College Budget and Accounting Manual as authorized by §84030 of the Education Code, and in accordance with Education Code §58311 of Title 5 of the California Code of Regulations.

The Board further rescinded previous resolutions and directed that any accounts not listed on this resolution and still open be closed immediately.

The Board further directed that in order to adequately safeguard and manage District assets, two authorized signatures be required on each check on every account. Furthermore, the account signers, banks, and credit unions are not authorized to issue counter checks or cashier's checks on any of the accounts.

Item 4.e: By the block vote, the Board declared the District property listed as surplus supplies and equipment and authorized entering into an agreement with InterSchola and the Liquidation Company to conduct an auction for the sale of surplus and obsolete supplies and equipment.

(See Supplemental Minutes #1127 for a copy of the surplus supplies and equipment list.)

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

Item 4.f: By the block vote, the Board adopted Resolution No. 13/14-17 Declaring Surplus Property; Authorizing Offer of District Property for Sale to Public Entities; Authorizing Public Sale of Property at La Habra Site.

Further authorization was granted for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing, to conduct the sale of the Property to public entities pursuant to Government Code section 54222 and Education Code section 81363.5.

Item 4.g: By the block vote, the Board rejected all bids for Bid #2014-12, Tech Ed II, Tech Ed III, and Gym II HVAC Equipment Replacement at Cypress College, and authorized staff to rebid the project at a later date.

Item 4.h: By the block vote, authorization was granted to enter into an agreement with ReGroup for an information and emergency communications subscription service for the North Orange County Community College District for the initial service year, effective April 15, 2014, through April 15, 2015, for an amount not to exceed \$45,000.

Further authorization was granted for an option to renew in subsequent years with an increase not to exceed 5% per year until canceled.

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

Item 4.i: By the block vote, authorization was granted to enter into a contract with CampusLogic, Inc. for the subscription service setup, integration, training and services to complete the implementation of the StudentVerification.com system at Fullerton College at a cost of \$180,000. The service is scheduled to begin May 1, 2014, and is expected to be completed June 30, 2017.

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

Item 4.j: By the block vote, authorization was granted to enter into a travel arrangement with AIFS for the Cypress College and Fullerton College 2015 Spring Study Abroad Program in Rome, Italy. The basic program fee of \$8,170, which is to be paid by each student, includes airfare, housing, travel excursions, a travel pass in Rome, some meals, and orientation.

Further authorization was granted for the Vice Chancellor, Facilities and Finance, to execute the agreement on behalf of the District. A signed copy of the travel contractor agreement will be on file in the District Business Office.

INSTRUCTIONAL RESOURCES

Item 5.a: By the block vote, authorization was granted for the Cypress College summary of curriculum deactivations, additions, and revisions, effective fall 2014. The curricula have been signed by the Campus Curriculum Committee Chairperson and the College President, and it has been approved by the District Curriculum Coordinating Committee.

(See Supplemental Minutes #1127 for a copy of the curriculum summary.)

Item 5.b: By the block vote, authorization was granted for the Fullerton College curriculum changes, to be effective fall 2014. The curricula have been signed by the Campus Curriculum Committee Chairperson and the College President, and it has been approved by the District Curriculum Coordinating Committee.

(See Supplemental Minutes #1127 for a copy of the curriculum summary.)

HUMAN RESOURCES

Item 6.a: By the block vote, authorization was granted for the following academic personnel matters, which are within budget:

PHASE-IN RETIREMENTS

| | | |
|-----------------------|-----|--|
| Credidio, Steven | FC | Counselor From: Fall Sem. 100%/Spring Sem. 100% To: Fall Sem. 85.00%/Spring Sem. 85.00% Eff. 07/01/2014 PN FCF939 |
| Duhme, Cheryl | FC | Mathematics Instructor From: Fall Sem. 100%/Spring Sem. 100% To: Fall Sem. 53.33%/Spring Sem. 53.33% Eff. 08/25/2014 PN FCF925 |
| Kiszely, Elizabeth | FC | English Instructor From: Fall Sem. 100%/Spring Sem. 100% To: Fall Sem. 00.00%/Spring Sem. 100% Eff. 08/25/2014 PN FCF854 |
| Rivera-Tweedie, Giana | SCE | Non-Credit Counselor From: Fall Sem. 100%/Spring Sem. 100% |

To: Fall Sem. 85.00%/Spring Sem. 85.00%
Eff. 07/01/2014
PN SCF991

Robinson, Karen FC Nutrition & Foods Instructor
From: Fall Sem. 100%/Spring Sem. 100%
To: Fall Sem. 80.00%/Spring Sem. 80.00%
Eff. 08/25/2014
PN FCF757

RESIGNATIONS

Contreras, Gilbert CC Manager, EOPS
Eff. 03/31/2014
PN CCM969

Hovey, Ann FC Dean, Business & CIS
Eff. 05/30/2014
PN FCM966

CHANGE IN SALARY CLASSIFICATION

Vann, Lynette FC Sociology Instructor (ADJ)
From: Column 1, Step 0
To: Column 3, Step 0
Eff. 01/27/2014

Williams, David FC Accounting Instructor (ADJ)
From: Column 1, Step 0
To: Column 3, Step 0
Eff. 01/27/2014

Additional Duty Days @ Per Diem

Kresse, Douglas FC Coach, Forensics 11 days

PAYMENT FOR INDEPENDENT LEARNING CONTRACTS 2014 SPRING SEMESTER

| | | |
|-------------------------|----|----------|
| Cavin, Robert G. | CC | \$ 20.00 |
| Faraci, Michael | CC | \$ 10.00 |
| Freer, Carolee | CC | \$ 10.00 |
| Gallo, Joseph | CC | \$ 20.00 |
| Harvey, Carol | CC | \$ 65.00 |
| Heusser, Willis | CC | \$ 10.00 |
| Majid, Rosalie | CC | \$ 10.00 |
| Martinez, Randy | CC | \$ 10.00 |
| Mercer, Robert | CC | \$ 20.00 |
| Mohr, Margaret | CC | \$ 5.00 |
| Mosqueda-Ponce, Therese | CC | \$ 50.00 |

| | | |
|-------------------|----|----------|
| Patti, Joyce | CC | \$ 70.00 |
| Pickler, Scott | CC | \$ 10.00 |
| Pinkham, Bill | CC | \$ 45.00 |
| Ramos, Jaime | CC | \$ 45.00 |
| Reiland, Kathleen | CC | \$170.00 |
| Schulps, Molly | CC | \$ 40.00 |
| Sidhu, Parwinder | CC | \$ 10.00 |

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2014 SUMMER INTERSESSION

Fierro, Benjamin FC Column 1, Step 0

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2014 SPRING SEMESTER, TRIMESTER

Haber, Beverly SCE Column 1, Step 1
Wicks, Lorraine SCE Column 1, Step 0

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2014 FALL SEMESTER, TRIMESTER

Contreras, Anne CC Column 1, Step 0

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Ramos, Gloria FC Column 2, Step 0

TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Adebayo-Ibe, Morenike FC Column 1, Step 0
McCain, Claudia FC Column 1, Step 0
Rucker, Nancy FC Column 1, Step 0

Item 6.b: By the block vote, authorization was granted for the following classified personnel matters, which are within budget:

RETIREMENT

Sanborn, Jackie FC Administrative Assistant III
12-month position (100%)
Eff. 06/01/2014
PN FCC765

RESIGNATIONS

Bacon, Hilary FC Student Services Specialist/Int'l Student Center
12-month position (100%)
Eff. 04/12/2014
PN FCC670

Jenkins, Sabrina FC Admissions & Records Specialist
12-month position (100%)
Eff. 04/05/2014
PN FCC648

Young, Linda FC Administrative Assistant I
12-month position (100%)
Eff. 4/02/2014
PN FCC673

NEW PERSONNEL

Dennison, Katrina FC Student Services Technician/DSPS
12-month position (100%)
Range 33, Step A
Classified Salary Schedule
Eff. 04/14/2014
PN FCC756

Diaz, Luis CC Grounds Athletic Field Specialist
12-month position (100%)
Range 31, Step A
Classified Salary Schedule
Eff. 04/09/2014
PN CCC787

Quach, Tony FC Student Services Specialist/Counseling
12-month position (100%)
Range 36, Step A
Classified Salary Schedule
Eff. 04/10/2014
PN FCC638

Wicoff, Cassandra FC Student Services Specialist/Counseling
12-month position (100%)
Range 36, Step A
Classified Salary Schedule
Eff. 04/10/2014
PN FCC637

PROMOTION

Vyas, Kashmira AC Accounting Specialist
12-month position (100%)
PN DEC989

To: AC District Manager, Fiscal Affairs
12-month position (100%)

Range 19, Column B + PG&D
 Management Salary Schedule
 Eff. 04/09/2014
 PN DEM995

VOLUNTARY CHANGES IN ASSIGNMENT

| | | |
|------------------|----|---|
| Leonardo, Sergio | CC | Groundskeeper (100%) Extension of Temporary Change in Assignment To: CC Grounds Athletic Field Specialist 12-month position (100%) Range 31, Step E + 15% Longevity Classified Salary Schedule Eff. 04/01/2014 – 04/30/2014 |
| Utsuki, Melissa | AC | Public Affairs Assistant (100%) Temporary Change in Assignment To: FC Director, Campus Communications 12-month position (100%) Range 16, Column A Management Salary Schedule Eff. 04/14/2014 – 06/30/2014 |
| Wise, Sarah | FC | Student Services Specialist/DSPTS (100%) Permanent Increase in Months Employed From: 11 Months To: 12 Months Eff. 04/01/2014 PN FCC800 |

LEAVES OF ABSENCE

| | | |
|--------------------------|----|---|
| Calderon-Teneza, Roselle | CC | Financial Aid Technician (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 03/13/14 – 04/22/14 (Consecutive Leave) |
| Dugan, Michele | CC | Student Services Specialist (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 03/28/14 -- 04/28/2014 (Consecutive Leave) |
| Ortega, Danny | CC | Campus Safety Officer (100%) Military Leave With Pay |

Eff. 02/25/2014 -- 03/02/2014

SUSPENSION WITHOUT PAY FOR DISCIPLINARY ACTION

| | | |
|----------------|-----|---|
| Diaz, Robert | CC | Carpenter (100%) Six (6) Days Eff. 03/31/2014 – 04/07/2014 |
| Johnson, Cathy | SCE | High School Records Technician (100%) Two (2) Days Eff. 03/26/2014 – 03/27/2014 |

Item 6.c: By the block vote, authorization was granted for the assignment of professional expert personnel per the professional expert listing.

(See Supplemental Minutes #1127 for a copy of the professional expert personnel listing.)

Item 6.d: By the block vote, authorization was granted for the hourly personnel per the hourly personnel listing.

(See Supplemental Minutes #1127 for a copy of the hourly personnel listing.)

Item 6.e: By the block vote, authorization was granted for the assignment of volunteers per the volunteer listing.

(See Supplemental Minutes #1127 for a copy of the volunteer listing.)

GENERAL

Item 7.a: It was moved by Trustee Molly McClanahan and seconded by Trustee Barbara Dunsheath that the Board mark its ballot for the California Community College Trustees Board of Directors election. The Board marked its ballot for the following individuals: Paul Gomez, Adrienne Grey, Pam Haynes, Jim Moreno, Stephen Blum, and Laura Casas. **Motion carried unanimously, including the Student Trustee's advisory vote.**

Item 7.b: It was moved by Trustee Barbara Dunsheath and seconded by Trustee M. Tony Ontiveros that the Board re-adopt Board Policy 2015, Student Members. **Motion carried unanimously, including the Student Trustee's advisory vote.**

Item 7.c: It was moved by Trustee Michael Matsuda and seconded by Trustee Barbara Dunsheath that the Board adopt Resolution No.13/14-16, In Support of Assembly Bill 2558, Community College Professional Development Program. **Motion carried unanimously, including the Student Trustee's advisory vote.**

CLOSED SESSION: At 7:06 p.m., Board President Jeffrey P. Brown adjourned 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 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: CHANCELLOR.

Per Section 54956.95 - LIABILITY CLAIMS

Claimant: Wendy Marcotte
Agency Claimed Against: NOCCCD

RECONVENE OPEN SESSION: At 8:26 p.m., Board President Jeffrey P. Brown reconvened the meeting in open session and reported the following action taken in closed session:

It was moved by Trustee Molly McClanahan and seconded by Trustee Michael Matsuda to reject the Claim presented by Wendy Marcotte.

Motion carried unanimously.

It was moved by Trustee Leonard Lahtinen and seconded by Trustee Michael Matsuda that the Board take action to approve a Settlement and Release Agreement with Employee [No.@01398110](#), under which the employee resigns effective June 30, 2014, and shall be on paid administrative leave until June 30, 2014. The parties further release and waive all claims they may have had against each other.

Motion carried unanimously.

ADJOURNMENT: At 8:30 p.m., it was moved by Trustee Michael Matsuda and seconded by Trustee Barbara Dunsheath to adjourn the meeting. **Motion carried unanimously.**

Prepared By Recording Secretary for
Michael Matsuda, Secretary, Board of Trustees