

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

November 26, 2019

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, November 26, 2019, at 5:30 p.m. in the Anaheim Campus Board Room.

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: Ryan Bent, Stephen T. Blount, Jeffrey P. Brown, Barbara Dunsheath, Ed Lopez, Molly McClanahan, Jacqueline Rodarte and Student Trustee Ester Plavdjian and Student Trustee Chloe Reyes arrived. Absent: None.

RESOURCE PERSONNEL PRESENT: Cheryl Marshall, Chancellor; Fred Williams, Vice Chancellor, Finance & Facilities; Julie Kossick, District Director, Human Resources; Cherry Li-Bugg, Vice Chancellor, Educational Services & Technology; Greg Schulz, President, Fullerton College; JoAnna Schilling, President, Cypress College; Valentina Purtell, Provost, North Orange Continuing Education; Chelsea Salisbury, Communications Coordinator, Public & Governmental Affairs; Lisa Gaetje, representing the District Management Association; Craig Goralski, representing the Cypress College Academic Senate; Kim Orlijan, representing the Fullerton College Faculty Senate; Christie Diep, representing United Faculty; Dawnmarie Neate, representing CSEA; Kent Stevenson, representing Adjunct Faculty United; and Danielle Davy, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES PRESENT: Phil Dykstra from Cypress College; Gina Bevec, Gil Contreras, Brian Crooks, Rod Garcia, Scott Giles, Larry Lara, Megan L. Moscol, Jose Ramon Nuñez, Rhett Price, Joe Ramirez, Oscar Saghie, Sean Sheil from Fullerton College; Terry Cox and Dulce Delgadillo from North Orange Continuing Education; and Tami Oh, Kashu Vyas, and Rick Williams from the District Office.

VISITORS: Cyndi Bemis, Mary Frances Gable, Clay Gaetje, Bob Jensen, Chris Johnson, Dan Kloss, Leonard Lahtinen, Lyndsey Letebwo, Tanya McCrory, Gerald Padilla, George Stephens, Kent Stevenson, Rachel Struglia, Ben Vega, and John Zeman.

COMMENTS: MEMBERS OF THE AUDIENCE:

- A. **Greg Schulz**, Fullerton College President, called **Coach Gabriel Martinez** and the Fullerton College Women's Water Polo team to the podium and congratulated them on being the 2019 CCCAA State Champions. Coach Martinez thanked the Board for their support, and introduced the team's Most Valuable Player, **Bryanna Santis**, who also thanked the Board and her team.

The Board offered their congratulations to the team and wished them good luck and health for next year's championship run.

- B. **Gerald Padilla**, Fullerton College retiree, shared that Fullerton College's Ethnic Studies department celebrated its 49th Annual Thanksgiving Food Drive. He stated that the students worked well together in serving over 350 people under the direction of faculty.
- C. **Bobbi-Lee Smart**, Cypress College graduate, expressed concern that the District's adjunct faculty are some of the lowest paid in Orange County and questioned the message that this sends to students. She stated that teachers across the country are disappointed and asked that the District be leaders on this issue.
- D. **Rhett Price**, Fullerton College faculty, thanked the Board for approving the 4,417 capacity Sherbeck Field Improvements Project at the last meeting. He shared data on various California community college and high school stadium seating. He explained that having the proposed project scaled down to a 2,000 seat capacity would make Sherbeck Field seating almost half that of the smallest community college and smaller than that of all of the high schools.

(See Supplemental Minutes #1246 for full data packet.)

BLOCK VOTE APPROVAL OF NON-PERSONNEL ITEMS: It was moved by Trustee Barbara Dunsheath and seconded by Trustee Ryan Bent that the following non-personnel items be approved by block vote:

Finance & Facilities: 4.a, 4.b, 4.c, 4.d

Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustees Reyes and Plavdjian'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, 5.f

Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes.

COMMENTS

- A. **Valentina Purtell** reported on the Institutional Culture Workgroup's meeting, where there was discussion about the various ways that NOCE team members should be experiencing the institution, all well as consideration of recommendation of a yearlong engagement with consultants from EQ Schools. She also shared that the State Academic Senate has published a revised position paper, *Noncredit Instruction: Opportunities and Challenges*, and recognized Tina McClurkin for her contribution to the revision.

- B. **JoAnna Schilling** wished everyone a happy Thanksgiving and thanked students who will be volunteering at the November 27 Cypress College Food Drive. She also invited the Board to the Cypress College Holiday Party that will be held on December 5, and stated that there will be a raffle for those that bring a food bank item.
- C. **Greg Schulz** thanked the Board for acknowledging the accomplishments of student athletes. He also invited the Board to the Fullerton College Holiday Open House on December 3.
- D. **Craig Goralski** reported on the recent Cypress College Academic Senate meeting, where Guided Pathways and the Academic Senate for California Community Colleges (ASCCC) Fall Plenary were discussed. He also shared that the next meeting is scheduled for December 12.
- E. **Kim Orlijan** reported on the recent LGBTQ+ Summit, which serves to work toward developing more support structures for LGBTQ+ students, held at Fullerton College. She also reported on the recent Faculty Senate meeting, where the Senate endorsed the AB 19 Taskforce's recommendations for spending the funds, including: covering enrollment fees and/or health fees, piloting a free breakfast program, and using existing resources to bolster Financial Aid staffing.
- F. **Christie Diep** reported that United Faculty has requested that the State provide a mediator for impasse. She also expressed concern that discussion of allocation of funds for faculty health care and benefits in committees is an unfair practice in negotiations. She requested that salary and benefits not be discussed during the study session in an effort of good faith.
- G. **Dawnmarie Neate** stated that AB 19 and other student success initiatives rely heavily on classified staff and suggested that the District be mindful of workload effecting morale.
- H. **Kent Stevenson** expressed disappointment that more progress hasn't been made on We Hire Rights. He also announced that the MOU has been received by Adjunct Faculty United and will be discussed further.
- I. **Student Trustee Ester Plavdjian** reported on Cypress College's upcoming Food Drive and "Friendsgiving" event. She also reported on her attendance at the UCR LGBTQ+ conference and the Cypress College Americana Kickoff.
- J. **Trustee Stephen T. Blount** reported on his attendance at the Cypress College Americana Kickoff and the CCLC Annual Convention in Riverside.
- K. **Trustee Molly McClanahan** reported on her attendance at the Fullerton College men's and women's chorale performances and the production of *Bright Star*. She also shared that the next chorale concert will be held on December 13.
- L. **Trustee Barbara Dunsheath** reported on her attendance at the CCLC Annual Convention, where Open Educational Resources (OER) grants were discussed.

She also recommended that the District join the Online Educational Initiative (OEI) Consortium.

- M. **Trustee Ed Lopez** offered thanks to Bobbi-Lee Smart for her comment on pay parity and the food bank staff at each campus for their service to students.
- N. **Trustee Jeffrey P. Brown** reported on his attendance at the CCLC Annual Convention in Riverside, where he connected with a former Early Childhood Education (ECE) faculty member that commended Fullerton College for being the gold standard for ECE in the State.

MINUTES: It was moved by Trustee Molly McClanahan and seconded by Trustee Ryan Bent to approve the Minutes of the Regular Meeting of November 12, 2019. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustees Reyes and Plavdjian's advisory votes.**

PUBLIC HEARING: At 7:57 p.m., Board President Jeffrey P. Brown declared the public hearing open to provide the public an opportunity to comment on the Fullerton College Sherbeck Field Improvements Project including the Resolution No. 19/20-14 to rescind Resolution No. 19/20-12; the approval and adoption of the Sherbeck Field Improvements Project Alternative Mitigation Monitoring and Reporting Program and Related Findings; and the approval and adoption of the Sherbeck Field Improvements Reduced Project Alternative.

Greg Schulz, Fullerton College President, began a short presentation that included a highlight of the objectives met with the reduced project (2,000 seats):

- Provides a field for the Fullerton College football program that meets California Community College Athletic Association (CCCAA) and National Collegiate Athletic Association (NCAA) requirements
- Provides field lighting
- Provides opportunity for evening classes
- Provides a press box
- Provides a storage building

He shared that the reduced project also partially meets the objective for the installation of permanent bleachers, which reduces rentals costs. He also noted that the reduced project does not avoid all significant unavoidable impacts (traffic/noise).

Rachel Struglia, with Dudek, provided a brief overview of the reduced project's noise and traffic impacts. This project would reduce the noise levels from 7 – 13 decibels to 4 – 8 decibels. The proposed project would also reduce intersections with significant impacts by three.

John Zeman, with Veneklasen Associates, provided an explanation of the acoustic analysis of the noise study and shared that with every reduction of 500 attendees the sound will be reduced by one decibel. The proposed 2,000 seat project would reduce the noise by five decibels, assuming maximum capacity.

Dan Kloss, with Linscott, Law & Greenspan, Engineers compared the impacts on traffic (assuming maximum capacity for an event) for the original 4,417 seat project, the reduced 2,000 seat project, and the difference between the two projects. Some differences highlighted included: a daily reduced trip generation of 2,357 less trips, 853 less trips during peak hours for event arrivals, 913 less trips during peak hours for event departures, and no significant impact on Saturdays (three less impacts).

Dr. Schulz also shared additional project commitments that were made in response to concerns that were expressed, which included:

- Fullerton College would provide free parking for football and soccer game attendees
- Speaker system would not exceed 86 dBA on the field at any events
- No Fullerton College football games played on Friday evening
- No high school football games
- No field lighting for any outside groups on Saturday and Sunday
- No rentals for musical performances or concerts by outside groups
- Outside groups using the field are prohibited from using any public address or sound amplification systems

During the presentation, the Board inquired about Fullerton College's position on the preference of the original project or the reduced project. Dr. Schulz expressed excitement for the addition of lighting and seating at Sherbeck Field, and shared that there was concern with growing into and exceeding the reduced project's proposed 2,000 seats.

Subsequent to the presentation, the following public comments were received:

- A. **Bob Jensen**, Fullerton resident, read a statement regarding Fullerton College expanding its vision for the future, thanked the Board for voting for the Sherbeck Field improvements at the last meeting, and recognized Fullerton College for its responsive and symbolic move to assuage the fears of the neighbors. He asked that the Board support the original proposal due to the negligible impact of reducing the number of seats.
- B. **Ben Vega** expressed his support for the larger capacity project, as that project would meet the needs of the school. He explained that a surge in attendance would occur with the addition of seating and the reduced project could impact that surge.
- C. **Chris Johnson**, Fullerton resident, expressed that the reduced project would meet the needs of the community. He also suggested guidelines be set for items not mentioned in the EIR for classroom needs, such as entrances, exits, and parking preferences.
- D. **Tonya McCrory**, Fullerton resident, expressed concerns about the 4,417 seat project and stated that the reduced project allows for ample growth. She suggested that the lighting and sound be reduced to 25% of power for non-event days.
- E. **Gina Bevec**, Fullerton College physical education faculty, expressed support for the original 4,417 seat project as it would meet graduation attendance and growth needs.

- F. **Ken Bane**, Fullerton resident, expressed support for either sharing high school facilities or the reduced seating project. He stated that even with the reduced project, additional adjustments should be addressed with a roll call vote. He also suggested that Fullerton College Title IX violations be investigated and agendized and that the District not spend any money until an investigation is completed.
- G. **Garrett Campbell**, Fullerton College faculty and Head Football Coach, expressed support for the original 4,417 seat project because it meets the health and safety needs of spectators during big games.
- H. **Gerald Padilla**, Fullerton resident, expressed support for the original 4,417 seat project because Fullerton College is a flagship for California Community Colleges and planning for future growth should be accounted for.
- I. **Mary Frances Gable**, Fullerton Resident, shared that she had obtained a petition signed by 571 neighbors in opposition to building out the Sherbeck Field seating. **Gavin** read a statement that expressed concern that the lighting and sound during the games and classes, in conjunction with his ADHD, would affect his ability to learn and study. Ms. Gable further expressed that if the project did go ahead that the reduced seating with additional restrictions on use would be best.
- J. **Brian Crooks**, Fullerton College faculty and Assistant Football Coach, expressed support for the original 4,417 seat project as it meets the needs of attendance at graduation, big games, and classes. He stated that there is not a big difference between the two projects, but the 2,000 seat project does not allow for growth.
- K. **Clay Gaetje**, Fullerton resident, expressed opposition to the Sherbeck Field improvements, but noted that there are significant differences in the two projects and suggested further revisions to the 2,000 seat reduced project be considered.
- L. **Robert Singer**, Fullerton resident, stated that the vote of support at the last meeting was fragile. He also suggested that the limitation of rental use went a long way to address community concerns, but asked that the Board further protect community confidence by reaching out to the city council to maintain restrictions over a long period of time.
- M. **Leonard Lahtinen**, Former Trustee, expressed support for the original 4,417 seat project and asked that the Board stand behind the decision voted for at the last meeting. He also stated that the, 2,000 seat project is too small compared to other colleges and high schools.

Upon conclusion of the public comments, it was moved by Trustee Ryan Bent and seconded by Trustee Barbara Dunsheath to close the hearing at 6:56 p.m. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustees Reyes and Plavdjian's advisory votes.**

Item 3.a: It was moved by Trustee Stephen T. Blount and seconded by Trustee Barbara Dunsheath, to adopt Resolution No. 19/20-14 to rescind Resolution No. 19/20-12, to approve and adopt the Sherbeck Field Improvements Project Alternative Mitigation

Monitoring and Reporting Program and Related Findings, and to approve and adopt the Sherbeck Field Improvements Reduced Project Alternative.

During the ensuing discussion, Trustees inquired about whether the entrance east of the field at Berkeley would be closed to mitigate traffic (yes); if the sound system would be set to a volume that is proportional to attendees present (yes – dynamic system through an educated operator recommended); whether the revisions in the reduced project are legally mandated as binding and irrevocable (yes); the actual average attendance at football games; and, if there was a significant cost difference between the original and reduced projects (approximately \$500,000).

Trustees further discussed and clarified that graduation has generally been held during the daytime, unless there are extenuating circumstances; class sizes for the field are already bound to mandatory minimum class sizes during the curriculum process; the Board has received and continues to receive Title IX training; and that all emails from residents have been received and read.

Trustee Ryan Bent stated that there is no significant impact differences between the original and the reduced projects, and that scaling down the project does not allow for expansion in the future; thus, there is no benefit to doing it.

Student Trustee Chloe Reyes clarified that her advisory vote at the November 12 meeting was 'no' for the possibility of more conversation about the field improvements.

Prior to casting their votes, Board President Jeffrey P. Brown clarified that a 'yes' vote would represent being in favor of the 2,000 seat project, while a 'no' vote would be in favor of the original 4,417 seat project. **Motion carried with Trustees Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustees Reyes and Plavdjian's advisory votes, and Trustee Bent voting no.**

FINANCE & FACILITIES

Item 4.a: By block vote, authorization was granted to approve Change Order No. 24 for Bid#1718-07, Anaheim Campus 7th & 10th Floors Tenant Improvements, with Miller Construction, in the total amount of \$12,541.00, increasing the revised contract from \$3,716,556.28 to \$3,729,097.28.

Authorization was further granted for the Vice Chancellor, Finance & Facilities, or the District Director, Purchasing, to execute the change order on behalf of the District.

Item 4.b: By block vote, authorization was granted to pre-approve out-of-country travel for Kaitlin Kroupa to Belize on December 28, 2019 through January 11, 2020.

Item 4.c: By block vote, authorization was granted to award Bid# 1920-05, Fullerton College Building 3100 Data Room HVAC Replacement Project, to NKS Mechanical Contracting, Inc. as the lowest overall responsive and responsible bidder in the amount of \$248,000 plus \$50,000 Allowance.

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

Item 4.d: By block vote, authorization was granted to award RFP #1920-04, Food Service Operations at Cypress College, to S&B Foods. The agreement will be for a five-year period beginning on or about January 6, 2020, with an option for an additional five-year period upon board approval. Commissions will be calculated as a percentage of gross sales.

Authorization was further granted for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing, to execute the contract 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

McQueen, Deborah	FC	Mathematics Instructor Eff. 01/01/2020 PN FCF809
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ADDITIONAL DUTY DAYS @ PER DIEM

Austin, Phil	FC	Assistant Coach, Football	11 days
		Assistant Coach, Men's Basketball	11 days
Aviles, Greg	FC	Head Coach, Men's Soccer	13 days
Bevec, Gina	FC	Head Coach, M&W's Cross Country	13 days
Campbell, Garrett	FC	Head Coach, Football	15 days
Crooks, Brian	FC	Assistant Coach, Football	11 days
Foster, Marcia	FC	Head Coach, Women's Basketball	15 days
Lewin, Pamela	FC	Head Coach, Women's Soccer	13 days
Plum, Alix	FC	Director of Dance Productions	4 days
Price, Rhett	FC	Head Coach, Men's Water Polo	13 days
Rosa, Melanie	FC	Director of Dance Productions	4 days
Sheil, Sean	FC	Assistant Coach, M&W's Cross Country	8 days
Webster, Perry	FC	Head Coach, Men's Basketball	15 days

LEAVES OF ABSENCE

Callahan, Lina	FC	Foreign Language Instructor Load Banking Leave With Pay (100%) Eff. 2020 Spring Semester
Eisner, Douglas	FC	English Instructor Load Banking Leave With Pay (41.67%) Eff. 2020 Spring Semester
Henderson, Angela	FC	Reading Instructor Load Banking Leave With Pay (6.67%) Eff. 2020 Spring Semester

LaBounty, Jennifer	FC	Dean, Counseling/Student Development Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 11/04/2019-11/17/2019
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TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2019 FALL SEMESTER,
TRIMESTER

Cavicchio, Gary	FC	Column 1, Step 1
Nisbet, Jeffrey	FC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2020 SPRING SEMESTER,
WINTER/SPRING TRIMESTER

Aguilar, Hugo	CC	Column 1, Step 1
Coons, Jennifer	FC	Column 3, Step 1
Geragotelis, Andrew	CC	Column 3, Step 1
Huang, Weixiong	FC	Column 3, Step 1
Luo, Jin	FC	Column 3, Step 1
Marquez-Alarcon, Estela	CC	Column 1, Step 1
Pickard, Matthew	FC	Column 1, Step 1
Thompson, Jeremiah	CC	Column 2, Step 1
Whisler, Jacquelyn	FC	Column 1, Step 1
Wiideman, Steven	FC	Column 1, Step 1
Zarembler, Andrea	CC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Arana, Jose	FC	Column 2, Step 1
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TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Bonnand, George	FC	Strong Workforce Program Regional OC Sector Analysis Project Stipend not to exceed \$250.00 Eff. 07/01/2019-08/31/2019
Carlin, Anna	FC	Strong Workforce Program Regional OC Sector Analysis Project Stipend not to exceed \$250.00 Eff. 07/01/2019-08/31/2019
Clark, Lisa	CC	Strong Workforce Program Regional OC Sector Analysis Project Stipend not to exceed \$250.00 Eff. 07/01/2019-08/31/2019
Curtin, Brian	CC	One-Time Payment Per MOU With AdFac Payment not to exceed \$1000.00

Eff. 11/15/2019

Daniels, Brittany	NOCE	One-Time Payment Per MOU With AdFac Payment not to exceed \$1000.00 Eff. 11/15/2019
Graves, Gary	FC	Strong Workforce Program Regional OC Sector Analysis Project Stipend not to exceed \$500.00 Eff. 07/01/2019-08/31/2019
Hunt, Courtney	FC	One-Time Payment Per MOU With AdFac Payment not to exceed \$1000.00 Eff. 11/15/2019
Jameson, Melissa	CC	One-Time Payment Per MOU With AdFac Payment not to exceed \$1000.00 Eff. 11/15/2019
Maine, Robert	FC	Strong Workforce Program Regional OC Sector Analysis Project Stipend not to exceed \$250.00 Eff. 07/01/2019-08/31/2019
McCain, Toni	CC	One-Time Payment Per MOU With AdFac Payment not to exceed \$1000.00 Eff. 11/15/2019
Mishra, Sucharita	CC	One-Time Payment Per MOU With AdFac Payment not to exceed \$1000.00 Eff. 11/15/2019
Muller, Nicole	CC	One-Time Payment Per MOU With AdFac Payment not to exceed \$1000.00 Eff. 11/15/2019
Nguyen, Bien	CC	One-Time Payment Per MOU With AdFac Payment not to exceed \$1000.00 Eff. 11/15/2019
Oo, Jennifer	NOCE	Strong Workforce Program Regional OC Sector Analysis Project Stipend not to exceed \$250.00 Eff. 07/01/2019-08/31/2019
Sabet, Sarah	FC	One-Time Payment Per MOU With AdFac Payment not to exceed \$1000.00 Eff. 11/15/2019
Saleh, Massoud	CC	Strong Workforce Program Regional OC Sector Analysis Project

		Stipend not to exceed \$250.00 Eff. 07/01/2019-08/31/2019
Smith, Susan	CC	Strong Workforce Program Regional OC Sector Analysis Project Stipend not to exceed \$250.00 Eff. 07/01/2019-08/31/2019
Son, Mike	FC	One-Time Payment Per MOU With AdFac Payment not to exceed \$1000.00 Eff. 11/15/2019
Sosa, Raylene	FC	One-Time Payment Per MOU With AdFac Payment not to exceed \$1000.00 Eff. 11/15/2019
Tran, Thi	CC	One-Time Payment Per MOU With AdFac Payment not to exceed \$1000.00 Eff. 11/15/2019
Vechayiem, Justin	CC	One-Time Payment Per MOU With AdFac Payment not to exceed \$1000.00 Eff. 11/15/2019
Young, Renee	FC	Strong Workforce Program Regional OC Sector Analysis Project Stipend not to exceed \$250.00 Eff. 07/01/2019-08/31/2019
Weitzel, John	CC	One-Time Payment Per MOU With AdFac Payment not to exceed \$1000.00 Eff. 11/15/2019

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

RESIGNATION

Gomez, Tanya	FC	Student Services Technician (45%) 12-month position Eff. 01/15/2020 PN FCC959
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NEW PERSONNEL

Diaz, Christina	FC	Student Services Technician, Edu. Partnerships 12-month position (45%) Range 33, Step A Classified Salary Schedule Eff. 12/01/2019 PN FCC594
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Gorrie, Susan	FC	Textbook Buyer 12-month position (100%) Range 36, Step E Classified Salary Schedule Eff. 12/01/2019 PN FCC953
Hinojos, Kathryn	FC	Student Services Technician, Edu. Partnerships 12-month position (45%) Range 33, Step C Classified Salary Schedule Eff. 12/01/2019 PN FCC593
Mool, Pragye	NOCE	Administrative Assistant II 12-month position (100%) Range 36, Step B Classified Salary Schedule Eff. 11/27/2019 PN SCC850
Park, Erin	NOCE	IT Technician I (Substitute – 100%) Range 41, Step C Eff. 11/27/2019 – 06/30/2020 PN SCC840
Salazar, Valerie	FC	Student Services Technician, Edu. Partnerships 12-month position (45%) Range 33, Step D Classified Salary Schedule Eff. 12/01/2019 PN FCC756
Stowers, Deon	CC	Facilities Custodian Coordinator II (100%) 12-month position (100%) Range 34, Step E + 10% Shift Classified Salary Schedule Eff. 11/27/2019 PN CCC979
Yanez, Julie	FC	Student Services Technician, Edu. Partnerships 12-month position (45%) Range 33, Step A Classified Salary Schedule Eff. 12/01/2019 PN FCC997

PROMOTION

Cornell, Kerrie	NOCE	Administrative Assistant I 12-month position (100%) PN SCC987
		To: Administrative Assistant II 12-month position (100%) Range 36, Step D Classified Salary Schedule Eff. 12/02/2019 PN SCC951
Patterson, Ryan	FC	Administrative Assistant I 12-month position (100%) PN FCC815
		To: Theater Production Coordinator 12-month position (100%) Range 45, Step A + 20% Longevity + PG&D Classified Salary Schedule Eff. 11/27/2019 PN FCC573

VOLUNTARY CHANGES IN ASSIGNMENT

De Santiago, Luisa	AC	Human Resources Technician (100%)
		Temporary Change in Assignment To: Human Resources Technician 12-month position (50%) Human Resources Coordinator 12-month position (50%) Range 37C, Step A Confidential Salary Schedule Eff. 11/14/2019 – 05/14/2020
Hesson, Melissa	AC	Human Resources Specialist (100%)
		Temporary Change in Assignment To: Human Resources Specialist 12-month position (50%) Human Resources Coordinator 12-month position (50%) Range 37C, Step A Confidential Salary Schedule Eff. 11/14/2019 – 05/14/2020

Santos, Martin	CC	Facilities Custodian I 12-month position (100%) PN CCC990
		Permanent Lateral Transfer To: Facilities Custodian I 12-month position (100%) Eff. 11/27/2019 PN CCC840
West, Deborah	FC	Campus Safety Officer (100%)
		Return to Regular Assignment Eff. 12/09/2019

PROFESSIONAL GROWTH & DEVELOPMENT

Coggi, Anita	FC	Administrative Assistant II – 11mo (100%) 6 th Increment (\$400) Eff. 07/01/2020
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STIPEND FOR ADDITIONAL ADMINISTRATIVE DUTIES

Booze, David	CC	Registrar (100%) 10% Stipend Eff. 11/01/2019 – 06/30/2020
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LEAVES OF ABSENCE

Acosta, Stephanie	CC	Administrative Assistant III (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 11/12/2019 – 12/16/2019 (Consecutive Leave)
Anaya, Richard	CC	Campus Safety Officer (100%) Military Leave with Pay Eff. 11/15/2019 – 11/17/2019; 12/14/2019 – 12/15/2019; 01/10/2020 – 01/12/2020; 02/08/2020 – 02/09/2020; 03/20/2020 – 03/22/2020; 04/18/2020 – 04/19/2020; 05/15/2020 – 05/17/2020; 06/13/2020 – 06/14/2020; 07/11/2020 – 07/13/2020; 07/17/2020 – 07/20/2020; 07/24/2020 – 07/25/2020; 08/15/2020 – 08/16/2020
Anzures, Remedios	CC	Facilities Custodian I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter

		Eff. 10/16/2019 – 10/23/2019 (Consecutive Leave)
Crisostomo Urza, Jessica	FC	Facilities Custodian I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 01/08/2020 – 01/22/2020 (Consecutive Leave)
Sanchez, Lizeth	AC	Human Resources Coordinator (100%) Family Medical Leave (FMLA/CFRA/CAPDL) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 12/12/2019 – 01/23/2020 (Consecutive Leave)
Toral, Celena	CC	Facilities Custodian I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 10/12/2019 – 11/22/2019 (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 #1246 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 #1246 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 #1246 for a copy of the hourly personnel listing.)

Item 5.f: The Board received the additional reopener proposal for a successor agreement between CSEA Chapter #167 and the District, and set a public hearing for December 10, 2019.

(See Supplemental Minutes #1246 for a copy of the CSEA Chapter 167 successor agreement proposal.)

GENERAL

Item 6.a: The Board conducted a study session to review and discuss one-time funds, the Resource Allocation Model, and staffing standards and targets. Chancellor Marshall began the presentation by explaining that the decisions on how to allocate one-time funds (OTF), adopt a new Resource Allocation Model (RAM), and address staffing standards are important for reaching District goals and directions. These topics have been discussed at shared governance committees (Council on Budget and Facilities and District Consultation

Council) to gather input and direction on multiple occasions for the past two years.

One-Time Funds (OTF) – Chancellor Marshall and Vice Chancellor of Finance and Facilities Fred Williams reviewed the sources of the District's OTF (base increase in PERS/STRS, growth/stability/Hold Harmless, and SERP); details of allocations for 2019-2020; recommendations for 2019-20 and 2020-21 allocations; and a benefits trust simulation. Dr. Marshall also expressed that the hope is to receive suggestions, direction, and new ideas from the Board on ways in which the District might spend OTF.

Mr. Williams shared that the District has \$50.2 million in available funding to be allocated, which fall into the following three categories: Unallocated Districtwide Resources (\$28.5 million), Committed Fund Balance (\$6.3 million), and 2019-20 Hold Harmless (\$15.4 million). He also stated that the District needs to take action to unallocate the \$6.3 million of committed funds to be used elsewhere.

Trustees inquired about the reason committed funds are being uncommitted, which is a result of allocating funds for PERS/STRS above the amount needed after the base increase. The District can now uncommit those dollars and commit them to other categories.

Chancellor Marshall provided an overview of the DCC OTF allocation recommendations and shared the top priorities and maximum proposed dollars earmarked for those categories including: salary and benefits, student basic needs, student success & equity, sustainability, technology, institutional capacity, budget center/campus operations, SERP payments, and reserves for categorical backfill. Within the categories, there would need to be flexibility to address campus-specific needs, but the earmarked amount represents the maximum amount.

Dr. Marshall also shared the idea of allocating funds to a benefits trust and reviewed a simulation that showed possible contributions versus different percentages of accrued earnings. The benefits trust would be a unique way to accrue interest and reinvest those earnings into the increasing cost of benefits for all employees.

Trustees inquired about using the OTF for addressing classified positions in student support areas, which has been identified as an ongoing conversation that will continue to be addressed over time; putting additional funds toward the unfunded pension liability; exploring housing partnerships for students; raising the Board Mandated Reserve of 5%; and being conservative by saving for a possible recession.

Trustees also inquired about the ADA earmarked funds and how much it would cost to become ADA compliant (\$39 million). Mr. Williams explained that the amount earmarked for ADA is in addition to the amount already allocated at the campuses.

Dr. Marshall stated that more discussions will occur and further details will be provided to the Board as planning continues so that informed decisions can be made.

Resource Allocation Model (RAM) – Dr. Marshall shared the goals for creating the new internal model as follows: to be easy to understand and explain; to decentralize revenue allocation; to empower campuses on how dollars are spent; and to provide the opportunity for campuses to leverage these funds with other kinds of revenue. She also stated that

the model being considered is most similar to how a single college operates, which is generally with autonomy and transparency.

Kashu Vyas, District Director of Fiscal Affairs, provided an overview of the proposed RAM including: principles agreed upon by the Resource Allocation Workgroup; allocation revenues at all four cost centers (including District Services); allocation of expenses; and chargebacks. Vice Chancellor Williams provided an overview of the current and proposed models and stated that the difference is not in revenue, but in revenue minus expenditures. Mr. Williams explained that the biggest change in the proposed model is the reduction of Districtwide expenses, especially for utilities.

Ms. Vyas highlighted the features of the proposed RAM as follows:

- Each center covers the cost of their personnel changes
- Each center covers cost increases for personnel
- Apportionment revenue is shown at each campus (District Services receives a revenue allocation)
- Net revenue becomes part of each center's ending balance
- Chargebacks are made between centers to align expenses
- Each center will be responsible for their net ending balance (deficits or surplus)

Dr. Marshall shared that the model will need to be tested to avoid unintended consequences by running simulations, having an internal hold harmless period, focusing on data integrity and continuing discussions at the campus level and with the Board. She also reviewed some of the concerns related to the RAM including: items not budgeted in the model (United Faculty negotiations, health cost increases, future PERS/STRS increases); how to set appropriate Student Centered Funding Formula (SCFF) goals; percentage for District Services; CTE costs; impact on salary and benefit costs; and distribution of special funds.

JoAnna Schilling, Cypress College President, shared her campus perspective on potential opportunities of the proposed RAM as follows: gives campus control; funding flexibility; support for campus innovations; clear targets for improvement; and decentralization. Dr. Schilling also shared some of the potential challenges with the proposed RAM as follows: personnel/benefits budget; instability of SCFF; funding growth/decline allocations; decentralization in some areas; increased fiscal management workload; implementing cost controls for decentralized functions; and uniform procedures/work flows.

Greg Schulz, Fullerton College President, shared his campus perspective on potential opportunities of the proposed RAM as follows: increases flexibility in planning; increases opportunity to braid funding streams; rewards the campus directly for student success achievements; allows the campus to be more responsive in meeting student needs. Dr. Schulz also shared some of the potential challenges with the proposed RAM as follows: planning for future cost increases; determining an equitable distribution for District Services support; may increase competition for resources between campuses; and uncertainty related to SCFF and the hold harmless provision.

Valentina Purtell, NOCE Provost, shared her campus perspective on potential opportunities of the proposed RAM as follows: greater autonomy and flexibility in allocating resources; ability to tie budget to planning; transparency in decision making; awareness of budget mechanics; and the opportunity to braid multiple funding sources to maximize

institutional capacity. Ms. Purtell also shared some of the potential challenges with the proposed RAM as follows: center status for base funding; noncredit versus enhanced CDCP rate; exclusion from the outcome and special population portions of SCFF; headcount versus FTES; chargeback formulas; and the ability to benefit from sustainability is unclear.

Chancellor Marshall shared a Districtwide perspective on potential opportunities of the proposed RAM as follows: more transparency; explains why budget centers receive the allocations that they do; ability to see how decisions impact each center's bottom line; allows planning to drive resource allocation; and provides an ability to benefit from enrollment management and SCFF goals. Dr. Marshall also shared some of the potential challenges with the proposed RAM as follows: each center absorbs changes (salaries and benefits, statewide deficits, and recalculation changes); expectation of District Services to provide a certain level of services; and the need to refine the chargeback methodology.

In the ensuing discussion, the presenters addressed questions regarding Districtwide functions and responsibilities; the effect on administrative staff (built on existing staff levels); how the RAM effects negotiations; the effect on the FON and 50% Law (shouldn't impact significantly); the possibility of hiring hourlies and professional experts to cut costs (will continue to be diligent and transparent about staffing); other districts that currently use this model; District Services allocations (proposed 9.25% by the Resource Allocation Workgroup); and addressing the challenge of having a fair and equitable initial allocation.

Staffing Levels – Chancellor Marshall and Vice Chancellor Williams provided an update on staffing and shared that currently the District is at 85.6% of salary for 2019-20 earned revenue. To provide an accurate picture of current staffing, the retiree benefits were excluded from the model because the majority are covered by the Retiree Benefits Trust. The model uses methodology based upon comparing salary to ongoing revenue Districtwide. Dr. Marshall shared some of the uses of categorical (more stable) and soft funds. She also shared several different electronic dashboards available for monitoring salary and benefits, employee headcounts (filled positions), permanent employee headcounts (filled positions), financial status (YTD Actuals), and hourly employee headcounts.

Dr. Marshall shared some of the concerns and hot topics for staffing standards as follows:

- Levels of Professional Experts and Hourlies
- Decision making process for hiring managers
- FON equity across the State
- Impact of competitive salaries and benefits
- Updated job descriptions for “new” work
- Monitoring costs and headcounts

In the ensuing discussion, Trustees inquired about the percentage if retiree benefits were included (approximately 88%); the State average of salary as a percent of earned revenue (approximately 85%); if the dashboard data can be sorted to show the number of hourlies that are working part time (yes); and when the dashboards will be broadly available (no exact timeline).

Item 6.b: It was moved by Trustee Stephen T. Blount and seconded by Trustee Molly McClanahan that the Board establish Tuesday, December 10, 2019 as the date of the

Board's Organizational Meeting and to so inform the County Superintendent. The Board reviewed the suggested 2020 calendar of meetings and made no additional revisions to the schedule. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustee Plavdjian's advisory vote.**

Item 6.c: It was moved by Trustee Molly McClanahan and seconded by Trustee Barbara Dunsheath that the Board adopt the following revised Board Policies:

- BP 3280, Grants
- BP 3300, Public Records
- BP 3310, Records Retention and Destruction
- AP 7400, Travel and Conference Attendance
- BP 7400, Travel and Conference Attendance

Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustee Plavdjian's advisory vote.

Item 6.d: Board President Jeffrey P. Brown asked if there were any requests for potential future Board agenda items and there were none.

CLOSED SESSION: At 9:28 p.m. Board President Jeffrey P. Brown 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.

RECONVENE MEETING: At 10:00 p.m., Board President Jeffrey P. Brown reconvened the meeting in open session.

ADJOURNMENT: At 10:00 p.m., it was moved by Trustee Jacqueline Rodarte and seconded by Trustee Stephen T. Blount to adjourn the meeting. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes.**