

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

March 12, 2019

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, March 12, 2019, at 5:30 p.m. in the Anaheim Campus Board Room.

President Jeffrey P. Brown called the meeting to order at 5:35 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 Pascual Castillo. 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; JoAnna Schilling, President, Cypress College; Valentina Purtell, Provost, North Orange Continuing Education; Kai Stearns Moore, District Director, Public & Governmental Affairs; Richard Fee, representing the District Management Association; Craig Goralski, representing the Cypress College Academic Senate; Marcus Wilson, representing the Fullerton College Faculty Senate; M. Leonor Cadena, representing United Faculty; Dawnmarie Neate, representing CSEA; Kent Stevenson, representing Adjunct Faculty United; and Alba Recinos, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES PRESENT: Gil Contreras, Rod Garcia, and Jose Ramon Nuñez from Fullerton College; Paul de Dios, Carmen Dominguez, Phil Dykstra, Lisa Gaetje, and Della Lopez from Cypress College; Margie Abab, Hilda Arroyo, Karen Bautista, Michelle Bringman, Terry Cox, Renee Day, Dulce Delgadillo, Natalya Dollar, Martha Gutierrez, Raine Hambly, Jason Makabali, Janeth Manjarrez, Claudia Miglietta, Raquel Murillo, Jennifer Perez, Hilda Rivera, Belinda Sanchez, Roxanna Soto, Michelle Tee, Jesse Toscano, Harpreet Uppal, Ty Volcy, and Jodie Williams from North Orange Continuing Education; and Julie Kossick, Arturo Ocampo, Tami Oh, Chelsea Salisbury, Amita Suhrid, and Kashu Vyas from the District Office.

VISITORS: Ester Plavdjian.

COMMENTS: MEMBERS OF THE AUDIENCE:

- A. **Della Lopez**, Cypress College Classified Employee, addressed the Board to share that she had been notified of her upcoming reassignment to the overnight shift. She stated that the reassignment would cause personal hardship and jeopardize her employment and requested to not be transferred.

Board President Jeffrey P. Brown referred the matter to Chancellor Marshall to handle as appropriate.

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

Finance & Facilities: 3.a, 3.b, 3.e, 3.f, 3.g, 3.h, 3.i, 3.j, 3.k, 3.l, 3.m

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

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

Human Resources: 4.a, 4.b, 4.c, 4.d, 4.e

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

REPORTS

A. **North Orange Continuing Education Annual Report and Institutional Effectiveness Report:** As part of the Chancellor's Report, Provost **Valentina Purtell** presented highlights of the 17-18 NOCE Annual Report to the Community titled "I WILL..." and included several student testimonials. Highlights included: the Basic Skills, GED Prep and High School Diploma Program had 266 high school diploma graduates (more diplomas than any year); the Career Technical Education Program awarded 451 career certificates (the largest number of career certificates in 2018); the Disability Support Services Program helped students increase their independence via volunteer work experience and employment (42 and 35 respectively); educational gains within the English-as-a-Second Language and Citizenship Program (including the launch of the Integrated Education and Training Program in collaboration with CTE); growth of the Love and Logic parenting program through the Lifeskills Education Advancement Program (increase in curriculum offerings and locations); the Student Success and Support Program streamlining their FasTrack events and increasing the number of students served; and collaborations of the California Adult Education Program which included the ARISE Lab receiving a Statewide continuation education award.

Dulce Delgadillo, Interim Director of Institutional Research and Planning, shared highlights of the 2017-18 Institutional Effectiveness Report including the different indicators and data collection methods used. Data collection points included an MIS questionnaire, use of the Comprehensive Adult Student Assessment System (CASAS), a campus climate survey, and focus groups. Ms. Delgadillo reported that NOCE saw an increase in nearly all indicators, including course retention, course success, hours completed, retention, and transition.

Provost Purtell concluded the presentation by expressing her gratitude to the entire NOCE team for their work and dedication, which enables NOCE to continue to make a profound impact on the community.

In the ensuing discussion, trustees inquired whether the transition rate to community colleges outside of the District were tracked; whether there is the possibility to track financial aid information; clarification on the CASAS testing; plans to share the report with cities and other entities; what percentage of all classes the Student Learning Outcomes represented; and why a 6-year metric transition indicator was used. Trustees also suggested that the external factors explaining why students miss class information be used to communicate the needs of NOCE students with OCTA and other agencies that NOCE works with. The presentation concluded with trustees commending the great work done by NOCE and acknowledging the NOCE faculty and staff in attendance.

(See Supplemental Minutes #1231 for a copy of the presentation.)

COMMENTS

- A. **Craig Goralski** reported that at the February 28 Cypress College Academic Senate meeting the group discussed guided pathways, revisions to program review, and the hiring committee for the District Director of Professional Growth & Development. While the body is still opposed to the position, they reaffirmed their decision to appoint a member to the hiring committee. He also reported on a Guided Pathways Coffee Talk event that was well attended, and the desire of faculty, outside of the CTE program, to use the Base 11 drone donation received by Cypress College.
- B. **Dawnmarie Neate** reported on a good conversation with the Chancellor and campus CEOs on the use of hourly staff, noted that she was hopeful that moving forward progress will be made, and asked that the District see CSEA as a partner and not a barrier when exploring staffing options.
- C. **Kent Stevenson** reported that Adjunct Faculty United has signed off on their collective bargaining agreement. AdFac is sponsoring a conference on April 6 and they have invited the California Part-time Faculty Association and **Assemblywoman Sharon Quirk-Silva** to attend.
- D. **Pascual Castillo** reported that an OCTA bus pass initiative will move to a ballot for consideration by Fullerton College students. He stated his regret in not pulling the non-resident tuition fee increase, included on the last Board meeting agenda, in order to voice the hardship that the increase would have on students who already have to rely on several methods of assistance.
- E. **Trustee Stephen T. Blount** reported on his attendance at the Fullerton Educational Partnership Signing Ceremony and shared that he has contacted several individuals and organizations to attend the Cypress College Veterans Resource Center Groundbreaking on March 15.
- F. **Trustee Molly McClanahan** thanked **Greg Schulz** and **JoAnna Schilling** for raising the issue of homelessness and housing insecurities among students and shared that Coast Community College District is working on student housing, but that it has taken 10 years to get the project off the ground.

- G. **Trustee Ryan Bent** thanked **Trustee Stephen T. Blount** for his work related to the groundbreaking ceremony, and reported on his attendance at the Fullerton Educational Partnership Signing Ceremony.
- H. **Trustee Barbara Dunsheath** reported that Strategic Conversation #20, "Student Success at its Core" will focus on our students' basic needs. The event will take place on April 9 at Fullerton College at 3:30 p.m. and attendees are asked to bring donations for the campus food pantries. She also referenced a recent report by the U.S. House of Representatives Committee on Education and Labor titled, "Don't Stop Believin' (in the value of a college degree)."
- I. **Trustee Jacqueline Rodarte** reported on the recent District Retirement Board meeting and shared that the District's portfolio stands at approximately \$95-96 million. The board will meet again in September.

MINUTES: It was moved by Trustee Ryan Bent and seconded by Trustee Barbara Dunsheath to approve the Minutes of the Regular Meeting of February 26, 2019 with the noted correction to the discussion related to Item 6.a on page 30. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustee Castillo's advisory vote.**

FINANCE & FACILITIES

Item 3.a: By block vote, authorization was granted to ratify purchase order numbers P0125665 - P0130362 through February 14, 2019, totaling \$2,254,287.82, and check numbers C0048883 - C00487340, totaling \$4,246,460.34; check numbers F0231370 - F0231665, totaling \$640,917.05; check numbers Q0006318 - Q0006350, totaling \$7,152.95; check numbers 88486275 - 88487340, totaling \$4,176,082.96; check numbers V0031603 - V0031711, totaling \$6,320.91; check numbers 70000000 - 70000000, totaling \$0,000.00; and disbursements E8774484 - E8781651, totaling \$16,795,838.07, through January 31, 2019.

Item 3.b: By block vote, authorization was granted for the 2018-2019 General Fund transfers netting to the amount of \$717,252 and adoption of the resolution showing the summary, pursuant to the California Code of Regulations, Title 5, §58307.

Item 3.c: It was moved by Trustee Jacqueline Rodarte and seconded by Trustee Ryan Bent to adopt Resolution No. 18/19-16, authorizing the public sale of District property, located on the south side of Wilshire Avenue between street addresses 406 and 412 Wilshire Avenue, Fullerton, CA 92832, APN: 033-083-32 and on the north side of Amerige Avenue, west of 411 East Amerige Avenue, Fullerton, CA 92832, APN: 033-083-33.

During the discussion, trustees asked what would occur if the District did not receive the minimum bid, and Vice Chancellor Williams responded that the District would attempt to negotiate in order to bring the best bid to the Board or bring a recommendation to reject all the bids. Individual trustees then expressed the following: the higher priority is moving ahead with the College's educational priorities and not the financial aspect of the property sale; that this resolution in tandem with Item 3.d (seeking a State waiver) will allow the District to simultaneously proceed with a sale that is not publically bid; to not sell the

properties since Fullerton College needs space according to the master plan; and to sell the properties and move the houses in order to free up space for Fullerton College.

Trustees then inquired if the property is zoned as residential (yes), what the college could use it for if it is zoned as residential (only for homes), and whether it could be used for student housing (possibly, but that would require a zoning change). In response to a question about demolishing the homes, it was noted that Fullerton Heritage is opposed to it, and that demolition would require a permit from the city that has not been approved in the past. When asked if the homes could be sold, staff stated that they have attempted to give the homes away, but have not had any interested parties.

Motion carried with Trustees Bent, Blount, Brown, Dunsheath, McClanahan, and Rodarte voting yes, including Student Trustee Castillo's advisory vote, with Trustee Lopez voting no.

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

Item 3.d: It was moved by Trustee Ryan Bent and seconded by Trustee Barbara Dunsheath to adopt Resolution No.18/19-17 authorizing the Vice Chancellor, Finance & Facilities or District Director, Purchasing, to submit a copy of the resolution and any other documentation to the Board of Governors seeking a waiver in compliance with Education Code Section 81250 et seq. for the sale of District property APN: 033-083-32 and APN: 033-083-33.

Subsequent to trustees expressing their hope that the process could be expedited through the State Chancellor's Office due to all of the steps that have already been taken, the **motion carried with Trustees Bent, Blount, Brown, Dunsheath, McClanahan, and Rodarte voting yes, including Student Trustee Castillo's advisory vote, with Trustee Lopez voting no.**

Item 3.e: By block vote, authorization was granted to file the Notice of Completion for Bid #2017-05, Fullerton College Repairs Parking Lots 4, 7 & 8 project with Ben's Asphalt, Inc. and pay the final retention payment when due.

Item 3.f: By block vote, authorization was granted to award Bid #1819-09, Fullerton College Building 3000 HVAC Equipment Replacement Project to ACCO Engineered Systems as the lowest overall responsive and responsible bidder in the amount of \$674,580 plus \$70,000 Allowance.

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

Item 3.g: By block vote, authorization was granted to award Bid #1819-08, Fullerton College Underground Tunnel Structural Repairs Project to Woodcliff Corporation as the lowest overall responsive and responsible bidder in the amount of \$1,352,000 plus \$100,000 Allowance.

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

Item 3.h: By block vote, authorization was granted to enter into an agreement with Vital Inspection Services, Inc. in the amount of \$682,912 to provide DSA inspection services for the new SEM, VRC & SAC project at Cypress College for the duration of March 1, 2019, through April 30, 2021. If the project goes beyond the estimated completion date, the contract will be extended for additional services based on an hourly rate of \$94/hour for Lead IOR and \$86/hour for Assistant IOR.

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

Item 3.i: By block vote, authorization was granted to enter into an agreement with the Orange County Superintendent of Schools in the amount of \$136,675. The term of the agreement will end June 30, 2019.

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

Item 3.j: By block vote, authorization was granted to accept the donation of a "drone net," and drone related equipment from Base 11.

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

Item 3.k: By block vote, authorization was granted to enter into a contract with LinkedIn Learning in the amount of \$469,200 for three years starting March 31, 2019, through March 31, 2022.

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

Item 3.l: By block vote, authorization was granted to enter into an agreement with Cumulus Technology Services in the amount of \$112,500. The term of the agreements will be from March 15–September 15, 2019.

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

Item 3.m: By block vote, authorization was granted to enter into a travel arrangement with AIFS for the Cypress College and Fullerton College Spring 2020 Study Abroad Program in London, UK. The basic program fee of \$7,770, which is to be paid by each student, includes housing, round trip flight, an orientation, support staff, travel excursions, a travel pass in London, and some meals.

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.

HUMAN RESOURCES

Item 4.a: By block vote, authorization was granted for the following academic personnel matters which are within budget:

RESIGNATION

Benoit, Douglas	FC	Dean, Business and Computer Information Systems Eff. 06/30/2019 PN FCM966
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VOLUNTARY CHANGE IN ASSIGNMENT

McBride, Marla	CC	Director, College Health Services Permanent Increase in Months Employed From: 11 months To: 12 months Eff. 02/01/2019
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ADDITIONAL DUTY DAYS @ PER DIEM

Bedard, Dana	CC	Head Coach, Men's Golf	13 days
Beidler, Larry	CC	Head Coach, M&W Swimming	13 days
Hutting, Anthony	CC	Head Coach, Baseball	15 days
Pickler, Brad	CC	Head Coach, Softball	15 days
Pinkham, Bill	CC	Assistant Coach, Baseball	11 days
Welliver, Nancy	CC	Head Coach, Sand Volleyball	13 days

LEAVE OF ABSENCE

Draganov, Torri	CC	Chemistry Instructor Family Medical Leave (FMLA/PDL) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 02/22/2019-04/19/2019
Loney, Laura	FC	Mathematics Instructor Family Medical Leave (FMLA/PDL) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 03/29/2019-05/19/2019
Reilly, Joseph	FC	History Instructor Rescind Load Banking Leave With Pay Eff. 2019 Spring Semester

Shafer, Julie	CC	Photography Instructor Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 02/11/2019-03/05/2019
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TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2019 SPRING SEMESTER,
WINTER/SPRING TRIMESTER

Barondeau, Shannon	CC	Column 1, Step 1
Collie Corzine, Royanne	NOCE	Column 1, Step 2
Grane, Barbara	NOCE	Column 2, Step 2
Johannsen, Christina	CC	Column 2, Step 1

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Ao, Li Ya	CC	Dual Enrollment Faculty Professional Development Workshop Stipend not to exceed \$330.00 Eff. 01/23/2019-04/30/2019
Bright, Sondra	CC	Dual Enrollment Faculty Professional Development Workshop Stipend not to exceed \$330.00 Eff. 01/23/2019-04/30/2019
Canas, Fritzie	CC	Dual Enrollment Faculty Professional Development Workshop Stipend not to exceed \$330.00 Eff. 01/23/2019-04/30/2019
Castro Rodriguez, Noemi	CC	Dual Enrollment Faculty Professional Development Workshop Stipend not to exceed \$330.00 Eff. 01/23/2019-04/30/2019
Endo, David	CC	Dual Enrollment Faculty Professional Development Workshop Stipend not to exceed \$330.00 Eff. 01/23/2019-04/30/2019
Espinoza, Alejandro	CC	Dual Enrollment Faculty Professional Development Workshop Stipend not to exceed \$330.00 Eff. 01/23/2019-04/30/2019
Herrera, Melissa	CC	Dual Enrollment Faculty Professional Development Workshop Stipend not to exceed \$330.00 Eff. 01/23/2019-04/30/2019

Hogan, Faith	CC	Dual Enrollment Faculty Professional Development Workshop Stipend not to exceed \$330.00 Eff. 01/23/2019-04/30/2019
Jackson, Deryl	CC	Dual Enrollment Faculty Professional Development Workshop Stipend not to exceed \$330.00 Eff. 01/23/2019-04/30/2019
Lawson, Bryan	CC	Dual Enrollment Faculty Professional Development Workshop Stipend not to exceed \$330.00 Eff. 01/23/2019-04/30/2019
Mellana, Thomas	CC	Dual Enrollment Faculty Professional Development Workshop Stipend not to exceed \$330.00 Eff. 01/23/2019-04/30/2019
Murphey, Juliet	CC	Dual Enrollment Faculty Professional Development Workshop Stipend not to exceed \$330.00 Eff. 01/23/2019-04/30/2019
Reza, Adriana	CC	Dual Enrollment Faculty Professional Development Workshop Stipend not to exceed \$330.00 Eff. 01/23/2019-04/30/2019
Rubinfeld, Vanessa	CC	Dual Enrollment Faculty Professional Development Workshop Stipend not to exceed \$330.00 Eff. 01/23/2019-04/30/2019
Woo, Donna	CC	Dual Enrollment Faculty Professional Development Workshop Stipend not to exceed \$330.00 Eff. 01/23/2019-04/30/2019

Item 4.b: By block vote, authorization was granted for the following classified personnel matters which are within budget:

NEW PERSONNEL

Garrett, Taylor	CC	Administrative Assistant III 12-month position (100%) Range 41, Step D Classified Salary Schedule Eff. 03/25/2019 PN CCC694
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RECLASSIFICATION

Alfajora, Jonette	AC	Payroll Specialist 12-month position (100%) Range 36, Step D
		To: Payroll Specialist 12-month position (100%) Range 38, Step D Classified Salary Schedule Eff. 10/01/2018 PN DEC925
Chteoui, Melisa	CC	Administrative Assistant I 12-month position (100%) Range 33, Step E + 15% Longevity
		To: Distance Learning Assistant 12-month position (100%) Range 36, Step E + 15% Longevity Classified Salary Schedule Eff. 10/01/2018 PN CCC976
Chua, Ming	FC	IT Technician I 12-month position (100%) Range 43, Step E + PG&D + 15% Longevity
		To: IT Technician II 12-month position (100%) Range 44, Step E + PG&D + 15% Longevity Classified Salary Schedule Eff. 10/01/2018 PN FCC959
Cruz, Lizette	CC	Administrative Assistant I 12-month position (100%) Range 33, Step C
		To: Administrative Assistant II 12-month position (100%) Range 36, Step C Classified Salary Schedule Eff. 10/01/2018 PN CCC760
Dam, Linh	AC	Payroll Specialist 12-month position (100%) Range 36, Step A

To: Payroll Specialist
 12-month position (100%)
 Range 38, Step A
 Classified Salary Schedule
 Eff. 10/01/2018
 PN DEC924

Gieck, Michael

FC

Research Analyst
 12-month position (100%)
 Range 52, Step E + 5% Longevity

To: Senior Research and Planning Analyst
 12-month position (100%)
 Range 57, Step E + 5% Longevity
 Classified Salary Schedule
 Eff. 10/01/2018
 PN FCC641

Gutierrez, Celena

AC

Payroll Specialist
 12-month position (100%)
 Range 36, Step E

To: Payroll Specialist
 12-month position (100%)
 Range 38, Step E
 Classified Salary Schedule
 Eff. 10/01/2018
 PN DEC984

Nguyen, Cattien

AC

Payroll Specialist
 12-month position (100%)
 Range 36, Step E

To: Payroll Specialist
 12-month position (100%)
 Range 38, Step E
 Classified Salary Schedule
 Eff. 10/01/2018
 PN DEC995

Noland, Tyler

AC

Benefits Coordinator
 12-month position (100%)
 Range 40, Step E

To: Benefits and Leaves Coordinator II
 12-month position (100%)
 Range 42, Step E
 Classified Salary Schedule
 Eff. 10/01/2018
 PN DEC933

Rippe, Brad	AC	<p>IT Project Leader 12-month position (100%) Range 57, Step E + PG&D + 15% Longevity</p> <p>To: Systems Analyst, Applications Range 60, Step E +PG&D + 15% Longevity Classified Salary Schedule Eff. 10/01/2018 PN ISC975</p>
Rodriguez, Steven	AC	<p>Payroll Specialist 12-month position (100%) Range 36, Step E + PG&D + 30% Longevity</p> <p>To: Payroll Specialist 12-month position (100%) Range 38, Step E + PG&D + 30% Longevity Classified Salary Schedule Eff. 10/01/2018 PN DEC974</p>
Ung, Scott	FC	<p>IT Technician I 12-month position (100%) Range 43, Step E + PG&D + 15% Longevity</p> <p>To: IT Technician II 12-month position (100%) Range 44, Step E + PG&D + 15% Longevity Classified Salary Schedule Eff. 10/01/2018 PN FCC759</p>

VOLUNTARY CHANGES IN ASSIGNMENT

Hsieh, Larry	AC	<p>Information Technology Security Analyst/System Administrator (100%)</p> <p>Temporary Change in Assignment To: IT Project Leader 12-month position (100%) Range 57, Step C Classified Salary Schedule Eff. 03/13/2019 –03/31/2020 PN ISC972</p>
Joy, Karen	CC	<p>Administrative Assistant II (100%)</p> <p>Return to Regular Assignment Eff. 03/17/2019</p>

Mix, Christina	CC	Administrative Assistant III (100%) Temporary Change in Assignment To: Executive Assistant III 12-month position (100%) Range 30C, Step D Confidential Salary Schedule Eff. 03/18/2019 PN CCN999
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PROFESSIONAL GROWTH & DEVELOPMENT

Rico-Barajas, Andres	FC	Equipment Operator (100%) 5 th Increment (\$400) Eff. 07/01/2019
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LEAVES OF ABSENCE

Aguila, Selene	FC	Administrative Assistant II (100%) Unpaid Personal Leave Eff. 03/18/2019 – 03/29/2019
Cano, Carlos	FC	Campus Safety Officer (100%) Family Medical Leave (FMLA/CFRA) and Parental Leave (AB 2393) Paid Leave Using Sick Leave and Bonding Leave Until Exhausted; Unpaid Thereafter Eff. 03/18/2019 – 04/17/2019 (Consecutive Leave)
Castro, Jeri	NOCE	Facilities Custodian I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/18/2019 – 02/27/2019 (Consecutive Leave)
Celis Serraras, Mary	AC	Facilities Custodian I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/14/2019 – 03/17/2019 (Intermittent Leave)
Holguin, Rae Lynn	NOCE	Admissions and Records Technician (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/26/2019 – 08/26/2019 (Intermittent Leave)
Nichols, Steven	FC	Facilities Custodian II (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Family Illness and Personal

Necessity Leave Until Exhausted; Unpaid Thereafter
Eff. 02/26/2019 – 03/12/2019 (Consecutive Leave)

Vasquez, Norma	FC	Student Services Specialist/ DSS(100%) Military Leave With Pay (USERRA) Eff. 01/25/2019
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STIPEND FOR ADDITIONAL ADMINSTRATIVE DUTIES

Aikin, Carmen	AC	Executive Assistant II (100%) 6% Stipend Eff. 02/01/2019 – 03/31/2019
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De Santiago, Luisa	AC	Human Resources Technician (100%) 6% Stipend Eff. 02/01/2019 – 03/31/2019
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Shadhid, Quamrul	AC	IT Specialist, Network (100%) 6% Stipend Eff. 12/01/2019 – 03/31/2019
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CORRECTION TO BOARD AGENDA OF FEBRUARY 26, 2019
CHANGE IN SALARY COLUMN PLACEMENT

Chteoui, Melisa	CC	Distance Learning Assistant (100%) Temporary Change in Assignment From: Administrative Assistant III 12-month position (100%) Range 41, Step B + 15% Longevity Classified Salary Schedule Eff. 02/27/2019 – 06/30/2019
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	CC	Distance Learning Assistant 100%) Temporary Change in Assignment To: Administrative Assistant III 12-month position (100%) Range 41, Step D + 15% Longevity Classified Salary Schedule Eff. 02/27/2019 – 06/30/2019
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Item 4.c: By the block vote, authorization was granted for the assignment of professional expert personnel per the professional expert listing.

(See Supplemental Minutes #1231 for a copy of the professional expert personnel listing.)

Item 4.d: By the block vote, authorization was granted for the hourly personnel per the hourly personnel listing.

(See Supplemental Minutes #1231 for a copy of the hourly personnel listing.)

Item 4.e: By the block vote, authorization was granted for the assignment of volunteers per the volunteer listing.

(See Supplemental Minutes #1231 for a copy of the volunteer listing.)

GENERAL

Item 5.a: The Board received and reviewed, as information items, the following revised Administrative Procedures which were approved by the District Consultation Council on February 25, 2019:

- **AP 2320, Special and Emergency Meetings**
- **AP 2340, Agendas**
- **AP 2345, Public Participation at Board Meetings**
- **AP 3410, Unlawful Discrimination**
- **AP 3510, Workplace Violence**
- **AP 3540, Sexual Assaults and Other Sexual Misconduct**

During the discussion, trustees requested the following language additions:

- **AP 2340, Agendas:** “the Friday before a regularly scheduled meeting” to Section 3.0
- **AP 2345, Public Participation at Board Meetings:** “be requested to” to Section 2.0
- **AP 3410, Unlawful Discrimination:** “(Board of Trustees)” to all of the “governing board” references in Section 12. Trustees also requested that the legal citations and dates noted in Section 5.0 be verified for accuracy.

The revised Administrative Procedures are available on the District’s website, where they are readily accessible by students, employees, and the general public.

Item 5.b: The Board received the following proposed, revised Board Policies, and new Administrative Procedure, as a first reading and directed that they be placed on a future Board meeting agenda for action with the following noted revisions:

- **BP 2305, Annual Organizational Meeting:** Change the last sentence in Section 1.0 to read, “ The terms of office shall be until the following year’s annual meeting.”
- **BP 2315, Closed Sessions:** Trustees requested legal review of the language contained in Section 1.2.
- **BP 2320, Special and Emergency Meetings:** No revisions.
- **BP 2330, Quorum and Voting:** No revisions.
- **BP 2340, Agendas:** No revisions.
- **BP 2345, Public Participation at Board Meetings:** No revisions.
- **BP 3410, Unlawful Discrimination:** No revisions.
- **BP 3430, Prohibition of Harassment:** No revisions.
- **BP 7100, Commitment to Equal Employment Opportunity and Diversity:** No revisions.
- **AP 7340, Family Medical Leave (FMLA/CFRA) – NEW:** Trustees inquired where the language in Section 7.1 came from. Staff will research and respond.
- **BP 7340, Family Medical Leaves:** No revisions.

Once adopted by the Board of Trustees, the revised policies will be placed on the District's website, where they will be readily accessible by students, employees, and the general public.

Item 5.c: Board President Jeffrey P. Brown asked if there were any requests for potential future Board agenda items. Trustee Ryan Bent stated that the Board Evaluation Subcommittee has met and will provide recommendations for inclusion on the March 26 Board meeting agenda.

CLOSED SESSION: At 7:05 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

Per Section 59338: FINAL DISTRICT DECISION; APPEALS TO LOCAL GOVERNING BOARD

RECONVENE MEETING: At 8:28 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 Barbara Dunsheath and seconded by Trustee Ryan Bent that the Board take action to notify a probationary faculty employee (@00235093) of her non-reemployment for the following academic year pursuant to Education Code Section 87608. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes.**

ADJOURNMENT: At 8:29 p.m., it was moved by Trustee Ryan Bent and seconded by Trustee Molly McClanahan to adjourn the meeting. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes.**

Prepared By Recording Secretary for
Barbara Dunsheath, Secretary, Board of Trustees