

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

April 9, 2019

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, April 9, 2019, at 6:45 p.m. in the College Center at Fullerton College.

President Jeffrey P. Brown called the meeting to order at 6:54 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 and Student Trustees Ester Plavdjian and Pascual Castillo. Jacqueline Rodarte arrived at 6:55 p.m. 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; Kai Stearns Moore, District Director, Public & Governmental Affairs; Richard Fee, representing the District Management Association; Tina McClurkin, representing the North Orange Continuing Education Academic Senate; Craig Goralski, representing the Cypress College Academic Senate; Marcus Wilson, representing the Fullerton College Faculty Senate; Dana Clahane, representing United Faculty; Dawnmarie Neate, representing CSEA; and Alba Recinos, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES PRESENT: Mohammad Abdel Haq, Carlos Ayon, Summer Marquardt, and Jose Ramon Nuñez from Fullerton College; David Dang, Carmen Dominguez, Phil Dykstra, Alex Porter, and Joseph Vasquez from Cypress College; Terry Cox from North Orange Continuing Education; and Julie Kossick, Tami Oh, Chelsea Salisbury, Pamela Spence, and Kashu Vyas from the District Office.

VISITORS: Donna Miller and Matt Phutisatayakul.

COMMENTS: MEMBERS OF THE AUDIENCE:

- A. **Matt Phutisatayakul**, CSEA Chapter #167 Labor Relations Representative, addressed the Board to make a comment for the record and present petition signatures gathered from employees interested in exploring the merit system within the District. The number of signatures collected exceeded the 15% required to request that the Board publicly explore the merit system and conduct an election to determine whether it will be implemented.

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

(See Supplemental Minutes #1233 for the full statement and handouts.)

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

Finance & Facilities: 3.a, 3.b, 3.c, 3.d, 3.e, 3.f
Instructional Resources: 4.a

Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes including Student Trustees Castillo and Plavdjian’s advisory votes.

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

Human Resources: 5.a, 5.b, 5.c, 5.d, 5.e

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

REPORTS

- A. **Chancellor’s Report:** Chancellor Marshall thanked everyone involved in planning and executing Strategic Conversation #20, and all of the attendees which led to great participation.

COMMENTS

- A. **Richard Fee** reported that DMA now has an official email and will soon be sending out information to managers about the upcoming election for the DMA Executive Board positions.
- B. **Tina McClurkin** reported that the NOCE Academic Senate continues to work on planning to transition to a semester academic calendar and is also working on a distance education plan with Dean **Karen Bautista**.
- C. **Craig Goralski** reported that the last Cypress College Academic Senate meeting included discussion on the grade change process with Vice President **Carmen Dominguez**, program review process changes, and a presentation on the “Don’t Cancel that Class” service offered by the Transfer Center. The service, available to faculty who have a planned absence, allows the Transfer Center to use the entire class period to share transfer information with students. Dr. Goralski urged the campuses to mimic that service for all student services areas.
- D. **Dana Clahane** congratulated the District on the Strategic Conversation event, and reported that United Faculty is in the midst of elections with voting ending on April 12 and are also investigating the benefit figures received from SISC.
- E. **Dawnmarie Neate** shared information about the Haas Institute addressing “Othering and Belonging” available at haasinstitute.berkeley.edu, and reported that

invitations for the CSEW Breakfast on May 7 will be emailed soon. She also noted that the signatures gathered for the merit system campaign were done in order to explore if it would be a good fit for the District.

- F. **Student Trustee Ester Plavdjian** reported on several Cypress College activities including a town hall discussion on the resolutions from General Assembly and a Spring Lunch event hosted by Associated Students for all students.
- G. **Student Trustee Pascual Castillo** reported on the Fullerton College Night at Angel Stadium game that had over 900 attendees and his attendance at General Assembly where a resolution that would grant student trustees the same voting rights and compensation as trustees was discussed. Associated Students are conducting elections and the ballot includes a proposed OCTA student fee.
- H. **Trustee Stephen T. Blount** reported that he is continuing his efforts to recruit people to attend the Fullerton College Golf Tournament benefiting veteran students.
- I. **Trustee Molly McClanahan** acknowledged **Donna Miller**, former trustee, who was in attendance and who initiated strategic conversations at the District, and noted how the student basic needs topic was germane.
- J. **Trustee Ryan Bent** requested that electronic copies of the CSEA report submitted by **Matt Phutisatayakul** during the public comment period.
- K. **Trustee Barbara Dunsheath** thanked Fullerton College for hosting a wonderful evening at Angel Stadium and expressed her appreciation for the way that the veteran students were honored at the event.
- L. **Trustee Jacqueline Rodarte** noted that she enjoyed the format of Strategic Conversation #20 and how participants were encouraged to bring donations for the campus food pantries. She expressed hope that the momentum would continue on how we can best serve our students.
- M. **Trustee Jeffrey P. Brown** highlighted Item 3.e on the agenda that approved three years of funding for a mobile application intended to provide –among other things– information on available resources for students. He also noted that many in attendance received invitations to participate in two separate assessments: the evaluation of Chancellor Marshall and the Board of Trustees assessment. He asked everyone to provide input on both assessments which are intentionally contemporaneous this year.

MINUTES: It was moved by Trustee Molly McClanahan and seconded by Trustee Jacqueline Rodarte to approve the Minutes of the Regular Meeting of March 26, 2019. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustees Castillo and Plavdjian’s advisory votes.**

FINANCE & FACILITIES

Item 3.a: By block vote, authorization was granted to ratify purchase order numbers P0129482 - P0130878 through March 13, 2019, totaling \$3,576,977.20, and check numbers C0049198 - C0049435, totaling \$244,957.19; check numbers F0232550 - F0234673, totaling \$602,457.53; check numbers Q0006381 - Q0006381, totaling \$248,701.77; check numbers 88488303 - 88489661, totaling \$6,752,621.98; check numbers V0031625 - V0031727, totaling \$11,536.38; check numbers 70093439 - 70093439, totaling \$255,469.60; and disbursements E8787101 - E8393327, totaling \$7,975,344.20, through March 31, 2019.

Item 3.b: By block vote, authorization was granted to accept new revenue and to make adjustments to the General Fund and Financial Aid Fund revenue and expenditure budgets in accordance with the revised and new fiscal year 2018-2019 allocations totaling \$2,953,189 and adopt resolutions to adjust budgets, to accept new revenue and authorize expenditures within the General Fund and Financial Aid Fund pursuant to the California Code of Regulations Title 5, §58308.

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

Item 3.c: By block vote, authorization was granted for the 2018-2019 General Fund and Capital Outlay Fund transfers netting to the amount of \$200,246 and adoption of the resolution showing the summary, pursuant to the California Code of Regulations, Title 5, §58307.

Item 3.d: By block vote, authorization was granted to authorize the District Director, Purchasing, to issue a purchase order to Trane for the sole source service for the Chiller #1 at the Anaheim Campus in the amount of \$107,724.

Item 3.e: By block vote, authorization was granted to enter into a three-year subscription agreement with Modo Labs for the implementation, support, and maintenance in the amount of \$650,826 for the duration of May 2019 through May 2022.

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

INSTRUCTIONAL RESOURCES

Item 4.a: By block vote, authorization was granted to approve the summary of curriculum changes for Cypress College, to be effective Fall 2019. The curricula have been signed by the Campus Curriculum Chairperson and the College President, and have been approved by the District Curriculum Coordinating Committee.

(See Supplemental Minutes #1233 for a copy of the curriculum listing.)

Item 4.b: By block vote, authorization was granted to accept the grant of \$100,000 from the University of California, Irvine as a subgrantee of the NSF grant and adopt a resolution to accept new revenue and authorize expenditures with the General Fund, pursuant to the California Code of Regulations Title 5, §58308.

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

HUMAN RESOURCES

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

PHASE-IN RETIREMENTS

Snyder, Peter	FC	Physical Education Instructor From: Fall Sem. 100%/Spring Sem. 100% To: Fall Sem. 73.33%/Spring Sem. 73.33% Eff. 08/26/2019 PN FCF732
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CHANGE IN SALARY CLASSIFICATION

Anguizola Assaf, Elise	FC	Communications Instructor (ADJ) From: Column 1, Step 1 To: Column 2, Step 1 Eff. 01/28/2019
Hazell, Michelle	CC	Nursing Instructor (ADJ) From: Column 1, Step 1 To: Column 2, Step 1 Eff. 01/28/2019
Reddy, Lakshmi	CC	Biological Sciences Instructor (ADJ) From: Column 1, Step 1 To: Column 3, Step 1 Eff. 02/01/2019

ADDITIONAL DUTY DAYS @ PER DIEM

Bevec, Gina	FC	Head Coach, Women's Track & Field	15 days
Crooks, Brian	FC	Asst. Coach, Men's Volleyball	8 days
Duron, Yolanda	FC	Head Coach, Tennis	13 days
Lewin, Pamela	FC	Head Coach, Lacrosse	13 days
Plum, Alix	FC	Director of Dance Productions	4 days
Price, Rhett	FC	Asst. Coach, Men's Swim/Dive	8 days
Rapp, Edward	FC	Head Coach, Men's Volleyball	13 days
Rosa, Melanie	FC	Director of Dance Productions	4 days
Sheil, Sean	FC	Head Coach, Men's Track & Field	15 days
Webster, Perry	FC	Asst. Coach, Baseball	11 days

PAYMENT FOR INDEPENDENT LEARNING CONTRACTS SPRING 2019

Floyd, Becky	CC	\$ 10.00
Grande, Jolena	CC	\$ 5.00

Hormel, James	CC	\$ 10.00
Hurdle, Terra	CC	\$ 10.00
McMillan, Marcus	CC	\$ 40.00
Mohr, Margaret	CC	\$ 25.00
Mosqueda-Ponce, Therese	CC	\$ 10.00
Owen Driggs, Janet	CC	\$ 15.00
Paient, Paul	CC	\$ 5.00
Pinkham, Bill	CC	\$ 30.00
Ramos, Jaime	CC	\$ 40.00
Rhymes, Regina	CC	\$ 20.00
Schulps, Molly	CC	\$ 40.00
Smith, Susan	CC	\$ 10.00
Valdez, Edilberto	CC	\$145.00
Young, Brandy	CC	\$ 10.00

LEAVES OF ABSENCE

Nusbaum, David	CC	Mathematics Instructor Load Banking Leave With Pay (100%) Eff. 2019 Spring Semester
Parikh, Jalpa	FC	Anthropology Instructor Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 03/22/2019-04/12/2019
Tran, Hoa	CC	Mathematics Instructor Load Banking Leave With Pay (33.33%) Eff. 2019 Spring Semester

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2019 SPRING SEMESTER, WINTER/SPRING TRIMESTER

Fouts, Andrea	CC	Column 1, Step 1
Gray, Richard	NOCE	Column 2, Step 1
Haikal, Helal	NOCE	Column 2, Step 1
Herrera, Daniel	CC	Column 1, Step 1
Lee, Victoria	FC	Column 1, Step 1
Linahon, James	FC	Column 2, Step 1
Martinez, Karina	NOCE	Column 2, Step 1
Murphy, Tara	NOCE	Column 2, Step 1
Olivos-Munoz, Tamara	NOCE	Column 1, Step 1
Pliska, Steve	FC	Column 1, Step 1
Synicky, Christopher	FC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Herrera, Daniel	CC	Column 1, Step 1
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Item 5.b: By block vote, authorization was granted for the following classified personnel matters which are within budget:

RETIREMENT

Lamb, Darin	FC	Groundskeeper 12-month position (100%) Eff. 04/08/2019 PN FCC871
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RESIGNATION

Herrera, Daniel	FC	Student Services Technician/Ed. Partnerships 12-month position (100%) Eff. 03/29/2019 PN FCC594
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Smith, Deborah	NOCE	Student Services Specialist/DSS 12-month position (100%) Eff. 03/28/2019 PN SCC869
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Taylor, Gail	CC	Special Projects Director, College Foundation and Community Relations (100%) Eff. 04/21/2019 PN CCT991
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NEW PERSONNEL

Qader, Amanda	FC	Instructional Assistant/Math Lab 11-month position (75%) Range 36, Step A + 5% Shift Classified Salary Schedule Eff. 04/10/2019 PN FCC584
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Ortiz, Triseinge	NOCE	Registrar 12-month position (100%) Range 19, Column E Management Salary Schedule Eff. 04/10/2019 PN SCM987
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RECLASSIFICATION

Gomez, Monica	NOCE	Administrative Assistant I 12-month position (100%) Range 33, Step D
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To: Administrative Assistant II

12-month position (100%)
 Range 36, Step D
 Classified Salary Schedule
 Eff. 10/01/2018
 PN SCC975

VOLUNTARY CHANGES IN ASSIGNMENT

Howard, Adam	AC	Systems Analyst, Applications 12-month position (100%) PN ISC985
		Extension of Temporary Change in Assignment To: Interim Manager, IT Applications Support Range 27, Column D Management Salary Schedule Eff. 05/01/2019 – 06/30/2019 PN IIM998
Kiely, Janae	FC	Administrative Assistant II 12-month position (100%) PN FCC695
		Extension of Temporary Change in Assignment To: Office Coordinator Range 40, Step D Classified Salary Schedule Eff. 04/01/2019 – 04/30/2019 PN FCC998
Mai, Donald	FC	Library Assistant II (100%)
		Temporary Increase in Months Employed From: 11 months To: 12 months Eff. 06/01/2019 – 06/30/2019
Marquardt, Summer	FC	Accounting Clerk II (100%)
		Return to Regular Assignment Eff. 03/31/2019

PROFESSIONAL GROWTH & DEVELOPMENT

Russell, Regina	CC	Administrative Assistant II (100%) 5 th increment (\$400) Eff. 07/01/2020
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STIPEND FOR ADDITIONAL ADMINISTRATIVE DUTIES

Marquardt, Summer	FC	Accounting Clerk II (100%) 6% Stipend Eff. 04/01/2019 – 06/30/2019
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LEAVES OF ABSENCE

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. 02/20/2019 – 05/18/2019 (Consecutive Leave)
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Garrett, Taylor	CC	Administrative Assistant III (100%) Unpaid Personal Leave Eff. 04/11/2019 – 04/12/2019; 05/30/2019 – 05/31/2019; 06/03/2019
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Giang, Vivian	NOCE	IT Services Coordinator I (100%) Family Medical Leave (FMLA/CFRA/PDL) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 12/14/2018 – 04/22/2019 (Consecutive Leave)
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Sestito, Teresa	CC	Athletic Equipment Coordinator (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 03/19/2019 – 04/07/2019 (Consecutive Leave)
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Tran, Jeanne	AC	Human Resources Specialist (100%) Family Medical Leave (FMLA/CFRA/PDL) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 03/14/2019 – 04/24/2019 (Consecutive Leave)
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Tran, Nghia	AC	Purchasing Assistant (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Family Illness and Personal Necessity Until Exhausted; Unpaid Thereafter Eff. 03/14/2019 – 03/29/2019 (Consecutive Leave)
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NEW CLASSIFIED JOB DESCRIPTION

Curriculum Specialist
Range 40
Classified Salary Schedule

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 #1233 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 #1233 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 #1233 for a copy of the volunteer listing.)

GENERAL

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

CLOSED SESSION: At 7:17 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 Government Code Section 54957.5: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: CHANCELLOR

Per Section 54956.9(a): CONFERENCE WITH LEGAL COUNSEL: Workers Compensation Claim.

Claimant: Estella Villegas
Agency Claimed Against: NOCCCD

Per Section 54956.8: CONFERENCE WITH REAL PROPERTY NEGOTIATOR:

Property: 6112 Lincoln Avenue, Cypress, CA 90630 (APN 134-011-41)
Negotiating Party: Fred Williams, Vice Chancellor, Finance & Facilities
Under Negotiation: Terms and Conditions of Sale

Property: South of East Chapman Avenue between Raymond Avenue and Annin Avenue, Fullerton, CA 92831 (APN 033-211-04)
Negotiating Party: Fred Williams, Vice Chancellor, Finance & Facilities
Under Negotiation: Terms and Conditions of Sale

RECONVENE MEETING: At 8:14 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 Ryan Bent to negotiate settlement by way of a Compromise and Release settlement and authorize payment of negotiated amount in the matter of Estella Villegas. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes.**

ADJOURNMENT: At 8:15 p.m., it was moved by Trustee Stephen T. Blount and seconded by Trustee Ryan Bent 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