

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

June 11, 2019

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, June 11, 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 Trustees Ester Plavdjian and Chloe Reyes. Absent: None.

RESOURCE PERSONNEL PRESENT: Cheryl Marshall, Chancellor; Fred Williams, Vice Chancellor, Finance & Facilities; Irma Ramos, Vice Chancellor, Human Resources; Cherry Li-Bugg, Vice Chancellor, Educational Services & Technology; Greg Schulz, President, Fullerton College; Carmen Dominguez, Vice President, Cypress College; Valentina Purtell, Provost, North Orange Continuing Education; 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; Kent Stevenson, representing Adjunct Faculty United; and Alba Recinos, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES PRESENT: Gilbert Contreras, Rod Garcia, Edgar Gomez, Mark Greenhalgh, Jose Ramon Nuñez from Fullerton College; Gloria Badal, Linda Borla, Christie Diep, Paul de Dios, Phil Dykstra, Lisa Gaetje, and Gisela Verduzco from Cypress College; Margie Abab, Terry Cox, Cathy Johnson, Raquel Murillo, and Jodie Williams from North Orange Continuing Education; and Simone Brown Thunder, Julie Kossick, Victor Manchik, Tyler Noland, Tami Oh, Chelsea Salisbury, Amita Suhrid, and Rick Williams from the District Office.

VISITORS: John Ayala, Linda Eisenhut, Regina Ford, Jean Guyton, Betty Howard, Dave Howard, Nancy Ivask, Leonard Lahtinen, Pat Lee, Paul McGlocklin, Valeeta Pharr, Matt Phutisatayakul, Janet Portolan, Linda Vaughn, and Dorothy Owens-Whitehurst.

COMMENTS: MEMBERS OF THE AUDIENCE:

- A. **Kai Stearns Moore**, District Services Employee, share with the Board her opinion and interest in the potential establishment of a personnel commission within the District. She shared three concerns: 1) lack of objective data that a personnel commission is needed; 2) insight as to why only five of the 72 California community colleges have a personnel commission; and 3) lack of oversight or a discipline process for the three appointed personnel commissioners.

- B. **Linda Borla**, Cypress College Faculty, addressed the Board to share facts regarding faculty input on a move from CalPERS medical to SISC. She noted that United Faculty did not poll its membership on a move that would affect everyone and that faculty colleagues on the District Benefits Committee have decided with no faculty input and with no expertise on the matter. Faculty and classified allies are asking why move now, and she encouraged the Board, who makes the final decision, to say no to administrators and trim in other places without trimming from faculty medical benefits.
- C. **Christie Diep**, Cypress College Faculty, shared that last November the United Faculty Chief Negotiator emailed the group informing them that the Benefits Committee would make a decision on whether to leave CalPERS medical after membership voted and that the same assurances were made in the academic senates. Faculty trusted that there would be dialogue and input, but that has not happened, and not all groups have been provided with the necessary information. She requested that the District wait for inclusive dialogue to occur.
- D. **Leonard Lahtinen**, retired member of the Board, stated that District retirees appreciate the fact that they have retiree benefits, but expressed concern about what benefits are going to be available to retirees. He also stated that of the approximately 980 District retirees, only 65 retirees are aware that Keenan has been hired and is pushing SISC as a replacement for CalPERS. He noted that more comparisons are needed before any changes are implemented.
- E. **Julie Kossick**, District Services Employee, shared her personal experience with a personnel commission during the time she served as the Long Beach City College Personnel Commission Director. She shared that current Human Resources staff will not move over to the personnel commission, that there is no oversight body for the personnel commission or removal procedures for commissioners, that CSEA will have limited input on test design and creation, and that in an ideal situation the recruitment length of time would last 17 weeks.

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: 4.a, 4.b, 4.c, 4.d, 4.e, 4.f, 4.g, 4.h, 4.i, 4.j, 4.l, 4.m
 Instructional Resources: 5.a

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

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

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

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

REPORTS

- A. **Seating of New Student Trustees:** As part of the Chancellor's Report, **Ester Plavdjian** from Cypress College, and **Chloe Reyes** from Fullerton College, were introduced as the new Student Trustees. Board President **Jeffrey P. Brown** administered the Oath of Office to both Student Trustees and welcomed them to the Board of Trustees.

COMMENTS

- A. **Richard Fee** shared that DMA has elected **Lisa Gaetje** as its new President.
- B. **Tina McClurkin** reported on the last NOCE Academic Senate meeting of the year and shared annual highlights which included, among other things, the use of Zoom for meetings which led to increased attendance, a revision of their constitution and bylaws, a vote to transition to semesters, and the ability to join together and become a team to stand up and effect change.
- C. **Craig Goralski** echoed the points made by the faculty speakers regarding leaving CalPERS medical and stated that the process has not gone well with the promise of robust discussion not being met. He stated that faculty are not well informed about the decision and have not had the adequate opportunity to voice concerns. He, again, expressed concern regarding the consultation process because changes haven't been made and urged the Board to start being proactive about decision-making to ensure that faculty and others have a voice and a chance to be heard.
- D. **Marcus Wilson** shared that it would be his last Board meeting with **Kim Orlijan** attending future meetings, and thanked the Board of Trustees for their service.
- E. **Dawnmarie Neate** thanked **Julie Kossick** for the clarification on her previous comments regarding the 2% increase that some employee groups are receiving. She also thanked **Kai Stearns Moore** for her merit system comments and noted that anyone interested in receiving information can be added to the distribution list.
- F. **Student Trustee Ester Plavdjian** welcomed **Chloe Reyes** to the Board and reported on her plans to attend the upcoming CCLC Student Trustee Workshop and run for the student member position on the CCCT Board .
- G. **Trustee Stephen T. Blount** reported on his attendance at the inaugural Fullerton College golf tournament benefiting veteran students and noted that he looks forward to being involved again in the future.
- H. **Trustee Molly McClanahan** cited an article by Joel Kinnamon, College of the Desert President, in the Desert Sun outlining the student benefits of their pledge program and reported on the Fullerton Museum's current hip-hop exhibition.
- I. **Trustee Barbara Dunsheath** reported on her attendance at the last ACCJC meeting and shared highlights of the annual report summary of the ACCJC regions that addressed trends in enrollment, distance education, and course completions.

- J. **Trustee Jeffrey P. Brown** stated that the NOCE Graduation will take place on June 28, and that the new online community college has been named Calbright College.

MINUTES: It was moved by Trustee Molly McClanahan and seconded by Trustee Barbara Dunsheath to approve the Minutes of the Regular Meeting of May 28, 2019 with the noted correction to the discussion on page 152. **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 6:15 p.m., Board President Jeffrey P. Brown declared the public hearing open on the initial proposals for the Successor Agreement between CSEA Chapter 167 and the North Orange County Community College District.

After providing the public with the opportunity to comment, it was then moved by Trustee Molly McClanahan and seconded by Trustee Barbara Dunsheath to close the public hearing at 6:16 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: The Board received comments from the public on the initial reopener proposal by CSEA Chapter #167 to the District, as submitted by CSEA Chapter #167.

Item 3.b: It was moved Trustee Barbara Dunsheath and seconded by Trustee Molly McClanahan to adopt the District's initial reopener proposal to CSEA Chapter #167, as submitted by the District. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes.**

FINANCE & FACILITIES

Item 4.a: By block vote, authorization was granted to ratify purchase order numbers P0130891- P0132295 through May 15, 2019, totaling \$5,861,149.94, and check numbers C0049573-C0049971, totaling \$3,326,079.56; check numbers F0235135-F0235439, totaling \$187,274.99; check numbers Q0006446-Q0006490, totaling \$8,190.05; check numbers 88490922-88492190, totaling \$10,884,625.86; check numbers V0031730-V0031740, totaling \$48,362.00; check numbers 70093719 - 70093719, totaling \$153.00; and disbursements E8797762 - E8798726, totaling \$1,210,965.00, through May 31, 2019.

Item 4.b: By block vote, authorization was granted to make adjustments to Child Development Fund revenue and expenditure budgets in accordance with the revised fiscal year 2018-2019 allocations and adopt a resolution to adjust budgets and authorize expenditures within the Child Development 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 4.c: By block vote, authorization was granted for the 2018-2019 General Fund transfers netting to the amount of \$520,922 and adoption of the resolution showing the summary, pursuant to the California Code of Regulations, Title 5, §58307

Item 4.d: By block vote, authorization was granted to adopt the resolution authorizing the County Superintendent of Schools to make any necessary transfers between contingencies and expenditure classifications.

Item 4.e: By block vote, authorization was granted to establish budgets in Measure J Bond Funds in the amount of \$150,000,000 to properly reflect the additional available funds from the issuance of the second series of the Measure J Bonds sold and adopt a resolution to adjust budgets and authorize expenditures within the Bond 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 on behalf of the District.

Item 4.f: By block vote, authorization was granted to renew the property and liability insurance coverage with the Alliance of Schools for Cooperative Insurance Programs (ASCIP) and Schools Excess Liability Fund (SELF) for FY 2019-20 at the estimated amount of \$1,177,118.

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

Item 4.g: By block vote, authorization was granted to enter into an agreement with Arthur J. Gallagher & Co. to purchase excess Workers' Compensation insurance coverage through Safety National Casualty Corporation beginning July 1, 2019, through June 30, 2020, at the rate of .01074 per \$100 payroll with \$500,000 SIR and \$6,000 for the broker fee. The final cost will be based on actual payroll amount for each year.

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

Item 4.h: By block vote, authorization was granted to approve Deductive Change Order #1 for Bid # Bid 2017-05, Fullerton College Paving Repairs Lots 4, 7 & 8, with Ben's Asphalt, Inc. in the amount of \$21,955. The revised contract amount is \$541,435.

Further authorization was granted for the Vice Chancellor, Finance & Facilities, or the District Director, Purchasing, to execute the Deductive Change Order #1 on behalf of the District.

Item 4.i: By block vote, authorization was granted for the Institutional Memberships exceeding \$1,000 for the 2019-2020 school year for the organizations listed.

(See Supplemental Minutes #1237 for a copy of the membership listing.)

Item 4.j: By block vote, authorization was granted to extend the agreement with the law firm Atkinson, Andelson, Loya, Ruud, and Romo, effective July 1, 2019 through June 30, 2020, at the following hourly rates:

Senior Partners	\$325
Partners/Senior Counsel	\$315
Senior Associates	\$305
Associates	\$295
Electronic Technology Litigation Specialist	\$270
Non-Legal Consultants	\$205
Senior Paralegals/Law Clerks	\$185
Paralegals/Legal Assistants	\$165

Authorization was also granted for reimbursement to the law firm for costs and expenses in connection with the services to be rendered, including but not limited to messenger, mail, expenses, phone charges, photocopying charges, mileage, and travel expenses.

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

Item 4.k: It was moved by Trustee Ed Lopez and seconded by Trustee Ryan Bent to appoint the individuals listed to serve for a term of two years, and for a maximum of three consecutive terms, without compensation, on the Citizens' Oversight Committee for the North Orange County Community College District bond projects.

Individual	Category	Term
Elena Reyes	Business Organization	August 2018 – August 2020
Michael Cooper	College Support Organization	July 2019 – July 2021
Phil Wendell	College Support Organization	July 2019 – July 2021
Chris Meyer	Community Member	July 2019 – July 2021
Leroy Mills	Community Member	July 2019 – July 2021
Michael Miller	Community Member	August 2018 – August 2020
Mark Pavlovich	Community Member	July 2019 – July 2021
Paul Jewell	Senior Citizen's Organization	July 2019 – July 2021
Mark Saucedo	Senior Citizen's Organization	August 2018 – August 2020
Louis Raprager	Taxpayers Association	July 2019 – July 2021
Stan Kwak	Taxpayers Association	July 2019 – July 2021

In the ensuing discussion, individual trustees inquired about the appointment process, recommendations, the role of the Chamber of Commerce, and what direction the law provides for the process. Trustees also questioned whether the appointment process should be reviewed in order to have the Board play a more active role in the selection process.

Vice Chancellor Fred Williams stated that the past practice of the District has been to accept all parties who have expressed an interest in serving on the committee, but as the committee composition increases, the District should evaluate the process for future appointments.

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

Item 4.l: By block vote, authorization was granted to amend the agreement with R2A to provide design development, construction documents, DSA submittal and plan approval, bid support, construction support, and closeout services and extended the contract term through December 31, 2019.

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

Item 4.m: By block vote, authorization was granted for the District Director, Purchasing, to issue a purchase order to David Evans and Associates to provide landscape architectural, engineering and surveying services for the upgrade of the Anaheim Campus irrigation system, the renovation of the West Parking Lot, and the grinding down and rebuilding of approximately 17 speed bumps in the Main Parking Lot in the amount of \$119,800. The term of the contract shall commence June 12, 2019 and terminate June 30, 2020.

INSTRUCTIONAL RESOURCES

Item 5.a: By block vote, authorization was granted to approve the summary of curriculum changes for Cypress College, to be effective Fall 2019, Spring and Fall 2020. The curricula have been signed by the Campus Curriculum Chairperson and the College President, and have been approved by the District Curriculum Coordinating Committee.

Item 5.b: It was moved by Trustee Barbara Dunsheath and seconded by Trustee Molly McClanahan to award an Honorary Certificate for the successful completion of the Early Childhood Education Certificate Program in remembrance of Maria Isabel Duarte. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustees Reyes and Plavdjian's advisory votes.**

Item 5.c: The Board reviewed and discussed the 2019-2022 College and Career Access Pathways (CCAP) Dual Enrollment Partnership Agreement between NOCCCD and the Anaheim Union High School District (AUHSD).

Chancellor Marshall stated that the three-year template with AUHSD is presented as an information item and the District is awaiting the legislative response on the extension of the CCAP sunset date. While all indications are that it will be extended, the end date of the agreement template can be changed if the legislation is not passed.

During the discussion, individual trustees expressed their support of the overall agreement; wondered if at some point in the future there will be a role for NOCE; expressed concern with the length of the agreement, preferring one-year terms; noted that as previously mentioned, either party can terminate the agreement at any point; would like to see language addressing lost or damaged items; and lastly, once enough data is available, requested a study session on the impact of dual enrollment.

Item 5.d: The Board received and reviewed the Cypress College and Fullerton College Student Equity Plans. Drs. Schulz and Dominguez acknowledged their campus staff for their work and collaboration, particularly Paul de Dios for Cypress College and Mark Greenhalgh for Fullerton College.

HUMAN RESOURCES

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

RESIGNATION

Khaefi, Arian	FC	Music Instructor Eff. 07/01/2019 PN FCF720
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NEW PERSONNEL

Brown, Anthony	CC	Psychiatric Technician Instructor First Year Probationary Contract Class B, Step 1 Eff. 08/22/2019 PN CCF707
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Canner, Mark	CC	Kinesiology Instructor, Head Coach Water Polo First Year Probationary Contract Class B, Step 1 Eff. 08/22/2019 PN CCF698
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Filip, Dragana	CC	Psychiatric Technician Instructor First Year Probationary Contract Class B, Step 1 Eff. 08/22/2019 PN CCF706
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Howard, Donivan	CC	Art Illustration Instructor First Year Probationary Contract Class B, Step 1 Eff. 08/22/2019 PN CCF705
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Rodriguez, Luciano	FC	Computer Science Instructor First Year Probationary Contract Class B, Step 1 Eff. 08/22/2019 PN FCF586
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Rosales, Alexandria	FC	Counselor, EOPS Second Year Probationary Contract
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Class B, Step 10
 Eff. 07/01/2019
 PN FCF762

EXTENSION OF TEMPORARY MANAGEMENT CONTRACT

Perkins, Deborah NOCE Interim Director, Student Success and Support
 Program
 Range 24, Column C
 Management Salary Schedule
 Eff. 07/01/2019-06/30/2020

PAYMENT FOR INDEPENDENT LEARNING CONTRACTS SPRING 2019

Assef, Celia	FC	\$ 10.00
Aviles, Greg	FC	\$ 20.00
Balma, Jodi	FC	\$ 10.00
Chiaromonte, Thomas	FC	\$ 10.00
Crooks, Brian	FC	\$ 60.00
Cuatt, Benjamin	FC	\$ 20.00
Daniel, William	FC	\$ 40.00
Floyd, Becky	CC	\$ 10.00
Goldstein, Jay	FC	\$ 20.00
Gonzalez, Amber	FC	\$ 50.00
Guardado, Cynthia	FC	\$ 10.00
Guthrie, Frank	FC	\$100.00
Higuchi, Natsuyo	CC	\$ 20.00
Hormel, James	CC	\$ 10.00
Hurdle, Terra	CC	\$ 10.00
Kirby, Brendon	FC	\$ 50.00
LaMontia, Melody	FC	\$ 10.00
Lewin, Pamela	FC	\$ 10.00
Lopez, Brian	FC	\$ 20.00
McMillan, Marcus	CC	\$ 40.00
Menton, Allen	FC	\$ 10.00
Mosqueda-Ponce, Therese	CC	\$ 10.00
Owen Driggs, Janet	CC	\$ 15.00
Paiement, Paul	CC	\$ 5.00
Pinkham, Bill	CC	\$ 30.00
Rhymes, Regina	CC	\$ 20.00
Robertson, Kelly	FC	\$ 10.00
Schulps, Molly	CC	\$ 40.00
Seidel, Jay	FC	\$ 60.00
Smith, Susan	CC	\$ 10.00
Valdez, Ediberto	CC	\$135.00
Young, Brandy	CC	\$ 10.00
Young, Renne	FC	\$ 80.00

LEAVE OF ABSENCE

Bauer, Jill	CC	ESL Instructor Personal Leave Without Pay (100%) Eff. 2019-2020 Academic Year
Taguchi-Trieu, Tanomo	FC	Mathematics Instructor Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 05/17/2019-10/08/2019

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2019 SUMMER INTERSESSION

Pantoja, David	FC	Column 1, Step 1
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TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2019 FALL SEMESTER,
TRIMESTER

Cedillos, Mauricio	CC	Column 1, Step 1
Makary, Abigail	CC	Column 1, Step 1
Rickard, Cory	CC	Column 1, Step 1
Pantoja, David	FC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Cedillos, Mauricio	CC	Column 1, Step 1
Rickard, Cory	CC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Cadilli, Jolina	CC	Administer Mathematics Proficiency Exam Class E Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year
Castro, Alma	CC	Administer Mathematics Proficiency Exam Class B Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year
Chiplunkar, Sujata	CC	Proctor Lab Practicums for Disability Support Services Class F Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year
Coopman, Jennifer	CC	Administer Mathematics Proficiency Exam Class E

		Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year
De Roo, Robin	CC	Administer Chemistry Proficiency Exam Class D Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year
Draganov, Torri	CC	Administer Chemistry Proficiency Exams AND Proctor Lab Practicums for Disability Support Services Class E Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year
Eckenrode, Adam	CC	Administer Mathematics Proficiency Exam Class E Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year
Gober, Joel	CC	Proctor Lab Practicums for Disability Support Services Class F Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year
Gotoh, Akiko	CC	Administer Chemistry Proficiency Exams AND Proctor Lab Practicums for Disability Support Services Class F Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year
Hill, Garet	CC	Administer Mathematics Proficiency Exam Class B Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year
Landis, Lenore	CC	Administer Chemistry Proficiency Exams AND Proctor Lab Practicums for Disability Support Services Class E Lec Rate, Regular and Contract Faculty

		Overload Teaching Schedule Eff. 2019-2020 Academic Year
Ledesma, Nicole	CC	Administer Mathematics Proficiency Exam Class D Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year
Lee, Eunju	CC	Administer Mathematics Proficiency Exam Class E Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year
Morvan, Laurie	CC	Administer Mathematics Proficiency Exam Class E Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year
Nguyen, Kelly	CC	Administer Mathematics Proficiency Exam Class E Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year
Nguyen, Sheila	CC	Administer Chemistry Proficiency Exams AND Proctor Lab Practicums for Disability Support Services Class E Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year
Nusbaum, David	CC	Administer Mathematics Proficiency Exam Class E Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year
Ogoshi, Fumio	CC	Proctor Lab Practicums for Disability Support Services Class F Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year
Paek, Sylvia	CC	Administer Mathematics Proficiency Exam Class E

			Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year
Palmisano, Michelle	CC	Proctor Lab Practicums for Disability Support Services Class F Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year	
Plett, Christina	CC	Administer Mathematics Proficiency Exam Class E Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year	
Rajab, Adel	CC	Proctor Lab Practicums for Disability Support Services Class F Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year	
Roby, Scott	CC	Administer Mathematics Proficiency Exam Class F Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year	
Sanchez Duran, Jose	CC	Proctor Lab Practicums for Disability Support Services Class F Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year	
Sato, Dee Ann	CC	Proctor Lab Practicums for Disability Support Services Class E Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year	
Shin, Gary	CC	Proctor Lab Practicums for Disability Support Services Class F Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year	

Shrout, Cynthia	CC	Administer Mathematics Proficiency Exam Class E Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year
Spooner, Stephanie	CC	Proctor Lab Practicums for Disability Support Services Class E Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year
Tomooka, Craig	CC	Administer Chemistry Proficiency Exams AND Proctor Lab Practicums for Disability Support Services Class E Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year
Tran, Hoa	CC	Administer Mathematics Proficiency Exam Class E Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year
Trevino, Joseph	CC	Administer Mathematics Proficiency Exam Class B Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year
Ward, Amy	CC	Administer Mathematics Proficiency Exam Class C Lec Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2019-2020 Academic Year

CORRECTION TO BOARD AGENDA OF MAY 28, 2019 – TEMPORARY REASSIGNMENT

Ayon, Carlos	FC	Interim Dean, Business, CIS & Economic Workforce Development From: Range 32, Step E To: Range 32, Step F Eff. 07/01/2019-06/30/2020
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CORRECTION TO BOARD AGENDA OF MAY 14, 2019 – NEW PERSONNEL

Ji, Seung	FC	Physics/Astronomy Instructor From: First Year Probationary Contract To: Second Year Probationary Contract Eff. 08/22/2019
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Item 6.b: By block vote, authorization was granted for the following classified personnel matters which are within budget:

RESIGNATION

Bautista, Ricardo	FC	Campus Safety Officer 12-month position (100%) Eff. 07/01/2019 PN FCC935
Pattison, Jeanette	CC	Instructional Aide/Health Science 11-month position (62.5%) Eff. 07/06/2019 PN CCC804

NEW PERSONNEL

Ferrari, Michael	FC	Library Assistant I 12-month position (100%) Range 33, Step E + 5% Shift Classified Salary Schedule Eff. 06/12/2019 PN FCC943
O'Hare-Griffith, Kimberly	CC	Executive Assistant 12-month position (100%) Range 41, Step C Classified Salary Schedule Eff. 07/01/2019 PN CCC688
Otieno, Naomi	NOCE	Administrative Assistant III 12-month position (100%) Range 41, Step B Classified Salary Schedule Eff. 06/12/2019 PN SCC989
Valenzuela, Juan	CC	Instructional Assistant, Photography 12-month position (100%) Range 36, Step C Classified Salary Schedule Eff. 06/12/2019 PN CCC936

PROMOTION

Thomas, Tayler	NOCE	Administrative Assistant II 12-month position (100%) SCC951 To: CC Administrative Assistant III 12-month position (100%) Range 41, Step B Classified Salary Schedule Eff. 06/12/2019 PN CCC972
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VOLUNTARY CHANGES IN ASSIGNMENT

Young, Lynette	CC	Administrative Assistant (80%) Temporary Increase in Months & Percent Employed From: CC 10-months, 80% To: AC 2-months, 20% CC 10-months, 80% Eff. 07/01/2019 – 12/31/2019
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PROFESSIONAL GROWTH & DEVELOPMENT

Abesami, Naomi	FC	Director, Student Activities (100%) 1 st Increment (\$400) Eff. 07/01/2019
Aikin, Carmen	AC	Executive Assistant II (100%) 3 rd Increment (\$400) Eff. 07/01/2019
Kvenbo, Marisa	AC	Benefits Coordinator (100%) 2 nd Increment (\$400) 3 rd Increment (\$400) Eff. 07/01/2019
Lee, Albin	FC	Evaluator Specialist (100%) 1 st Increment (\$400) Eff. 07/01/2019
Louie-Jeu, Kim	FC	Evaluator (100%) 2 nd Increment (\$400) Eff. 07/01/2019
Martinez Stluka, Rena	FC	Registrar (100%) 2 nd Increment (\$400) 3 rd Increment (\$400) Eff. 07/01/2019

Vasquez, Norma	FC	Student Services Specialist (100%) 1 st Increment (\$400) Eff. 07/01/2019
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LEAVES OF ABSENCE

Nguyen, Thu	CC	Business Office Specialist (100%) Unpaid Personal Leave Eff. 06/17/2019 – 06/21/2019
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Rodriguez, Hector	CC	Groundskeeper (100%) Unpaid Personal Leave Eff. 06/12/2019
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Roschel, Rachel	FC	Administrative Assistant III (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 05/17/2019 – 11/17/2018 (Intermittent Leave)
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Saeteurn, Nai	CC	Financial Aid Coordinator (100%) Unpaid Personal Leave Eff. 08/07/2019 – 08/16/2019
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STIPEND FOR ADDITIONAL ADMINSTRATIVE DUTIES

Martinez Stluka, Rena	FC	Registrar (100%) Extension of 10% Stipend Eff. 07/01/2019 – 06/30/2020
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Sontag, Dawn	CC	Administrative Assistant I 6% Stipend Eff. 04/23/2019 – 06/30/2019
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Tran, Long	FC	IT Technician II (100%) 6% Stipend Eff. 07/01/2019 – 06/30/2019
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Zamorano, Karla	NOCE	Admissions and Records Technician (100%) Extension of 6% Stipend Eff. 07/01/2019 – 12/31/2019
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Item 6.c: By the block vote, authorization was granted for the assignment of professional expert personnel per the professional expert listing.

(See Supplemental Minutes #1237 for a copy of the professional expert personnel listing.)

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

(See Supplemental Minutes #1237 for a copy of the hourly personnel listing.)

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

(See Supplemental Minutes #1237 for a copy of the volunteer listing.)

Item 6.f: By block vote, authorization was granted to adopt the North Orange County Community College District Equal Employment Opportunity Plan for the 2019/2020 - 2021/2022 fiscal years.

Item 6.g: It was moved by Trustee Molly McClanahan and seconded by Trustee Barbara Dunsheath that the Board approve a salary adjustment for Chancellor Cheryl Marshall per her employment contract approved on August 14, 2018. Effective July 1, 2019, the Chancellor's base annual salary will be increased to Three Hundred Twenty-Two Thousand, Three Hundred Ninety-Nine Dollars (\$322,399). The \$8,028.00 annual fringe benefit dollar allowance shall be the same as that which is provided for the District's twelve-month management employees, plus two percent (2%) of Dr. Marshall's annual contract salary. The above amount is in addition to the standard medical benefits available to District employees. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes.**

(This action was orally reported by the Board President Jeffrey P. Brown per the Brown Act, at California Government Code section 54953(c)(3), as amended.)

Item 6.h: It was moved by Trustee Molly McClanahan and seconded by Trustee Jacqueline Rodarte to approve the amendment of the one-time off-schedule salary payment from one percent (1%) to two percent (2%) for fiscal year 2019-2020. The \$8,028.00 annual fringe benefit dollar allowance shall be the same as that which is provided for the District's twelve-month management employees, plus two percent (2%) of the Executive Officer's annual contract salary. The above amount is in addition to the standard medical benefits available to District employees.

The following salary column advancements will be effective July 1, 2019:

W. Cherry Li-Bugg, Vice Chancellor, Educational Services and Technology from Step F to Step G, Two Hundred Forty-Three Thousand, Six Hundred Ten and no/100 Dollars (\$243,610).

Valentina Purtell, Provost, School of Continuing Education from Step D to Step E, Two Hundred Sixteen Thousand, Nine Hundred Eighty-Three and no/100 Dollars (\$216,983).

JoAnna Schilling, President, Cypress College from Step C to Step D, Two Hundred Eighteen Thousand, Two Hundred Eighty-Five and no/100 Dollars (\$218,285).

In addition, the contract period for Executive Officers is extended through June 30, 2022:

W. Cherry Li-Bugg, Vice Chancellor, Educational Services and Technology

Valentina Purtell, Provost, School of Continuing Education

Irma Ramos, Vice Chancellor, Human Resources

JoAnna Schilling, President, Cypress College

Gregory V. Schulz, President, Fullerton College

Fredrick Williams, Jr., Vice Chancellor, Finance and Facilities

Subsequent to clarification on the amended percentage increase in the off-schedule salary payment, the **motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes.**

(This action was orally reported by the Board President Jeffrey P. Brown per the Brown Act, at California Government Code section 54953(c)(3), as amended.)

GENERAL

Item 7.a: It was moved by Trustee Molly McClanahan and seconded by Trustee Jacqueline Rodarte to recognize the LGBT community and adopt Resolution No. 18/19-25 to declare that the month of June 2019 be observed as LGBT Pride Month. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustees Reyes and Plavdjian's advisory votes.**

Item 7.b: It was moved by Trustee Barbara Dunsheath and seconded by Trustee Jacqueline Rodarte to adopt the following proposed, revised Board Policies:

- BP 2610, Presentation of Initial Collective Bargaining Proposals
- BP 2710, Conflict of Interest
- BP 2716, Political Activity
- BP 2717, Personal Use of Public Resources
- BP 2720, Communications Among Board Members
- BP 2725, Board Members Compensation
- BP 2730, Board Member Health Benefits
- BP 2750, Board Member Absence from the State

During the discussion, trustees agreed to pull BP 2710, Conflict of Interest from consideration and table it until a future meeting. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustees Reyes and Plavdjian's advisory votes.**

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 7.c: The Board discussed the voting process for the proposed establishment of a Merit System. Presentations were provided from both the District's legal representative and CSEA.

Paul McGlocklin, District legal counsel, conducted a presentation outlining the petition and election process, the legal requirements, general features of procedures, and points for consideration.

Petition and Election Process: Classified employees submitted a request for a merit system election on April 9, 2019. Within 120 days of the request, the Board is required to present the pros and cons of the merit system, hold at least one meeting to discuss the issue, conduct a secret ballot election, and certify the election results.

Legal Requirements: The election must be conducted by secret ballot with the ballot language that is provided by statute, and the Board must devise an identification system to ensure against fraud. The tabulating committee must be three or five, and one member must be a trustee. The tabulating committee is required to count the election ballots and present results at the next regular or special meeting following the ballot count.

General Features of Procedures:

- Identification procedure: Generate a list of all classified employees within the District, and ensure that voters sign in and provide identification to the polling station monitor to receive a single ballot.
- Voting procedure: Provide for a secret ballot, a method to ensure against fraud, and ballot language. Consider having polling workers sign off on each folded ballot and then placing the ballot in the ballot box.
- General statement of voter/employee rights.
- Canvassing and voter tabulating procedure: tabulating committee makeup and devising a system for counting the ballots and providing the results to the Board.

Points for Consideration: Mr. McGlocklin addressed the following points and made the noted suggestions to the Board:

- Date of election: A date as close to the Board meeting date as possible; practice has been to have the election on the same day of the meeting. Mr. McGlocklin suggested July 23 or the Monday before the Board meeting.
- Number of polling locations and operational hours: Have polling locations at each of the Colleges and at the Anaheim Campus to make it easier for employees and maximize participation. With regard to hours, 7:30 a.m. to 5:30 p.m. was noted as usually capturing the most participation.
- Staffing at polling locations (including monitors): Recommend that the monitors are not persons who would not be voting in the election and be disinterested parties.
- Employees responsible for ensuring compliance: Again, recommend that the persons are those who would not be voting in the election and be disinterested parties.
- Employees responsible for transporting the ballot boxes to the tabulating committee: Consider individuals like the polling location staff and those ensuring compliance.
- Composition of tabulating committee (including the number of members): Mr. McGlocklin mentioned one trustee, one CSEA representative, and a third that could be a disinterested member of the community or member of another union member. While it must be at least one trustee, in theory, the entire committee could be all trustees.
- Date/time for tabulating committee to meet: Again, as close to the Board meeting as possible, and attempt to tabulate all of the votes in one day.
- Observers for tabulating committee: Mr. McGlocklin recommended that it be an open process so that anyone who wants to observe the process can.

- Other procedural issues: It was recommended to look at Thursday, July 18 or Monday, July 22 for the election date in order to not truncate the voting times and to consider paper ballots to ensure the secret ballot process.

Matt Phutisatayakul, CSEA Labor Relations Representative also conducted a presentation on the merit system voting process that included:

Voting Process: He referenced gaps in what the Education Code provides for the voting process, so CSEA looked at the Orange County Registrar of Voters procedures as a reference. Recommendations included a paper ballot being issued directly to the voting member after their identity has been confirmed against the voter roster.

Identification Procedures: Mr. Phutisatayakul expressed concern with any ballot markings by an election official, which could undermine the secret ballot concept. He recommended that employees deposit ballots directly in the ballot box.

Date and Time: CSEA proposed that voting take place on Thursday, July 18 with polls open at the three sites simultaneously. The following time slots were proposed to ensure that employees from all shifts have the opportunity to vote: 10:00 a.m. – 12:00 p.m., 4:00 p.m. – 6:00 p.m., and 8:00 p.m. – 10:00 p.m.

Voting Oversight: CSEA proposed that no faculty or manager with supervisory authority over classified employees, or participation in the evaluation of classified employees, participate as a polling station monitor.

Counting the Votes: CSEA proposed that the tabulating committee count the votes as soon as practicable, in a place that is accessible to the public, with the process open to all parties, and that the committee announce the results immediately.

Subsequent to the presentations, the following questions were posed: what the cross reference number would be for employees (Banner ID); whether that number would be on the ballot (no); how would employees be barred from voting at all of the locations with simultaneous voting taking place (have employees go to their primary work site); how many people would be eligible to vote (approximately 750); why the need for use of the employee number (due to duplicate names); who would man the polling locations (CSEA suggested adjunct faculty); would there be compensation for those manning the polls (Mr. McGlocklin recommended volunteers and disinterested parties); what ballot language will be used (the ballot language is directly from the statute); how long would it take to count the ballots (that would be dependent on the number of ballots received and the efficiency of the tabulating committee, but could take a few hours); and what occurs if someone errantly marks a ballot (the tabulating committees is tasked with deciphering intent, but if they can't agree then the vote is not counted).

Individual trustees also expressed: wanting CSEA to be OK with the use of name, employee number, and identification; concerns with the voter identification requirement that is not used in California elections; the importance of protecting the authenticity of the process; limiting the voting to one day; that the percentage of voter turnout does not matter since the outcome only requires a 50% plus one; due to the time needed to count the ballots, it cannot occur on the same day as the Board meeting; the need to have the poll worker initial or sign the ballot to verify that it was properly received; and liking the idea of

having three different rosters and having employees vote at their work site. CSEA also requested that CSEA have a seat on the tabulating committee.

Subsequent to the discussion, trustees reviewed the listing of points and agreed on the following:

Date of election: Conduct the election on Thursday, July 18, 2019 to allow for the counting and certifying of the ballots. Mr. McGlocklin and Mr. Phutisatayakul agree that one day is fine.

Number of polling locations and operational hours: The consensus was that there would be three locations at both colleges and the Anaheim Campus. CSEA recommends three separate timeframes and Chancellor Marshall will work with Matt Phutisatayakul and Dawnmarie Neate on the hours. Managers will be informed about release time for voting and the information sessions.

Staffing at polling locations (including monitors): There was consensus to reach out to Associated Students to staff the polls. It was also suggested that academic deans could be used by having them go to a polling site that is not on their campus.

Employees responsible for ensuring compliance: Consider using students and academic deans, but also identify a lead person in charge. Chancellor Marshall will also work with Matt Phutisatayakul and Dawnmarie Neate on the identification issue.

Employees responsible for transporting the ballot boxes to the tabulating committee: Suggestions for overnight storage of the ballot boxes included using the Board meeting minutes fire-rated cabinets on the first floor of the Anaheim Campus, having a law or accounting firm take them overnight, using campus safety or mail services to transport the ballot boxes, and using the Bursar's Office vaults. Dr. Marshall will discuss the options further with Matt Phutisatayakul and Dawnmarie Neate.

Composition of tabulating committee (including the number of members): There was consensus to have a three person tabulating committee with Board President Jeffrey P. Brown serving as the mandatory trustee representative. Suggestions for the other two positions included appointing a CSEA representative, a member of the community, a student representative, or a DMA representative. Chancellor Marshall will also work with Matt Phutisatayakul and Dawnmarie Neate to identify two other representatives.

Date/time for tabulating committee to meet: Tabulate the votes on Friday, July 19, 2019 at the Anaheim Campus. The time will be determined based on the committee composition.

Observers for tabulating committee: The tabulating will take place in an open room that will be available to all.

Other procedural issues: There was consensus that people will only vote at their primary work site using paper ballots.

The discussion concluded with Chancellor Marshall noting that the Board had provided enough information to help her craft a proposed voting process that will be presented for consideration at the June 25, 2019 Board meeting.

(See Supplemental Minutes #1237 for copies of the presentations.)

Item 7.d: Board President Jeffrey P. Brown asked if there were any requests for potential future Board agenda items. Trustee Ed Lopez inquired why a hard copy of the LGBT resolution was not printed for trustee signatures, and Trustee Ryan Bent requested background information and the academic path on students who received more than one degree at commencement.

CLOSED SESSION: At 8:16 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 9:00 p.m., Board President Jeffrey P. Brown reconvened the meeting in open session.

ADJOURNMENT: At 9:00 p.m., it was moved by Trustee Ryan Bent and seconded by Trustee Jacqueline Rodarte 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