

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

October 25, 2016

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, October 25, 2016, at 5:30 p.m. in the Anaheim Campus Board Room.

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

TRUSTEE ROLL CALL: Present: Stephen T. Blount, Jeffrey P. Brown, Barbara Dunsheath, Leonard Lahtinen, Molly McClanahan, M. Tony Ontiveros, Jacqueline Rodarte, and Student Trustees Scott Begneski and Tanya Washington. Absent: None.

RESOURCE PERSONNEL PRESENT: Cheryl Marshall, Chancellor; Irma Ramos, Vice Chancellor, Human Resources; Cherry Li-Bugg, Vice Chancellor, Educational Services & Technology; Greg Schulz, President, Fullerton College; Bob Simpson, President, Cypress College; Valentina Purtell, Interim Provost, School of Continuing Education; Deborah Ludford, District Director, Information Services; Olivia Veloz, representing the District Management Association; Adam Gottdank, representing the School of Continuing Education Academic Senate; Bryan Seiling representing Cypress College Academic Senate; Pete Snyder, representing Fullerton College Faculty Senate; Tina Johannsen, representing United Faculty; Rod Lusch, representing CSEA; Kent Stevenson, representing ADFAC; and Alba Recinos, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES PRESENT: Carlos Ayon, Gilbert Contreras, Valerie Loew, and Jose Ramon Nuñez from Fullerton College; Santanu Bandyopadhyay, Karen Cant, Treisa Cassens, and Philip Dykstra from Cypress College; Raine Hambly from the School of Continuing Education; and Boaz Carmi, Julie Kossick, Arturo Ocampo, Tami Oh, Kai Stearns Moore, Nick Wilkening, and Rick Williams from the District Office.

VISITORS: Chuck Allen, Ryan Bent, Eva Conrad, Ed Lopez, and Ginny Schroeder.

COMMENTS: MEMBERS OF THE AUDEIENCE: There were no comments from members of the audience.

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

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

Motion carried with Trustees Blount, Brown, Dunsheath, Lahtinen, McClanahan, Ontiveros, and Rodarte voting yes.

REPORTS

- A. **Network Refresh Presentation:** As part of the Chancellor's Report, Deborah Ludford, District Director of Information Services, and Ginny Schroeder, WTC Consulting Inc. Practice Director, presented information on the District-wide Network Refresh Project. The presentation included the following project highlights: 1) the need to conduct a network assessment to determine current capabilities, future needs, and possible alternatives; 2) the scope of work which will include an analysis of wired and wireless data networks, voice networks, and the physical plants of all four District entities; 3) an overview of the teams who will participate in the process, including the role of focus groups and interviews which will include faculty, staff, and students; 4) strategic business issues (resiliency, and the role of wireless and the cloud); 5) the preparation of a final opinion to include probable costs; and 6) a project timeline spanning from October 2016 through February 2017.

Subsequent to the presentation, Ms. Ludford and Ms. Schroeder provided responses to questions regarding capital costs, alternative locations for telecommunication rooms, length of planning and lifecycle projections, network security, future mobility needs, and how the project interfaces with accreditation standards and the District's technology master plan.

(See Supplemental Minutes #1179 for a copy of the presentation.)

- B. **Chancellor Cheryl Marshall** expressed her heartfelt thanks to all who were involved in planning and carrying out the details of her investiture on October 14. She also reported on the recent Strong Workforce Summit where over 70 CTE program faculty and staff convened to begin preparing workforce development plans for the new funds being provided to the District and region. Some of the themes that emerged during the day included marketing and outreach, a district-wide internship program, support services for CTE students, and the need for equipment and facilities upgrades. Dr. Marshall also commended SCE for hosting their successful Harvest Festival event which represented all of SCE's programs, along with community organizations who provide services to local residents.

(See Supplemental Minutes #1179 for a copy of the Chancellor's full report.)

- C. **Valentina Purtell**, SCE Interim Provost, reported on the inaugural SCE Harvesting Opportunities Event and Resource Fair, the recent AEBG presentation at an Anaheim Union High School District Board Meeting, and the upcoming SCE Student Equity Conference titled, "Student Equity in SCE Culture" on November 4.

(See Supplemental Minutes #1179 for a copy of the Interim Provost's full report.)

- D. **Bob Simpson**, Cypress College President, reported on the annual Evening at the Theater event, the faculty art exhibit in the campus art gallery, the Chemistry department's participation in National Chemistry Week at the Santa Ana Zoo, and the Annual Superintendents/Principals Breakfast on October 27.

(See Supplemental Minutes #1179 for a copy of the President's full report.)

- E. **Greg Schulz**, Fullerton College President, reported on the Chancellor's Investiture, the College's participation in the Great Shakeout earthquake drill, and the High School Principals Luncheon and Dia De Los Muertos celebration event which are both scheduled for October 27.

(See Supplemental Minutes #1179 for a copy of the President's full report.)

COMMENTS

- A. **Olivia Veloz** commented on her attendance at the Chancellor's Investiture and several District events. She also reported that the DMA received a 50% response rate to its recent survey; the results will be reviewed by the DMA executive board before a summary is distributed.
- B. **Adam Gottdank** shared that the chair for the upcoming WASC accreditation team visit will tour all three SCE campuses on October 27, and that the SCE Pharmacy Technician program is currently going through its accreditation process.
- C. **Bryan Seiling** thanked Chancellor Marshall for her monthly luncheons with academic senate leadership, and stated that the Cypress College Academic Senate plans to select representatives for the College President hiring committee and continue to review the processes for areas under the Senate's purview.
- D. **Pete Snyder** also thanked Dr. Marshall for hosting the lunch meetings, and Carlos Ayon for his analysis of reasons why students drop classes. He also noted the Fullerton College Faculty Senate's goals of reviewing the mission statement and the Distance Education Strategic Plan.
- E. **Rod Lusch** reported that CSEA has endorsed Art Montez for District Trustee Area 2 and Barry Wishart for District Trustee Area 7.
- F. **Kent Stevenson** stated that Adjunct Faculty United is in the midst of collecting salary agreement ballots and noted the increased participation by members.
- G. **Student Trustee Tanya Washington** reported on recent activities including the Academic Senate meeting, Associated Students meeting, Accreditation Steering Committee meeting, the Cypress Mayor's Prayer Breakfast, and her planned attendance at the upcoming Umoja Conference with the Legacy Program.
- H. **Student Trustee Scott Begneski** also reported on recent activities including the Chancellor's Investiture, Dia De Los Muertos and Halloween events, and the football game tailgate. He also expressed his gratitude to President Schulz for being available to listen and answer student questions at his recent open forum.
- I. **Trustee Stephen T. Blount** complimented the Chancellor's Investiture Ceremony on October 14 and reported on his recent visit to the Cypress School District.
- J. **Trustee M. Tony Ontiveros** reported on his attendance at the Fullerton College Homecoming football game and acknowledged the attendance of Ryan Bent, District Trustee Area 7 candidate, and Ed Lopez, District Trustee Area 2 candidate.

- K. **Trustee Molly McClanahan** reported on her attendance at the Alex Odeh memorial banquet on October 23, and encouraged Fullerton College to partner with local community colleges and meet with high school students to identify what they are looking for when they select a community college.
- L. **Trustee Jacqueline Rodarte** shared information from the recent Orange County Community Colleges Legislative Task Force meeting where topics included diversifying the Task Force's community member composition, College Promise program grant funding, and state and federal legislative priorities.
- M. **Trustee Leonard Lahtinen** shared that Cypress College nursing program students administered flu shots at a recent Buena Park Civic Center flu shot clinic, and praised the Fullerton College choir performance at the Chancellor's Investiture Ceremony. He also regretted not being able to attend the Orange County Department of Education Teacher of the Year banquet due to a conflict with the Board meeting, but encouraged future participation to support teachers.
- N. **Trustee Barbara Dunsheath** reported on her attendance at the Strengthening Student Success Conference and the Monterey Peninsula College accreditation team visit. She noted that the Cypress College Americana Awards Kickoff event will take place on November 9, with the Americana Awards taking place on March 4, 2017. The American Awards will recognize the following Citizens of the Year: Marilyn McCorkle, Anaheim; Richard McAuley, Buena Park; Lamont Miya, Cypress; Ric Lerma, Garden Grove; Bert & Gail Poan, La Palma; Kenny Brandyberry, Los Alamitos; Laura Ellsworth, Seal Beach; and Mavis Ethans, Stanton. Catherine Sorensen will also be honored as the 2017 Woman of the Year.

Dr. Dunsheath also distributed handouts outlining the work of the Board Protocol Subcommittee, and requested that the Subcommittee's recommendation be agendaized for the November 8 Board meeting.

MIINUTES: It was moved by Trustee Stephen T. Blount and seconded by Trustee Leonard Lahtinen to approve the Minutes of the Regular Meeting of October 11, 2016. **Motion carried with Trustees Blount, Brown, Lahtinen, McClanahan, Ontiveros, and Rodarte voting yes, including Student Trustees Begneski and Washington's advisory votes, and Trustee Dunsheath abstaining.**

FINANCE & FACILITES

Item 3.a: The Board received and reviewed the calendar for the 2017-18 Budget. Board members requested that the dates of the campus budget forums be added to the calendar, and that the calendar be posted on the District website. The Board also reiterated their desire to see the integration of the District's Educational Master Plan and budget priorities.

INSTRUCTIONAL RESOURCES

Item 4.a: The Board received as information the North Orange County Community College District 2015-16 Innovation Fund Report. Cherry Li-Bugg, Vice Chancellor of Educational Services & Technology, outlined the four funded projects: "On Course Training and New Student Orientation for Mortuary Science" – Glenn Bower, Cypress

College; “Makerspace: 3D Printing at Cypress College” – Treisa Cassens, Cypress College; “Science Nuts! An Innovative, Multi-Campus, Multidisciplinary Science Literacy Initiative to Improve the Success of Diverse Science Learners” – Sean Chamberlin, Fullerton College; and “Aquaponic Skills for an Evolving Horticulture Industry” – Valerie Loew, Fullerton College.

Dr. Treisa Cassens, Cypress College Dean of Library/Learning Resources, and Valerie Loew, Fullerton College Instructor, also conducted a brief overview of their individual Innovation Fund projects and answered questions from the Board.

(See Supplemental Minutes #1179 for a copy of the presentation.)

HUMAN RESOURCES

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

RETIREMENTS

Perez, Marie	FC	Communications Instructor Eff. 06/25/2017 PN FCF783
See, Roger	FC	Physical Education Instructor From: 05/27/2017 (Change in Date) To: 05/28/2017 PN FCF742
Swytak, Judy	CC	Nursing Instructor Eff. 05/30/2017 PN CCF816

RESIGNATIONS

Malony, Kathleen	SCE	NonCredit Basic Skills Instructor Eff. 02/10/2017 PN SCF975
Romero, Alberto	FC	Librarian Eff. 10/14/2016 PN FCF711

NEW PERSONNEL

Jones, Savannah	FC	Interim Dean, Social Sciences 12-month position (100%) Range 32, Column G + Doctorate Management Salary Schedule Eff. 11/01/2016-06/30/2017 PN FIM970
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TEMPORARY REASSIGNMENT

Bakhit, Khetam	FC	Dean, Social Sciences
	To:	Interim Dean, Academic Services Range 32, Column E + Doctorate Management Salary Schedule Eff. 10/26/2016-06/30/2017
Lipiz Gonzalez, Elaine	CC	Manager, EOPS
	To:	Director, EOPS/CARE/CalWORKs Range 24, Column C + Doctorate Management Salary Schedule Eff. 09/02/2016-06/30/2017

CHANGE IN SALARY CLASSIFICATION

Calderon Zaks, Michael	FC	Ethnics Instructor (ADJ) From: Column 1, Step 1 To: Column 3, Step 1 Eff. 10/11/2016
Garcia, Jessica	FC	Temporary Counselor From: Class B, Step 1 To: Class B, Step 5 Eff. 10/17/2016

ADDITIONAL DUTY DAYS @ PER DIEM

Aviles, Greg	FC	Head Coach, Men's Soccer	13
Bevec, Gina	FC	Head Coach, M&W Cross Cntry	13
Byrnes, Tim	FC	Head Coach, Football	15
Campbell, Garrett	FC	Asst. Coach, Football	11
Crooks, Brian	FC	Asst. Coach, Football	11
Lewin, Pamela	FC	Head Coach, Wmn's Soccer	13
Plum, Alix	FC	Director of Dance Productions	4
Price, Rhett	FC	Head Coach, Men's Water Polo	13
Rapp, Edward	FC	Asst. Coach, Volleyball	8
Rosa, Melanie	FC	Director of Dance Productions	4
Sheil, Sean	FC	Assist Coach, M&W Cross Cntry	8
Snyder, Pete	FC	Assist, Coach, Wmn's Wtr Polo	8

LEAVE OF ABSENCE

Li-Bugg, W. Cherry	AC	Vice Chancellor, Education Services/ Technology Family Medical Leave (FMLA)/CFRA (100%) Family Illness and Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 09/06/2016-09/16/2016
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Eff. 09/26/2016-09/30/2016

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2016 FALL SEMESTER, TRIMESTER

Calderon Zaks, Michael	FC	Column 1, Step 1
Chung, Seung Jai	FC	Column 1, Step 1
Lockridge, Bethany	CC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Martinez, Marilyn	CC	Column 1, Step 1
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TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Beesley, Lisa	FC	Column 2, Step 1
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Item 5.b: By the block vote, authorization was granted for the following classified personnel matters, which are within budget:

RETIREMENTS

Armijo, Patricia	AC	Administrative Assistant I 12-month position (100%) Eff. 12/31/2016 PN DEC997
Cant, Karen	CC	Vice President, Administrative Services 12-month position (100%) Eff. 06/03/2017 PN CCM962

RESIGNATIONS

Nguyen, Kevin	CC	Student Services Technician 12-month position (100%) PN CCC728 Eff. 10/22/2016
Patterson, Celeste	FC	Facilities Custodian I 11-month position (45%) PN FCC958 Eff. 10/15/2016
Zapata, Roland	CC	Temporary Special Projects Manager, Veterans Resource Center PN CCT731 Eff. 10/29/2016

PROBATIONARY RELEASE

@01577579 CC 10-month position (100%)
 Eff. 10/11/2016
 PN CCC747

NEW PERSONNEL

Amaya, Victor FC Theater Technician
 12-month position (100%)
 Range 41, Step A
 Classified Salary Schedule
 Eff. 10/27/2016
 PN FCC886

Delgadillo, Dulcemonica SCE Research Analyst
 12-month position (100%)
 Range 52, Step A
 Classified Salary Schedule
 Eff. 10/31/2016
 PN SCC886

Webb, Stacy
 Education SCE Student Services Specialist, Career Technical

 12-month position (100%)
 Range 36, Step A
 Classified Salary Schedule
 Eff. 10/31/2016
 PN SCC868

PROMOTION

Phan, Michelle FC Admissions & Records Technician
 12-month position (100%)
 PN FCC982

 To: FC Evaluator
 12-month position (100%)
 Range 36, Step B
 Classified Salary Schedule
 Eff. 10/26/2016
 PN FCC635

VOLUNTARY CHANGE IN ASSIGNMENT

Garcia, Rodrigo AC District Director, Fiscal Affairs (100%)

 Extension of Temporary Change in Assignment
 To: FC Interim Vice President, Administrative Services
 12-month position (100%)
 Range 37, Column D + PG&D
 Management Salary Schedule
 Eff. 01/31/2017 – 03/31/2017

LEAVES OF ABSENCE

Matthews, Judy	SCE	Admissions and Records Technician Family Medical Leave (FMLA/CFRA) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 10/06/2016 – 11/06/2016 (Consecutive Leave)
Udell, Robyn	CC	Laboratory Technician (100%) Family Medical Leave (FMLA/PDL) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 10/06/2016 – 11/16/2016 (Consecutive Leave)

ADMINISTRATIVE LEAVE OF ABSENCE WITH PAY

@01477238	FC	Campus Safety Officer (100%) Eff. 10/14/2016 until further notice
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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 #1179 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 #1179 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 #1179 for a copy of the volunteer listing.)

Item 5.f: By the block vote, the revised Nonclassified Short-Term Hourly Employee Rate Schedule, effective January 1, 2017, was approved.

(See Supplemental Minutes # 1179 for a copy of the salary schedule.)

GENERAL

Item 6.a: It was moved by Trustee Molly McClanahan and seconded by Trustee Stephen T. Blount that the Board adopt the following revised Board Policies:

- BP1001, District Mission, Vision & Values Statement
- BP2010, Board Membership
- BP2432, Chancellor Selection
- BP3200, Accreditation
- BP3510, Workplace Violence ~~Plan~~

- BP3520, Local Law Enforcement
- BP4020, Program and Curriculum Development
- BP4070, Course Auditing Classes and Auditing Fees
- BP5030, Fees
- BP5140, Disabled Student Program and Services
- BP5500, Standards of Student Conduct and Discipline
- BP7330, Certification of Freedom From Communicable Disease

In the ensuing discussion, Trustee Dunsheath read an excerpt from ACCT Trustee Quarterly which noted items to consider when developing and revising Board Policies that included: use of clear language, compliance with the law, broad versus prescriptive language, relevance to the institution's beliefs and values, and the development of a process for regular review of policies.

The Board agreed to revise BP3200 to include the addition of BP2200 to the listing of related policies and procedures, and also revised BP4020 to make the first sentence of Section 4.0 the new Section 1.0, and renumber the entire policy as a result of that change. **The motion carried with Trustees Blount, Brown, Dunsheath, Lahtinen, McClanahan, Ontiveros, and Rodarte voting yes, including Student Trustees Begneski and Washington's advisory votes.**

Item 6.b: It was moved by Trustee Leonard Lahtinen and seconded by Trustee M. Tony Ontiveros that the Board of Trustees adopt Resolution No. 16/17-03, Trustee Absence, verifying that Trustee Barbara Dunsheath was absent on October 11, 2016 due to hardship and, therefore, eligible to receive compensation for the Board meeting held on that date. A signed Affidavit from Dr. Dunsheath verifying her absence due to hardship will be on file in the Chancellor's Office.

Motion carried with Trustees Blount, Brown, Lahtinen, McClanahan, Ontiveros, and Rodarte voting yes, including Student Trustees Begneski and Washington's advisory votes, and Trustee Dunsheath abstaining.

CLOSED SESSION: At 7:52 p.m., Board President Barbara Dunsheath 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 54957: PUBLIC EMPLOYEE APPOINTMENTS: Provost, School of Continuing Education and Cypress College President

RECONVENE MEETING: At 8:55 p.m., Board President Barbara Dunsheath 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 Jacqueline Rodarte that the Board take action to approve a Resignation Agreement with a classified

employee (Banner ID @00735371) under which the employee resigned effective November 15, 2016, and shall be on paid administrative leave until November 14, 2016. The parties further release and waive all claims they may have had against each other. **Motion carried unanimously with Trustees Blount, Brown, Dunsheath, Lahtinen, McClanahan, Ontiveros, and Rodarte voting yes.**

ADJOURNMENT: At 8:57 p.m., it was moved by Trustee Molly McClanahan and seconded by Trustee Jacqueline Rodarte to adjourn the meeting. **Motion carried with Trustees Blount, Brown, Dunsheath, Lahtinen, McClanahan, Ontiveros, and Rodarte voting yes.**

Prepared By Recording Secretary for
Jacqueline Rodarte, Secretary, Board of Trustees