

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

March 25, 2014

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, March 25, 2014, at 4:30 p.m. at the Cypress College Campus Theater.

Board President Jeffrey P. Brown called the meeting to order at 4:30 p.m. and led the Pledge of Allegiance to the Flag.

**TRUSTEE ROLL CALL:** Present: Jeffrey P. Brown, Barbara Dunsheath, Leonard Lahtinen, Donna Miller, Molly McClanahan, and M. Tony Ontiveros. Absent: Trustee Michael Matsuda and Student Trustee Don Lundy.

**RESOURCE PERSONNEL PRESENT:** Ned Doffoney, Chancellor; Fred Williams, Vice Chancellor, Finance & Facilities; Irma Ramos, Vice Chancellor, Human Resources; Rajen Vurdien, President, Fullerton College; Bob Simpson, President, Cypress College; Greg Schulz, Provost, School of Continuing Education; Kai Stearns Moore, District Director, Public & Governmental Affairs; Deborah Ludford, District Director, Information Services; Gary Zager, representing Cypress College Academic Senate; Sam Foster, representing the Fullerton College Faculty Senate; Dale Craig, representing United Faculty; Rod Lusch, representing CSEA; and Violet Ayon, Recording Secretary.

**OTHER ADMINISTRATORS AND EMPLOYEES PRESENT:** Carlos Ayon, Lisa Campbell, Jan Chadwick, Jeanne Costello, Toni DuBois, Elizabeth Gaitatjis, David Grossman, Bob Jensen, Darlene Jensen, Savannah Jones, Dawnmarie Neate, Richard Storti, Dan Tesar, and Dan Willoughby from Fullerton College; Raul Alvarez, Santanu Bandyopadhyay, Karen Cant, Joyce Carrigan, Nina DeMarkey, Nancy Deutsch, Steve Donley, Temperence Dowdle, Philip Dykstra, Darlene Fishman, Joe Gallo, Pat Ganer, Rebecca Gomez, Jolena Grande, Kathleen High, Marcia Jeffredo, Susan Klein, Kathy Llanos, Mark Majarian, Robert Mercer, Therese Mosqueda-Ponce, John Sciacca, David Wassenaar, and Eldon Young from Cypress College; Joanne Armstrong, Christie Campbell, Dennis Davino, Emma Diaz, Doreen Doherty, Jorge Gamboa, Michael Gieck, Adam Gottdank, Martha Gutierrez, Raine Hambly, Lorenze Legaspi, Tina McClurkin, Catherine Neiswender, Jennifer Perez, Valentina Purtell, Megan Reeves, Hilda Rivera, Dennis Sauers, Denise Simpson, and Melanie Tep from the School of Continuing Education; and Rod Garcia, Tami Oh, Alba Recinos, Ken Robinson, and Kashu Vyas from the District Offices.

**VISITORS:** Antonio Co, Derrick Coleman, Tina Johansen, and Stephen Tith.

**STRATEGIC CONVERSATION #15:** At 4:32 p.m., Board President Jeffrey P. Brown adjourned the meeting to **STRATEGIC CONVERSATION #15: The Changing Role of: Faculty, Staff, Administrators, and Students.**

Approximately 90 individuals spent almost three hours participating in round-table discussions on the following topics and related materials, as well as determining how the information will be taken back and implemented at the campuses:

- **What Students say they Need to Succeed: Key Themes from a Study of Student Support.**
- **Beyond Mentoring and Advising: Toward Understanding the Role of Faculty “Developers” in Student Success.**
- **The Effects of Out-of-Class Support on Student Satisfaction and Motivation to Learn.**
- **Leadership Matters: Addressing the Student Success and Completion Agenda.**

A summary of the Strategic Conversation will be posted on the District's web site.

**RECONVENE BUSINESS MEETING:** At 7:40 p.m., Board President Jeffrey P. Brown reconvened the business portion of the meeting in the College Complex Room 414.

**COMMENTS: MEMBERS OF THE AUDIENCE:** There were no comments from the audience.

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

Finance & Facilities: 3.a, 3.b, 3.c

**Motion carried unanimously by those members present.**

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

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

**Motion carried unanimously by those members present.**

## REPORTS

- A. **Chancellor Ned Doffoney** reported that the Chancellor's Office hosted Assemblywoman Sharon Quirk-Silva's Veterans' Affairs Breakfast at the Anaheim Campus. He thanked Cypress College Culinary Arts Program students and staff for providing the excellent refreshments and reported that the Breakfast was well attended with representation from the many communities the District serves. There were 15 veterans' organizations present at the Breakfast.

Chancellor Doffoney reported that Human Resources and other District Services staff have been holding Benefits/Human Resources office hours on the campuses this month, in an effort to provide more convenient services to employees. Also, he reported that the various hiring committees are diligently working to screen and select exceptional faculty and staff for the many positions the District is filling. Interviews for the Vice Chancellor, Educational Services & Technology, position will be held later in the week. Information Services continues work on Student Success Initiatives among a myriad of other projects.

(See Supplemental Minutes #1126 for a copy of the complete report.)

## COMMENTS

- A. **Rajen Vurdien**, Fullerton College President; **Bob Simpson**, Cypress College President; and **Greg Schulz**, School of Continuing Education Provost, reported on activities from their respective areas.
- B. **Gary Zager** reported on his attendance at a dinner with Chancellor Doffoney and six faculty from throughout the District. He thanked the Chancellor for an enjoyable evening of positive collaboration and open/frank discussion.
- C. **Sam Foster** also attended the Chancellor's dinner and echoed Mr. Zager's comments about positive collaboration.
- D. **Dale Craig** also attended the Chancellor's dinner and echoed the preceding sentiments.
- E. **Trustee Barbara Dunsheath** reported on her attendance at the recent Equity Conference and at the Commission on the Future meeting. She emphasized the need to keep the focus on equity in order to shorten the achievement gap.
- F. **Trustee Donna Miller** thanked everyone for their participation in Strategic Conversation #15. She reminded her colleagues of the Community College League of California/California Community College Trustee Conference in May in Newport Beach.
- G. **Trustee Molly McClanahan** thanked Deborah Ludford for her help to a local boy scout. She added that the Coast Community College District conducted a survey at the League Conference in Anaheim, and recommended the District obtain the responses of that survey.
- H. **Trustee Leonard Lahtinen** shared Assemblywoman Sharon Quirk-Silva's brochure on the proposal for a veteran's cemetery in Orange County. In the ensuing discussion, it was agreed to direct the Chancellor to draft a letter of support for Assemblywoman Quirk-Silva's proposal.
- I. **Trustee Jeffrey Brown** commended the discussions held during Strategic Conversation #15.

**MINUTES:** It was moved by Trustee Leonard Lahtinen and seconded by Trustee Molly McClanahan that the Board approve the minutes of its Regular Meeting of March 11, 2014, as submitted. **Motion carried by those members present.**

## **FINANCE & FACILITIES**

**Item 3.a:** By the block vote, authorization was granted to enter into an agreement with Michael Wall Engineering for Engineering Design Services for the Fullerton College Energy Efficient Lighting Project for a fixed fee in the amount of \$29,000, plus reprographic reimbursable expenses not to exceed \$1,000. The term of the agreement shall be effective March 26, 2014, through December 31, 2014.

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

**Item 3.b:** By the block vote, authorization was granted to file the Notice of Completion of Work for PW 1011-003, Fullerton College Technology & Engineering Complex Project, with Chapman Coast Roofing, BP No. 7, and pay the final retention payment when due.

Further authorization was granted for the Vice Chancellor, Finance & Facilities, to sign the Notice of Completion on behalf of the District.

**Item 3.c:** By the block vote, the Board ratified ratify the current change orders for the public works projects listed on the Change Order Request, with a total of \$432.

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

## **HUMAN RESOURCES**

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

### RETIREMENT

Rodgers, Carolanne	FC	Computer Information Systems Instructor Eff. 06/01/2014 PN FCF756
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### LEAVE OF ABSENCE

Clahane, Dana	FC	Mathematics Instructor Load Banking Leave With Pay From: 21.33% To: 41.33% Eff. 2014 Spring Semester
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TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2014 SUMMER INTERSESSION

Altman, Michele	FC	Column 1, Step 0
Robertson, Michael	FC	Column 1, Step 0

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2014 SPRING SEMESTER, WINTER/SPRING TRIMESTER

Kubiak, Paul	SCE	Column 1, Step 1
Pierce, Cathryn	CC	Column 1, Step 0
Shimanek, Thomas	CC	Column 1, Step 0

TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Fischer, Steven	CC	Column 1, Step 0
Quitugua, Stephanie	SCE	Column 2, Step 0

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

NEW PERSONNEL

DiDonato, Danielle	FC	Piano Accompanist 9-month position (55%) Range 44, Step A Classified Salary Schedule Eff. 03/26/2014 PN FCC867
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Villafana, Samuel	SCE	Instructional Assistant/ ESL 12-month position (100%) Range 36, Step A + 5% Shift Classified Salary Schedule Eff. 03/26/2014 PN SCC930
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REHIRE

Heasley, Beverly	AC	Data Quality Analyst 12-month position (100%) Range 52, Step A + 10% Longevity + PG&D Classified Salary Schedule Eff. 04/07/2014 PN ISC974
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VOLUNTARY CHANGE IN ASSIGNMENT

Sorensen, Jeanette	FC	Administrative Assistant I/Business & CIS
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Division  
11.5-month position (50%)  
PN FCC810

Permanent Lateral Transfer  
To: FC Administrative Assistant I/Staff  
Development  
12-month position (100%)  
Eff. 03/26/2014  
PN FCC981

#### STIPEND FOR ADDITIONAL DUTIES

Teipe, Peter	SCE	IT Services Coordinator (100%) Extension of 6% Stipend Eff. 04/01/2014 – 06/30/2014
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#### LEAVES OF ABSENCE

Coggi, Anita	FC	Administrative Assistant II (100%) Military Leave With Pay Eff. 03/17/2014 – 03/21/2014
Germanero, Betty	CC	Administrative Assistant II (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Family Illness Leave and Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 03/12/2014 – 03/11/2015 (Intermittent Leave)
Roman, Lea	FC	Facilities Custodian I Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 03/05/2014 – 05/28/2014 (Consecutive Leave)
Williams-Collins, Adrienne	CC	Facilities Custodian I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 01/21/2014 -- 03/04/2014 (Consecutive Leave)

**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 #1126 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 #1126 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 #1126 for a copy of the volunteer listing.)

**CLOSED SESSION:** At 8:14 p.m., Board President Jeffrey P. Brown adjourned the meeting to closed session per the following sections of the Government Code:

**Per Section 55957.6: CONFERENCE WITH LABOR NEGOTIATOR IRMA RAMOS VICE CHANCELLOR, HUMAN RESOURCES: Employee Organizations: United Faculty/CCA/CTA/NEA, Adjunct Faculty United Local 1606, CSEA Chapter #167, and Unrepresented Employees.**

**Per Section 55957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE.**

**Per Section 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: CHANCELLOR.**

**Per Section 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE: APPROVAL OF EMPLOYEE COMPROMISE AND RELEASE AGREEMENT.**

**RECONVENE OPEN SESSION:** At 9:18 p.m., Board President Jeffrey P. Brown reconvened the meeting in open session.

**ADJOURNMENT:** At 9:20 p.m., it was moved by Trustee Molly McClanahan and seconded by Trustee Donna Miller to adjourn the meeting. **Motion carried unanimously by those members present.**

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Prepared By Recording Secretary for  
Michael Matsuda, Secretary, Board of Trustees