

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

August 27, 2019

The Board of Trustees of the North Orange County Community College District met for its Only Regular Meeting on Tuesday, August 27, 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 Trustee Ester Plavdjian. Absent: None. Student Trustee Chloe Reyes arrived at 5:53 p.m.

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; JoAnna Schilling, President, Cypress College; Valentina Purtell, Provost, North Orange Continuing Education; Lisa Gaetje, representing the District Management Association; Tina McClurkin, representing the North Orange Continuing Education Academic Senate; Craig Goralski, representing the Cypress College Academic Senate; Kim Orlijan, 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: Albert Abutin, Alex Brown, Gil Contreras, Pilar Ellis, Rod Garcia, David Grossman, Lisa McPheron, Jose Ramon Nuñez, and Joe Ramirez from Fullerton College; Paul de Dios, Carmen Dominguez, Phil Dykstra, and Yongmi Han from Cypress College; Terry Cox from North Orange Continuing Education; and Gail Arriola-Taylor, Jenney Ho, Arturo Ocampo, Tami Oh, and Rick Williams from the District Office.

VISITORS: Kedarious Colbert, Mary Dalessi, Mary Frances Gable, Damion Lloyd, Tanya McCrary, Carissa Oyedele, Andrew Perez, and Mario Violich.

COMMENTS: MEMBERS OF THE AUDIENCE:

- A. **Mary Frances Gable**, Fullerton Resident, addressed the Board and referenced a letter sent from the Fullerton Mayor Pro Tem to Trustee Jeffrey P. Brown requesting that no more funds be allocated for Sherbeck Field improvements because calling it a classroom is without basis. Most physical education classes have other classroom locations and the courses that take place on Sherbeck Field are not waitlisted and there is no need for the field improvements. There is a need for more sections of English, Biology, Chemistry, History, and Math, and the money should be spent on more teachers to accommodate those waitlists.

- B. **Damion Lloyd**, Fullerton Resident, stated that the Fullerton community has never been opposed to improvements to Fullerton College, but that it is disingenuous to call the Sherbeck Field project a classroom, when the College wants to build a stadium, without calling it one. The community and the Fullerton City Council are opposed to what is contained in the EIR, but they are only opposed to the scale of the project. They want a maximum of 1,500 seats, field lighting, and no press box or rentals.
- C. **Tanya McCrary** addressed the Board to share that three former students are suing UCLA for brain injuries due to football and that the Sherbeck Stadium for football may not even be needed in five years. The Fullerton College football team is embroiled in controversy and that the money should be put where it belongs, with the teachers and the students who deserve it.

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

Finance & Facilities: 3.a, 3.c, 3.d, 3.e, 3.f, 3.h, 3.i, 3.j, 3.k, 3.l

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

BLOCK VOTE APPROVAL OF PERSONNEL ITEMS: It was moved by Trustee Jacqueline Rodarte 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, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes.

CHANCELLOR'S REPORT

- A. **Educational and Facilities Master Plan Presentation:** As part of the Chancellor's Report, consultants from Brailsford & Dunlavey (B&D) and Moore, Ruble, and Yudell (MRY) provided a presentation to update the Board on what is taking place with the District's Educational and Facilities Master Plan (EFMP), what they intend to do, and to provide the Board an avenue to communicate their expectations and deliverables.

Master Plan Purpose and Scope: The consultants outlined the purpose and scope of the District's EFMP that included the following five highlights:

- One Plan: A one-plan strategy led by the Educational Master Plan.
- 10+ Year Vision: A vision framework for the future that takes into account the five-year horizon line with projects currently in the queue, and also looks at 2030, and aligns the vision of the District with the State of California and its mandates.
- Engagement: A process that is anchored in transparent engagement across the spectrum of constituency groups.
- Stewardship: An important factor from an environmental perspective, but also for the community and for students from an equity and inclusion perspective.

- Work Plan & Tools: Plans and tools particular to each stage, in order to effectively engage participants.

Master Plan Work Plan: The work plan includes a 12-month process that will happen in three phases. The initial phase is scheduled from June through September and includes visioning and data gathering to better understand the District, and have engagement with faculty, students, community, and alumni. The second phase, from October through January, is the master plan development. This is the essence of the process and will include ways to improve facilities in order to further enhance the educational master plan. The documentation and approvals process is the final phase and will take place from February to May 2020. This phase will go through the District Consultation Council (DCC) first before coming to the Board.

Consultants noted that transparency is important in the development of the EFMP. Preliminary discussions have begun with key leadership and facilities staff to see what is and is not working currently. In the future, interactive workshops with students, faculty, and the community will take place.

Fullerton College Educational Master Plan Themes:

- Centralizing services that support the education and well-being of students
- Embracing the 106 years of the College's history and alumni
- Strengthening the success of all existing programs while considering the potential growth of fields such as STEM

Fullerton College Facilities Master Plan Themes:

- Sustainability: Initiatives at multiple scales
- Student Life: Varied range and scale of new student services
- Mobility: Parking and access; quality and location

Cypress College Educational Master Plan Themes:

- Developing educational strategies that reinforce the *Buen Cypress* brand identity
- Enhancing Cypress College's implementation of the guided pathways process
- Support a comprehensive student experience through co-curricular learning and adequate access to student services

Cypress College Facilities Master Plan Themes:

- Student Life: Dynamic activity hubs for student services
- Inclusivity: Universal design that fosters engagement
- Flexibility: Maximize underutilized spaces

NOCE Educational Master Plan Themes:

- Developing a comparable and continuous educational experience at each center
- Identifying strategies to maximize the institutional presence of NOCE resources for the local community
- Improving technological capacities to monitor student success and career opportunities within the identified industry sectors

NOCE Facilities Master Plan Themes:

- Mobility: Upper parking deck – repair and reimagine?

- Mobility: reorganization of traffic, access, and drop off
- Student Life: Varied range and scales of student services
- Identity: Institutional identity and wayfinding

Educational and Facilities Master Plan Themes:

- Enrollment Management: Access, recruitment, retention, equity
- Educational Outcomes: Curricular/student experience, student success, co-curricular learning
- Community: Student services, faculty and staff, community partnerships, alumni integration
- Financial Performance: Competitive edge, brand identity, asset opportunities, operational impacts, sustainability, technology

Sustainability: Consider District sustainability efforts and the upcoming California building mandates in planning along with other sustainability components. Components include water management, energy reduction, renewable energy, innovations in operations, clean transportation, and materials and resources.

Next Steps:

- Confirm a work plan for engagement with all constituencies
- Define the master plan principles and beliefs with district and campus leadership
- Confirm key milestones and approvals processes
- Launch the master plan website

In the ensuing discussion, trustees inquired about food and housing insecurities, mobility themes, engagement with different campus constituencies, whether themes were laid out before the interviews, integration with the Chancellor's goals, and what the Board's role in the initial process is. The consultants noted that input from the Board on key themes, parameters, and expectations would be helpful. In response, Trustee Molly McClanahan provided a document on her recommendations for policy guidelines for the master planning process. Individual trustees then expressed the importance of community hubs that are efficient, but warm and inviting; campuses that are easy to navigate which the community views as places to gather; sustainability (with reference to the Board Policy of the Rancho Santiago Community College District); the inclusion of California sustainability standards which will only become more stringent; looking at housing issues (including costs and requirements); and highlighting the fact that the Colleges are in cities that are college towns.

The consultants addressed concerns related to faculty and student engagement in the vision and data gathering process. While the timeline noted that the process was to begin in June, and it only began on August 26, the consultants noted that engagement would occur throughout the process with flexibility in the calendar. Feedback was also received regarding identifying space for adjuncts to have office hours, including the use of universal, shared spaces for private meetings, and the role and participation of classified staff.

The presentation concluded with the Board thanking the consultants for their efforts on work that is critically important to the District.

(See Supplemental Minutes #1240 for Trustee McClanahan's recommendations.)

COMMENTS

- A. **Craig Goralski** reported that the “Hostile Terrain 94” pop-up exhibit would open at Cypress College on September 19. The exhibit examines the impacts of Prevention Through Deterrence (PTD), the U.S. immigration enforcement strategy, and raises awareness about the humanitarian crisis along the Arizona/Mexico border.
- B. **Kim Orlijan** reported that she and several faculty members attended the Equity-Minded Teaching Institute hosted by the USC Center for Urban Education, and noted that the Fullerton College Faculty Senate is hosting a senators’ retreat on August 29 to discuss priorities, with the first Senate meeting taking place on September 5.
- C. **Dana Clahane** reported that after a year of AB 705, enrollment is growing in STEM with large waitlists for classes.
- D. **Dawnmarie Neate** reported on her attendance at the CSEA Annual Conference and shared that the first weeklong institute addressing community colleges will begin in 2020 with each college allowed to send two participants.
- E. **Kent Stevenson** shared that inequality exists for students who take classes with adjunct instructors who are 1) not permitted to have a substitute instructor, as full-time instructors do, and 2) do not have access to office hours. He noted that his Board meeting comments have been vetted by the Adjunct Faculty United Executive Board and have the support of adjuncts. He expressed thanks to **Chancellor Marshall** and **Vice Chancellor Irma Ramos** for reaching out in order to create a possible venue to address the disharmony and heal the distress felt by adjuncts.
- F. **Student Trustee Chloe Reyes** reported that the Fall semester has started and over 22,000 students have enrolled at Fullerton College with a 1.4% increase in seat count. She stated that the OCTA bus pass launch party is on September 12 at 11:00 a.m. in the campus quad with light refreshments and a fully decorated OCTA bus.
- G. **Trustee Stephen T. Blount** related with those making public comments and shared his experience making a presentation before the Orange County Board of Education.
- H. **Trustee Molly McClanahan** reported on her attendance at the celebration of life event for **Irv Pickler**, and the Fullerton College Convocation where **Kim Orlijan’s** remarks were powerful and well articulated.
- I. **Trustee Ryan Bent** reported on his attendance at the Cypress College Opening Day and the phenomenal music dance number that staff presented.
- J. **Trustee Barbara Dunsheath** reported that August 26 is Equality Day in honor of the passage of the 19th amendment. She thanked Cypress College staff for allowing her to participate in the Boeing simulator experience, commended Cypress College for the program at their Opening Day event, and reported on her presentation at the annual CCLC Student Trustee Workshop.
- K. **Trustee Ed Lopez** stated that it should be feasible to accommodate office hour space for adjuncts during all of the construction that is taking place, and that other districts

have a substitute policy where a full-time or part-time instructor can be compensated for coming into a class.

- L. **Trustee Jacqueline Rodarte** reported on her meeting with staff and students to discuss sustainability efforts, including their vision and what the District's sustainability board policy should capture.
- M. **Trustee Jeffrey P. Brown** reported on his attendance at the Fullerton College Convocation and Cypress College Opening Day, and looking forward to attending the upcoming NOCE Opening Day. He also noted that he enjoyed learning more about the Cypress College Aviation Program, the Boeing 737 Max simulator (one of two in the world), and all the amazing work and services that they are providing for students.

MINUTES: It was moved by Trustee Jacqueline Rodarte and seconded by Trustee Barbara Dunsheath to approve the Minutes of the Regular Meeting of July 23, 2019 with the noted correction to the discussion of Item 6.c on page 24. **Motion carried with Trustees Bent, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustees Reyes and Plavdjian's advisory votes, and Trustee Blount abstaining.**

FINANCE & FACILITIES

Item 3.a: By block vote, authorization was granted to ratify purchase order numbers P0132395 - P0140164 through July 24, 2019, totaling \$7,882,761.94, and check numbers C0050142 - C0050231, totaling \$485,179.04; check numbers F0235707 - F0237560, totaling \$882,956.55; check numbers Q0006511 - Q0006571, totaling \$75,898.29; check numbers 88493649 - 88494639, totaling \$8,772,508.03; check numbers V0031757 - V0031763, totaling \$12,930.00; check numbers 70094196 - 70094899, totaling \$130,223.96; and disbursements E8801271 - E8801812, totaling \$697,014.90, through July 31, 2019

Item 3.b: The Board received and reviewed the Quarterly Investment Report and the Irrevocable Retiree Benefits Trust Report for the quarter ended June 30, 2019.

Item 3.c: By block vote, authorization was granted to opt to participate in the Mandate Block Grant for the fiscal year 2019-20.

Further authorization was granted for the Vice Chancellor, Finance & Facilities, or District Director, Fiscal Affairs, to execute the participation request to the State Chancellor's Office on behalf of the District.

Item 3.d: By block vote, authorization was granted to approve a resolution to close the General Obligation Bond Series 2002A Bond Sub-Fund (Fund 2121) with the Orange County Department of Education and to direct any funds subsequently received associated with such Sub-Fund to the General Obligation Bond Series 2016A Bond Sub-Fund (Fund 2122).

Item 3.e: By block vote, authorization was granted to review and accept the actual cost of issuance information for the 2014 General Obligation Bonds, Series B in compliance with Education Code Section 15146(d), at a total of \$743,783.38.

Item 3.f: By block vote, authorization was granted to declare the attached list of items as surplus and for the Liquidation Company to conduct an auction for the sale of the surplus items. Proceeds collected by the auction company will be split between the District (55%) and the auction company (45%).

Item 3.g: It was moved by Trustee Barbara Dunsheath and seconded by Trustee Ryan Bent to approve an augment to the existing agreement with Dudek for the Fullerton College Sherbeck Field Improvements EIR in the amount of \$23,400, bringing the total contract value to \$354,590. The term of the augment shall be effective August 28, 2019, through the end of the existing agreement with Dudek, December 31, 2019.

During the discussion, it was noted that the contract augmentation is necessary in order to address the large number of comments that were received by the public and agencies, and that the public hearing and vote on the Sherbeck Field project is tentatively scheduled for the first meeting in October. **Motion carried with Trustees Bent, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustees Reyes and Plavdjan's advisory votes, and Trustee Blount voting against.**

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

Item 3.h: By block vote, authorization was granted to accept the donation and Memorandum of Understanding with Hyundai Motor Manufacturing, LLC.

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

Item 3.i: By block vote, authorization was granted for the Cypress College Foundation to host the Americana Kickoff Event on the college campus on November 14, 2019 and to allow them to serve alcoholic beverages to attendees.

Item 3.j: By block vote, authorization was granted to pre-approve out-of-country travel to Japan and Burma for Albert Abutin and Alexander Brown on September 4 - 22, 2019.

Item 3.k: By block vote, authorization was granted to extend the service agreement with DLR Group to serve as the Campus Architect at Fullerton College. The term of the agreement shall be extended for a period of four months effective February 25, 2020, through June 30, 2020.

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

Item 3.l: By block vote, authorization was granted to approve an institutional membership, which includes the entire District, to the Orange County Hispanic Chamber of Commerce for the period of July 1, 2019 through June 30, 2020, at a cost not to exceed \$1,500.

INSTRUCTIONAL RESOURCES

Item 4.a: The Board received and reviewed the 2019-21 NOCCCD and Garden Grove Unified School District College and Career Access Pathways (CCAP) Dual Enrollment

Partnership Agreement. During the discussion, trustees noted a correction to the terms of agreement in Section 1.1 from “three” to “two” years. The agreement will return to a future Board meeting for ratification.

HUMAN RESOURCES

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

RESIGNATION

Burke, Elisabeth	FC	Religious Studies Instructor Eff. 08/01/2019 PN FCF621
King, Tina	NOCE	Interim Dean, NOCE Instruction and Student Services Eff. 08/16/2019 PN SIM991
White-Tremazi, Shelby	NOCE	Older Adults NonCredit Instructor Eff. 08/21/2019 PN SCF981

NEW PERSONNEL

McCurtis, Wesley	CC	Athletic Director 12-month Position (100%) Range 29, Column A Management Salary Schedule Eff. 08/28/2019 PN CCM697
Menton, Allen	FC	Music Theory and Composition Instructor First Year Probationary Contract Class F, Step 10 Eff. 08/22/2019 PN FCF819

TEMPORARY CONTRACT

Aispuro, Enrique	CC	Automotive Technology Instructor Temporary Contract (100%) Pursuant to E.C. 87482 Class B, Step 10 Eff. 08/22/2019-05/23/2020
Haynes, Corinne	FC	Disability Support Services Instructor Temporary Contract (100%) Pursuant to E.C. 87482

Class B, Step 1
Eff. 08/22/2019-05/23/2020

Sutfin, Thomas	CC	Aviation and Travel Careers Instructor Temporary Contract (100%) Pursuant to E.C. 87482 Class D, Step 10 Eff. 08/22/2019-05/23/2020
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CHANGE IN SALARY CLASSIFICATION

Aguet, Jacqueline	CC	Aviation and Travel Careers Instructor From: Class B, Step 1 To: Class B, Step 7 Eff. 08/22/2019
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Alizadeh, Rassoul	CC	Cyber Security Instructor From: Class B, Step 1 To: Class E, Step 10 Eff. 08/22/2019
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Canner, Mark	CC	Kinesiology Instructor From: Class B, Step 1 To: Class B, Step 10 Eff. 08/22/2019
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Delgado, Ziza	FC	Ethnic Studies Instructor From: Class B, Step 1 To: Class F, Step 6 Eff. 08/22/2019
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DeMartino, Sarah	CC	Mathematics Instructor From: Class B, Step 1 To: Class D, Step 10 Eff. 08/22/2019
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Eapen, Beena	CC	Nursing Instructor From: Class B To: Class C Eff/ 08/22/2019
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Floerke, Brandon	FC	English Instructor From: Class B To: Class C Eff. 08/22/2019
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Galich, Jennifer	CC	Nursing Instructor From: Class B, Step 1 To: Class E, Step 9 Eff. 08/22/2019
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Hormel, James	CC	Theater Arts Instructor From: Class C To: Class D Eff. 08/22/2019
Howard, Donivan	CC	Art Illustration Instructor From: Class B, Step 1 To: Class B, Step 10 Eff. 08/22/2019
Hutting, Anthony	CC	Physical Education/Baseball Instructor From: Class D To: Class E Eff. 08/22/2019
Jones, Jeanette	CC	Hotel Services Instructor From: Class B, Step 1 To: Class D, Step 10 Eff. 08/22/2019
Kaufman, Bret	CC	English Instructor From: Class B To: Class C Eff. 08/22/2019
Langlois, Jessica	FC	Journalism Instructor From: Class B, Step 1 To: Class B, Step 8 Eff. 08/22/2019
Le Cornet, Karen	CC	Foreign Language Instructor (French/Spanish) From: Class B, Step 1 To: Class D, Step 5 Eff. 08/22/2019
Luther, Mihoko	CC	Foreign Language Instructor (Japanese) From: Class B, Step 1 To: Class B, Step 10 Eff. 08/22/2019
Maher, Anthony	CC	Photography Instructor From: Class B, Step 1 To: Class B, Step 10 Eff. 08/22/2019
McMillin, Jennifer	CC	Theater Acting Instructor From: Class B, Step 1 To: Class B, Step 7 Eff. 08/22/2019

Medina-Bernstein, Denise	CC	Nursing Instructor From: Class C To: Class D Eff. 08/22/2019
Nagel, Anastasia	FC	Biology Instructor From: Class B, Step 1 To: Class F, Step 6 Eff. 08/22/2019
Paige, Deborah	FC	English Instructor From: Class C To: Class D Eff. 08/22/2019
Rodriguez, Luciano	FC	Computer Science Instructor From: Class B, Step 1 To: Class B, Step 3 Eff. 08/22/2019
Rossi, Nicole	FC	Mathematics Instructor From: Class D To: Class E Eff. 08/22/2019
Salcedo, Joel	FC	Communication Studies Instructor From: Class B, Step 1 To: Class B, Step 7 Eff. 08/22/2019
Schulze, Michael	FC	English Instructor From: Class C To: Class D Eff. 08/22/2019
Tran, Stephanie	CC	English Instructor From: Class D To: Class E Eff. 08/22/2019

ADDITIONAL DUTY DAYS @ PER DIEM

Willis, Chad	FC	Director of Jazz Ensemble	6 days
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PAYMENT FOR INDEPENDENT LEARNING CONTRACTS SUMMER 2019

Assef, Celia	FC	\$ 20.00
Pinkham, Bill	CC	\$135.00

LEAVES OF ABSENCE

Banda, Sergio	FC	Sociology Instructor Load Banking Leave With Pay (100%) Eff. 2019 Fall Semester
Bevec, Gina	FC	Physical Education Instructor Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 07/08/2019-07/15/2019
Bianchino, Annie	FC	Chemistry Instructor Load Banking Leave With Pay (6.60%) Eff. 2019 Fall Semester
Burke, Elisabeth	FC	Religious Studies Instructor Load Banking Leave With Pay (20.00%) Eff. 2019 Fall Semester
Chan, Theodore	FC	Chemistry Instructor Load Banking Leave With Pay (6.67%) Eff. 2019 Fall Semester
Covey, Kendyl	CC	English Instructor Load Banking Leave With Pay (43.33%) Eff. 2019 Fall Semester
Dominguez, Elias	FC	Counselor Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 07/29/2019-08/15/2019
Goldstein, Jay	FC	Communications Instructor Load Banking Leave With Pay (5.00%) Eff. 2019 Fall Semester
Henderson, Angela	FC	Reading Instructor Load Banking Leave With Pay (6.67%) Eff. 2019 Fall Semester
Hill, Garet	CC	Mathematics Instructor Load Banking Leave With Pay (20.00%) Eff. 2019 Fall Semester
Ikeda, Nancy	FC	Mathematics Instructor Load Banking Leave With Pay From: 60.00% To: 100.00%

Eff. 2019 Fall Semester

La Montia, Melody	FC	Photography Instructor Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 08/22/2019-12/14/2019
Lam, Mymy	CC	Counselor Pregnancy Disability Leave (PDL) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted: Unpaid thereafter Eff. 08/26/2019-11/13/2019
Landis, Lenore	CC	Chemistry Instructor Load Banking Leave With Pay (50.00%) Eff. 2019 Fall Semester
Powers, Miguel	FC	English Instructor Load Banking Leave With Pay (6.67%) Eff. 2019 Fall Semester
Sanchez, Adriana	FC	English Instructor Family Medical Leave (FMLA/PDL) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 08/22/2019-09/26/2019
Sonne, Kathryn	CC	English Instructor Load Banking Leave With Pay (34.00%) Eff. 2019 Fall Semester
Tomooka, Craig	CC	Chemistry Instructor Load Banking Leave With Pay (5.00%) Eff. 2019 Fall Semester
Vescial, Keith	CC	Reading Instructor Load Banking Leave With Pay (12.50%) Eff. 2019 Fall Semester

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2019 SUMMER INTERSESSION

Gibbons, Emilee	NOCE	Column 1, Step 1
Rothery, Susan	NOCE	Column 2, Step 3

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2019 FALL SEMESTER, TRIMESTER

Alfaro, Shannon	FC	Column 1, Step 1
Andrade, Miachelle	FC	Column 1, Step 1

Ceballos, Eduardo	FC	Column 1, Step 1
Chidester, Kelly	FC	Column 1, Step 1
Crisantos Valencia, Stephany	CC	Column 1, Step 1
Gould, Eric	FC	Column 1, Step 1
Hall, David	CC	Column 1, Step 1
Iglesias, Tasha	FC	Column 2, Step 1
Keller, Pam	FC	Column 1, Step 1
Lau, Kenneth	CC	Column 1, Step 1
Lopez, Romana	FC	Column 1, Step 1
Mancillas, Cristina	FC	Column 1, Step 1
Mencel, Shoko	FC	Column 1, Step 1
Morris, Kimberly	CC	Column 2, Step 1
Murashige, Stanley	FC	Column 3, Step 1
Natividad, Beverly	FC	Column 3, Step 1
Nguyen, Tuyen	FC	Column 2, Step 1
Oda, Maritess	CC	Column 1, Step 1
Olvey, Kathy	FC	Column 1, Step 1
Page, James	FC	Column 3, Step 1
Persichilli, Christopher	FC	Column 3, Step 1
Peters, Ashley	FC	Column 1, Step 1
Pham, Victor	FC	Column 1, Step 1
Rothery, Susan	NOCE	Column 2, Step 3
Rotundo, Nicolette	FC	Column 1, Step 1
Ruggeri-DiLello	FC	Column 1, Step 1
Ruiz, Carlos	FC	Column 1, Step 1
Salomone, Tricia	FC	Column 1, Step 1
Siedschlag, Steven	FC	Column 1, Step 1
Sterling, Rebecca	FC	Column 1, Step 1
Vafaeisefat, Elyusha	FC	Column 1, Step 1
Virzi, Susan	CC	Column 1, Step 1
Williamson, Lee	FC	Column 1, Step 1
Winn, Savauna	CC	Column 1, Step 1
Yang, Chang	FC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2020 SPRING SEMESTER,
WINTER/SPRING TRIMESTER

La Salle, McKay	FC	Column 1, Step 1
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TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Alvarez, Silvia	NOCE	Column 1, Step 1
Brais, Nathan	NOCE	Column 1, Step 1
Crisantos Valencia, Stephany	CC	Column 1, Step 1
Mettler, Mary	FC	Column 3, Step 1
Reyes, Joe	FC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Cagley, Janet	NOCE	Kaizen Management Hiring Workshop
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Stipend not to exceed \$300.00
Eff. 07/30/2019-07/31/2019

Koeppel, Liana	CC	Kaizen Management Hiring Workshop Stipend not to exceed \$300.00 Eff. 07/30/2019-07/31/2019
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Porter, Deidre	CC	Civitas Training Stipend not to exceed \$200.00 Eff. 07/30/2019-08/01/2019
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CORRECTION TO BOARD AGENDA OF JULY 23, 2019
NEW PERSONNEL

Aguet, Jacqueline	CC	From: Travel Careers Instructor To: Aviation and Travel Careers Instructor Eff. 08/22/2019
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Item 5.b: By block vote, authorization was granted for the following classified personnel matters which are within budget:

RETIREMENT

Burch, Deann	CC	Career Center Coordinator II 12-month position (100%) Eff. 11/12/2019 PN CCC980
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RESIGNATION

Arslanian, Allen	CC	Groundskeeper 12-month position (100%) Eff. 08/31/2019 PN CCC978
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Bounpraseuth-Hao, Mark	FC	Financial Aid Technician 12-month position (100%) Eff. 08/16/2019 PN FCC603
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Galvez, Curtis	NOCE	IT Technician 12-month position (100%) Eff. 08/31/2019 PN SCC912
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Howard, Adam	AC	Systems Analyst – Applications 12-month position (100%) Eff. 08/18/2019 PN ISC985
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King, Tina	NOCE	Director, Institutional Research/Planning 12-month position (100%) Eff. 08/17/2019 PN SCM975
Obidah, Ruth	CC	Special Project Coordinator, Dual Enrollment 12-month position (100%) Eff. 07/25/2019 PN CCT726
Redfern, Cheryl	CC	Administrative Assistant I 12-month position (50%) Eff. 08/30/2019 CCC989
Xa, Felicia	CC	Library Assistant II 12-month position (100%) Eff. 08/23/2019 PN CCC880
Williams, Jodie	NOCE	Special Project Manager/ESL NOCRC/CAEP Temporary Management Position (100%) Eff. 08/27/2019 PN SCT953

NEW PERSONNEL

Gonzales, Carlos	CC	PE/Athletic Equipment Attendant 10-month position (100%) Range 25, Step A Classified Salary Schedule Eff. 08/28/2019 PN CCC982
Huq Khatun, Selina	CC	Evaluator 12-month position (100%) Range 36, Step E Classified Salary Schedule Eff. 08/05/2019 PN CCC943
Larsen, Erika	NOCE	Student Services Specialist 11-month position (100%) Range 36, Step B Classified Salary Schedule Eff. 08/28/2019 PN SCC842
Legaspi, Connie	CC	Administrative Assistant I 12-month position (100%)

			Range 33, Step C Classified Salary Schedule Eff. 08/28/2019 PN CCC891
Somoano, Dominique	CC		Administrative Assistant I 12-month position (100%) Range 33, Step C Classified Salary Schedule Eff. 08/19/2019 PN CCC690
Stanco, Gabrielle	AC		District Director, Research, Planning And Data Management 12-month position (100%) Range 31, Column G Eff. 08/28/2019 PN DEM971
Suhrid-Cherewick Amita	AC		District Director, Professional Development 12-month position (100%) Range 21, Column G Management Salary Schedule Eff. 08/28/2019 PN DEM975
<u>PROMOTION</u>			
Chteoui, Melisa	CC		Administrative Assistant II 12-month position (100%) PN CCC976
			To: Administrative Assistant III 12-month position (100%) Range 41, Step D + 20% Longevity Classified Salary Schedule Eff. 08/28/2019 PN CCC860
Jairam, Marbelly	CC		Student Services Technician 12-month position (100%) PN CCC724
			To: Curriculum Specialist 12-month position (100%) Range 40, Step A Classified Salary Schedule Eff. 08/28/2019 PN CCC687

Luminarias, Thaddeus	FC	Student Services Specialist 12-month position (100%) PN FCC916 To: Curriculum Specialist 12-month position (100%) Range 40, Step D Classified Salary Schedule Eff. 08/28/2019 PN FCC577
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CHANGE IN HIRE DATE

Pavlenko, Joseph	FC	Radio Broadcast Technician 12-month position (100%) From: 07/24/2019 To: 07/31/2019 PN FCC921
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CHANGE IN SALARY STEP

Critchlow, Adam	FC	Theater Production Coordinator (100%) From: Range 45, Step C To: Range 45, Step D Eff. 06/26/2019
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VOLUNTARY CHANGES IN ASSIGNMENT

Kelly, Sharon	FC	Executive Assistant (100%) Temporary Change in Assignment To: AC Executive Assistant III 12-month position (100%) Range 30C, Step D + 10% Longevity + PG&D Confidential Salary Schedule Eff. 08/05/2019 – 01/31/2020
Leonardo, Paulo	AC	Facilities Custodian Coordinator II (100%) Extension of Temporary Change in Assignment To: Interim Manager, Custodial Services 12-month position (100%) Range 6, Column F Management Salary Schedule Eff. 07/01/2019 – 12/31/2019
Leos, Nigel	NOCE	Testing and Assessment Specialist (100%) Temporary Decrease in Percent Employed From: 100%

To: 90%
Eff. 07/01/2019 – 06/30/2020

West, Christopher	CC	Financial Aid Technician (100%) Extension of Temporary Change in Assignment To: Financial Aid Coordinator 12-month position (100%) Range 40, Step D Classified Salary Schedule Eff. 07/01/2019 – 06/30/2020
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PROFESSIONAL GROWTH & DEVELOPMENT

Abesamis, Naomi	FC	Director, Student Activities (100%) 2 nd Increment (\$400) Eff. 07/01/2020
Abutin, Allan	AC	IT Project Leader (100%) 6 th Increment (\$400) Eff. 07/01/2019
Crisantos Valencia, Angela	FC	Student Services Technician, Edu. Partn (45%) 2 nd Increment (\$180) Eff. 07/01/2019
Corona, Shontel	NOCE	Student Records Coordinator (100%) 4 th Increment (\$400) Eff. 07/01/2019
Hegle, Sierra	CC	Student Services Technician (100%) 3 rd increment (\$400) Eff. 07/01/2020
Mai, Duy	AC	IT Project Leader (100%) 1 st Increment (\$400) Eff. 07/01/2019
Park, Lily	NOCE	Admissions and Records Specialist (100%) 4 th Increment (\$400) 5 th Increment (\$400) Eff. 07/01/2020
Prell, Megan	NOCE	Instructional Aid/DSS (75%) 1 st Increment (\$300) 2 nd Increment (\$300) Eff. 07/01/2019

STIPEND FOR ADDITIONAL MANAGEMENT DUTIES

Cornell, Jennifer	CC	Administrative Assistant III (100%) Extension of 10% Stipend Eff. 07/01/2019 – 12/31/2019
Ortiz, Triseinge	NOCE	Registrar (100%) 10% Stipend Eff. 08/12/2019 – 06/30/2020

STIPEND FOR ADDITIONAL ADMINSTRATIVE DUTIES

Aikin, Carmen	AC	Executive Assistant II (100%) Extension of 6% Stipend Eff. 07/01/2019 – 12/31/2019
Cornell, Kerrie	NOCE	Administrative Assistant I (100%) Extension of 6% Stipend Eff. 07/01/2019 – 12/31/2019
De Santiago, Luisa	AC	Human Resources Technician (100%) Extension of 6% Stipend Eff. 07/01/2019 – 12/31/2019
Myles, Renee	NOCE	Account Clerk II (100%) 6% Stipend Eff. 05/20/19 – 07/31/2019
Sontag, Dawn	CC	Administrative Assistant I (100%) Extension of 6% Stipend Eff. 08/31/2019 – 12/31/2019

LEAVES OF ABSENCE

Arroyo, Hilda	NOCE	Admissions & Records Technician (100%) Classified Staff Development Leave with Pay Eff. 08/27/2019 – 12/10/2019 (Intermittent Leave) Eff. 08/29/2019 – 10/17/2019 (Intermittent Leave)
Bataran, Sharon	CC	Health Services Administrative Assistant (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 07/10/2019 – 08/30/2019 (Consecutive Leave)
Coggi, Anita	FC	Administrative Assistant II (100%) Military Leave With Pay (USERRA) Eff. 06/18/2019 – 06/20/2019
Cortez, Margaret	CC	Administrative Assistant I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Family Illness and Personal

		Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 07/01/2019 – 12/31/2019 (Intermittent Leave)
Ho, Jenney	AC	District Director, Purchasing (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Family Illness and Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 06/12/2019 – 12/31/2019 (Intermittent Leave)
Manjarrez, Janeth	NOCE	Director, Adult Education Block Grant (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 07/19/2019 – 07/29/2019 (Consecutive Leave)
Orozco, Vivianna	FC	Laboratory Technician, Cosmetology (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 07/15/2019 – 08/30/2019 (Consecutive Leave)
Pavlenko, Joseph	FC	Radio Broadcast Technician (100%) Unpaid Personal Leave Eff. 08/01/2019 – 08/02/2019
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. 07/29/2019 – 08/15/2019 (Intermittent Leave)
Tran, Jeanne	AC	Human Resources Specialist (100%) Family Medical Leave (FMLA/CFRA) and Parental Leave (AB 2393) Paid Leave Using Sick Leave and Bonding Leave Until Exhausted; Unpaid Thereafter Eff. 12/09/2019 – 12/23/2019 (Consecutive Leave)
Tran, Nghia	AC	Purchasing Assistant (100%) Family Medical Leave (FMLA/CFRA) and Parental Leave (AB 2393) Paid Leave Using Sick Leave and Bonding Leave Until Exhausted; Unpaid Thereafter Eff. 12/09/2019 – 12/23/2019 (Consecutive Leave)
Tsubaki, Leslie	AC	Executive Assistant III (100%) Family Medical Leave (FMLA/CFRA/PDL) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 08/26/2019 – 11/03/2019 (Consecutive Leave)

Udell, Robyn	CC	Laboratory Technician, Biology (100%) Family Medical Leave (FMLA/CFRA) and Parental Leave (AB 2393) Paid Leave Using Sick Leave and Bonding Leave Until Exhausted; Unpaid Thereafter Eff. 07/16/2019 – 09/02/2019 (Consecutive Leave)
Young, Lynette	CC	Administrative Assistant II (80%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Family Illness and Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 07/25/2019 – 01/01/2020 (Intermittent Leave)

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 #1240 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 #1240 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 #1240 for a copy of the volunteer listing.)

GENERAL

Item 6.a: The Board received and reviewed the 2019 Board Assessment findings and recommendations presented by the Board Assessment Subcommittee.

The Subcommittee members –Trustees Bent, Dunsheath, and McClanahan– shared the following statements regarding their 2019 Board Assessment recommendations:

- ACCJC standards require self-evaluations and to use the results for improvements.
- The Board evaluations were anonymous and included evaluations by the Board and those who regularly attend Board meetings. The evaluations asked respondents to not target individual trustees.
- Asked that everyone read the recommendations and internalize them.
- Previously, for the sake of expediency, it was requested that Chancellor's Staff not make comments, but since the meetings have not gotten shorter, it is time to have them report.
- A reminder that civility is one of the key values of the District, and to comment as politely and professionally as possible.
- A goal of the Board is to have all trustees go through the Excellence in Trusteeship Program (ETP). Trustee Ryan Bent shared the map of what he did to receive his ETP certificate and suggested all trustees do that.
- The Subcommittee wanted to create a record for ACCJC to show that they completed what they were tasked with.

- Some recommendations will be addressed by the Subcommittee and others will be handled by the Chancellor.

During the discussion, it was noted that the process was done anonymously, and while that makes sense for the staff comments, some trustees wondered if that was best for the Board. Individual trustees suggested thinking about identifying each other in future assessments, expressed curiosity about what other boards do, and suggested that trustees be outspoken during the next Board retreat so that these issues can be addressed.

Trustees also expressed appreciation for the clarity of the recommendations and thanked Trustee Barbara Dunsheath for her work in laying out the thoughts that the Subcommittee discussed. Board President Jeffrey P. Brown thanked the Subcommittee for their work, and noted that with the completion of its task, the Subcommittee is formally disbanded.

Item 6.b: The Board received as information revised Administrative Procedure 6700, Civic Center and Other Facilities Use with the proposed changes that were approved by the District Consultation Council on August 26, 2019. Revised AP 6700 includes: 1) the addition of new Sections 3.1.1–3.1.8 to list those authorized to grant facilities use requests; 2) the addition of a new Section 3.8.1 to note allowable exceptions for alcohol on campus; 3) the addition of a new Section 5.0 to clarify usage of Sherbeck Field at Fullerton College; 4) minor grammatical edits; 5) citing the corresponding board policies and administrative procedures; and 6) changing “he/she” language to “they” in Section 3.4.

During the discussion, individual trustees expressed the following:

- Concern related to alcohol use (addressed in new Section 3.8.1).
- Concern with language related to no Friday night football games (Per the CCCAA, there are no Friday night football games and if that were to happen they would take place elsewhere).
- Concern with the inclusion of language related to lighting and the public address system, which have not been added to Sherbeck Field and therefore are currently not necessary.
- Whether the new stipulations were discussed with college faculty (yes).
- Concern about having specific language related to Sherbeck Field in a board policy (it is an administrative procedure).
- The possibility of setting a timeframe that is in line with city ordinances (potentially, but in the city of Fullerton, public facilities are exempt from ordinances).
- The potential to include exceptions that would require prior Board approval and a mechanism that would allow for discussion on a case-by case basis.
- The importance of having Sherbeck Field stipulations highlighting specifics to reflect the commitment that the District is making.

As part of the discussion, trustees also discussed the role of the Board in the policy review process, their purview of board policies, and their review of administrative procedures to ensure that they are in line with board policies. Individual trustees stated:

- The importance of clarity of goals, and Board involvement in administrative procedures is entering the purview of the Chancellor and staff.
- There is no board policy on the matter at hand and AP 6700 is the only opportunity for the Board to weigh in.
- That administrative procedures do come to the Board for approval.

- Board policy clearly states that board policies are the responsibility of the Board, and administrative procedures are the responsibility of the Chancellor.
- Upon Board review, if an administrative procedure is inconsistent with board policy, then the Board can direct changes. Minor changes are shared with the Chancellor for revision prior to posting; major changes return to the Board for further review.
- The current review practice should not be altered.
- The ACCJC standard states that the Board delegates responsibility of administrative procedures to the Chancellor without interference.
- The importance of the Board making broad board policies and allowing the Chancellor to create administrative procedures.
- The Board's role to review administrative procedures as information items, which do not require Board approval, to see if they fit into board policy.
- That the Board reserves the right to review administrative procedures.

In the concluding discussion, it was noted that revisions to AP 6700 were raised in order to soothe concerns that have consistently been brought up by the community. The Board trusts the Chancellor to address the details and statements to alleviate community concerns, which is important to the Board. Board President Jeffrey P. Brown stated that since there was no consensus on changes, AP 6700 does not need to come back to the Board.

Item 6.c: It was moved by Trustee Molly McClanahan and seconded by Trustee Jacqueline Rodarte to adopt Resolution No. 19/20-04, Trustee Absence, verifying that Trustee Stephen T. Blount was absent on July 23, 2019 due to hardship and, therefore, eligible to receive compensation for the Regular Board meeting held on that date. **Motion carried with Trustees Bent, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustees Reyes and Plavdjian's advisory votes, and Trustee Blount abstaining.**

A signed affidavit from Mr. Blount verifying his absence due to hardship will be on file in the Chancellor's Office.

Item 6.d: Board President Jeffrey P. Brown asked if there were any requests for potential future Board agenda items. Trustee Ryan Bent requested an agenda item regarding the travel ban within the United States that was imposed by the State of California and the California community college system due to human rights violations. He expressed concern that the ban still allows for international travel to countries with worse records, and that there are conferences that are missed because of the policy.

CLOSED SESSION: At 7:57 p.m., Board President Jeffrey P. Brown adjourned the meeting to closed session per the following sections of the Government Code:

Per Section 54957.6: CONFERENCE WITH LABOR NEGOTIATOR IRMA RAMOS, VICE CHANCELLOR, HUMAN RESOURCES; Employee Organizations: United Faculty/CCA/CTA/NEA, Adjunct Faculty United Local 6106, CSEA Chapter #167, and Unrepresented Employees.

Per Section 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Per Section 54957.5: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: CHANCELLOR

RECONVENE MEETING: At 9:35 p.m., Board President Jeffrey P. Brown reconvened the meeting in open session.

ADJOURNMENT: At 9:35 p.m., it was moved by Trustee Jacqueline Rodarte 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