

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

November 10, 2020

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, November 10, 2020, at 5:30 p.m. via Zoom teleconference and YouTube livestream.

President Ryan Bent 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, 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; JoAnna Schilling, President, Cypress College; Valentina Purtell, President, North Orange Continuing Education; Kai Stearns, District Director, Public & Governmental Affairs; Lisa McPheron, representing the District Management Association; Jennifer Oo, representing the North Orange Continuing Education Academic Senate; Craig Goralski, representing the Cypress College Academic Senate; Kim Orlijan, representing the Fullerton College Faculty Senate; Christie Diep, representing United Faculty; and Danielle Davy, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES PRESENT: Paul de Dios, Lee Douglas, Alex Porter, and Michael Zari from Cypress College; Gil Contreras, Rod Garcia, and Joe Ramirez from Fullerton College; Karen Bautista, Terry Cox, and Martha Gutierrez from North Orange Continuing Education; and Chelsea Salisbury and Rick Williams from the District Office.

VISITORS: Raymond Robles. Public participation was provided via YouTube livestream.

COMMENTS: MEMBERS OF THE AUDIENCE: The following public comments were received via email and were read into the record by the Recording Secretary:

- A. **The Latino Faculty and Staff Association (LFSA)** provided a statement to the Board in support of the Fullerton College Associated Students, denouncing **Trustee Ryan Bent's** actions at the October 27, 2020 Senate meeting. They cited the NOCCCD Mission Statement as a reminder of the District's commitment to student success and they urged the Board to further examine the incident and act accordingly to prevent continued harm to students.

(See Supplemental Minutes #1264 for a copy of the statement.)

- B. **Ruben A. Lopez**, Fullerton College Faculty, provided a statement to the Board expressing disappointment in **Trustee Ryan Bent's** unprofessional behavior at the October 27, 2020 Fullerton College Associated Students Senate meeting. He stated that leadership is dependent on trust and that the students' trust in the institution has been violated. He implored Trustee Bent to rebuild students' trust in the institution by making a public apology, and stated that failure to do so should be dealt with by the Board in an urgent manner.

(See Supplemental Minutes #1264 for a copy of the statement.)

- C. **Aline Gregorio**, Fullerton College Faculty, provided a statement to the Board expressing support for the Fullerton College Associated Students, as well as to share her concerns about **Trustee Ryan Bent's** pattern of troubling and damaging behavior. She cited disparaging remarks towards students at a recent Associated Students Senate meeting as the "most shameful display yet." She asked that the Board guarantee student dignity and implored Trustee Bent to use his re-election opportunity to listen, reflect, and grow.

(See Supplemental Minutes #1264 for a copy of the statement.)

- D. **Matthew Phutisatayakul**, CSEA Labor Relations Representative, provided a statement to the Board requesting that the District and **Trustee Ryan Bent** cease and desist behavior that opposes the ideals of bargaining in good faith and tarnishes CSEA's interest-based relationship with the District. He cited Trustee Bent's disparaging remarks about union leaders made on his public Board President Facebook page on October 5, 2020.

(See Supplemental Minutes #1264 for a copy of the statement.)

- E. **Alejandra Avila**, Fullerton College Student, provided a statement to the Board expressing the integrity of her fellow students and professors and her bewilderment at the remarks made by **Trustee Ryan Bent** about the Black Lives Matter movement. She expressed her concern that these actions would lend to the regression of all racial equality efforts made by the District.

(See Supplemental Minutes #1264 for a copy of the statement.)

- F. **Joe Carrithers**, Fullerton College Faculty, provided a statement to the Board regarding the First Amendment and how it does not guarantee the right to say things without consequences. He mentioned the veiled threat made against the Fullerton College Student Trustee at the October 27, 2020 Associated Students Senate meeting that occurred without consequences. He further stated that action from the Board for unacceptable speech and behavior is warranted and long overdue.

(See Supplemental Minutes #1264 for a copy of the statement.)

- G. **Marwin Luminarias**, Fullerton College Classified Senate President, provided a statement to the Board in which he noted **Trustee Ryan Bent's** re-election as Board President. He referenced the Fullerton College motto, "once a Hornet, always a Hornet" and explained how it is a promise to put the well-being of students first. He further

expressed his displeasure for Trustee Bent's actions toward Fullerton College students and that he felt ashamed that Trustee Bent was "once a Hornet."

(See Supplemental Minutes #1264 for a copy of the statement.)

- H. **Mohammad M. Abdel Haq**, Fullerton College Faculty, provided a statement to the Board to share his concerns regarding **Trustee Ryan Bent's** actions towards Associated Students on October 27, 2020. He stated that he applauds and stands in solidarity with the students for standing up for themselves. He also admonished those that remained silent during these and other interactions with Trustee Bent. He further stated that work needs to be done to learn how this behavior has impacted the community, and that Trustee Bent should apologize and commit to doing better or resign.

(See Supplemental Minutes #1264 for a copy of the statement.)

- I. **Cynthia Guardado**, Fullerton College Faculty, provided a statement to the Board sharing that she is angry and heartbroken by **Trustee Ryan Bent's** behavior at the Associated Students Senate meeting, Board meetings, and on his social media platforms. She also stated that the Board, Chancellor, and District cannot continue to ignore his "overt racism, sexism, and discrimination" towards students and District members. She expressed that action needed to be taken immediately and asked that Trustee Bent's resignation be submitted.

(See Supplemental Minutes #1264 for a copy of the statement.)

- J. **Stephanie Rodriguez** provided a statement to the Board regarding **Trustee Ryan Bent's** conduct at the October 27, 2020 Fullerton College Associated Students Senate meeting and expressed her disappointment for his comments in an article for *The Hornet* that encourages "free-thinking students of good character to run for [Associated Students] positions." She further stated that she believed no leader within the District should be allowed to attack the character of students.

(See Supplemental Minutes #1264 for a copy of the statement.)

- K. **Logan Ueno**, Fullerton College Associated Students Vice President of Records, provided a statement to the Board to comment on the hostile environment created by **Trustee Ryan Bent** at the October 27, 2020 Fullerton College Associated Students Senate meeting. He addressed disparaging remarks made at this meeting and clarified comments made in *The Hornet* regarding transparency of the Senate meetings. He further cited George Orwell "In a time of deceit telling the truth is a revolutionary act."

(See Supplemental Minutes #1264 for a copy of the statement.)

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

Finance & Facilities: 3.a, 3.e, 3.g, 3.h
Instructional Resources: 4.a, 4.b, 4.c

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

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

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

CHANCELLOR’S REPORT

- A. **Chancellor Marshall** congratulated re-elected and newly elected Trustees and made the following statement: “I make this statement on behalf of myself and all members of Chancellor’s Staff. I will keep my comments relatively brief due to the number of statements being shared tonight in support of our students.

First and foremost, we want our student leaders to know that we are here for you – to provide support, guidance, and mentoring. We are fully committed to an educational environment that promotes civil discourse and learning inside the classroom and through extra-curricular activities. **Chloe and Ester**, you have both used your voice to advocate for students and causes and we deeply appreciate your courage and conviction.

I want our students and all of you to know that our lack of responses during Board meetings does not in any way mean that we agree with what’s being said or that we do not care. As resource members, our role during Board meetings is different than other members of the dais. To the very best of our ability, we strive to answer and clarify trustee questions while building and maintaining positive and effective working relationships with our trustees. With this as our goal, we have had many private courageous conversations to express our thoughts and beliefs. The fact that we do not always speak up in public Board meetings is appropriate to our roles and is not indicative of who we are as people. We have chosen to work as educational leaders because of our love for students and our desire to be part of your successful journey. I hope you understand this and I share these thoughts so you can hear our public commitment to all students.

Please feel free to reach out to any one of us at any time with questions or concerns or for guidance. We are here for you.”

COMMENTS

- A. **Valentina Purtell** provided a statement about how saddened she was with the lack of civil discourse in our District public forums and how important it is to have respectful and collegial dialogue. She shared that there is a need to engage respectfully and that to not do so is destructive and harmful to our District community. She asked that District leaders uphold students by modeling civil discourse with respect and integrity and expressed hope that the District can move into a new phase of collaboration and collegial respect.

- B. **JoAnna Schilling** shared that **Trustee Barbara Dunsheath** will be speaking at the Cypress Soroptimist, *The Women's Hour: The Path Toward Suffrage and Beyond*, event on November 18, 2020, as well as noted the timeliness of the topic given the election of the first female Vice President of the United States. She also read a statement resulting from concerns expressed by student leaders, and shared the five core values of Cypress College (excellence, integrity, collegiality, inclusiveness, and equity) that are at the foundation of the work the campus does in support of its students. Cypress College is committed to ensure that students have a supportive, safe and culturally inclusive environment that will allow them to flourish. She also called for District leaders to uphold NOCCCD values and model the behavior of collegiality that all employees should demonstrate when representing the District.
- C. **Greg Schulz** reported on Fullerton College's recently adopted anti-racism statement. He thanked students, faculty and staff for their commitment to making Fullerton College an inclusive, welcoming, and anti-racist campus. He also addressed the actions at the October 27, 2020 Associated Students Senate meeting in which many students felt that there was an attempt to silence their voices by a member of the Board. He expressed that these actions are unacceptable and not consistent with the core values (community, diversity, equity, excellence, growth, inclusivity, innovation, integrity, partnership, respect, and responsibility) of Fullerton College. He asked that we do better to treat students, faculty and staff with respect.
- D. **Lisa McPheron** shared a statement from the District Management Association's Executive Board about how administrators are responsible for advancing the District's mission, vision and values, and to speak up for students when actions occur that are contrary to these principles. She shared that **Trustee Ryan Bent's** recent discourse with the Fullerton College student leaders follows a pattern of disrespectful behavior and asked that, as he enters his new term, he make it a goal to mend fences and not tear down walls built from partisan rhetoric.
- (See Supplemental Minutes #1264 for a copy of the statement.)
- E. **Jennifer Oo** shared a statement in support of students and a feeling of embarrassment at the inability of District leaders to have difficult conversations in a respectful manner. She stated, as leaders, faculty need to model respectful communication and to civilly acknowledge a disagreement. She also stated that when we are unable to allow individuals to speak or be heard we lose an opportunity to learn and grow from their perspective.
- F. **Craig Goralski** reported that the Academic Senate had not met since the last Board meeting, but a formal statement regarding **Trustee Ryan Bent** is forthcoming. The Senate Executive Committee has expressed support for the Fullerton College Associated Students' letter to the Board on October 27, 2020.
- G. **Kim Orlijan** reported on her attendance at the ASCCC Fall Plenary where the group adopted resolutions for an anti-racism pledge and an anti-racism education paper. She also read the recently adopted Fullerton College anti-racism statement, and explained that she felt it was important that everyone embrace it and act on the truths and pledges within it. Dr. Orlijan further expressed Faculty Senate's support for the Fullerton College Associated Students and cited a statement sent to the Board on November 6 that described the actions of **Trustee Ryan Bent** at the October 27, 2020 Senate

meeting as an attempt to silence students and an abuse of power. She further implored the Board to exercise a duty of care for students and to “live up to the policies that guide it and the values that it espouses.”

(See Supplemental Minutes #1264 for a copy of the statement.)

- H. **Christie Diep** shared her displeasure at being denied the ability to speak when she was muted at the last Board meeting. She was also disappointed that the Board cited First Amendment rights when arriving at a conclusion for the formal complaint for **Trustee Ryan Bent’s** inflammatory remarks. However, when she was muted, she explained that she was not allowed the same rights to address false allegations made about her. She referenced Board Policy 2310 – 6.0 as support for her right to speak as a Resource Table member. Ms. Diep also read a letter from United Faculty that was sent to the Board of Trustees on October 28 in support of students and student leaders denouncing Trustee Bent’s behavior at the October 27 Fullerton College Associate Students Senate meeting and the Board of Trustees meeting. She admonished the Board for their silence and failure to acknowledge student voices, and she reaffirmed that United Faculty stands with students and supports them speaking out.
- I. **Raymond Robles** acknowledged the 245th birthday of the Marine Corps and wished everyone a Happy Veterans Day. He shared a letter from Fullerton College Associated Students that highlighted the events of the October 27 Senate meeting. He denounced **Trustee Ryan Bent’s** behavior and the use of the word “thug” when speaking to a student at the meeting, cited the racist history of the word, and stated that the word had no place in education and/or speaking to a man of color. He further shared that the threat and intimidation against **Student Trustee Chloe Reyes** and other students violated the *School Safety: Safe Place to Learn Act*. He stated that the group demands a public apology and resignation from Trustee Bent, and shared what the group felt were acceptable actions from the Board to follow until an apology is made and appropriate training takes place.
- J. **Student Trustee Chloe Reyes** stated that she was humbled and inspired to be representing the students who have spoken out. She shared that she was heartbroken following the abusive behavior she experienced at the October 27 Fullerton College Associated Students Senate meeting. She stated that one voice can start a chain reaction that can lead to a revolution, and reminded fellow students of the power of their voices. She thanked everyone who has stood in solidarity with her including students, staff, faculty and administrators. She concluded by citing former First Lady, Michelle Obama: “People who are truly strong lift others up. People who are truly powerful bring others together.”
- K. **Student Trustee Ester Plavdjian** reported on her attendance at the Fullerton College Associated Students meeting where she was able to listen to all of the students’ statements. She thanked the students who spoke out, further expressed gratitude for **Student Trustee Chloe Reyes**, and shared that the Cypress College Associated Students stand with Fullerton College Associated Students. She also reported on her attendance at the Cypress College Resource Fair that provided COVID-19 items to students and a *Halloween on the Road* drive-by event, as well as shared that a town hall will take place on November 13 to allow students a safe space to discuss the election outcome.

- L. **Trustee Ed Lopez** congratulated **Trustee Ryan Bent** and **Trustee Jacqueline Rodarte** on their re-elections and **Evangelina Rosales** on her election to the Board. He shared that the Policy Committee plans to bring the final two policies that they have been working on, including BP 2715, Code of Ethics, to the November 24 Board meeting. He addressed the comments that have been made regarding the Fullerton College Associated Students Senate meeting, and shared that he believes trustees should be respectful to students in all interactions. He stated that, with regard to the actions that can be taken, it first needs to be clarified that the request being made is either a criticism or complaint. If it is a formal complaint based on evidence, then there should be an investigation. If what is sought is an apology, then that would be up to Trustee Bent to provide, but if disciplinary action is desired, then that would require a complaint and investigation. He stated that this would need to be clarified and a course of action may need to be agendaized going forward.
- M. **Trustee Barbara Dunsheath** congratulated her fellow trustees on their re-elections and welcomed **Evangelina Rosales** to the Board. She shared that ACCJC is holding its equity-minded approach meetings called the *Future of Learning* on December 2–3 and 7–8. She also shared that East Los Angeles College will be sponsoring **Angela Davis** on November 13, with registration available on the college website. She further reported on her attendance at a CCCT meeting, highlighted election results, provided updates on the Proposition 15 and 16 defeats, decrease in national community college enrollments, and shared that the United States will have a K-shaped economy where those with a degree and those economically more well off will tend to recover faster.
- Dr. Dunsheath further discussed a PowerPoint on finance that she shared prior to the last Board meeting. The PowerPoint showed the financial well-being of all colleges in California and revealed that NOCCCD is fiscally solvent, which is not the case with some districts in the region. She also shared that NOCCCD is often compared to SOCCCD and Mira Costa CCD, but stated that our District cannot financially compete with those basic aid districts.
- Lastly, she shared that she fully agrees with **Chancellor Marshall's** statement that silence does not mean that the Board is disinterested, doesn't hear, or doesn't care. She shared that her belief is to publically praise and silently criticize, and that work is done behind the scenes to address situations. Her goal is to lower the temperature and she reminded the Board that words matter and can hurt, so we need to think before we speak.
- N. **Trustee Jacqueline Rodarte** thanked students for their public comments and for reminding trustees of the appropriate perspective that they need to have.
- O. **Trustee Stephen T. Blount** expressed his shock at all of the offers of congratulations for the re-elected trustees and shared that he did everything in his power to ensure that **Keri Kropke** would be elected to replace **Trustee Ryan Bent**. He also cautioned Trustee Bent to use this experience to learn a lesson and not repeat the past.

MINUTES: It was moved by Trustee Jeffrey P. Brown and seconded by Trustee Stephen T. Blount to approve the Minutes of the Regular Meeting of October 27, 2020. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, and Rodarte voting yes, including Student Trustees Reyes and Plavdjan's advisory votes.**

FINANCE & FACILITIES

Item 3.a: By the block vote, authorization was granted to ratify purchase order numbers P0140209 - P0142287 through October 13, 2020, totaling \$3,982,905.78, and check numbers C0052181 - C0052214, totaling \$23,677.66; check numbers F0265329 - F0267284, totaling \$4,049,707.83; check numbers Q0007325 - Q0007327, totaling \$360.00; check numbers 88507264 - 88508326, totaling \$29,955,649.65; check numbers V0031829 - V0031830, totaling \$1,577.00; check numbers 70111897 - 70112476, totaling \$107,939.59; and disbursements E8890005 - E8905458, totaling \$15,959,655.08, through October 31, 2020.

Item 3.b: The Board received and reviewed the District's Quarterly Financial Status Report for the quarter ended September 30, 2020, as required by §58310 of Title 5.

Item 3.c: The Board received and reviewed the Quarterly Investment Report and the Irrevocable Retiree Benefits Trust Report for the quarter ended September 30, 2020.

Item 3.d: The Board received and reviewed the 2019-2020 Travel Expense Report.

Item 3.e: By the 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.f: Fred Williams, Vice Chancellor of Finance & Facilities, Alex Porter, Cypress College Vice President of Administration Services, and Michael Zari, Cypress College Project Manager – Campus Capital Projects, conducted a presentation on the Sundt Construction Contract Change Order which highlighted the following:

Project Overview

An overview was provided that detailed a history of the original contract amount and the three subsequent change orders that amount to a \$1,802,021 or a 1.96% increase in the project cost. The SEM building is 75% complete with an anticipated CM closeout date of August 26, 2021, and the VRC is 99% with an anticipated CM closeout date of November 7, 2020.

Summary	
Original Contract Amount	\$92,052,341
Change Order #1	\$377,246
Change Order #2	\$222,333
Change Order #3	\$1,202,442
	\$93,854,362

Contingencies and Allowances

The pending construction contingency amount for the District for the SEM, VRC/SAC, Bridge/Garden/Plaza, and Pond total \$456,117.

	SEM	VRC/SAC	Bridge/Garden/ Plaza	Pond	Total
CM CONSTRUCTION CONTINGENCY					
Original Amount	1,437,988.00	168,797.00	19,538.00	9,379.00	1,635,702.00
Amount Approved for Use	(358,915.00)	(101,690.00)	(7,951.00)	(8,736.00)	(477,292.00)
Pending Amounts	(343,959.00)	(54,168.00)	3,135.00	-	(394,992.00)
Current Balance	735,114.00	12,939.00	14,722.00	643.00	763,418.00
Remaining %	51%	8%	75%	7%	47%
DISTRICT CONSTRUCTION CONTINGENCY					
Original Amount	905,797.00	323,283.00	60,000.00	25,000.00	1,314,080.00
Amount Approved for Use	150,198.00	(323,283.00)	26,111.00	(310.00)	(147,284.00)
Pending Amounts	(456,117.00)				(456,117.00)
Current Balance	599,878.00		86,111.00	24,690.00	710,679.00
Remaining %	66%	0%	144%	99%	54%
DESIGN FEE CONTINGENCY					
Original Amount	186,240.00	57,495.00	-	10,000.00	253,735.00
Amount Approved for Use	(105,905.00)	(52,722.00)	-	-	(158,627.00)
Pending Amounts					-
Current Balance	80,335.00	4,773.00	-	10,000.00	95,108.00
Remaining %	43%	8%		100%	37%

	SEM	VRC/SAC	Bridge/Garden/ Plaza	Pond	Total
CM ALLOWANCES					
Original Amount	1,031,360	257,840	N/A	N/A	1,289,200
Amount Approved for Use	-470,953	-140,557			-611,510
Pending Amounts	-58,657	-18,556			-77,213
Current Balance	501,750	98,727		-	600,477
Remaining %	49%	38%			47%
DISTRICT ALLOWANCES					
Original Amount	1,858,120	214,530	N/A	N/A	2,072,650
Amount Approved for Use	-1,473,198	-197,939			-1,671,137
Pending Amounts	-226,208	241			-225,967
Current Balance	158,714	16,832			175,546
Remaining %	9%	8%			8%

Network Refresh – SEM

The total cost for the Network Refresh for the SEM Instructional Building and the VRC Building are \$645,883 and \$16,408, respectively. These costs include horizontal cables, owner furnished equipment, and professional services/management, including distribution and network hardware for the VRC Building.

Security Cameras

Additional advanced work to update to systems to match standards in moving towards the increasing ability to provide safety on the Cypress College campus is required and totals \$84,035.

Design Revisions

Furniture Fixtures & Equipment (FF&E) and added structural changes for modifications due to the inspectors request to improve the building are included in the SEM design revision costs totaling \$226,147. The VRC design revisions include projector and screen value upgrades (not FF&E) totaling \$25,860.

General Conditions – COVID-19

These costs are attributed to mitigation efforts on-site and the costs negotiated for daily basic overhead on the job site.

CLEANING AND SCREENING COSTS					
	20-Apr	20-May	20-Jun	20-Jul	TOTAL
PPE					\$1,770
General Contractor Overhead	\$6,156	\$6,156	\$1,049	\$5,270	\$18,631
Jobsite Cleaning & Disinfecting	\$49,244	\$28,099	\$43,316	\$27,916	\$148,575
On-site Personnel Screening	\$4,603	\$14,125	\$11,464	\$4,942	\$35,134
	\$60,003	\$48,380	\$55,829	\$38,128	\$204,110

Mr. Williams stated that the \$456,117 portion will be funded by District Contingency, while the remaining \$746,325 will be funded from other projects, including the IT Network Refresh and the Mass Communication and Security projects.

Subsequent to the presentation, it was moved by Trustee Jacqueline Rodarte and seconded by Trustee Stephen T. Blount to approve Change Order No. 3 for Project #2016-13, Cypress College Science, Engineering and Math, Veterans Resource Center, Student Activities Center, with Sundt Construction, Inc., in the total amount of \$1,202,442 increasing the contract from \$92,651,920 to \$93,854,362. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, and Rodarte voting yes, including Student Trustees Reyes and Plavdjian's advisory votes.**

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

Item 3.g: By block vote, authorization was granted to enter into an architectural consultant agreement in the amount not to exceed \$719,544, inclusive of reimbursables, with DLR Group, for the preliminary planning phase of the Fine Arts Renovation Project at Cypress College. The term of the agreement shall be effective November 11, 2020 through February 28, 2021.

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 the block vote, authorization was granted to amend the existing Architect of Record for Sherbeck Field Improvement Project at Fullerton College contract with Westberg + White Architects in the amount of \$2,200, for a total of \$192,200, including reimbursables. The term of the agreement will continue to be effective through December 31, 2022.

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

INSTRUCTIONAL RESOURCES

Item 4.a: By block vote, authorization was granted to approve the summary of curriculum changes for Cypress College, to be effective Fall 2020, Fall 2021, and Spring 2021. 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 4.b: By block vote, authorization was granted to approve the summary of curriculum changes for Fullerton College, to be effective Fall 2020 or Fall 2021. 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 4.c: By block vote, authorization was granted to approve the summary of curriculum changes for the North Orange Continuing Education, to be effective Spring 2021. The curricula have been signed by the Campus Curriculum Committee Chairperson and the President, and it has been approved by the District Curriculum Coordinating Committee.

Item 4.d: The Board received highlights related to the Cypress College 2020-21 Professional Development Program with expenditures estimated for travel and conferences; supplies; other operating expenses and services; and salaries for reassigned time and hourly clerical support.

Item 4.e: The Board received highlights related to the Fullerton College 2020-21 Staff Development Program with expenditures estimated for books and memberships; speakers/presenters and academy coordination/expenses; and virtual conference attendance and online training.

During the discussion, trustees inquired whether part-time faculty receive the same opportunities and if they receive a stipend. It was confirmed that opportunities and compensation depend on the nature of the activity.

Item 4.f: The Board received highlights related to the NOCE 2020-21 Professional Development Program with expenditures estimated for conferences, workshops, and on-campus speakers and presentations; management professional development opportunities; and classified and faculty professional development.

Item 4.g: The Board received highlights related to the districtwide and District Services 2019-20 and 2020-21 Professional Development Program.

During the discussion, Trustee Barbara Dunsheath thanked the Professional Development Coordinators and expressed her appreciation for how the reports have been organized and how diversity, equity, and inclusion are incorporated in all of them.

HUMAN RESOURCES

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

CHANGE IN SALARY CLASSIFICATION

Walker, Jane CC Nursing Instructor
 From: Class C
 To: Class D
 Eff. 08/20/2020

LEAVE OF ABSENCE

Lawrence, Roberta CC Dental Hygiene Instructor
 Family Medical Leave (FMLA/CFRA) (100%)
 Paid Leave using Regular and Supplemental
 Sick Leave until Exhausted; Unpaid thereafter
 Eff. 10/28/2020-11/23/2020

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

RETIREMENT

Renison, Tessa FC User Support Analyst
 12-month position (100%)
 Eff. 12/31/2020
 PN FCC798

RESIGNATION

Noland, Tyler AC Benefits and Leaves Coordinator II
 12-month position (100%)
 Eff. 11/14/2020
 PN DEC933

PROMOTION

Collins, Raymond CC Facilities Custodian I
 12-month position (100%)
 PN CCC703

To: Facilities Custodian Coordinator II
 12-month position (100%)
 Range 34, Step C + 10% Shift +10% Longevity
 Classified Salary Schedule
 Eff. 11/11/2020
 PN CCC979

VOLUNTARY CHANGES IN ASSIGNMENT

Gonzales, Vanessa CC Accounting Technician (100%)

Extension of Temporary Change in Assignment
 To: Administrative Assistant III

12-month position (100%)
 Range 41, Step D
 Classified Salary Schedule
 Eff. 11/11/2020 – 02/26/2021

Mix, Christina	CC	Administrative Assistant III 12-month position (100%) PN CCC850
		Permanent Lateral Transfer To: Administrative Assistant III, Vice President of Administrative Services Office 12-month position (100%) Eff. 11/11/2020 PN CCC999
Qader, Amanda	FC	Instructional Assistant, Math Lab (75%)
		Temporary Increase in Months and Percentage
		From: 11 months, 75% To: 12 months, 100% Eff. 08/24/2020 PN FCC584

LEAVES OF ABSENCE

Babbo, Mary Ann	NOCE	Administrative Assistant III (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 10/10/2020 – 01/18/2021 (Consecutive Leave)
Beck, Lela	CC	Administrative Assistant III (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 11/02/2020 – 02/17/2021 (Intermittent Leave)
Beck, Mary Ann	FC	Child Care Teacher I (100%) Family Medical Leave (FMLA/CFRA/CAPDL) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 11/02/2020 – 12/11/2020 (Consecutive Leave)
Coggi, Anita	CC	Administrative Assistant II (100%) Military Leave With Pay (USERRA) Eff: 11/2/2020 – 11/5/2020; 11/9/2020 – 11/13/2020; 11/16/2020 – 11/17/2020; 11/23/2020 – 11/25/2020; 11/30/2020 (Intermittent Leave)

Park, A. Hang	CC	Accounting Technician (100%) Family Medical Leave (FMLA/CFRA/CAPDL) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 11/30/2020 – 02/26/2021 (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. 10/29/2020 – 12/30/2020 (Intermittent Leave)

RECLASSIFICATION

Martinez Stluka, Rena	FC	Registrar 12-month position (100%) Range 19, Step G
		To: Director, Admissions and Records 12-month position (100%) Range 25, Step G Management Salary Schedule Eff. 01/01/2021

STIPEND FOR ADDITIONAL ADMINISTRATIVE DUTIES

Quach, Tony	FC	Student Services MIS Analyst (100%) 6% Stipend Eff. 10/22/2020 – 12/31/2020
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NEW CLASSIFIED MANAGEMENT JOB DESCRIPTION

Director, Admissions and Records
Range 25
Management Salary Schedule

(See Supplemental Minutes #1264 for a copy of the new job description.)

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 #1264 for a copy of the professional expert personnel listing.)

Item 5.d: By the block vote, authorization was granted for the hourly listing.

(See Supplemental Minutes #1264 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 #1264 for a copy of the volunteer listing.)

GENERAL

Item 6.a: The Board directed that the agenda for November 24, 2020 include the establishment of December 15, 2020 as the date of its Organizational Meeting and received as information the tentative dates for Board meetings in 2021, along with the dates of national and state conferences and conventions.

In reviewing the Tentative Board Meeting Calendar for 2021, the Board requested that the first meeting in the months of January and July be cancelled, and that the first meeting in August be marked as tentative, with the meeting only taking place if deemed necessary.

Trustee Barbara Dunsheath further shared that the 2020 CCLC Annual Convention will take place virtually between November 17–20, 2020 at no cost.

Item 6.b: The Board received the following proposed, revised Board Policies as a first reading and directed that they be placed on a future Board meeting agenda for action:

- BP 2200 Board Duties and Responsibilities
- BP 2410, Board Policies and Administrative Procedures
- BP 2740, Board ~~Education~~ [Professional Development](#).

During the discussion regarding BP 2200, two trustees stated that they preferred the original document to the current revised document. It was suggested that the original sub-sections be kept as a framework and any revisions be added as sub-bullets without deleting the original headings and that policies should be written to represent the intent of the District. In response, several examples were cited by subcommittee members that included using the CCLC Trustee Handbook to align the policies with the Education Code so that information in the policy is more useful, available in a single location, and better convey what the law requires.

Subsequently, the Board decided that a study session will take place in January 2021 to be led by an appropriate party to guide discussion on understanding the law and ability to make informed decisions when revising Board Policies. The study session will assist in the decision to then form a new Board Policy Subcommittee to review BP 2200.

Item 6.c: The Board received the new Administrative Procedure 5041, Gender and Chosen Names and directed that it be placed on a future Board meeting agenda for action.

During the discussion, Craig Goralski shared his support for the current version of AP 5041 and mentioned that it is vastly different from the version that originally came before DCC. He thanked Jenelle Herman for spearheading the work of creating a procedure that is more protective of students. He also stated that the work done to involve as many constituents as possible on reworking AP 5041 is a model of inclusivity for the District, and asked that the same inclusion be used going forward when creating and editing the Black Lives Matter policies.

Item 6.d: Board President Ryan Bent asked if there were any requests for potential future Board agenda items. Trustee Ed Lopez suggested that the Board make a decision on whether or not the public comments received about Trustee Ryan Bent can be viewed as a formal complaint or simply criticism, which led to a discussion on the need to formalize a process for submitting formal complaints and defining appropriate actions that the Board can take on

those complaints. It was also mentioned that a precedent should be set that makes it clear that public comments will not be viewed as a formal complaint. Trustee Lopez suggested that those who made public comments consolidate those concerns and submit a formal written complaint, which can then be agendized as previously done using current Board Policy as guidance. Student Trustee Chloe Reyes stated that including this topic at the next meeting would be greatly appreciated.

CLOSED SESSION: At 8:14 p.m., Board President Ryan Bent adjourned the meeting to closed session per the following sections of the Government Code and stated that there would be no readout:

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 54956.9(a): CONFERENCE WITH LEGAL COUNSEL: ANTICIPATED LITIGATION: One (1) Potential Case.

RECONVENE MEETING: At 9:44 p.m., Board President Ryan Bent reconvened the meeting in open session.

ADJOURNMENT: At 9:44 p.m., it was moved by Trustee Stephen T. Blount and seconded by Trustee Jacqueline Rodarte to adjourn the meeting. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, and Rodarte voting yes.**

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