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

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


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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(See Supplemental Minutes #1179 for a copy of the President’s full report.)
E. **Greg Schulz**, Fullerton College President, reported on the Chancellor’s Investiture, the College’s participation in the Great Shakeout earthquake drill, and the High School Principals Luncheon and Dia De Los Muertos celebration event which are both scheduled for October 27.

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

**COMMENTS**

A. **Olivia Veloz** commented on her attendance at the Chancellor’s Investiture and several District events. She also reported that the DMA received a 50% response rate to its recent survey; the results will be reviewed by the DMA executive board before a summary is distributed.

B. **Adam Gottdank** shared that the chair for the upcoming WASC accreditation team visit will tour all three SCE campuses on October 27, and that the SCE Pharmacy Technician program is currently going through its accreditation process.

C. **Bryan Seiling** thanked Chancellor Marshall for her monthly luncheons with academic senate leadership, and stated that the Cypress College Academic Senate plans to select representatives for the College President hiring committee and continue to review the processes for areas under the Senate’s purview.

D. **Pete Snyder** also thanked Dr. Marshall for hosting the lunch meetings, and Carlos Ayon for his analysis of reasons why students drop classes. He also noted the Fullerton College Faculty Senate’s goals of reviewing the mission statement and the Distance Education Strategic Plan.

E. **Rod Lusch** reported that CSEA has endorsed Art Montez for District Trustee Area 2 and Barry Wishart for District Trustee Area 7.

F. **Kent Stevenson** stated that Adjunct Faculty United is in the midst of collecting salary agreement ballots and noted the increased participation by members.

G. **Student Trustee Tanya Washington** reported on recent activities including the Academic Senate meeting, Associated Students meeting, Accreditation Steering Committee meeting, the Cypress Mayor’s Prayer Breakfast, and her planned attendance at the upcoming Úmoja Conference with the Legacy Program.

H. **Student Trustee Scott Begneski** also reported on recent activities including the Chancellor’s Investiture, Dia De Los Muertos and Halloween events, and the football game tailgate. He also expressed his gratitude to President Schulz for being available to listen and answer student questions at his recent open forum.

I. **Trustee Stephen T. Blount** complimented the Chancellor’s Investiture Ceremony on October 14 and reported on his recent visit to the Cypress School District.

J. **Trustee M. Tony Ontieros** reported on his attendance at the Fullerton College Homecoming football game and acknowledged the attendance of Ryan Bent, District Trustee Area 7 candidate, and Ed Lopez, District Trustee Area 2 candidate.
K. Trustee Molly McClanahan reported on her attendance at the Alex Odeh memorial banquet on October 23, and encouraged Fullerton College to partner with local community colleges and meet with high school students to identify what they are looking for when they select a community college.

L. Trustee Jacqueline Rodarte shared information from the recent Orange County Community Colleges Legislative Task Force meeting where topics included diversifying the Task Force’s community member composition, College Promise program grant funding, and state and federal legislative priorities.

M. Trustee Leonard Lahtinen shared that Cypress College nursing program students administered flu shots at a recent Buena Park Civic Center flu shot clinic, and praised the Fullerton College choir performance at the Chancellor's Investiture Ceremony. He also regretted not being able to attend the Orange County Department of Education Teacher of the Year banquet due to a conflict with the Board meeting, but encouraged future participation to support teachers.

N. Trustee Barbara Dunsheath reported on her attendance at the Strengthening Student Success Conference and the Monterey Peninsula College accreditation team visit. She noted that the Cypress College Americana Awards Kickoff event will take place on November 9, with the Americana Awards taking place on March 4, 2017. The American Awards will recognize the following Citizens of the Year: Marilyn McCorkle, Anaheim; Richard McAuley, Buena Park; Lamont Miya, Cypress; Ric Lerma, Garden Grove; Bert & Gail Poan, La Palma; Kenny Brandyberry, Los Alamitos; Laura Ellsworth, Seal Beach; and Mavis Ethans, Stanton. Catherine Sorensen will also be honored as the 2017 Woman of the Year.

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

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

FINANCE & FACILITIES

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

INSTRUCTIONAL RESOURCES

Item 4.a: The Board received as information the North Orange County Community College District 2015-16 Innovation Fund Report. Cherry Li-Bugg, Vice Chancellor of Educational Services & Technology, outlined the four funded projects: “On Course Training and New Student Orientation for Mortuary Science” – Glenn Bower, Cypress
College; “Makerspace: 3D Printing at Cypress College” – Treisa Cassens, Cypress College; “Science Nuts! An Innovative, Multi-Campus, Multidisciplinary Science Literacy Initiative to Improve the Success of Diverse Science Learners” – Sean Chamberlin, Fullerton College; and “Aquaponic Skills for an Evolving Horticulture Industry” – Valerie Loew, Fullerton College.

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

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

**HUMAN RESOURCES**

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

**RETIREMENTS**

<table>
<thead>
<tr>
<th>Name</th>
<th>College</th>
<th>Position</th>
<th>Eff.</th>
<th>PN</th>
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<tbody>
<tr>
<td>Perez, Marie</td>
<td>FC</td>
<td>Communications Instructor</td>
<td>06/25/2017</td>
<td>FCF783</td>
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<tr>
<td>See, Roger</td>
<td>FC</td>
<td>Physical Education Instructor</td>
<td>05/27/2017 to 05/28/2017</td>
<td>FCF742</td>
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<tr>
<td>Swytak, Judy</td>
<td>CC</td>
<td>Nursing Instructor</td>
<td>05/30/2017</td>
<td>CCF816</td>
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**RESIGNATIONS**

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<th>PN</th>
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<tr>
<td>Malony, Kathleen</td>
<td>SCE</td>
<td>NonCredit Basic Skills Instructor</td>
<td>02/10/2017</td>
<td>SCF975</td>
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<td>Romero, Alberto</td>
<td>FC</td>
<td>Librarian</td>
<td>10/14/2016</td>
<td>FCF711</td>
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**NEW PERSONNEL**

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<th>College</th>
<th>Position</th>
<th>Eff.</th>
<th>PN</th>
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<tbody>
<tr>
<td>Jones, Savannah</td>
<td>FC</td>
<td>Interim Dean, Social Sciences 12-month position (100%)</td>
<td>11/01/2016-06/30/2017</td>
<td>FIM970</td>
</tr>
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TEMPORARY REASSIGNMENT

Bakhit, Khetam
FC
Dean, Social Sciences

To: Interim Dean, Academic Services
Range 32, Column E + Doctorate
Management Salary Schedule
Eff. 10/26/2016-06/30/2017

Lipiz Gonzalez, Elaine
CC
Manager, EOPS

To: Director, EOPS/CARE/CalWORKs
Range 24, Column C + Doctorate
Management Salary Schedule
Eff. 09/02/2016-06/30/2017

CHANGE IN SALARY CLASSIFICATION

Calderon Zaks, Michael
FC
Ethnics Instructor (ADJ)
From: Column 1, Step 1
To: Column 3, Step 1
Eff. 10/11/2016

Garcia, Jessica
FC
Temporary Counselor
From: Class B, Step 1
To: Class B, Step 5
Eff. 10/17/2016

ADDITIONAL DUTY DAYS @ PER DIEM

Aviles, Greg
FC
Head Coach, Men's Soccer 13

Bevec, Gina
FC
Head Coach, M&W Cross Cntry 13

Byrnes, Tim
FC
Head Coach, Football 15

Campbell, Garrett
FC
Asst. Coach, Football 11

Crooks, Brian
FC
Asst. Coach, Football 11

Lewin, Pamela
FC
Head Coach, Wmn’s Soccer 13

Plum, Alix
FC
Director of Dance Productions 4

Price, Rhett
FC
Head Coach, Men’s Water Polo 13

Rapp, Edward
FC
Asst. Coach, Volleyball 8

Rosa, Melanie
FC
Director of Dance Productions 4

Sheil, Sean
FC
Assist Coach, M&W Cross Cntry 8

Snyder, Pete
FC
Assist, Coach, Wmn’s Wtr Polo 8

LEAVE OF ABSENCE

Li-Bugg, W. Cherry
AC
Vice Chancellor, Education Services/Technology
Family Medical Leave (FMLA)/CFRA (100%)
Family Illness and Personal Necessity Leave
Until Exhausted; Unpaid Thereafter
Eff. 09/06/2016-09/16/2016
Item 5.b: By the block vote, authorization was granted for the following classified personnel matters, which are within budget:

**RETIREMENTS**

Armijo, Patricia  AC  Administrative Assistant I  
12-month position (100%)  
Eff. 12/31/2016  
PN DEC997

Cant, Karen  CC  Vice President, Administrative Services  
12-month position (100%)  
Eff. 06/03/2017  
PN CCM962

**RESIGNATIONS**

Nguyen, Kevin  CC  Student Services Technician  
12-month position (100%)  
PN CCC728  
Eff. 10/22/2016

Patterson, Celeste  FC  Facilities Custodian I  
11-month position (45%)  
PN FCC958  
Eff. 10/15/2016

Zapata, Roland  CC  Temporary Special Projects Manager, Veterans Resource Center  
PN CCT731  
Eff. 10/29/2016
NEW PERSONNEL

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

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

Webb, Stacy  SCE  Student Services Specialist, Career Technical Education  12-month position (100%)  Range 36, Step A  Classified Salary Schedule  Eff. 10/31/2016  PN SCC868

PROMOTION

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

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

VOLUNTARY CHANGE IN ASSIGNMENT

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

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

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

ADMINISTRATIVE LEAVE OF ABSENCE WITH PAY

@01477238  
FC  Campus Safety Officer (100%)  
Eff. 10/14/2016 until further notice

Item 5.c: By the block vote, authorization was granted for the assignment of professional expert personnel per the professional expert listing.

(See Supplemental Minutes #1179 for a copy of the professional expert personnel listing.)

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

(See Supplemental Minutes #1179 for a copy of the hourly personnel listing.)

Item 5.e: By the block vote, authorization was granted for the assignment of volunteers per the volunteer listing.

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

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

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

GENERAL

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

- BP1001, District Mission, Vision & Values Statement
- BP2010, Board Membership
- BP2432, Chancellor Selection
- BP3200, Accreditation
- BP3510, Workplace Violence Plan
- BP3520, Local Law Enforcement
- BP4020, Program and Curriculum Development
- BP4070, Course Auditing Classes and Auditing Fees
- BP5030, Fees
- BP5140, Disabled Student Program and Services
- BP5500, Standards of Student Conduct and Discipline
- BP7330, Certification of Freedom From Communicable Disease

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

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

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

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

CLOSED SESSION: At 7:52 p.m., Board President Barbara Dunsheath adjourned the meeting to closed session per the following sections of the Government Code:

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

Per Section 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Per Section 54957: PUBLIC EMPLOYEE APPOINTMENTS: Provost, School of Continuing Education and Cypress College President

RECONVENE MEETING: At 8:55 p.m., Board President Barbara Dunsheath reconvened the meeting in open session and reported the following action taken in closed session:

It was moved by Trustee Molly McClanahan and seconded by Trustee Jacqueline Rodarte that the Board take action to approve a Resignation Agreement with a classified
employee (Banner ID @00735371) under which the employee resigned effective November 15, 2016, and shall be on paid administrative leave until November 14, 2016. The parties further release and waive all claims they may have had against each other. 

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

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

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