

**OFFICIAL PROCEEDINGS
OF THE GOVERNING BOARD
CHAFFEY COMMUNITY COLLEGE DISTRICT**

A regular meeting of the Chaffey Community College District Governing Board was held on Monday, October 22, 2018, in the boardroom of the Marie Kane Center for Student Services/Administration. Board President Brugger called the meeting to order at 2:00 p.m.

Members present: Ms. Brugger, Mr. McDougal, Ms. McLeod, Mr. Ovitt
Ms. Roberts, Mr. Rosales (Student Trustee)

Members absent: none

CLOSED SESSION

The public is given an opportunity to address the Governing Board regarding the posted closed session agenda.

CSEA member Kim Noseworthy addressed the Board regarding CSEA Chapter 431's concerns and questions about the Measure P bond. She stated that CSEA believes that comments made on page 24 of the October 22 Board agenda by Mr. McDougal near the close of the September meeting were made after the meeting adjourned and were added to the minutes. She further stated that in light of the current culture of the college, the CSEA membership felt that the responses to the questions would mean more coming from the Governing Board. She said that CSEA is not playing games, and that they just want honest, straightforward, answers. She requested that her comments be made a part of the meeting minutes.

No. 17,138
Public
Comments-
Closed
Session

The Board convened in closed session at 2:02 p.m. Closed session was adjourned at 2:59 p.m.

STUDY SESSION

A study session commenced on the following topic:

Professional Development Annual Report – Dr. Michael McClellan introduced Cindy Walker and Vicky Valle from the Faculty Success Center.

Cindy Walker presented on the three facets of professional learning: professional development, faculty success center, and classified success network.

Vicky Valle reported on the activities of the Classified Success Network.

No. 17,139
Study
Session

Mr. McDougal asked about what percentage, or how many, of classified employees attended the workshop on conflict. Ms. Valle believed there were approximately 15 attendees.

Ms. Roberts complimented the excellent graphics in the report. Dr. Shannon thanked the committee for their work, and mentioned that others have tried to mimic Chaffey's practices.

Ms. McLeod asked about encouraging more participation at events. Ms. Walker responded that there are liaisons between faculty and the faculty success center and a wide variety of modalities also helps to encourage more attendance. Ms. McLeod asked about including more classified employees. Ms. Valle responded that classified employees are allowed to attend with their supervisor's approval, and that most workshops are scheduled on Fridays when offices are not as busy. Mr. Ovitt asked if any incentives are given to encourage classified attendance. Ms. Valle responded that attendees are given pins for attending workshops. Mr. Ovitt suggested offering gift cards.

Mr. Rosales stated that students rate their professors online before taking their classes. He suggested that faculty members who have attended trainings should advertise that fact to their students.

REGULAR SESSION

The regular session reconvened at 3:18 p.m., and Vice President McLeod led the Pledge of Allegiance to the Flag.

PUBLIC COMMENTS

No public comments were made.

COMMUNITY LINKAGES GOVERNING BOARD

Student Trustee Moises Rosales shared that Chaffey College Student Government (CCSG) participated in the Undocumented Student Week of Action led by the Dreamer's Club and the Undocumented Advocates Committee and helped people register to vote; has been campaigning for Measure P on and off campus; passed a resolution and signed endorsement letters in support of Measure P (the resolution is a part of the meeting minutes); and will collaborate with the Chaffey Breeze to host three candidate forums for the mayoral races in Ontario, Fontana, and Rancho Cucamonga.

Gary Ovitt reported attending the Chaffey College tailgate event, and he said that he felt very sorry for Compton College who lost to Chaffey with a score of 91-0. He stated that he was proud of our team who is playing very well. Trustee Ovitt further reported that he presented twice regarding

Measure P to the Ontario City Council. He also attended the City of Rancho Cucamonga art installation at City Hall and stated that he is very proud of our students and staff.

Other events attended by Trustee Ovitt include: Montclair High School varsity football game; West End YMCA Governance Committee meeting; Rancho Cucamonga High School varsity football game; Children's Fund; Children's Assessment Center Accreditation; National Core Executive Leadership Dinner; National Core Gala; Chaffey College Manufacturing Day at the InTech Center; Colony High School football game; walk precincts for Measure P and for CJUHSD candidate, Gil Zendejas; hosted a coffee for Ontario City Council candidate, Alan Wapner and OMSD candidate, Kris Brake; the Leaven IE Advisory Board Committee meeting; Montclair Chamber of Commerce Measure P presentation; National Core and City of Ontario Vista Verde Apartments groundbreaking; Alta Loma High School football game; volunteered at the Chino Hills Foundation Wine Walk; Ontario Chaffey Community Show Band concert; Children's Fund Executive Committee meeting; Chaffey Joint Union High School District Report to Community Leaders; walk precincts for Measure P and for OMSD candidate, Kris Brake; and Chaffey High School football game.

Lee McDougal offered the Board members an opportunity to attend a San Bernardino/Riverside joint meeting in Riverside to cast a vote as the representative to the San Bernardino Committee on School District Organization while he is out of state. Mr. Ovitt volunteered to attend on his behalf.

Mr. McDougal addressed the statement made by Ms. Noseworthy earlier in the meeting, and he stated that he disputes her assertion that the minutes were inaccurate. Based on his recollection and confirmed by the recorder, the minutes were an accurate reflection of the comments he made.

Katie Roberts reported attending four Rotary meetings, a discussion with California Attorney General Xavier Becerra at the InTech Center, the Vintners Ball, Latina Leadership Forum, and the tailgate event. Ms. Roberts also reported that she is putting on an event called *The Mobility Fair* for people in wheelchairs, walkers, canes, etc. hopefully at Chaffey High School or somewhere nearby in January.

Vice President Gloria Negrete McLeod announced that she attended the Chino City Council meeting to extend an invitation to the Report to the Community event, but she forgot to mention Measure P.

Board President Kathy Brugger announced that she attended the art reception at the Rancho Cucamonga City Hall; she and Vice President McLeod will be meeting with Mr. Thomas Epstein, Board of Governors President for the California Community Colleges tomorrow; the monthly Senior Disability Fund of

San Bernardino County meeting; Manufacturing Day; and a discussion with Xavier Becerra, California Attorney General, at the InTech Center. Ms. Brugger discussed an article in the Daily Bulletin in which Walmart and the Walmart Foundation announced it would offer nearly \$4 million in grants to provide under-served adults access to learning and training.

No. 17,141
Legislative
Update

LEGISLATIVE UPDATE

Lorena Corona, manager, transitional services and governmental relations, stated that today is the last day to register to vote, and that there are 15 days left until the election. She provided a report on recent legislation.

Ms. McLeod named a website to re-register if you have recently moved at <https://vote.sos.ca.gov>. Ms. Corona mentioned that CCSG did a great job with *Rock the Vote* to encourage people to register to vote out in the community.

No. 17,142
Foundation

FOUNDATION

Lisa Nashua, Executive Director, Foundation, introduced the new president of the Foundation Board, Mary Caporale. Ms. Nashua reported on: tailgate with over 350 participants; football game vs. Compton College, winning 91-0; alumni of the year/hall of fame dinner save the date, April 11, 2019; scholarship awards; community partner awards in process including Ontario Montclair Promise Scholars, City of Ontario's Community College Promise, Soroptimist International of Montclair/Inland Valley Live Your Dream Scholarship application for single mothers - head of household; private foundations – Wells Fargo and JPMorgan Chase; Chaffeyans Retiree Association Wine and Taco Night; Where are they now? Event; annual giving appeal; campus partnerships – CCLFSA scholarship reception; InTech Center Manufacturing Day; and potential new endowment – Aero Mechanical.

No. 17,143
Closed
Session
Actions

REPORTS

CLOSED SESSION ACTIONS

Board Secretary Henry Shannon announced that the Board took action in closed personnel session this evening to approve the following by a unanimous (5:0) vote.

Employment or ratification of:

Holly Pennington to the position of administrative assistant II, Chino Campus, 1.0 FTE, 12-months, range 18, step A of the CSEA salary schedule, effective November 1, 2018.

Alyssa Kraus to the position of administrative assistant II, classified senate, .475 FTE, 12-months, range 18, step A of the CSEA salary schedule, effective November 1, 2018.

Robert Lopez to the position of instructional assistant III, chemistry, 1.0 FTE, 12-months, range 13, step A of the CSEA salary schedule, effective November 1, 2018.

Hourly personnel including adjunct faculty, contract faculty overload, and short-term workers.

Sharlene Smith to the temporary, unclassified, professional expert position of transition facilitator, effective October 1, 2018, through February 28, 2019, under the terms and conditions of the employment agreement.

Utilization of volunteer services (This list has been made part of the minutes of this meeting.)

Appointment of:

Yubel Svensson to the position of educational program assistant, visual and performing arts, 1.0 FTE, 12-months, range 20, step H of the CSEA salary schedule, effective November 1, 2018.

The Governing Board approved the revised educational services coordinator assignments for the 2018–19 academic year.

The Governing Board approved the temporary increase in assignments of the .475 contract employees in visual and performing arts to work a maximum of eight hours per day for no more than twenty consecutive days and for a period that will not exceed seventy-five days during the fall 2018 semester.

The Governing Board took action to impose a two-day unpaid suspension of a classified employee pursuant to an agreement between the employee and the District.

MONITORING

The following reports were submitted to the Governing Board for their information:

Budget Monitoring Report
Professional Development Monitoring Report

No. 17,144
Monitoring

CONSENT AGENDA

A motion was made by Mr. McDougal, seconded by Mr. Ovitt, to approve the consent agenda as presented.

Yeas: Ms. Brugger, Mr. McDougal, Ms. McLeod, Mr. Ovitt
Ms. Roberts, Mr. Rosales (advisory)
Nays: None
Absent: None

No. 17,145
Consent
Agenda

Through this action, the following were approved (Approval of Minutes, September 27, 2018 through Sole Source Purchase of Equipment: Apple Products).

GOVERNANCE PROCESS

The minutes of the September 27, 2018 regular board meeting were approved as presented.

No. 17,146
Minutes

The Governing Board adopted the resolution to compensate Lee C. McDougal, Governing Board member, for the August 28, 2018 meeting from which he was absent.

No. 17,147
Resolution-
Compensation
for Trustee
When Absent

No. 17,148
Resolution-
Compensation
for Trustee
When Absent

The Governing Board adopted the resolution to compensate Gloria Negrete-McLeod, Governing Board member, for the August 28, 2018 meeting from which she was absent.

No. 17,149
Resolution-
Compensation
for Trustee
When Absent

The Governing Board adopted the resolution to compensate Gary Ovitt, Governing Board member, for the July 16, 2018 meeting from which he was absent.

ACADEMIC AFFAIRS

No. 17,150
Curriculum

The Governing Board approved approve 5 new courses, 70 course modifications, 10 distance education courses, 3 course reactivations, 10 course deactivations, 4 new programs of study and 8 program of study modifications for the *Chaffey College 2019-2020 Catalog*.

No. 17,151
Institution
Participation
Agreement –
Ex Libris

The Governing Board approved the Institution Participation Agreement Ex Libris Subscription Agreement between the Butte-Glenn Community College District, the California Community Colleges Technology Center, acting as fiscal agent on behalf of the California Community Colleges Chancellor's Office, and Chaffey Community College.

No. 17,152
2018-19 Child
Development
Training
Consortium
Agreement

BUSINESS/FISCAL AFFAIRS

The Governing Board approved the Child Development Training Consortium Grant Agreement between Chaffey College and Yosemite Community College District for the 2018-2019 year in the amount of \$7,500.

No. 17,153
2018-20 ETP
Agreement

The Governing Board approved the agreement between the Employment Training Panel (ETP) and Chaffey Community College District in the amount of \$949,954 to provide training in job-related skills designed to enhance career potential and long-term job security for the period of October 8, 2018 through October 7, 2020.

No. 17,154
CCC Maker
Grant

The Governing Board approved the CCC Maker Implementation Grant (Year 2) agreement between Sierra Joint Community College District and Chaffey Community College for \$250,000 for the period of July 1, 2018 through May 31, 2019.

No. 17,155
Disposal of
Electronic
Equipment and
Misc. Materials

The Governing Board adopted Resolution 102218, which delegates authority to the superintendent/president or his designee to sell or otherwise dispose of the electronic equipment and miscellaneous materials listed in Exhibit A of the resolution, and to execute all documents in connection therewith, in accordance with the terms and conditions of the resolution.

No. 17,156
Measure L
Citizens'
Oversight
Committee
Membership

The Governing Board approved one new member and one existing member to serve a third term on the Measure L Bond Citizens' Oversight Committee.

The Governing Board approved the Budget Transfer Board Reports for the 2017-2018 fiscal year-end closing and the period of July 1, 2018 through September 30, 2018.

No. 17,157
Quarterly
Budget
Transfer
Report

The Governing Board approved the Quarterly Financial Status Report for the period ending September 30, 2018.

No. 17,158
Quarterly
Financial
Status
Report

The Governing Board authorized the district to let sole source purchase orders to Apple, Inc., without formal, public advertising and receiving of bids, for fiscal year 2018-2019 as needed, to buy Apple products for instructional and administrative use.

No. 17,159
Sole Source
Purchase:
Apple
Products

ACTION AGENDA

A motion was made by Mr. McDougal, seconded by Ms. McLeod, to approve the action agenda as presented.

Yeas: Ms. Brugger, Mr. McDougal, Ms. McLeod, Mr. Ovitt,
Ms. Roberts, Mr. Rosales (advisory)
Nays: None
Absent: None

Through this action, the following were approved: Bid No. 2019PW107, Parking Lot Refurbishment Project through Contract, Purchase Order and Warrant List.

BUSINESS/FISCAL AFFAIRS

The Governing Board authorized the District to enter into Contract No. 2019PW108 with the lowest responsive and responsible bidder, JB Bostick Co., Inc. of Anaheim, California, for the Parking Lot Refurbishment Project, in the amount of \$727,000, which equals the base bid, as described on the attached Bid Opening Results (District opts not to include Alternate 1).

No. 17,160
Parking Lot
Refurbish
Project

The Governing Board ratified the attached contract, purchase order, and warrant lists.

No. 17,161
Contract/PO/
Warrants
List

CEO/STAFF REPORTS

Henry Shannon, superintendent/president, announced that he attended a Health Care Round Table, thanked Trustee Ovitt for attending the Ontario City Council meeting and Ms. Rosas for her presentation, mentioned an InTech Center article in the Los Angeles Times and thanked Ms. Bailey for her oversight, and thanked Mr. Rosales for his great student leadership.

No. 17,162
Supt/Pres
Report

No. 17,163
Faculty
Senate

Faculty Senate President Misty Burrue highlighted supplemental instruction leaders and faculty members Mary Beierle, Art; Lucy Bellamy, librarian; Peter Buck, Music; Hadley Holliday, Art; Stan Hunter, Art; CJ Jilek, Art; Michael Aschenbrennar, Art; Stacy Scibelli, Fashion Design; Joann Eisberg, Astronomy; and Brad Hughes, Astronomy.

No. 17,164
Classified
Senate

Classified Senate President Trisha Albertsen highlighted classified employees Saba Kazmi, International Student Center Coordinator and April Winkle, Payroll Technician.

No. 17,165
CSEA

CSEA President Monica Han thanked the Governing Board for allowing her release time for professional development and the opportunity to work in Sacramento in a small community college forum with Chancellor Oakley. She also thanked the faculty and staff of the School of Instructional Support for their support.

She further provided clarity on Measure P even though she was not present at the last few Board meetings. She stated that CSEA had the intent to be collaborative and supportive with the District, but that CSEA is a democratically member run organization and that information was requested to provide to their leadership because when CSEA decides to provide support, it must be put forth for a vote of the membership. She stated that CSEA is not here to play games, but because of the back and forth and time issues, CSEA is not officially taking a position on Measure P but looks forward to the conversations that will take place after the measure probably passes.

Ms. Han also responded to the earlier conversation about classified participation in professional development and that she is in agreement with providing incentives to increase participation. It is her hope that the District will look deeper as to what are the roadblocks to classified participation.

No. 17,166
CCFA

CCFA President Jonathan Ausubel reported that CTA members who live in our District would be receiving postcards from CCFA in support of Measure P. He also stated that the Faculty Association rep council voted unanimously today to ask the District to recognize Cesar Chavez day as a holiday for the District.

CDCFA had no members present to report.

BOARD COMMENTS, REQUESTS, AND FUTURE AGENDA ITEMS

No. 17,167
Board
Members
Comments,
Requests,
and Future
Agenda
Items

Mr. Ovitt asked that the meeting adjourned in memory of David Van Fleet, a former board member of the Ontario Montclair School District.

Mr. Rosales asked when the shade structure in the quad would be completed, and Vice President Siddiqi responded that it should be completed by the end of November.

Ms. Roberts added that she neglected to mention in her earlier report that she also attended the Manufacturing Day event at the InTech Center.

ADJOURNMENT

The meeting was adjourned at 4:08 p.m.

The next regular meeting of the Chaffey Community College District Governing Board will be Wednesday, November 14, 2018.

President

Clerk