

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

A regular meeting of the Chaffey Community College District Governing Board was held on Thursday, August 29, 2019, in the boardroom of the Marie Kane Center for Student Services/Administration. Board President McLeod called the meeting to order at 2:02 p.m.

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

Members absent: Ms. Roberts

CLOSED SESSION

The public was given an opportunity to address the Governing Board regarding the posted closed session agenda. No comments were made.

The Board convened in closed session at 2:02 p.m. Closed session was adjourned at 3:30 p.m.

STUDY SESSION

A study session commenced on the following topics:

2019-2020 Adopted Budget – Lisa Bailey, associate superintendent of business services and economic development, introduced Executive Director of Budgeting and Fiscal Services Anita Undercoffer and commended her and her staff for their hard work on a difficult budget. She also thanked Trustee Ovitt for his participation in the budget development process. Ms. Undercoffer thanked the Board for changing the date of the August Board meeting to a week later to allow for time to complete the process.

Ms. Undercoffer's presentation included: 2018-2019 budget update, Student Centered Funding Formula funding challenges, State revenue shortfall, revenue and expenses historical summary, 2019-2020 Governor's May Revise budget, State approved budget major policy changes, 2019-2020 Adopted Budget, changes from tentative to adopted budget, adopted budget summary, and future considerations.

Marketing Report – Alisha Rosas, executive director, equity, outreach and communications, introduced her staff who were present at the meeting. Ms. Rosas presented on: advertising, enrollment support, AB 705 Campaign, media relations, website redesign set to launch early 2020, community and high school outreach, awards and recognition, Report to the Community, commencement, and looking ahead.

No. 17,427
Study
Session

President's Equity Council Report – Dr. Eric Bishop, associate superintendent of student services and legislative engagement, presented on: the role of the President's Equity Council; two primary functions are 1) to address issues of equity across all levels at the college, and 2) to serve in an advisory capacity to the superintendent/president and to human resources on the Student Equity and Equal Employment Opportunity plans; campus-based research; subgroups experiencing most disproportionate impact; #RealCollege National Survey identifying overall basic needs insecurity rates; and Equity Council transition. Dr. Bishop mentioned that the new tri-chairs of the President's Equity Council are Alisha Rosas as the management tri-chair, Ray Austin as the classified tri-chair, and the faculty tri-chair is to be determined.

REGULAR SESSION

The regular session reconvened, and Trustee Ovitt led the Pledge of Allegiance to the Flag.

PUBLIC COMMENTS

There were no public comments.

COMMUNITY LINKAGES

GOVERNING BOARD

Student Trustee Nikeenia Williams provided a written report which included: student trustee conference in San Diego, Chaffey College Student Government (CCSG) Welcome Back Event at all three campuses, book grant amount changed from \$50 to \$75, CCSG finance director and senator resignations, and student concerns.

Trustee Ovitt provided a printed report of community events he attended during the month of August that included the following: Chino Basin Water Conservation District meeting, Chaffey College Ontario site update meeting, Chaffey College Dialogue with the Board, The Leaven planning meeting, Soroptimist International of Montclair/Inland Valley social, Children's Fund Golf Committee meeting, First 5 agenda review teleconference, Esperanza Scholarship Foundation Board meeting, Ontario-Chaffey Community Show Band meeting, Children's Fund stuffing of backpacks, First 5 Commission meeting, West End YMCA Incredible Edibles fundraiser, Children's Fund Development meeting, The Leaven dinner, CHOC Walk, Ontario-Chaffey Community Show Band production meeting, Ontario-Chaffey Community Show Band concert, Chaffey High School Alumni Association Administrator/Counselor dinner, Children's Fund West End auxiliary meeting, Colony High School football game, Ontario-Chaffey Community Show Band thank you dinner, Inland Empire Elected Officials conference on leadership, Ontario Parks and Recreation Commission meeting, Ontario-Chaffey Community Show Band meeting, and the Ontario-Montclair School District ribbon cutting at Vernon Middle School.

Mr. Ovitt reported that the fall convocation and employee recognition luncheon were very nice. He also mentioned that he attended an 80th birthday celebration for Ginger Eaton, former curator of the museum at Chaffey College and former mayor of Montclair, and a Promise Scholars annual retreat. As the Governing Board liaison on budget development, Mr. Ovitt stated that he learned so much about the budget during this process. He commended Dr. Shannon, Lisa Bailey, and Anita Undercoffer for their work on the budget.

Trustee McDougal reported that in August he attended the fall convocation and employee recognition lunch and enjoyed the event. He commented that it was nice to see the retirees come back. He also attended the City of Fontana Mayor's Educational Roundtable which included representatives from K-12 and colleges in the area all seeking to better educational opportunities for residents in the City of Fontana.

Mr. McDougal read a statement into the record in response to an article that appeared in the Sacramento Bee and on an L.A. radio show regarding his pension. Trustee McDougal also distributed a copy of the receipt from PERS indicating the service credit he had purchased. (This statement has been made part of the minutes of this meeting.)

No. 17,429
Trustee
McDougal
Statement

Trustee Brugger reported that in August she attended a Senior Disability Fund Board meeting which purchased fans for those unable to get out to cooler places. Ms. Brugger also thanked those who make the start of the semester events, such as tailgate, so special.

Board President McLeod reported that in August she attended the employee recognition luncheon. She commented that there are many employees who have been with the College for a very long time which speaks well of the temperament and community at Chaffey. She also attended a bust unveiling in Sacramento for Merv Dymally, the first black man to serve as lieutenant governor for the State of California.

LEGISLATIVE UPDATE

Dr. Eric Bishop provided a list of community college-related pending legislation (this list has been made a part of the meeting minutes). He mentioned that because of current legislation, the College must include national suicide prevention information on student ID cards.

No. 17,430
Legislative
Update

Dr. Bishop introduced Tariq Azim, Region IX Legislative Affairs Director, Student Center for California Community Colleges, who explained his duties on the state student senate. One of his duties is to increase advocacy along with representing his student constituents at Board meetings. He discussed current legislation. He stated he looks forward to working with everyone in his role, especially Student Trustee Nikeenia Williams.

PRESENTATIONS

There were no presentations at the August 29, 2019, meeting.

FOUNDATION

No. 17,431
Foundation

Lisa Nashua, executive director of the Foundation, welcomed Wayne Scaggs, Foundation Board treasurer, who was present at the meeting. Ms. Nashua provided a written report which included: Fall 2019 scholarship application open; community partnerships; private foundations – Edison International, Arconic Foundation, Wells Fargo Foundation, JPMorgan Chase Philanthropy, San Manuel Band of Mission Indians; Foundation Board Retreat; Chaffey College Foundation 30th Annual Golf Tournament Save the Date, June 22, 2020 and special budget planning mailer for corporate partners; Foundation mini grants Guided Pathways theme; and community partnerships to support athletics.

REPORTS

No. 17,432
Closed
Session
Actions

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 (4:0) vote.

Employment or Ratification of:

Sylvia Crum to the position of administrative assistant II, budgeting and fiscal services, 1.0 FTE, 12 months, range 18, step A of the CSEA salary schedule, effective September 3, 2019.

Jennifer Reyes to the position of administrative assistant II, health sciences, 1.0 FTE, 12 months, range 18, step A of the CSEA salary schedule, effective September 3, 2019.

Kirk Collins to the position of counselor, 1.0 FTE, 11-month, tenure-track assignment, effective August 1, 2019.

Sandra Bermudez to the position of instructor, associate degree nursing, 1.0 FTE, 10-month, tenure-track assignment, effective August 14, 2019.

Nicole Miller to the position of instructor, associate degree nursing, 1.0 FTE, 10-month, tenure-track assignment, effective August 14, 2019.

Elizabeth Encarnacion to the position of instructor, communication studies, 1.0 FTE, 10-month tenure-track assignment effective August 16, 2019.

Jinny Lee to the position of instructor, earth science/geology, 1.0 FTE, 10-month, tenure-track assignment, effective August 14, 2019.

Adam Martinez to the position of instructor, English, 1.0 FTE, 10-month tenure-track assignment effective August 14, 2019.

Julie Leahy to the position of instructor, radiologic technology, 1.0 FTE, 11-month, tenure-track assignment, effective August 14, 2019.

Robert Frost to the position of interim dean, business and applied technology, 1.0 FTE, 12 months, range 32, step D of the management salary schedule, effective August 19, 2019, through June 30, 2020.

Sandra Galeas to the position of program assistant, 1.0 FTE, 12-months, range 13, step A of the CSEA salary schedule, effective September 3, 2019.

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

Jonathan Fox to the temporary, unclassified, professional expert position of business liaison, effective September 3, 2019, through June 30, 2020, under the terms and conditions of the employment agreement.

Michelle De La Cruz to the temporary, one-year position of child development center teacher, 1.0 FTE, effective August 12, 2019, through May 21, 2020.

Matthew Morin to the temporary, unclassified, professional expert position of director, intersegmental partnerships and deliveries, effective July 1, 2019, through June 30, 2020, under the terms and conditions of the employment agreement.

Julia Erickson to the temporary, unclassified, professional expert position of first assistant coach, volleyball/out-of-season, all sports, effective August 1, 2019, through June 30, 2020, under the terms and conditions of the employment agreement.

Brooke Padilla to the temporary, unclassified, professional expert position of first assistant coach, women's water polo/out-of-season, all sports, effective September 1, 2019, through June 30, 2020, under the terms and conditions of the employment agreement.

John Hallman to the temporary, unclassified, professional expert position of head coach, men's swimming, effective January 2, 2020, through May 31, 2020, under the terms and conditions of the employment agreement.

Jerry Tivey to the temporary, unclassified, professional expert position of head coach, softball, effective January 2, 2020, through May 31, 2020, under the terms and conditions of the employment agreement.

Laura Kocsis to the temporary, unclassified, professional expert position of head coach, women's water polo, effective September 1, 2019, through December 31, 2019, under the terms and conditions of the employment agreement.

Mehgan Hassanzadah to the temporary, one-year position of instructor, biology, 1.0 FTE, effective August 14, 2019, through May 20, 2020, for the 2019-20 academic year.

Arya Parsa to the temporary, one-year position of instructor, biology, 1.0 FTE, effective August 14, 2019, through May 20, 2020, for the 2019-20 academic year.

Alejandra Parise to the one-year temporary position of instructor, fashion design, 1.0 FTE, effective August 14, 2019, through May 20, 2020, for the 2019–20 academic year.

Kevin Carlson to the temporary, one-year position of instructor, psychology, 1.0 FTE, effective August 14, 2019, through May 20, 2020, for the 2019-20 academic year.

Sharlene Smith to the temporary, unclassified, professional expert position of transition facilitator, effective July 1, 2019, through December 31, 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:

The Governing Board approved the revised educational services coordinator assignments for the 2019–20 academic year as identified on the attached list.

The Governing Board ratified the temporary increase in assignment for the administrative assistant II, Health Sciences, from .475 to .9 FTE for the period of June 3, 2019, through September 30, 2019.

MONITORING

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

Budget Monitoring Report
Distance Education Annual Monitoring Report
President's Equity Council Monitoring Report
Quarterly Investment Report

No. 17,433
Monitoring

No. 17,434
Public
Hearings

PUBLIC HEARINGS

BUSINESS/FISCAL AFFAIRS

A public hearing was held on the 2019-2020 proposed budget.

No comments were made.

Communication No. IV.E.1.b 2019-2020 Budget Adoption.

No. 17,435
2019-20
Adopted
Budget

The Governing Board adopted the 2019-2020 budget and adopted Resolution No. 82919 on a motion of Mr. McDougal, and second by Mr. Ovitt.

Yeas: Ms. Brugger, Mr. McDougal, Ms. McLeod, Mr. Ovitt,
and Ms. Williams (advisory)

Nays: None

Absent: Ms. Roberts

HUMAN RESOURCES

No. 17,436
Public
Hearings

A public hearing was held on the Joint Proposal/Preliminary Agreement of the Child Development Center Faculty Association (CDCFA) and Chaffey Community College District.

No comments were made.

Communication No. IV.E.2.b Joint Proposal/Preliminary Agreement of the Child Development Center Faculty Association (CDCFA) and Chaffey Community College District.

No. 17,437
CDCFA Joint
Proposal/Pre
liminary
Agreement

The Governing Board adopted the Joint Proposal/Preliminary Agreement of the Child Development Center Faculty Association (CDCFA) and Chaffey Community College District on a motion of Mr. McDougal, and second by Ms. Brugger.

Yeas: Ms. Brugger, Mr. McDougal, Ms. McLeod, Mr. Ovitt,
and Ms. Williams (advisory)

Nays: None

Absent: Ms. Roberts

CONSENT AGENDA

No. 17,438
Consent
Agenda

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

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

Through this action, the following were approved (Approval of Minutes, July 11, 2019, through Professional Expert Compensation).

GOVERNANCE PROCESS

The minutes of the July 11, 2019, regular board meeting were approved as presented.

No. 17,439
Minutes

BUSINESS/FISCAL AFFAIRS

The Governing Board approved Amendment 02 to increase the amount of the California Department of Education 2018-2019 California State Preschool program (CSPP - 8419) by \$72,626.

No. 17,440
2018-19 CA
Preschool
Contract
Amendment
2

The Governing Board approved Fiscal Agent Sub-Agreement DO-19-2566-01 between Rancho Santiago Community College District and Chaffey College, hosting the Center of Excellence, to conduct labor-market research for the period of July 1, 2019 through June 30, 2020 in the amount of \$200,000.

No. 17,441
Center of
Excellence
Fiscal Agent
Sub-
Agreement

The Governing Board approved that Klein Educational Systems is the single source supplier for Amatrol and FANUC products, Amatrol and FANUC products are sole source products for the performance and services required under the subject Strong Workforce Program grant as described in this Agenda Item, and Chaffey may proceed to negotiate and enter into a sole source contract with Klein Educational Systems for the products and equipment described herein.

No. 17,442
Single
Source
Vendor Klein
Educational
Systems

The Governing Board approved Resolution No. 82919A 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. (This resolution has been made part of the minutes of this meeting.)

No. 17,443
Disposal of
Electronic
Equipment
and Misc.
Materials

The Governing Board approved the determination that Proposition 55 Education Protection Account funds in the estimated amount of \$16,519,214 be used to partially fund instructional faculty salaries and benefits for the 2019-2020 fiscal year.

No. 17,444
Education
Protection
Account
Expense
Determinatio
n

No. 17,445
Chaffey Joint
Union High
School
District

The Governing Board approved the Memorandum of Understanding between Chaffey Joint Union High School District and Chaffey College, a member of the West End Corridor Chaffey Regional Adult Education Consortium, for the period of July 1, 2019 through June 30, 2020 in the amount of \$300,000.

No. 17,446
LAUNCH
Apprenticeship
Network
Agreement

The Governing Board approved the agreement between Riverside Community College District and Chaffey Community College District in the amount of \$30,000 for the period of July 3, 2019 through June 30, 2020 to provide employer partner outreach for the Inland Empire Desert Region Consortium LAUNCH Apprenticeship Network.

No. 17,447
Statewide
Director,
Energy,
Construction
& Utilities
Grant

The Governing Board approved the Statewide Director, Energy, Construction & Utilities Grant from the California Community Colleges Chancellor's Office in the amount of \$372,000 for the period of July 1, 2019 through September 30, 2020.

No. 17,448
Strong
Workforce
Program
Multi Project
Award

The Governing Board approved the Strong Workforce Program Participation Agreement No. 2017/20-19-B-R4 Multi Project Award, between Riverside Community College District and Chaffey Community College, in the amount of \$674,821 for the period of July 1, 2019 through December 31, 2021.

No. 17,449
Strong
Workforce
Program
Regional
Project
Coordination
and Support

The Governing Board approved Strong Workforce Program Participation Agreement No. 2017/20-19-B-P00 R4 Regional Project Coordination and Support, between Riverside Community College District and Chaffey Community College, in the amount of \$25,000 for the period of July 1, 2019 through June 30, 2020.

No. 17,450
Strong
Workforce
Program
Regional
Project
Management

The Governing Board approved Strong Workforce Program Participation Agreement No. 2017/20-19-B-P00 R4 Regional Project Management – P01 and P23, between Riverside Community College District and Chaffey Community College District, in the amount of \$102,654 for the period of July 1, 2019 through June 30, 2020.

HUMAN RESOURCES

No. 17,451
Management
Employment
Contracts

The Governing Board ratified the employment contracts between the Governing Board of the Chaffey Community College District and the following management positions: dean, health sciences; and interim dean, business and applied technology.

No. 17,452
Professional
Expert
Compensation

The Governing Board ratified changes to the annual compensation reflected in the 2019-20 employment agreements between the Governing Board of the Chaffey Community College District and professional expert positions.

ACTION AGENDA
BUSINESS/FISCAL AFFAIRS

The contract, purchase order, and warrant lists were ratified on the motion of Ms. Brugger, second of Mr. Ovitt. (These lists have been made part of the minutes of this meeting.)

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

CEO/STAFF REPORTS

Henry Shannon, superintendent/president, presented the Board with copies of his monthly report. The report highlighted the 2019-20 Management and Confidential Retreat, Measure P meeting with the City of Rancho Cucamonga, Fall 2019 Convocation/Flex, and updates from instruction and institutional effectiveness and student services.

Dr. Shannon mentioned that this Monday would be his 12-year anniversary at Chaffey College. He was not sure if he wanted to leave St. Louis and his position as Chancellor for the St. Louis Community College System, and that it was Lee McDougal's convincing and negotiation that brought him here. He thanked Mr. McDougal for the wonderful journey, along with the trustees at the time including Kathy Brugger, Katie Roberts, Paul Gomez and Gary George.

Acting Faculty Senate President Nicole DeRose provided Board members with the Faculty Senate's monthly report in which she highlighted Stan Hunter, ceramics; Brianna Gonzales-Harwell, head coach, women's volleyball and KNA; Marc Meyer, anthropology; and Don Schroeder, broadcasting and cinema.

Hope Ell, executive assistant, represented Trisha Albertsen, Classified Senate president, and highlighted Monica Han, success center specialist and CSEA Chapter President, Chaffey College 431.

CSEA had no report.

CCFA President Jonathan Ausubel congratulated Nicole DeRose on becoming acting faculty senate president, and looks forward to an exciting year. On behalf of CCFA, he hopes that Board elections and negotiations go well.

CDCFA had no report.

No. 17,453
Contract/PO/
Warrants
Lists

No. 17,454
Supt/Pres
Report

No. 17,455
Faculty
Senate

No. 17,456
Classified
Senate

No. 17,457
CCFA

BOARD COMMENTS, REQUESTS, AND FUTURE AGENDA ITEMS

Mr. Ovitt commented that Dr. Bishop's Associate Superintendent's VIBE Symposiums look very interesting and that he plans to attend some of the future dates.

Mr. Ovitt also commented that the College has been blessed that Dr. Shannon decided to leave St. Louis and that he is the best thing to ever happen to Chaffey.

ADJOURNMENT

The meeting adjourned at 5:07 p.m. in memory of Frank L. Hagen, father-in-law of Ted Younglove, dean, math and science.

The next regular meeting of the Chaffey Community College District Governing Board will be Thursday, September 19, 2019.

President

Clerk