

**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, September 19, 2019, in the boardroom of the Marie Kane Center for Student Services/Administration. Board President McLeod called the meeting to order at 2:00 p.m.

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

Members absent: Mr. Ovitt, 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 2:01 p.m. Closed session was adjourned at 2:45 p.m.

STUDY SESSION

President McLeod announced a change to the agenda allowing Assemblymember Eloise Reyes to make her presentation before the study session presentations as she had another meeting to attend.

Proclamation Presentation – The Honorable Assemblymember Eloise Reyes presented an assembly resolution on behalf of herself; the Honorable Freddie Rodriguez, 52nd Assembly District; and the Honorable Connie Leyva, 20th Senatorial District, to commend Dr. Henry Shannon for being selected by the Association of Community College Trustees as the recipient of the prestigious national 2018 Marie Y. Martin Chief Executive Officer Award in recognition of his commitment to excellence in advancing the community college movement.

Dr. Shannon thanked Assemblymember Reyes and her husband, Frank Reyes, Governing Board member for the San Bernardino Community College District, who was also present, for the award. President McLeod thanked her for attending this meeting.

A study session commenced on the following topics:

Maintenance and Operations/Environmental Sustainability Report –

Melanie Siddiqi, associate superintendent, administrative services, introduced Troy Ament, executive director, facilities and construction, and Sam Gaddie, sustainability and environmental safety officer.

No. 17,459
Study
Session

Mr. Gaddie presented on: solar carport system which has been operational for over a year now, and electricity billing savings for all three campuses; generation of over 13 million kWh of electricity; reduction of Chaffey's carbon footprint; total of five dual port EV charging stations on all campuses; and monthly report from Charge Point, illustrating usage of charging stations. Mr. Gaddie also reported that the College is continuing with the recycling program and hazardous materials management. The Green Earth Movement Sustainability Committee (GEM) is also continuing outreach with an annual Earth Day event. He further mentioned that some college program are utilizing components of solar energy production as part of class curriculum.

Mr. Ament presented on maintenance, grounds, operations, School Dude work order system, central plant, thermal energy storage, boilers, xeriscaping projects, facilities development, and outside agency collaboration/partnerships. Student Trustee Nikeenia Williams mentioned that students would like seating in the new plaza shade area. President McLeod agreed that it would be nice for students to be able to sit in the shade on the grass and do homework. Mr. Ament responded that there are concrete benches currently built in, but confirmed that Ms. Williams was referring to additional lawn seating in the east plaza area and that he would look into it.

Adult Education and High School Partnerships – Matthew Morin, director, intersegmental partnerships, presented on dual enrollment growth trends, return on investment, all dual enrollment programs in study generate net positive results, equity and the future, student success rates increased from 82-88%, first college in state with online enrollment system, distance education dual enrollment, adult education growth trends, and the Chino Valley Adult School HVAC program. Dr. Morin praised Candace Brock for her automation of the enrollment system and stated that she received the PUCK award for this work. Dr. Morin further discussed Chaffey-inspired legislation, SB 554, which has received a 100% approval through all committees, and is currently on the Governor's desk for approval.

REGULAR SESSION

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

PUBLIC COMMENTS

Tariq Azim, Chaffey student, announced the September 20 Region IX meeting at Victor Valley College. The topics to be discussed are how to implement shared governance, Guided Pathways implementation, Undocumented Student Week of Action, and AB 1504.

Brandon Washington, Gabriel Akinmoladun, Joshua Abrams, Barbara, Ashley, Anthony, and Terry, members of the UMOJA Club, read their mission statement. They thanked Dr. Shannon for attending their recent meeting, and they mentioned that their meetings are held on Mondays 12:30 to 1:30 p.m. in AD-151.

Michael Everman, Chaffey College Student Government (CCSG) member, expressed concerns regarding the CCSG president and vice president. President McLeod responded that the Governing Board is prohibited from interfering with student body work and that this issue is for the student body to handle. The Governing Board can only act as a sounding board but cannot take action. She stated that this is the purview of the dean of student life.

Xochitl Escamilla, vice president of CCSG, addressed the Board about creating a community at Chaffey and providing more leadership opportunities. She stated that she has reached out to Deans Teresa Hull and Yolanda Friday and she is working with them to make a better experience for our students. She also mentioned that the CCSG meetings are also held on Mondays at 12:30 to 1:30.

COMMUNITY LINKAGES GOVERNING BOARD

Student Trustee Nikeenia Williams provided a CCSG report which included: working on special gifts for students, being on the 99.1 KGGI FM Morning Show, creating a game/recreation room, Pizza with the Presidents at all three campuses, Hispanic Heritage Month, the book grant amount was changed from \$50 to \$75, the CCSG finance director and one senator resigned, and Chereese Russell was appointed as the director of finance.

Ms. Williams read and provided a statement in writing (This statement has been made part of the minutes of this meeting.)

Trustee McDougal reported that he attended the Chaffey College tailgate event, and the Fontana Mayor's Gala event at the Boys and Girls Club in Fontana. Mr. McDougal stated that he is so impressed by the genuineness of the people of Fontana. Trustee McDougal also attended the Chaffey College Measure of our Success event, and tonight he will attend the kick-off event for Rancho Cucamonga Councilmember Lynne Kennedy.

Trustee Brugger reported that she attended the American Association of University Women program which highlighted STEM, and the Measure of our Success event. She enjoyed all of the presentations.

Board President McLeod reported that she attended the Measure of our Success event and she really enjoyed the outdoor event.

No. 17,461
Board
Reports

No. 17,462
Student
Trustee
Williams
Statement

No. 17,463
Legislative
Update

LEGISLATIVE UPDATE

Dr. Eric Bishop presented on AB 302 update, AB 48 – State Education Bond, SB 554 – adult education, and the Public Charge Rule, which is intended to prevent immigrants from obtaining permanent residency if the applicant could be dependent on public resources.

No. 17,464
Presentations

PRESENTATIONS

Proclamation Presentation – Assemblymember Eloise Reyes – presented during study session.

New Employee Introductions – Associate Superintendent Eric Bishop introduced the following new employees:

- Misty Burruel
- Robert Rundquist
- Robert Frost
- Mary Romero
- Henry Leonor
- Elizabeth Encarnacion
- Julie Leahy
- Jinny Lee
- Christina Holdiness
- Timi Brown
- Kirk Collins
- Donald Essex
- Joan Godinez
- Diana Sanchez

Dr. Shannon welcomed the group and commented that this is a large cohort of new Chaffey employees. He also mentioned that he worked with Robert Frost in St. Louis.

No. 17,465
Foundation

FOUNDATION

Lisa Nashua, executive director of the Foundation, provided a written report which included: Fall 2019 scholarship process with almost 700 applications received and over 55 volunteer reviewers; Soroptimist International of Montclair scholarships; The Community Foundation fall awarding; Arconic Foundation grant; Wells Fargo Foundation; JPMorgan Chase Philanthropy; save the date for the Chaffey College Foundation 30th Annual Golf Tournament on June 22, 2020 at Red Hill Country Club; Foundation mini grants; gifts for athletics; and Feeding America potential partnership for food bank.

She mentioned that two members from the Foundation Board were present at today's meeting. She introduced alumna Virginia Aguilar Riley and Brett Leavitt.

REPORTS
CLOSED SESSION ACTIONS

No. 17,466
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 (3:0) vote.

Employment or Ratification of:

Michelle Sims to the position of administrative assistant II, health sciences, 1.0 FTE, 12-months, range 18, step A of the CSEA salary schedule, effective October 1, 2019.

Megan Robles to the position of instructional assistant II, language success center, .475 FTE, 10 months, range 9, step A of the CSEA salary schedule, effective October 1, 2019.

Noel Quinones to the position of outreach specialist, 1.0 FTE, 12-months, range 13, step A of the CSEA salary schedule, effective October 1, 2019.

Jocelyn Carbajal to the position of program assistant, counseling, 1.0 FTE, 12-months, range 13, step A of the CSEA salary schedule, effective October 1, 2019.

Mike Mwirigi to the position of research analyst, 1.0 FTE, 12-months, range 33, step A of the CSEA salary schedule, effective October 1, 2019.

Ching-Yun Lin to the position of systems specialist, 1.0 FTE, 12 months, range 33, step A of the CSEA salary schedule, effective October 14, 2019.

Ashley Bilz to the position of theatre coordinator, 1.0 FTE, 12 months, range 24, step D of the CSEA salary schedule, effective October 1, 2019.

Hourly personnel including adjunct faculty, contract faculty overload, and short-term workers. Utilization of volunteer services (This list has been made part of the minutes of this meeting.)

Appointment of:

Jennifer Arroyo to the position of administrative assistant, economic development, 1.0 FTE, 12-months, range 18, step A of the CSEA salary schedule, effective October 1, 2019.

Alisa Vaughn to the position of educational program assistant, health sciences, 1.0 FTE, 12 months, range 20, step H of the CSEA salary schedule, effective October 1, 2019.

Charmaine Abioro to the position of educational services generalist, 1.0 FTE, 12-months, range 15, step E of the CSEA salary schedule, effective October 1, 2019.

Priscilla Stigler to the position of educational services generalist, 1.0 FTE, 12-months, range 15, step B of the CSEA salary schedule, effective October 1, 2019.

The Governing Board ratified 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 2019–20 fiscal year..

MONITORING

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

Libraries/Cybraries Monitoring Report

No. 17,467
Monitoring

No. 17,468
Consent
Agenda

CONSENT AGENDA

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

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

Through this action, the following were approved (Approval of Minutes, August 29, 2019, through Notice of Completion: Solar Carport Project).

GOVERNANCE PROCESS

No. 17,469
Minutes

The minutes of the August 29, 2019, regular board meeting were approved as presented.

No. 17,470
Compensate
Trustee
When
Absent

The Governing Board adopted the attached resolution to compensate Katherine Roberts, Governing Board member, for the August 29, 2019, meeting from which she was absent.

GENERAL INSTITUTION

No. 17,471
Student
Equity Plan

The Governing Board approved the 2019-2022 Chaffey College Student Equity Plan.

ACADEMIC AFFAIRS

No. 17,472
Curriculum

The Governing Board approved seven course modifications, three distance education courses, and two program of study modifications for the *Chaffey College 2020-2021 Catalog*.

BUSINESS/FISCAL AFFAIRS

No. 17,473
Disposal of
Electronic
Equipment
and Misc.
Materials

The Governing Board adopted Resolution No. 91919, 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. 17,474
17P30 Solar
Carport
Project
Notice of
Completion

The Governing Board accepted as complete, per Contract Number 17P30, the work of, and authorized the District to file a notice of completion with the county recorder for the Solar Carport Project.

ACTION AGENDA
BUSINESS/FISCAL AFFAIRS

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

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

No. 17,475
Contract/PO/
Warrants
Lists

CEO/STAFF REPORTS

Henry Shannon, superintendent/president, presented the Board with copies of his monthly report. The report highlighted the Measure of Our Success event, Faculty Senate presentation, Chaffey College Foundation Board annual retreat, ACCT membership, Guided Pathways Institute, and highlights from instruction and institutional effectiveness and student services. He mentioned that the Measure of our Success event was phenomenal and thanked Heather Nishioka and Janeth Rodriguez. Dr. Shannon also thanked Nicole DeRose for inviting him to present at the Faculty Senate meeting. He commended the Umoja students for the work they are doing and thanked them for having him at their meeting.

No. 17,476
Supt/Pres
Report

Nicole DeRose provided Board Members with the Faculty Senate's monthly report, in which she highlighted Annette Young, library, and Dr. Marc Meyer, anthropology.

No. 17,477
Faculty
Senate

Trisha Albertsen, Classified Senate president, provided a monthly report which highlighted Candice Brock, and Guided Pathways workshops for Classified Professionals.

No. 17,478
Classified
Senate

CSEA had no report.

CCFA President Jonathan Ausubel stated that the College needs a large conference room on campus and ways to improve holding meetings virtually.

No. 17,479
CCFA

CDCFA had no report.

BOARD COMMENTS, REQUESTS, AND FUTURE AGENDA ITEMS

President McLeod reminded everyone that the November Governing Board meeting will be held at the Fontana City Council Chambers, and the January meeting will be held at the Chaffey College Chino Community Center.

No. 17,480
Board
Comments,
Requests,
and Future
Agenda
Items

ADJOURNMENT

The meeting was adjourned at 4:11 p.m.

The next regular meeting of the Chaffey Community College District Governing Board will be Thursday, October 24, 2019.

President

Clerk