



**CHAFFEY COMMUNITY COLLEGE DISTRICT  
SPECIAL MEETING OF THE GOVERNING BOARD  
Monday, November 23, 2020, 6:30 p.m.**

Pursuant to Governor Newsom's Executive Order N-29-20, dated March 17, 2020, members of the Governing Board of the Chaffey Community College District, staff, and the public will participate in the November 23, 2020 Special Board meeting via videoconference. To avoid exposure to COVID-19, this meeting will be held via videoconference and can be accessed at the following link:

<https://www.chaffey.edu/leadership/governingboard.php>

Public comments for this meeting will only be accessible via email and should be sent to [presidents.office@chaffey.edu](mailto:presidents.office@chaffey.edu). Submissions must be received prior to the posted start time of the Board meeting. Please include in the email subject line: *Public Comments for the Special Governing Board Meeting of November 23, 2020*. Please indicate in your email if you are addressing a specific agenda item or if you are making a comment regarding an item not on the agenda. All submissions received will be considered a public record under the Public Records Act and are therefore subject to public disclosure. Submissions will be read into the record at the Board meeting and must comply with the three-minute time limit.

**I. REGULAR SESSION OF THE SPECIAL BOARD MEETING**

- A. CALL TO ORDER (6:30 P.M.)
- B. PUBLIC COMMENTS
- C. ACTION AGENDA
  - 1. Organization
    - a. Candidate Interviews and Selection of Provisional Appointee for Trustee Area 2 Vacancy
    - b. Oath of Office to Provisional Appointee (Trustee Area 2)

**II. ADJOURNMENT**

*The next regular meeting of the Governing Board will be Thursday, December 17, 2020.*

[Complete agenda may be viewed at www.chaffey.edu/leadership/governingboard.php](http://www.chaffey.edu/leadership/governingboard.php)

**AGENDA ITEM**  
**Chaffey Community College District**  
**GOVERNING BOARD**

November 23, 2020

Board Meeting Date

TOPIC    **CANDIDATE INTERVIEWS AND SELECTION OF PROVISIONAL APPOINTEE FOR TRUSTEE AREA 2 VACANCY**

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Communication No.    I.C.1.a

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SUPPORTS BOARD POLICY

Chaffey Community College District Board Policies 2010, 2100, 2110, and 2200; Chaffey Community College District Administrative Procedures 2110 and 2200.

PROPOSAL

Candidate interviews and selection of Provisional Appointee to fill Board vacancy in Trustee Area 2.

BACKGROUND

On October 1, 2020, the Trustee Area 2 Board Seat became vacant due to Governing Board Member Katie Roberts retiring. On October 6, 2020, the Governing Board voted to proceed with the provisional appointment process to fill the Trustee Area 2 vacancy. The District published an announcement regarding the vacancy and application process for the vacancy at all 3 campuses, in a newspaper of general circulation (print and online), on the District website, and through a Chaffey CCD Community notification email.

The period for candidates to submit applications lasted approximately one month. All candidates were notified that the Board will interview applicants who submit a complete application and who reside in Trustee Area 2. A complete application consisted of the initial application, a Candidate Information Sheet, and proof of voter registration. Attached to this agenda are each of the candidates' responses to the Candidate Information Sheet.

The following candidates reside in Trustee Area 2 and submitted a complete application:

- Deana Olivares Lambert
- Steven Flores
- Tomeika Carter
- Aron (Jim) Kelber
- Julia Parra
- Gino Filippi
- Suzanne Taylor

The following is an overview of the interview and selection process:

**1. Interviews**

All of the candidate interviews will be conducted in open session (separately). Each candidate has been asked to be prepared to give the Board a short (up to 2 minutes) introduction at the beginning of his or her interview. Following that, the Board will ask each candidate questions on topics that relate to, among other things, governance and public education.

**2. Recommendation to Move Candidates to Next Step**

After all of the interviews are complete, each Board member will identify up to three candidates to move forward to the next step ("Calls for Nomination and Vote"). The Board President will have each Board

member read aloud the three (3) candidates (in no particular order) that they recommend to move forward. The District will tabulate the Board members' recommendations (each Board member makes up to 3 recommendations). The Board President will read out the tabulations. Every candidate who is recommended by a Board member, regardless of the number of recommendations received, will move to the next step of the process ("Calls for Nomination and Vote").

**3. Calls for Nomination and Vote**

The Board President will call for a motion to nominate a candidate for a vote based on the tabulation of recommendations. The first nomination will be for the candidate who had the most recommendations. Once the motion is seconded, the Board will vote on whether to make that individual the Provisional Appointee for Trustee Area 2. If that candidate receives three votes (majority), then that candidate will be the individual who fills the Trustee Area 2 seat, and the selection process ends. Note, if there is more than one candidate tied for the highest number of recommendations, then those who are tied for the highest number will each receive a motion for the nomination for a vote.

If the candidate(s), above, does not receive three votes, then the Board President will ask for a motion to nominate the person who received the next highest number of recommendations from the Board. The Board will then repeat the process, above, until one of the candidates receives three votes.

If the Board exhausts the nominations of candidates and none of them receives at least 3 votes, then the Board will repeat the process, above, nominating the people in the same order as before.

The person who is ultimately selected to fill the Trustee Area 2 vacancy will be sworn in (take the oath of office) at the November 23, 2020, meeting.

\*Note, when the Board makes the initial recommendations (step 2, above), those are not "votes." Those are recommendations to move candidates to the next step ("Calls for Nomination and Vote").

BUDGET IMPLICATIONS

Funding Source – Unrestricted General Fund

Status of Funds – The total cost associated with the sixteen-month Provisional Appointment is \$36,466 (Stipends for Attendance of Board Meetings - \$6,400; benefits, if accepted – \$30,066). These costs are included in the 2020-2021 budget and will be included in the 2021-2022 budget.

Future Implications – It is anticipated that these costs will be ongoing.

RECOMMENDATION

To interview candidates and select a Provisional Appointee to fill the Board vacancy in Trustee Area 2.

Prepared by:	Ryan L. Church, General Counsel
Reviewed by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

**CHAFFEY COMMUNITY COLLEGE DISTRICT**  
**SPECIAL MEETING OF THE GOVERNING BOARD**  
**November 23, 2020**  
**CANDIDATES FOR TRUSTEE AREA 2 VACANCY**

<b>Candidate</b>	<b>Occupation</b>
Deana Olivares Lambert	Business Owner The 20/20 Network
Steven Flores	Certified Public Accountant – Partner GYL CPAs and Advisors
Tomeika Carter	School Administrator Bonita Unified School District
Aron “Jim” Kelber	Business Owner Rocky Mountain Chocolate Factory
Julia Parra	Retired Substitute Teacher Upland & Ontario Montclair School Districts
Gino Filippi	Consultant/Wine Writer G. L. Filippi Winery
Suzanne Taylor	Executive Director/CEO/Founder Augusta Homes

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**Name** Deana Olivares-Lambert

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**Please list your employment history (position held, employer name, dates worked) for the past five (5) years:** Co-owner (Strategic Communications/Public Relations Consultant), Lambert 20/20 Communications (dba The 20/20 Network), 2011-Present

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**Please identify any community service or volunteer work that you have done in the past five (5) years:** Board Member, Executive Committee member, Marketing Chair of Children's Fund, San Bernardino, CA, since February 2020  
Member, Cooperative Economic Empowerment Movement, since December 2019.  
Member, National Latina Business Women Association Inland Empire, since March 2019.  
Founding member, LiveUp! Upland Healthy Communities group, 2017.  
Member, Parent-Teacher Association, since 2002.

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**Question 1: What is your understanding of the responsibilities of the Chaffey Community College Governing Board?** The duties of the Chaffey Community College Governing Board involve overall planning, oversight and acting as a fiduciary to ensure the wise and efficient delivery of higher education, training and community betterment services. The Board's objective is to govern with strategic, future-oriented leadership, with an outward vision that is responsive and fosters diversity and inclusion. The Board also assures there is consistency and quality in institutional performance and education. Given the current issues we are facing, the infrastructure of higher education-and community colleges, in particular-has never been more important.

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**Question 2: What is your understanding of the responsibilities of each individual Board Member?**

Because Board members are guardians of the institution's mission, they rely on administrative leadership and faculty to carry it out in their daily duties and actions. Therefore, it is the duty of each Board Member to be fully engaged, invested and actively participate by demonstrating a clear understanding of policies to ensure the necessary conditions always exist for students to learn and thrive. By the same token, Board Members are also responsible for engaging meaningfully and providing guidance to confidently delegate to the President and/or the executive leadership.

It is also critical that there is diversity in a Board. A Board that is diverse in professional, academic and cultural aspects brings different perspectives that, when they come together, allow for inclusive and successful implementation of the college's mission and the embodiment of its vision. Furthermore, when individual Board Members bring a unique skill set and background, the Board as a unit better serves and represents its districts and community, which allows for more a unified Board voice that has the potential to inspire the organization on every level.

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**Question 3: Why are you interested in becoming a Board Member for the District?**

Community colleges have always been an invaluable resource, and with the current unprecedented health and economic challenges, they hold a critical role in the greater educational system and in helping their communities recover. Chaffey Community College is a deeply rooted, invaluable community resource that has always been part of the local and regional workforce and economic development system. In a world where circumstances and priorities shift daily, the ability to provide our communities with affordable, flexible, quality education, technical and vocational training to help our communities heal and get back to work, makes Chaffey Community College more important than ever, and I believe that I can be of service in this process.

I have the professional, academic and service background the role requires, and as a product of the Inland Empire, I am passionate about serving our community and our region. My education (Masters in Organizational Management) and professional background (20 years in Administrative, Operations Management, Bilingual/Cultural Communications and Public Relations) along with my previous community and current board member experience, make me a good candidate for Chaffey College Governing Board. As a Board Member of Children's Fund, I am the Marketing Committee Chair and I also sit on the Executive Committee. One of my responsibilities is to facilitate full Board discussions to arrive at consensus about our organization's role in helping end systemic racial inequalities. The facilitation has involved key strategic communications practices, such as team and group dynamics, communication and conflict, managing change and learning, which have allowed for very rich and candid discussions. More importantly, however, every discussion has been productive, allowing us to move forward because, regardless of our individual differences in opinion, the facilitation has kept us grounded in our organization's mission and vision, which we all share. I would love to apply similar open, responsive, and effective communication strategies as a Board member of Chaffey Community College.

On a personal level, my first experience with Chaffey College was as a student at Chaffey High School, applying in a dual enrollment program. The thought of still being in high school and being able to take a college class, was just the coolest thing to me! A few years later, I was looking for an employment opportunity that might be a better match for my schedule as a fulltime student at the University of La Verne, and as a young mom of two little ones. I diligently kept an eye out for an opportunity that might come up at Chaffey College and in 2004, I found one. I applied, tested, interviewed and was offered the position of Administrative Assistant to the Director of the Honors Program who, at the time, was Eva K. Rose. I will forever cherish my time as a staff member, and have always kept Chaffey College close to my heart.

I would consider it an honor to be a part of the Chaffey Community College Governing Board.

**Question 4: What are two major accomplishments of the District in the past few years? What, if any, areas for improvement should the Board address?**

Chaffey College has had many remarkable accomplishments. Two that immediately stand out involve its Responsiveness through the (1) cross-sector Collaborations and Partnerships and (2) the well planned and executed Pandemic Response and Readiness process.

The partnerships and collaborations developed by Chaffey Community College, such as the Chaffey InTech Center and the Fontana Education Coalition have made it possible to meet the diverse needs of the community it serves. These invaluable public-private partnerships that include educators, businesses, innovators and leaders throughout our region create real tangible opportunities for the growth and success of the students and community being served by Chaffey Community College.

Chaffey Community College's thoughtful and deliberate response to the COVID-19 Pandemic was well-planned and executed. From its Safe Campus Reopening Plan (assuring a phased, safe and sustainable return) to the decision of upgrading the Identity and Access Management system (providing a more secure, enterprise-level of online access to students) were both, not just the right choices to make, but very forward-thinking and wise decisions that the college and community will benefit from for years to come.

As a life-long learner and an advocate for growth, I believe there is always room for improvement. Although Chaffey Community College does a wonderful job of actively recognizing and implementing for the diversity in the communities it serves, the next logical step would be to incorporate that diversity within the Governing Board. A more diverse Board would reflect and better serve the community.

As a native and life-long, bilingual and bicultural resident, as well as a business owner, former student, parent and supporter of our region's education system, I would consider it an honor to be of service on the Chaffey Community College Governing Board.

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I ACKNOWLEDGE THAT MY CANDIDATE INFORMATION SHEET IS A PUBLIC DOCUMENT AND WILL BE AVAILABLE FOR THE PUBLIC TO REVIEW PRIOR TO THE NOVEMBER 23, 2020, SPECIAL BOARD MEETING.

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<b>Name</b>	STEVEN FLORES
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<b>Please list your employment history (position held, employer name, dates worked) for the past five (5) years:</b>	GYL CPAs October 1, 2019 to present Partner Steven A. Flores, Certified Public Accountant, June 15, 1985 to September 30, 2019 California State Polytechnic University, Pomona, 1985 to present - Lecturer Emeritus
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<b>Please identify any community service or volunteer work that you have done in the past five (5) years:</b>	California State Polytechnic University, Pomona - Accounting Department Faculty Advisory Board Chaffey College Foundation - Advisory Board Member - Audit Committee Chair Various Youth Programs volunteer Career and Academic Counseling of various college and university students
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<b>Question 1: What is your understanding of the responsibilities of the Chaffey Community College Governing Board?</b>	1. Assure appropriate academic curricula. 2. Assure appropriate fiscal responsibility. 3. Respecting and responding to an extreme and fluid economic and social Inland Empire community in general, and the needs of those seeking academic opportunities.
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<b>Question 2: What is your understanding of the responsibilities of each individual Board Member?</b>	1. To understand the fiscal challenges and fiscal limitations of the college's resources. 2. To understand the academic challenges Caffey College is confronted with given the current fiscal, economic, and social environment of the Inland Empire. 3. To provide input and guidance to the direction Chaffey College services the Inland Empire.
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**Question 3: Why are you interested in becoming a Board Member for the District?**

1. I have been licensed since December 1977, and continue to be licensed as a Certified Public Accountant in the state of California.
2. I have serviced and continue to service an array of small, closely held, and dynamic small businesses and individual tax clients for over forty-five years, and understand the historical, current, and prospective challenges of servicing clients' wants, needs, and desires.
3. As an educator in both community colleges and universities, I have serviced for over thirty-five years the needs of in excess of seven thousand students, and have enjoyed and gleaned the diversity and challenges of such an array and diverse population.
4. I have fifty years of diverse accounting, consulting, business, financial, and academic experience, and have a continued enormous desire to give to my community in which I live. I thrive on finding solutions to diverse issues.

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**Question 4: What are two major accomplishments of the District in the past few years? What, if any, areas for improvement should the Board address?**

1. I enjoyed and interacted as a counselor and professor with a homeless student at Cal Poly Pomona. This particular student was struggling to attend class, maintain minimum academic status, and maintain minimum sustenance (a Chaffey graduate). I was extremely pleased this student was able to navigate his way through Chaffey's associates program, and found the requisite guidance to learn and appreciate the importance of self-motivation and academic excellence.
2. I have noted that Chaffey College continues to be an important element in the Inland Empire, with online learning, with many challenges. Chaffey College continues to be a valued partner as a springboard into the university environments, as well as a springboard into the technician skills' employments serving our community.

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Name

Tomeika Carter

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**Please list your employment history (position held, employer name, dates worked) for the past five (5) years:**

For the past five years, I have been employed by the Bonita Unified School District (BUSD) as a school administrator. Please see below for details.

2017 - Present: Principal at Grace Miller Elementary (BUSD)

Duties include:

- Develop and manage yearly school plan and budget
- Instructional leadership
- Ensuring accountability for all stakeholders
- Hiring and retention of highly qualified staff (certificated and classified employees)
- Data Analysis
- School goal setting
- Student achievement
- Student discipline
- Teacher and student advocate
- Influence school culture
- Family engagement
- Character development

2014 - 2017: Assistant Principal at Roynon Elementary (BUSD)

Duties included:

- Student discipline
  - Instructional leadership
  - Influence school culture
  - Student and teacher advocate
  - Assist with the development of yearly school plan and budget
  - Family engagement
  - Character education
  - Student achievement
  - Data analysis
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**Please identify any community service or volunteer work that you have done in the past five (5) years:**

In the past five years, I have been a volunteer at the following:

Haynes Family of Programs  
-Monthly story time with emergency shelter residents  
-Book discussion  
-Character education

LA Food Bank  
- Sort through produce to be packaged for families  
-Food distribution

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**Question 1: What is your understanding of the responsibilities of the Chaffey Community College Governing Board?**

As I understand it, the responsibilities of the Chaffey Community College Governing Board involve being a student, school, and staff advocate. This includes, but is not limited to, working with the community, shaping school direction and culture, while also maintaining an effective and efficient infrastructure. The Board is also responsible for ensuring accountability for all stake holders while maintaining the values and policies of the District. In addition, the Board plays a role in the responsible allocation of resources.

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**Question 2: What is your understanding of the responsibilities of each individual Board Member?**

My understanding of the role of a Board member is to help govern a school community. While this includes a multitude of responsibilities, I believe the main focus is to work collaboratively with the community, school staff, and all stakeholders.

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**Question 3: Why are you interested in becoming a Board Member for the District?**

I am interested in becoming a Board Member for the Chaffey District because I believe that I am capable of being a part of positive, forward-thinking change. With my experience in education, I believe I bring a wealth of knowledge as it relates to best practices, challenges of incoming students, and what we can do to increase the rate of incoming students and pathways to ensure that this number continues to rise. In addition, I would like to become part of a team that shapes school vision and purpose, while also helping to best allocate resources and implement programs.

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**Question 4: What are two major accomplishments of the District in the past few years? What, if any, areas for improvement should the Board address?**

Two major accomplishments of the Chaffey District in the past few years have been:

1) Undoubtedly, remote learning. This is a monumental task that no one was prepared for. Planning a successful remote learning model requires methodical, focused strategy that ensures both student and staff safety, while maintaining strong academic standards and accountability. I feel that Chaffey has done both.

2) The passing of Measure P, which helped repair, improve, and upgrade Chaffey College. This measure provided the District with much needed funds to improve educational access for students. It also provided improvements to the safety and security of the campus. This measure will have a long-lasting impact on the infrastructure of the District for years to come, which will in turn increase student achievement.

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**Name** Aron (Jim) Kelber

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**Please list your employment history (position held, employer name, dates worked) for the past five (5) years:** I am co-owner and Secretary/Treasurer of the local Rocky Mountain Chocolate Factory stores.

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**Please identify any community service or volunteer work that you have done in the past five (5) years:** Due to owning a local business, I have not been involved in a community service in the past five years. Prior to that, I had served on the following: Ontario YMCA board, Ontario-Pomona chapter of the National Conference of Christians and Jews board, Ontario Kiwanis board, Upland Kiwanis board, Ontario Parks and Recreation Commission, Upland Chamber of Commerce board, San Antonio Hospital Foundation board, and Carden Arbor View School board of trustees.

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**Question 1: What is your understanding of the responsibilities of the Chaffey Community College Governing Board?** My understanding of the responsibilities of the Chaffey Community College Governing Board is to set policy for the district of which the superintendent/president is to implement. Amongst other items, it is the boards responsibility to approve an operating budget for each school year.

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**Question 2: What is your understanding of the responsibilities of each individual Board Member?** The responsibilities of each individual board member is to represent and serve the needs of the citizens within their respective districts. It is also the responsibility of each board member to represent the college wherever and whatever that may be.

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**Question 3: Why are you interested in becoming a Board Member for the District?** There are many reasons I am interested in becoming a Board Member for the District. I have been a lifelong resident of the community that Chaffey Community College serves. As an employer in the community, that has and does employ many Chaffey Community College students, I have seen the benefits of Chaffey Community College. As a graduate and past student body president of Chaffey Community College, I have a deep desire to serve the College and the community it serves.

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**Question 4: What are two major accomplishments of the District in the past few years? What, if any, areas for improvement should the Board address?** Two major accomplishments of the District have been that passage Measure L and Panther Promise. I currently know of no areas for improvement the that the Board should address.

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<b>Name</b>	Julia Parra
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<b>Please list your employment history (position held, employer name, dates worked) for the past five (5) years:</b>	Substitute Teacher ( grades k-6 ) 2014-2018 Upland Unified School District and Ontario Montclair School district
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<b>Please identify any community service or volunteer work that you have done in the past five (5) years:</b>	I served as PTSA scholarship committee chairperson at Upland High School I am a member of the Marriage Preparation Ministry at St. Anthony's Catholic Church, Upland I am a Little Free Library Steward
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<b>Question 1: What is your understanding of the responsibilities of the Chaffey Community College Governing Board?</b>	The Chaffey Community College governing board is responsible for setting policy for the community college district. They interpret federal, state and local guidelines. The governing board is also responsible for overseeing the financial well being of the district. In setting policy and interpreting and adhering to federal, state and local guidelines, while maintaining financial well being, the governing board must strive to provide the best educational and training opportunities possible.
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<b>Question 2: What is your understanding of the responsibilities of each individual Board Member?</b>	Each individual board member is responsible for being aware of the educational and training needs of the residents of their district. The board member should also strive to maintain an awareness of the trends in employment opportunities in the area, as well as the needs of local employers. The board member must attend board meetings regularly, and be prepared to discuss issues that pertain to the Chaffey Community College District. Working collaboratively with other board members, the board should set policy that is optimal for achieving the goals set by the governing board.
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<b>Question 3: Why are you interested in becoming a Board Member for the District?</b>	As a lifetime resident of the Inland Empire, Ontario and Upland, I am aware of the needs and changes taking place in the area. My perspective is that of a parent, educator and student. I have a Bachelor of Science degree in Social Services from Cal Poly, Pomona, and have been employed with several federal, county and local social service organizations. Therefore, I am familiar with interpreting and implementing program guidelines. I also attended University of La Verne, in the teacher credential program, and am aware of the components of successful education programs. As a current retiree, I have some time to devote to enhancing the quality of life of my community.
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**Question 4: What are two major accomplishments of the District in the past few years? What, if any, areas for improvement should the Board address?**

Two major accomplishments of the district in the past few years are: 1. Support for DACA, AB 540, and 2. Measure P approval, which will provide much needed improvements to the physical plant. I would like to see the district create more public/private partnerships with new businesses moving into the area.

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**Name** GINO FILIPPI

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**Please list your employment history (position held, employer name, dates worked) for the past five (5) years:**

Owner, G. L. Filippi Marketing / Winery Consultant 2008 to present

City Council Member, City of Upland 2010 - 2018

Wine Writer, Foothills Reader / L A Times newspaper 2012 - 2020

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**Please identify any community service or volunteer work that you have done in the past five (5) years:**

Chino Basin Watermaster Board / Agriculture Pool 2017 to present

Coy D. Estes Senior Housing Board 2011 to present

Root 66 Community Garden & Vineyard Board 2009 to present

San Antonio Water Company Board 2016 to present

Rotary Club of Rancho Cucamonga Member 1996 - 2020

Upland Public Library Board of Trustees 2010 - 2018

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**Question 1: What is your understanding of the responsibilities of the Chaffey Community College Governing Board?**

My understanding of the role of a Community College Board Member is to build ties to the community through personal and Board engagement on and off campus, through broad knowledge of community interests and college mission,

To extend goodwill and offer effective representation of the community to the college and of the college to the community.

Community College Board Members do not direct college staff or programs. Members serve important roles in monitoring institutional performance and developing policies that help to chart the general direction of programs and services within the legal parameters of the institution.

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**Question 2: What is your understanding of the responsibilities of each individual Board Member?**

I understand that I am expected to participate fully in the work of the Board, which includes;

Attending all Board meetings and key District events, studying and discussing policy issues, and participating in Board education programs;

Be knowledgeable about the communities served by the District and be willing to act on behalf and for the benefit of the communities;

Be committed to community colleges and their missions; understand educational, social and economic policy issues;

Engage in balancing the needs of many diverse groups; be able to collaborate and build consensus;

Contribute to effective functioning of the Board and support the authority of the Board as a whole;

Set and explore policies that are linked with District planning and budget cycles.

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**Question 3: Why are you interested in becoming a Board Member for the District?**

I am proud of Chaffey College - an educational institution where I have strong connections and fond memories.

I was born in Upland and have lived in the valley for over 59 years, attending local Catholic and public schools including Chaffey College where I graduated in 1981.

My late Father Joseph A. Filippi was also a Chaffey College graduate after having attended at both the Euclid Avenue campus and Alta Loma campus. I remember him sharing the story of helping moving books "up the hill" to the new campus. Many members of our family have also attended over the past 50 years.

I have the time and ability to serve. I possess much interest in volunteering and giving back to the community. I am professional, kind-hearted and hard-working. Chaffey College is a wonderful school with great purpose and reputation. It would be an honor to be a part of Chaffey College Board and serve in the same area as did Katherine Roberts who I respect and admire very much.

I am very interested in our region's history and Chaffey College is one of the oldest community colleges in our state. Approximately 13 years ago, I led efforts for our family winery to participate with the college in planting the on-campus educational vineyard. Finally, I was also one of the recipients of "Alumni of the Year" award many years ago.

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**Question 4: What are two major accomplishments of the District in the past few years? What, if any, areas for improvement should the Board address?**

**BOND MEASURES**

The voter-approved Measure P (Nov 2018) and Measure L (March 2002) were significant accomplishments - providing much needed funds for expansion and modernization to meet growing and diverse needs.

**CAMPUSES**

Expansion of services into Chino and Fontana have been most beneficial.

**COVID-19**

Chaffey College continues to monitor and act in most responsible manner, making health of students and employees priority.

I am unaware of any areas for improvement that the Board should address at this time.

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**Name** Suzanne Taylor

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**Please list your employment history (position held, employer name, dates worked) for the past five (5) years:** Executive Director/CEO/Founder  
Augusta Homes  
400 N Mountain Ave, Suite 205 Upland, CA 91786

I have held the position since founding the nonprofit in 1998

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**Please identify any community service or volunteer work that you have done in the past five (5) years:** I have been fully committed to the management and operation of nonprofit-owned affordable housing communities in California (three are located in District 2) and providing supportive services to residents of these communities.

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**Question 1: What is your understanding of the responsibilities of the Chaffey Community College Governing Board?** In summary, the Board establishes governance processes, performance standards, accountability measures and evaluation methods related to providing quality educational services and experiences for the diverse communities within its district. Governance is grounded on a value system and educational and operational policies that are collaboratively established by the Board to meet broadly scoped outcome-oriented educational and financial goals. The Board delegates operational authority to the Superintendent/President to fulfill the executive and administration functions related to the operation of the Chaffey College district.

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**Question 2: What is your understanding of the responsibilities of each individual Board Member?** The duties and responsibilities of the Governing Board are specified in Chapter 2 BP 2200 of the Board Policies which were adopted in 2012 and revised in 2018.

In general, each Board Member represents the people within its District (in this case District 2) and works collaboratively with the Board Members who represent all other Districts within the Chaffey Community College District to provide leadership and policy direction to the Superintendent/President and executive team. The individual board members use their expertise to inform his or her viewpoint on issues of importance to the institution and to the people it serves.

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**Question 3: Why are you interested in becoming a Board Member for the District?**

I want to become more involved in civic issues and I have a special interest in higher education. I worked for local government for many years prior to founding Augusta Communities, which is a 501(c)3 affordable housing organization, where I am currently the Executive Director/CEO. Augusta owns six manufactured housing communities with an asset value of over \$90 million. Three of these communities are in District 2. I believe community colleges play a vital role in the economic welfare of our area at large, but particularly for the residents who work and live in our communities. Several of our employees have participated in Chaffey's Leadership Connection. Our nonprofit offers after school homework clubs, tutoring, and adult education opportunities. We also provide scholarships for higher education and vocational training. Many of our residents have attended local community colleges. We are now developing a youth development program aimed at high school seniors and college students designed to give them a hand-up into the working world. My experience in government processes, community operations and resident engagement, combined with my commitment to connecting students with educational and real world experience makes me a strong candidate for this interim position

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**Question 4: What are two major accomplishments of the District in the past few years? What, if any, areas for improvement should the Board address?**

I have a particular interest in two educational areas in which Chaffey is excelling - dual enrollment (established in 2017 but continually growing) and vocationally-oriented, learn-by-doing programs in such as the INTECH Industrial Technical Learning program in Fontana. The passage of Measure P and the administration and expenditure of Measure P funds for health, safety and technology and other improvements for Chaffey's extended campus is an accomplishment if the District and the community who had enough confidence in the leadership of the District to vote for and approve the measure.

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I ACKNOWLEDGE THAT MY CANDIDATE INFORMATION SHEET IS A PUBLIC DOCUMENT AND WILL BE AVAILABLE FOR THE PUBLIC TO REVIEW PRIOR TO THE NOVEMBER 23, 2020, SPECIAL BOARD MEETING.

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**AGENDA ITEM**  
**Chaffey Community College District**  
**GOVERNING BOARD**

November 23, 2020

Board Meeting Date

TOPIC OATH OF OFFICE TO PROVISIONAL APPOINTEE (TRUSTEE AREA 2)

Communication No. I.C.1.b

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PROPOSAL

To administer the following oath of office to the newly selected Provisional Appointee who will fill the Trustee Area 2 vacancy:

I do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the state of California against all enemies, foreign or domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the state of California; that I take this obligation freely, without mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.