

**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 27, 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. No comments were made.

The Board convened in closed session at 2:00 p.m. Closed session was adjourned at 2:54 p.m.

STUDY SESSION

A study session commenced on the following topics:

Maintenance and Operations Report – Melanie Siddiqi introduced Troy Ament, executive director of facilities and construction, who presented on: operational update/maintenance; vending machine plan; new grounds manager; grounds department assessment; full-time operations supervisor; central plant; TES, Trane chillers, building automation system and HVAC upgrades; peak demand; School Dude work order system; AQMD gasoline dispensing; building automation/energy management upgrades; exterior paint and refresh of facilities; MACC dining commons and Starbucks refresh; social justice and special populations remodel; stadium field renovation; solar carpools and electric vehicle charging stations; shipping container projects for Chino and Fontana; high voltage transformer replacements; VSS refresh; parking lots and street maintenance/repairs; challenges – central plant underground pipe leaks; 2013 Bernards Report on Underground Hot Water Loop; pipe investigation; discovery; legal opinion; FTE needs assessment; and outside agency collaboration and partnerships.

Trustee McDougal asked who the inspector was on the underground pipe job for the Central Plant project and suggested that the College not use them again. Mr. Ament stated that there appears to be negligence and that the College is still investigating.

No. 17,116
Study
Session

Trustee Ovitt made a comment regarding the increased temperatures this year related to determining the peak season. Mr. Ament responded that the Maintenance and Operations Department received minimal calls for service for air conditioning over the summer, which he attributed to preventative maintenance.

Marketing and Public Relations Report – Marketing and Public Relations Director Alisha Rosas reported on: Chaffey College branding – EOPS, STEM Lab, Career Center; “Chaffeymobile”; system of logos; advertising efforts; Stay the Course. Stay Chaffey. Campaign; registration rallies; community outreach; awards and recognition; Report to the Community; commencement; and website re-design.

Trustee Ovitt commended the promo video.

REGULAR SESSION

The regular session reconvened at 3:05 p.m., and Trustee McDougal led the Pledge of Allegiance to the Flag.

PUBLIC COMMENTS

Kim Noseworthy, CSEA member, addressed the Board regarding the length of time it takes for classified vacancies to be filled and provided an information packet to the Board (this packet has been made a part of the meeting minutes.)

Neil Watkins addressed the Board on behalf of the Dreamers’ Club and the Undocumented Advocates Committee regarding the California Community Colleges Undocumented Student Week of Action and upcoming events and provided a flyer.

COMMUNITY LINKAGES GOVERNING BOARD

Student Trustee Moises Rosales shared the following: Chaffey College Student Government (CCSG) welcomed returning students with their “*Welcome Back: Throwback Edition*,” in which over 20 different resources such as DPS, Health Services, and Omnitrans, were invited; CCSG participated in Club Rush, CCSG has 24 sitting members making it the largest student government organization at Chaffey, CCSG has voted to endorse Measure P and will present a resolution at the October meeting, and CCSG has decided to support the Undocumented Advocates Committee during Undocumented Students Advocacy Week October 15-19. Mr. Rosales thanked Dr. Shannon for being present at the Pizza with the Presidents event in Chino.

No. 17,117
Public
Comments

No. 17,118
Board
Reports

Gary Ovitt reported that he and his wife attended a gala for The Leaven, which is a program supporting *latch key kids*. Other events attended by Trustee Ovitt include: West End YMCA Board meeting, Children's Fund Development Committee meeting, Rancho Cucamonga varsity football game, Montclair varsity football game, Ontario Christian High School Labor Day pancake breakfast, West End YMCA Governance Committee meeting, Etiwanda varsity football game, Promise Scholars Board meeting, West End YMCA meeting with executive director, Los Osos varsity football game, Ontario Chaffey Community Show Band production meeting, Soroptimist of Montclair/Inland Valley fall fundraiser, Ontario Chaffey Community Show Band concert, Children's Fund executive committee meeting, Claremont University Club meeting, Los Angeles County Fair Beach Boys concert, Ontario varsity football game, Children's Fund Board meeting, Ontario Chaffey Community Show Band Board meeting, and West End YMCA Board meeting.

Lee McDougal had no report.

Katie Roberts reported that she attended Rotary and Traveler's Aid meetings.

Vice President Gloria Negrete McLeod had no report.

Board President Kathy Brugger mentioned the tailgate event this Saturday, and reported that she met with Dr. Shannon for Board agenda review and attended a meeting of the Senior Disabled Fund in which she serves as a director.

LEGISLATIVE UPDATE

Lorena Corona discussed current legislation. She stated that Governor Brown has until September 30 to sign, veto or to allow bills to become law. She will present a summary of these bills at the October meeting.

No. 17,119
Legislative
Update

PRESENTATIONS

Dutton Endowment Check Presentation – Lisa Nashua introduced Andrea and Bob Dutton and explained that they established two endowments for their family. Bob Dutton, San Bernardino County Assessor, discussed the importance and value of the community college system. Ms. Dutton, full-time Chaffey faculty member for 37 years, discussed the importance of scholarships in the lives of those in the community. She discussed the Latino and Radiologic Scholarships.

No. 17,120
Presentations

New Employee Introductions – Associate Superintendent Dr. Meridith Randall introduced some of the new full-time faculty, some of which are Chaffey alum: Brian Khairullah, Jonathan Polidano, Tara Johnson, Tanya Cusick, Stacy Scibelli, and Manar Hijaz. Dr. Randall discussed the new faculty orientation program.

No. 17,121
Foundation

FOUNDATION

Lisa Nashua provided a report which included: tailgate, Foundation scholarships, private foundations, emergency student fund, Foundation Board of Advisors planning retreat, Athletics, Montclair to College, and the Foundation mini-grant program.

No. 17,122
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 of:

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

Lori Oaks to the temporary, unclassified, professional expert position of first assistant coach, softball/out-of-season, all sports, effective September 28, 2018, through May 31, 2019, under the terms and conditions of the employment agreement.

Michael Cordero to the temporary, unclassified, professional expert position of head coach, baseball, effective October 1, 2018, through May 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:

Joseph Cascio to the position of systems specialist, 1.0 FTE, 12-months, range 33, step A 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.

No. 17,123
Monitoring

MONITORING

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

Libraries/Cybraries Monitoring Report

Mr. McDougal appreciated the information included in the report.

Marketing and Public Relations Monitoring Report for 2017-2018

No. 17,124
Consent
Agenda

CONSENT AGENDA

A motion was made by Mr. Ovitt, seconded by Ms. McLeod, 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

Through this action, the following were approved (Approval of Minutes, August 28, 2018 through Memorandum of Understanding Between the Chaffey Joint Union High School District and Members of the West End Corridor, Chaffey Regional Adult Education Consortium).

GOVERNANCE PROCESS

The minutes of the August 28, 2018 regular board meeting were approved as presented.

No. 17,125
Minutes

ACADEMIC AFFAIRS

The Governing Board approved 23 new courses, 19 course modifications, 5 course deactivations, 2 new programs of study, 3 program modifications, and 2 program deactivations for the *Chaffey College 2019-2020 Catalog*.

No. 17,126
Curriculum

BUSINESS/FISCAL AFFAIRS

The Governing Board adopted Resolution 92718, 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. 17,127
Disposal of
Electronic
Equipment
and Misc.
Materials

The Governing Board approved the agreement between Chaffey College/InTech Center and Goodwill Southern California (GSC), to offer training and employment services to clients of Chaffey College InTech Center who graduate from their programs.

No. 17,128
Goodwill
Southern
California

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

No. 17,129
Measure L
Citizens'
Oversight
Committee

The Governing Board approved the Memorandum of Understanding between the Chaffey Joint Union High School District and Members of the West End Consortium. The MOU will facilitate a fourth year of Adult Education Block Grant funding totaling \$200,000 for the period of the 2018-19 funding cycle.

No. 17,130
MOU
Chaffey
Regional
Adult
Education
Consortium

ACTION AGENDA

BUSINESS/FISCAL AFFAIRS

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

No. 17,131
Contract/PO/
Warrants
List

Yeas: Ms. Brugger, Mr. McDougal, Ms. McLeod, Mr. Ovitt,
Ms. Roberts, Mr. Rosales (advisory)

Nays: None

Absent: None

CEO/STAFF REPORTS

No. 17,132
Supt/Pres
Report

Henry Shannon, superintendent/president, provided his report which included: Ontario City Council meetings to provide information regarding Measure P' Institutional Effectiveness Partnership Initiative, Cooperative Economic Empowerment Movement Transformational Leadership Consortium Outstanding Educators Award, InTech grant award, and updates from the Offices of Instruction and Institutional Effectiveness and Student Services.

Dr. Shannon highlighted the Superintendents/Presidents breakfast and thanked Dr. Bishop for his facilitation. President Shannon announced that there is a 14.3 percent increase in enrollment this semester since last fall according to the Fall 2018 First Census Enrollment Report. He also welcomed the new faculty.

No. 17,133
Faculty
Senate

Faculty Senate President Misty Burruel highlighted the Distance Education (DE) program. Ms. Burruel explained that DE has experienced significant growth, with an increase of 30% in fall 2017 and another 30% in fall 2018. She further explained that Jonathan Ausubel and Angela Cardinale are serving as co-facilitators, and Terri Helfand is serving as the Course Development Specialist. Morgan Rey and Cynthia Hamlett are serving as DE liaisons at the Chino and Fontana campuses, respectively, and Kim Noseworthy and Adriana Arce serve as Support Specialist and Support Assistant, respectively.

Mr. Burruel also highlighted faculty members Hadley Holliday, Art; Tara Johnson, Business; Mark McKnight, Photography; Laura Picklesimer, English; Mellanie Reeve, Librarian; Jennifer Rochlin, Art; Don Schroeder, Broadcasting and Cinema; Andrew K. Thompson, Photography; Allison Tripp, Anthropology; Marlene Cianchetti, Nursing ADN; Lisa Doget, Nursing ADN; Deanna Hernandez, English; and Shelley Marcus, English.

No. 17,134
Classified
Senate

Classified Senate President Trisha Albertsen highlighted classified employee Melissa Diaz, senior accounting technician, who will be assisting adult learners with literacy skills at the Rancho Cucamonga Library.

No. 17,135
CSEA

CSEA member Kim Noseworthy reported on behalf of Monica Han by reading a letter from Monica Han (this letter has been made a part of the meeting minutes.) Ms. Han's letter asked that a couple of members of the Board meet with some of the CSEA membership to discuss concerns about Bond Measure P. Ms. Brugger asked if the questions could be addressed at the Dialogue with the Board or if the questions could be submitted in writing. Ms. Noseworthy stated they would only address the questions at the Dialogue if CSEA can bring additional members which is not possible; however, CSEA is willing to submit their questions in writing.

CCFA President Jonathan Ausubel reported that this week, CCFA Representative Council authorized a donation of \$2,000 to the bond campaign, *Citizens for a Stronger Chaffey College*. CCFA is also working to get addresses and phone numbers for CTA members within the District to be used for phone banking and mailing purposes.

No. 17,136
CCFA

BOARD COMMENTS, REQUESTS, AND FUTURE AGENDA ITEMS

Trustee McDougal commented on CSEA's request. He is curious as to why CSEA would put the questions off for another one to two weeks, rather than asking the Superintendent/President's Office directly and getting responses right away. If the questions are that critical to the decision, it does not make sense to wait. Trustee McDougal is concerned that CSEA is "playing games."

No. 17,137
Board
Comments,
Requests,
and Future
Agenda
Items

ADJOURNMENT

The meeting was adjourned at 4:33 p.m.

The next regular meeting of the Chaffey Community College District Governing Board will be Monday, October 22, 2018.

President

Clerk