

**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 26, 2021, live at the Chaffey College Rancho Cucamonga campus and virtually via videoconference. Board President Ovitt called the meeting to order at 2:07 p.m.

Members present: Ms. Brugger, Mr. McDougal, Ms. Negrete-McLeod, Mr. Ovitt, Ms. Olivares-Lambert, Ms. Douge (Student Trustee)

Members absent: none

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 2:07 p.m. Closed session was adjourned at 2:56 p.m.

STUDY SESSION

2021-2022 Adopted Budget - Associate Superintendent Lisa Bailey introduced Anita Undercoffer, executive director, fiscal and budgeting services, who presented the following: prior year 2020-21 update; effects of continued change in normal operating activities; enrollment decline/full-time equivalent students; emergency conditions allowance; minimum revenue projections; revenue and expense trend actuals; Chaffey College strategies; student engagement and retention; state approved budget; improved budget outlook; state budget May revision 2021-2022 system plan for equitable recovery priorities; ongoing unrestricted growth and COLA; unrestricted general fund income adjustments and expense adjustments; budget projections; other funds highlights restricted general fund; auxiliary donations fund; and Measure L and P bond funds.

Lisa Bailey thanked Anita Undercoffer and the budgeting team for their work on the budget, and Board President Gary Ovitt for serving as the Board liaison for budget preparation.

Trustee McDougal praised Anita Undercoffer for the great job she has done over the years preparing the budget in a clear and concise manner. Ms. Undercoffer thanked the staff from the business areas for their hard work.

Trustee Brugger and President Ovitt also thanked Ms. Undercoffer for her lengthy service to the College and let her know that she would be greatly missed upon her retirement.

Distance Education Report – Associate Superintendent Laura Hope introduced Alisha Serrano, interim director of distance education and institutional research, who presented on the following: online education; faculty and student support; faculty initiative quality course review and alignment; pathways, consulting and coaching; and the California Virtual Campus Exchange.

Associate Superintendent Hope thanked the distance education team led by Alisha Serrano. Dr. Shannon thanked Ms. Hope and Ms. Serrano for their leadership with online education, which was vital to the continuation of education during the pandemic. He and the Board praised Ms. Serrano for her excellent report.

REGULAR SESSION

The regular session reconvened at 3:36 p.m., and Board President Ovitt asked Trustee Olivares-Lambert to lead the Pledge of Allegiance to the Flag.

PUBLIC COMMENTS

No public comments were received.

COMMUNITY LINKAGES GOVERNING BOARD

Student Trustee Rousselle Douge reported that she attended the student trustee retreat and was pleased to meet other student trustees throughout the state. She also reported that the Chaffey College Student Government will be participating in the drive-through welcome back event.

Trustee McLeod had no report.

Trustee McDougal reported that he attended the Chino Institute for Men and the Chino Institute for Women Community Advisory Committee meetings. He explained that wardens at both facilities reported that they had no COVID cases among the inmate populations.

Trustee Brugger reported that she attended the San Bernardino County Disabled Seniors Fund Zoom meeting, and made her monthly donations to the College for the Panther Care Program, the Classified Senate Backpack Project, and the Wignall Museum. Ms. Brugger also thanked Assemblymember Freddie Rodriguez for securing the \$2.9 million funding for the welding program at the Chaffey College InTech Center. She noted that vocational education is alive and

well in the community colleges. Ms. Brugger also mentioned articles pertaining to Chaffey College in local newspapers.

Trustee Olivares-Lambert reported that she attended Assemblymember Freddie Rodriguez's press conference at the new InTech Welding Center; the Children's Fund golf tournament; and the Excellence in Trusteeship program.

Board President Ovitt reported attending the press conference at the InTech Center; an Ontario-Montclair School District administrative retreat; a Recreation and Parks meeting, a Children's' Fund meeting; and a YMCA meeting.

LEGISLATIVE UPDATE

Dr. Janeth Rodriguez, director, alumni and community relations, provided a written presentation which included updates on: infrastructure legislation; \$3.5 trillion Reconciliation Plan; Community Project Funding; League Priority Bills – AB 927 BA degrees; AB 1456 – financial aid reform; academic affairs – AB 928 transfer; and AB 1111 common course ID.

FOUNDATION

Dr. Lisa Nashua, executive director of the Foundation, provided a written report which included: scholarship fall application period; emergency grants through Award Spring; laptop grant cycle; BMM scholarship in second cycle with laptop grants; Finish Line Scholars program; AAUW scholarship campaign; HowMet International Foundation; the James Irvine Foundation; Southern CA Edison; Chaffey College Foundation Golf Tournament; \$2.9 million budget allocation Intech Welding Center; and San Manuel Band of Mission Indians concept paper in process.

REPORTS

CLOSED SESSION ACTIONS

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

Employment or Ratification of:

Ryan Church to the position of chief legal officer and general counsel, 1.0 FTE, 12 months, range 38, step F of the management salary schedule, effective August 19, 2021.

Mark Vidal to the position of director, marketing and public relations, 1.0 FTE, 12 months, range 23, step B of the management salary schedule, effective August 16, 2021.

Terzah DePonte to the position of instructor, associate degree nursing, 1.0 FTE, 10-month tenure-track assignment, effective August 11, 2021.

Lauren Lopez to the position of instructor, associate degree nursing, 1.0 FTE, 10-month tenure-track assignment, effective August 11, 2021.

Jay Scott to the position of instructor, automotive technology, 1.0 FTE, 10-month, tenure-track assignment, effective August 11, 2021.

Christopher Byars to the position of instructor, aviation maintenance technology, 1.0 FTE, 10-month, tenure-track assignment, effective August 11, 2021.

Sherri Bowden to the position of instructor, biology, 1.0 FTE, 10-month tenure-track assignment, effective August 11, 2021.

Louisa Villeneuve to the position of instructor, biology, 1.0 FTE, 10-month tenure-track assignment, effective August 11, 2021.

Phatana Ith to the position of instructor, communication studies, 1.0 FTE, 10-month tenure-track assignment, effective August 20, 2021.

Taisha McMickens to the position of instructor, communication studies, 1.0 FTE, 10-month tenure-track assignment, effective August 11, 2021.

Jack Tropp to the position of instructor, communication studies, 1.0 FTE, 10-month tenure-track assignment, effective August 11, 2021.

Pierre-Carlo Ortanez to the position of instructor, industrial electrical technology, 1.0 FTE, 10-month, tenure-track assignment, effective August 11, 2021.

Adeel Rizvi to the position of instructor, physical therapy assistant, 1.0 FTE, 11-month tenure-track assignment, effective August 11, 2021.

Norma Leon to the position of instructor, social sciences (statistics), 1.0 FTE, 10-month tenure-track assignment, effective August 11, 2021.

Naveen Khan to the position of instructor, vocational nursing (lab coordinator), 1.0 FTE, 10-month tenure-track assignment, effective August 11, 2021.

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

Patrick Lord to the temporary, unclassified, professional expert position of first assistant coach, football/out-of-season, all sports, effective August 2, 2021, through May 31, 2022, under the terms and conditions of the employment agreement.

Jason Reyes to the temporary, unclassified, professional expert position of first assistant coach, football/out-of-season, all sports, effective August 2, 2021, through May 31, 2022, under the terms and conditions of the employment agreement.

John Gilliam to the temporary, unclassified, professional expert position of first assistant coach, men's basketball, effective August 10, 2021, through May 31, 2022, under the terms and conditions of the employment agreement.

Brian Heider to the temporary, unclassified, professional expert position of first assistant coach, men's water polo/out-of-season, all sports, effective August 11, 2021, through May 31, 2022, under the terms and conditions of the employment agreement.

Cassidy Gonzales to the temporary, unclassified, professional expert position of first assistant coach, volleyball/out-of-season, all sports, effective August 9, 2021, through May 31, 2022, under the terms and conditions of the employment agreement.

Richard Huynh to the temporary, unclassified, professional expert position of head coach, volleyball, effective August 2, 2021, through December 31, 2021, under the terms and conditions of the employment agreement.

Juan Cabral to the temporary, one-year position of instructor, criminal justice, 1.0 FTE, effective August 11, 2021, through May 18, 2022, for the 2021-22 academic year.

Stephen Lux to the temporary, one-year position of instructor, criminal justice, 1.0 FTE, effective August 11, 2021, through May 18, 2022, for the 2021-22 academic year.

Pamela Abbott-Enz to the temporary, one-year position of instructor, gerontology, 1.0 FTE, effective August 11, 2021, through May 18, 2022, for the 2021-22 academic year.

Cheryl Newman-Tarwater to the temporary, unclassified, professional expert position of interim chief of police/director, public safety, effective August 2, 2021, through December 31, 2021, under the terms and conditions of the employment agreement.

Brian Scott Salsman to the temporary, unclassified, professional expert position of second assistant coach, baseball/out-of-season, all sports, effective August 2, 2021, through June 30, 2022, under the terms and conditions of the employment agreement.

David Crump to the temporary, unclassified, professional expert position of second assistant coach, football/out-of-season, all sports, effective August 2, 2021, through May 31, 2022, under the terms and conditions of the employment agreement.

Vincent Gonzalez to the temporary, unclassified, professional expert position of second assistant coach, football/out-of-season, all sports, effective August 11, 2021, through May 31, 2022, under the terms and conditions of the employment agreement.

Conrad White to the temporary, unclassified, professional expert position of second assistant coach, football/out-of-season, all sports, effective August 10, 2021, through May 31, 2022, under the terms and conditions of the employment agreement.

Taj Spencer to the temporary, unclassified, professional expert position of second assistant coach, basketball/out-of-season, all sports, effective August 9, 2021, through May 31, 2022, under the terms and conditions of the employment agreement.

The Governing Board approved the utilization of volunteer services provided by individuals as set forth on the attached list.

Appointment of:

Jacob Peck to the position of director, disability programs and services, 1.0 FTE, range 25, step C of the management salary schedule, effective August 2, 2021.

Diana Sanchez to the position of director, extended opportunity programs and services (EOPS)/CARE/CalWORKS/NextUp, 1.0 FTE, 12 months, range 25, step G of the management salary schedule, effective July 19, 2021.

The Governing Board approved the educational services coordinator assignments for the 2021–22 academic year as identified on the attached list. (This list has been made a part of the meeting minutes.)

Janeth Rodriguez to the position of interim executive director, enrollment services and student support, 1.0 FTE, 12 months, range 32, step D of the management salary schedule, effective August 2, 2021.

MONITORING

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

Budget Monitoring Report

Quarterly Investment Report

PUBLIC HEARING

BUSINESS/FISCAL AFFAIRS

A public hearing was held on the 2021-2022 proposed budget.

No comments were made.

Communication No. IV.E.1.b 2021-2022 Budget Adoption

The Governing Board adopted the 2021-2022 budget and adopted Resolution No. 82621 on a motion of Ms. Brugger, and second by Ms. Olivares-Lambert.

Yeas: Ms. Brugger, Mr. McDougal, Ms. Negrete-McLeod, Mr. Ovitt, Ms. Olivares-Lambert and Ms. Douge (advisory)

Nays: None

Absent: None

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. Negrete-McLeod, Mr. Ovitt,
Ms. Olivares-Lambert, Ms. Douge (advisory)
Nays: None

Through this action, the following were approved (Approval of Minutes, July 22, 2021, through Memorandum of Understanding – Chaffey Community College District and California School Employees Association (CSEA), Chapter 431.)

GOVERNANCE PROCESS

The minutes of the July 22, 2021, regular Board meeting were approved as presented.

BUSINESS/FISCAL AFFAIRS

The Governing Board approved the 2021-2022 appropriation limit of \$139,067,895.

The Governing Board approved and found that Klein Educational Systems is the single source supplier for Amatrol products. Amatrol products are sole source products for the performance and services required and Chaffey may proceed to negotiate and enter into a sole source contract with Klein Educational Systems for the products and equipment described herein.

The Governing Board adopted Resolution 82621A, 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.

The Governing Board approved the determination that Proposition 55 Education Protection Account funds in the estimated amount of \$21,940,090 be used to partially fund instructional faculty salaries and benefits for the 2021-2022 fiscal year.

The Governing Board approved one new member to serve on the Bond Citizens' Oversight Committee.

The Governing Board approved Agreement No. 21-PUENTE-CC-05 between the Regents of the University of California Puente Project and Chaffey College, in the amount of \$1,500 each year for fiscal years 2021-2023 (\$3,000 total).

HUMAN RESOURCES

The Governing Board accepted the bargaining topic in preparation to open negotiations with the Chaffey College Faculty Association.

The Governing Board ratified the employment contracts between the Governing Board of the Chaffey Community College District and management employees.

The Governing Board approved the update to Article 6.3 Salary Administration in the 2020-2023 Management Professional Development/Evaluation Plan.

The Governing Board approved the memorandum of understanding between the Chaffey Community College District and California School Employees Association (CSEA), Chapter 431.

ACTION AGENDA

BUSINESS/FISCAL AFFAIRS

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

Yeas: Ms. Brugger, Ms. Negrete-McLeod, Mr. McDougal, Mr. Ovitt,
Ms. Olivares-Lambert, Ms. Douge (advisory)
Nays: None

CEO/STAFF REPORTS

Dr. Henry Shannon, superintendent/president, presented the Board with copies of his monthly report. The report highlighted a fall 2020 to fall 2021 enrollment comparison; spring schedule and enrollment; an update on the COVID-19 vaccine mandate; Juneteenth and Cesar Chavez proposals; the retirement of Anita Undercoffer; and updates from the offices of equity, outreach and communications, instruction and institutional effectiveness, and student services and strategic communications.

Superintendent/President Shannon thanked faculty, staff and the Governing Board for all of the well wishes he received after his foot surgery. He stated that he is on the mend.

Academic Senate President Neil Watkins provided a report which highlighted the endorsement of the recent COVID-19 vaccination requirement passed by the Governing Board on August 16; sabbatical orientation/Q&A session on August 27 for interested faculty; individual professional accomplishments/creative works by Jackie Boboye, counseling; and ongoing continuing education/professional development by Jackie Boboye, counseling.

Classified Senate President Sarah Schmidt had no report.

CSEA President Sapna Jethani-Prado reported that today will be her last Governing Board meeting as she is resigning from the College.

CCFA President Bruce Osborn was not present.

CDCFA had no report.

BOARD COMMENTS, REQUESTS, AND FUTURE AGENDA ITEMS

None.

ADJOURNMENT

The meeting was adjourned at 4:20 p.m. in memory of Michael McGinnis, adjunct faculty member with the Firetech and EMT programs.

The next regular meeting of the Chaffey Community College District Governing Board is Monday, September 20, 2021.

President

Clerk