A regular meeting of the Chaffey Community College District Governing Board was held on Thursday, April 23, 2015, in the board room of the Marie Kane Center for Student Services/Administration. Board President George called the meeting to order at 2:00 p.m.

Members present: Ms. Brugger, Mr. George, Mr. Gomez, Mr. McDougal, Ms. Roberts, Ms. Bohon (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 from the public were made.

Board President George announced Kim Rae Dunn filed a harassment/discrimination complaint in December 2014 which the District had investigated by an outside investigator. A summary of the findings of that investigation was presented to Ms. Dunn on March 2, 2015, and she has now filed an appeal of those findings in accordance with Administrative Procedure 3435.

The Board convened in closed session at 2:01 p.m. Closed session was adjourned at 3:45 p.m.

STUDY SESSION

At 3:47 p.m. a study session commenced on the following topics:

Dr. Teresa Hull, dean of the Chino Campus, presented the Chino Campus Monitoring Report. Highlights included that a new GPS Center opened on the campus last year; The Bistro at College Park served 407 guests this spring; fashion design students crafted tote bags to assist the Food Pantry; and the community center hosted 57 events. She also shared photos and details about various student events and activities. In response to a question, Dr. Hull explained that there are a few student clubs active on the Chino Campus.
Dr. Leona Fisher, dean of the Fontana Campus, presented the Fontana Campus Monitoring Report. Dr. Fisher shared enrollment figures, which show how much the Fontana Campus is growing. The fall 2014 semester represents the highest number of enrollments ever offered at the campus. Other highlights included: the GPS Center opened in fall 2014; a Veterans’ Day job fair was held in partnership with many community leaders and businesses; and the Upward Bound program, which helps low-income, first-generation students to make the transition from high school to college, is seeing much success. She also highlighted many of the student activities which were held at the Fontana Campus over the past year.

Dr. Mark Meyer provided a report on his sabbatical activities, which included work on recently discovered fossils from South Africa, Ethiopia and Kenya. The report is on tonight’s consent agenda for acceptance by the Governing Board.

REGULAR SESSION

The regular session reconvened at 4:18 p.m. Trustee Gomez led the Pledge of Allegiance to the Flag.

PUBLIC COMMENTS

No comments from the public were made.

COMMUNITY LINKAGES

GOVERNING BOARD

Student Trustee Bohon shared that student elections concluded at the beginning of the month, and next year’s student government members are very excited to be a part of the Associated Students of Chaffey College (ASCC).

Ms. Bohon reported that during the month of April she attended the Alumni of the Year and Athletic Hall of Fame Dinner; participated in GradFest; celebrated Earth Day with the GEM Committee; attended various lectures on campus; and the Career Center held their annual Dress for Success event. Ms. Bohon also reported that ASCC and Student Activities held the last food pantry and held the last Coffee Nights on all campuses.

Carlotta Bohon announced that on Monday, April 27 Vikki Tulacro, Michelle Dowd, and a guest poet will be reciting poetry; this week is Legal Week; the Chaffey College Car Show will be held this Sunday; and she and Nima Moravedje Torbaty were accepted into the University of California, Los Angeles.
Lee McDougal shared that he took part in a meeting in Riverside to discuss the future of the University of California system; the meeting included Janet Napolitano, president of the system. Trustee McDougal also thanked those who attended his mother’s funeral.

Board Vice President Gomez reported that over the past month he attended four Rotary Club of Rancho Cucamonga meetings; ASCC Coffee Night; two Ontario Museum docent training sessions; the Alumni of the Year and Athletic Hall of Fame Dinner; the Soroptimist International of Montclair/Inland Valley 24th Annual Prism Award Luncheon; a Genealogical Society of Hispanic America Southern California Chapter board meeting; the Faculty Lecturer of the Year presentation; the Adjunct Faculty Years of Service reception; a CCCT Board Meeting; and the Earth Day event at Chaffey College. He also shared that he visited Assemblymember Cheryl Brown’s office and discussed Chaffey College with her staff. Furthermore, he attended a CCLC League Board meeting and took part in screening applicants for the president/CEO position of the CCLC League Board of Directors. He stated that the topic of poverty has been discussed greatly in recent League board meetings, and he is proud of everything Chaffey is doing to assist economically disadvantaged students. Trustee Gomez stated that he would like to see Chaffey College at the forefront of the poverty effort.

Board Clerk Roberts reported that she attended the Young Women’s Leadership Summit by State Senator Connie Leyva at the Chaffey College Chino Community Center. She also attended Student Government Day in Ontario.

Board President George reported that over the past month he attended: ASCC Coffee Night in Rancho Cucamonga, where he met some of the ASCC candidates; State Senator Connie Leyva’s Young Women’s Leadership Summit; twice had lunch at The Bistro by Chaffey College’s HOTFS students; the Alumni of the Year and Athletic Hall of Fame Dinner; the Soroptimist International of Montclair/Inland Valley 24th Annual Prism Award Luncheon, where Chaffey College’s EOPS program along with a few Chaffey students received awards; the Chino Institute for Women Oversight Board meeting; a Rotary Club meeting; the Faculty Lecturer of the Year presentation; the Adjunct Faculty Years of Service reception; the State of San Bernardino County event, where Dr. Shannon and Chaffey College were featured on the video; a West End Corridor Regional Adult Education Consortium meeting; Lee McDougal’s mother’s funeral; and a meeting with Assemblyman Freddie Rodriguez to discuss AB288.
LEGISLATIVE UPDATE

Lorena Corona, manager of governmental relations, distributed an invitation to the San Bernardino County District Advocates for Better Schools 27th Annual Legislative Night taking place Friday, May 8, 2015, from 5:30 – 8:30 p.m. in Ontario. In addition to other legislative topics, dual enrollment will be discussed.

Following the Governor’s May revise, Ms. Corona will prepare an outline of bills that CCLC and the Chancellor’s Office are tracking; she will distribute the outline at the next Board meeting. Mr. Gomez requested that Ms. Corona track the bills dealing with concurrent enrollment and also SB 42 (Liu D) Postsecondary education: California Commission on Higher Education Performance and Accountability. Mr. George requested additional information on AB86.

Ms. Corona also offered to send a link to an interesting article from the American Association of Community Colleges titled, “Effective State Policies Can Lead to Increased Latino Student Access and Success.”

PRESENTATIONS

Dr. Sherrie Guerrero, associate superintendent of instruction and institutional effectiveness, introduced student Jeffrey Navarro de la Cruz, a first-generation college student, who was one of 92 students selected from throughout California for the 2015 Phi Theta Kappa All-California Academic Team. Governing Board members commended him for this achievement. Jeffrey Navarro de la Cruz, who is an aerospace engineering major, was also recently honored with a National Tutoring Award from the Khan College Tutoring Academy for his excellence as a math tutor. He has achieved both of these distinctions while maintaining a perfect grade-point average and working as a valued math tutor at the Fontana Success Center. Mr. Navarro de la Cruz thanked the Governing Board, Dr. Henry Shannon, and others for their support and assistance.

Dr. Guerrero provided the Board with a brief update regarding accreditation. She reported that the Accreditation Oversight Committee has drafted an outline for the self-study and is now searching for those areas that lack evidence. A pre-test is being developed to determine training needs for faculty and staff. The Board was also asked to complete a test regarding accreditation. The revision of the mission statement needs to be completed as soon as possible so that work on the self-study, which is based on the mission statement, may commence. Dr. Shannon added that he is attending an accreditation symposium tomorrow and will learn more about how to incorporate all stakeholders into the process of revising the mission statement.
Melanie Siddiqi, interim vice president of administrative services, provided information regarding the five projects that are being proposed for the Measure L Build-Out Plan, which are: Theatre Wings Renovation, Museum Renovation, Planetarium Renovation, Campus Center Shade Structure, and Campus Center East Plaza (Lot 7 repurpose). The Board expressed concern about the loss of 69 parking spaces in lot 7 as part of this plan. Ms. Siddiqi proposed options to redirect traffic to other lots. The Board also inquired about landscaping plans, especially moving to drought-resistant landscaping. Troy Ament, administrator of maintenance and operations, explained that irrigation is being evaluated throughout the campus to see what areas can go with less water. The college has also been in communication with the Cucamonga Valley Water District about water conservation initiatives, including the use of purple pipe. One of the first charges for the recently appointed sustainability and environmental safety officer is to review and update the sustainability plan to see what has been completed and what remains to be done. An extensive report on sustainability is expected within the next year. Dr. Shannon will inquire with the Chancellor’s Office regarding any grants for water conservation.

FOUNDATION

Ms. Lisa Nashua, executive director of the Chaffey College Foundation, was unable to attend tonight’s meeting; however, she did provide a written report, which Dr. Shannon shared with the Board. The report provided information regarding the Alumni of the Year and Athletics Hall of Fame Dinner, held on April 7; GradFest 2015, held on April 14; Afternoon of the Arts on May 3; and the Chaffey College Foundation Golf Tournament on June 1. The report also provided information on the Chaffeyans Retiree Association and the TAACCCT Grant.

REPORTS

CLOSED SESSION ACTIONS

A closed session was held by the Governing Board of the Chaffey Community College District on April 23, 2015. The Board took action to affirm the District’s administrative determination as the final decision of the District with regard to the appeal of an employee complaint alleging retaliation and discrimination/harassment. The motion was made by Mr. McDougal and seconded by Ms. Roberts.

Yeas: Ms. Brugger, Mr. George, Mr. Gomez, Mr. McDougal, Ms. Roberts

Nays: None
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:
   - Marc Smith to the position of financial aid advisor, 1.0 FTE, 12 months, range 15, step A of the CSEA salary schedule, effective April 27, 2015.
   - Valeen Gonzales to the position of program assistant, counseling and matriculation, 1.0 FTE, 12 months, range 13, step A of the CSEA salary schedule, effective April 27, 2015.
   - Hourly personnel including adjunct faculty, contract faculty overload, and short-term workers.
   - Prentice Harris to the temporary, unclassified, professional expert position of facilities rental site supervisor, effective April 1, 2015, through June 30, 2015, 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:
   - Dawn Hatfield to the position of interim supervisor, bookstore, 1.00 FTE, range 4, step D of the management salary schedule, effective April 24, 2015, through June 30, 2015.
   - Elyna Carranza to the position of program assistant, counseling and matriculation, 1.0 FTE, 12 months, range 13, step A of the CSEA salary schedule, effective April 27, 2015.

The Governing Board approved the revised educational services coordinator assignments for the 2014–2015 academic year as identified on the attached list. (This list has been made part of the minutes of this meeting.)

MONITORING

The following monitoring reports were received for the Governing Board’s information:
   - Budget
   - Chino Campus
   - Fontana Campus

INFORMATIONAL

The Governing Board was provided with an update on the Chaffey College student dental clinic. The dental clinic, which is the only one of its kind in the state, was commended as a program that is good for dental students in need of hands-on experience, as well as for students in need of dental services.

CONSENT AGENDA

The consent agenda was amended as follows:

IV.F.1.B Role and Privileges of Student Trustee was pulled for discussion. (This item was later approved.)

A motion was made by Mr. McDougal, seconded by Ms. Roberts, to approve the consent agenda as amended.
Yeas: Ms. Brugger, Mr. George, Mr. Gomez, Mr. McDougal, Ms. Roberts; Ms. Bohon (advisory)

Nays: None

IV.F.1.B Role and Privileges of Student Trustee

The following changes were made to the Board Agenda item:

The privileges awarded the student trustee may **shall** include being seated with the members of the governing board, participating in discussions, voting (in an advisory capacity). The student trustee may receive and receiving compensation at the discretion of the governing board. In accordance with the concurrent role of ASCC president and student trustee, it is recommended that a stipend, not to exceed $450 per semester, be awarded the student trustee and issued through the Foundation Office. The stipend may be used for education-related expenses such as tuition, fees, books, or supplies.

A motion was made by Mr. McDougal, seconded by Ms. Brugger, to approve item IV.F.1.B Role and Privileges of Student Trustee, as amended.

Yeas: Ms. Brugger, Mr. George, Mr. Gomez, Mr. McDougal, Ms. Roberts; Ms. Bohon (advisory)

Nays: None

Through these actions, the following were approved (Approval of Minutes, March 26, 2015, through The Regents of the University of California Puente Project and Chaffey College Agreement).

GOVERNANCE PROCESS

The minutes of the March 26, 2015, regular board meeting were approved as presented.

GENERAL INSTITUTION

The Governing Board approved the 2015–2018 Educational Strategic Plan.

ACADEMIC AFFAIRS

The Governing Board approved two new courses, nine course modifications, and one new program of study for the *Chaffey College 2014–2015 Catalog*.

The Governing Board approved the sabbatical leave report from Dr. Marc Meyer.
BUSINESS/FISCAL AFFAIRS

The Governing Board authorized the District to transfer the not-to-exceed amount of $10,442,400 from Measure L Bond Board Budgeted Reserve for the purpose of funding the following projects: Theatre Wings Renovation, Museum Renovation, Planetarium Renovation, Campus Center Shade Structure, and Campus Center East Plaza (Lot 7 repurpose).

The Governing Board authorized the district to enter into Contract No. 15P22 with the lowest responsive and responsible bidder, Best Contracting Services, Inc. of Gardena, California, for the Business Education Roofing Project, in the amount of $301,200, which equals the sum of the base bid, as described on the attached bid opening results.

The Governing Board approved:

The budget increase of $5,000 to the 2014–2015 restricted general fund budget for the Financial Aid Board Financial Assistance Program (BFAP) allocation.

An agreement to provide a for-credit, fee-based contract education course closed to exclusively serve students from Options for Youth charter school in Rancho Cucamonga, California, during the fall 2015 semester. The proceeds to the district shall not exceed $26,000 for the semester.

The Governing Board ratified Contract No. 15C215 authorizing the district to award a service agreement with ICF Incorporated, LLC, with its principal place of business at 9300 Lee Highway, Fairfax, VA 22031, as an independent third-party evaluator funded under the Chaffey TAACCCT grant TC-26434-14-60-A-6 for a term of forty-two (42) months beginning April 1, 2015, and ending September 30, 2018, at a total not-to-exceed amount of $970,182, in accordance with the terms and conditions of Contract No. 15C215.

The Governing Board approved the amendment to the 2014–2015 Deputy Sector Navigator Advanced Manufacturing grant to increase the amount by $100,000 and extend the grant performance period to December 31, 2015.

The Governing Board adopted Resolution 42315, 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 the meeting.)
The Governing Board approved the Industry-Driven Regional Collaborative grant in the amount of $699,420 for the period of April 1, 2015, through March 31, 2017.

The Governing Board approved the Quarterly Financial Status Report for the period ending March 31, 2015.

The Governing Board approved the transfer of $8,000 from the 2014–2015 Children’s Center fund reserves for the Chaffey College Child Development Center shade structure project.

The Governing Board adopted Resolution 42315A to change the appointment of the Retirement Board of Authority members from appointment by specific names to appointment by specific position titles. (This resolution has been made part of the minutes of the meeting.)

The Governing Board approved Resolution 42315B authorizing interfund borrowing among all funds held by the San Bernardino County Treasurer for the Chaffey College District for the 2015–2016 fiscal year. (This resolution has been made part of the minutes of the meeting.)

The Governing Board approved the Cooperative Agreement No. 14-CCC PUENTE-05 between The Regents of the University of California Puente Project and Chaffey College for the fiscal years 2014–2017 and accepted mentor support funds in the amount of $1,500 per fiscal year for three years beginning with 2014–2015.

ACTION AGENDA

BUSINESS/FISCAL AFFAIRS

The contracts, purchase order, and warrant lists were approved on the motion of Lee McDougal second of Kathleen Brugger (These lists have been made part of the minutes of this meeting.)

Yea: Ms. Brugger, Mr. George, Mr. Gomez, Mr. McDougal, Ms. Roberts, Ms. Bohon (advisory)

Nays: None

CEO/STAFF REPORTS

Henry Shannon, superintendent/president, distributed his written report. He congratulated Trisha Albertsen who has been nominated to serve as the Southeast 3 Area Representative for the California Community College Classified Senate. He also provided information about the West End Corridor Consortium and reports from various campus divisions.
Faculty Senate President Ardon Alger distributed a report highlighting the achievements of numerous faculty, including: Annette Young, reference librarian professor; Stan Hunter, art/ceramics professor; Carmen Navarro, communication studies professor; and the Aviation Maintenance Technology (AMT) Program.

Trisha Albertsen, Classified Senate president, provided Board members with copies of her monthly report. This month she highlighted Denise Gomez’s accomplishment. She also provided information about being appointed as Southeast 3 Area Representative for the California Community College Classified Senate. Governing Board members commended Ms. Albertsen. Trustee Gomez provided brief details about the establishment and rich history of the Classified Senate at Chaffey College.

BOARD COMMENTS, REQUESTS, AND FUTURE AGENDA ITEMS

Trustee Brugger shared that she will be representing Chaffey College at a celebration with the American Woman for International Understanding through the U.S. State Department. The yearly celebration honors women of courage throughout the world.

Trustee Gomez shared that Chaffey College international students from Kenya, along with Saba Kazmi, coordinator of the international student center, attended a Rotary Club of Rancho Cucamonga meeting this month. Trustee Gomez thanked Dr. Shannon and Dr. Bishop for making the necessary arrangements for the visit. He also shared that the Rotary Club of Rancho Cucamonga will be holding a track meet for approximately 600 middle school students at Chaffey College this weekend.

President George congratulated Dr. Sherrie Guerrero for her appointment to the Mt. San Jacinto College governing board.

ADJOURNMENT

The meeting was adjourned at 5:35 p.m. in memory of Lillian Joyce McDougal, mother of Trustee Lee McDougal.

The next regular meeting of the Chaffey Community College District Governing Board will be Thursday, May 28, 2015.

______________________________________
President

______________________________________
Clerk