

**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, December 13, 2018, in the boardroom of the Marie Kane Center for Student Services/Administration. Board President Brugger called the meeting to order at 2:05 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 2:02 p.m. Closed session was adjourned at 2:20 p.m.

STUDY SESSION

A study session commenced on the following topic:

Student Services Report – Dr. Eric Bishop, Vice President of Student Services, distributed a copy of his report.

REGULAR SESSION

The regular session reconvened at 2:25 p.m., and Faculty Senate President Misty Burruel led the Pledge of Allegiance to the Flag.

PUBLIC COMMENTS

No public comments were made.

**COMMUNITY LINKAGES
GOVERNING BOARD**

Student Trustee Moises Rosales shared the following: Chaffey College Student Government (CCSG) Booths are a revival of the PAWS booths; Winter Celebration holiday dinner and gift exchange for students in need was held on December 12; De-Stress Days with “Paws-to-Share” dogs, free scantrons, greenbooks, pencils, and CCSG t-shirts; CCSG will host the Region IX meeting on January 25; and a CCSG Winter Retreat is scheduled for January 6-7.

No. 17,200
Study
Session

No. 17,201
Board
Reports

Mr. Rosales also mentioned that CCSG is looking at transforming the book grant process and working to develop a system to seat CCSG senators on committees. He also stated that it has been a pleasure and honor to sit on the Measure L Citizens' Oversight Committee.

Trustee Rosales thanked the President's Office for putting together the Measure P student celebration. Mr. Rosales presented Dr. Shannon with a box of chocolates and a card to congratulate him for being named the number one president in the country.

Gary Ovitt reported attending the following: Community College Annual Convention, Alta Loma CIF football game, Children's Fund "A" Club golf outing, Ontario Parks and Recreation Commission meeting, Children's Fund board meeting, Ontario Chaffey Community Show Band Board meeting, Ontario Christmas Tree Lighting, Christmas on Euclid, Trans Siberian Orchestra performance, retirement luncheon for Rancho Cucamonga Councilmember Diane Williams, Ontario Parks and Recreation Holiday Dinner, emceed the OREMOR 26th Annual Choral Competition, Children's Fund check presentation, Children's Fund Development meeting, Etiwanda High School performing arts play, Ontario Chaffey Community Show Band meeting with executive director, OMSD Promise Scholars Reindeer Run, Chaffey High School performing arts play, Montclair City Council swearing in, Ontario Chaffey Community Show Band Board meeting, and the Chaffey College Board Holiday Dinner. Trustee Ovitt mentioned that David Rentz, Chaffey's choral director, attended and judged the OREMOR choral competition. He praised Professor Rentz for his knowledge and work on the event.

Lee McDougal wished everyone happy holidays. In the interest of the holiday season, he would like to move for approval of the entire agenda, if there are no objections, to move the meeting along, since it seems to be a routine agenda. Clerk Ovitt seconded the motion.

Katie Roberts reported that she attended four Rotary events; a retirement party for Rancho Cucamonga councilmembers Bill Alexander and Diane Williams; a retirement party for Officer McDonald, a Pomona officer for 54 years; a Travelers Aid luncheon; West End Family Counseling yearly dinner; and the Chaffey College Board Holiday dinner. Trustee Roberts also attended the student Winter Celebration event on Tuesday night, and stated it was really well done.

Vice President Gloria Negrete McLeod announced that she attended Rancho Cucamonga city councilmembers retirement events for Bill Alexander and Diane Williams and the Chaffey College Board Holiday dinner.

Board President Kathy Brugger announced that she attended Bill Alexander's retirement celebration, with whom she attended high school. She praised Katie Roberts for the caricature drawing she made for Bill Alexander.

LEGISLATIVE UPDATE

Lorena Corona provided a written report (attachment).

No. 17,202
Legislative
Update

FOUNDATION

No report.

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.

No. 17, 203
Closed
Session
Actions

Employment or ratification of:

Melissa Murphy to the position of administrative assistant II, transfer center, 1.0 FTE, 12-months, range 18, step A of the CSEA salary schedule, effective January 2, 2019.
Hourly personnel including adjunct faculty, contract faculty overload, and short-term workers.

Utilization of volunteer services (This list has been made part of the minutes of this meeting.)

Appointment of:

Veronica Osifeso to the position of educational program assistant, Fontana campus, 1.0 FTE, 12-months, range 20, step H of the CSEA salary schedule, effective January 2, 2019.
Al Williams to the position of facility maintenance attendant, 1.0 FTE, 12-months, range 7, step C of the CSEA salary schedule, effective January 2, 2019.

MONITORING

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

Annual Measure L Performance Audit

Claims Monitoring Report

Recruitment Analysis Monitoring Report

Student Services Board Monitoring Report for 2017-18

No. 17,204
Monitoring

CONSENT AGENDA

A motion was made by Trustee McDougal, seconded by Trustee Ovitt, to approve the consent agenda as presented.

No. 17,205
Consent
Agenda

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, November 14, 2018 through Rental Agreement: Ontario High School).

No. 17,206
Minutes

GOVERNANCE PROCESS

The minutes of the November 14, 2018 regular board meeting were approved as presented.

No. 17,207
Curriculum

ACADEMIC AFFAIRS

The Governing Board approved seven course modifications, three distance education courses, and one program of study modification for the *Chaffey College 2019-2020 Catalog*.

No. 17,208
Approval to
Designate
Certain
Products,
Brands and
Services

BUSINESS/FISCAL AFFAIRS

The Governing Board adopted Resolution 121318, a resolution of the Governing Board of the District designating proprietary Siemens products, brands and/or services for low voltage systems, as described herein and in the attached resolution, pursuant to California Public Contract Code Section 3400.

No. 17,209
Approval to
Purchase
Materials
through
Other Public
Agency
Contracts

The Governing Board determined that it is in the District's best interest to make procurements by means of existing public agency contracts pursuant to California Public Contract Code Sections 20118 and 20652, and authorized the District to make such procurements under Sections 20118 and 20652 as needed in the District's best interest for the calendar year ending on December 31, 2019.

No. 17,210
Center of
Excellence
Grant
Agreement
18-305-006

The Governing Board approved the award to the Center of Excellence (COE) for Labor Market Research Grant Agreement 18-305-006, between Rancho Santiago Community College District and Chaffey College, in the amount of \$100,000 for a six-month period. The performance period shall be January 1, 2019 through June 30, 2019.

No. 17,211
Deputy
Sector
Navigator,
Advanced
Mfg. Grant

The Governing Board approved acceptance of the Deputy Sector Navigator, Advanced Manufacturing 2018-2019 grant award in the amount of \$200,000.

No. 17,212
Disposal of
Electronic
Equipment
and Misc.
Materials

The Governing Board adopted Resolution 121318A, 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 ratified the District’s action for a second extension to the existing lease agreement with the City of Chino for the property located at 13106 Central Avenue, Chino, California, for an additional six-year term for the purpose of maintaining the Chaffey College Chino Center in the City of Chino.

No. 17,213
Lease
Extension:
Chaffey
College
Chino
Center

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

No. 17,214
Measure L
Bond
Citizens’
Oversight
Committee
Membership

The Governing Board approved and authorized the District to enter into a rental agreement with Chaffey Joint Union High School District (“CJUHS”), for classroom space located at Ontario High School, 901 West Francis Street, Ontario, California, as a temporary facility for educational classes, for the periods of January 14, 2019, through May 22, 2019, and a total rental fee of \$15,398.70, in accordance with the CJUHS application and permit for use of school premises terms and conditions.

No. 17,215
Rental
Agreement:
Ontario High
School

ACTION AGENDA

A motion was made by Trustee McDougal, seconded by Trustee Ovitt, to approve the action agenda as presented.

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

BUSINESS/FISCAL AFFAIRS

The Governing Board ratified the attached contract, purchase order, and warrant lists.

No. 17,216
Contract/PO/
Warrants
List

CEO/STAFF REPORTS

Henry Shannon, superintendent/president, provided a written report which included highlights of Measure P, Amazon Education Initiative, Measure L Citizens’ Oversight and Chino Community Center Advisory Committees, Leadership Team Retreat, and updates from Instructional and Institutional Effectiveness and Student Services. Dr. Shannon thanked everyone for a great year.

No. 17,217
Supt/Pres
Report

Faculty Senate President Misty Burrueal provided a written report and acknowledged Professor Robin Ikeda, who was present at the Board meeting, for her work at the Chino campus with conservation and the burrowing owls.

No. 17,218
Faculty
Senate

She also acknowledged faculty working on Distance Ed, specifically Angela Cardinale and Johnathan Ausubel, who have provided training.

Ms. BurrueI acknowledged Baron Brown who is working on a part-time faculty handbook. She also mentioned that CCFA is working on the 16-week calendar in which they held an open forum and integrated classified senate in the conversation. They plan to present to the District in the spring and would like to build in observation of Cesar Chavez day.

Trustee McLeod asked about the benefits of the 16-week calendar. Ms. BurrueI responded that primarily the benefit is the opportunity of winter intersession and time to completion and that faculty are on board. She also asked about the downside, in which Ms. BurrueI replied the negotiation process and how to change the operations at the college. Discussion would take place in Spring 2019 to be implemented in 2021. Trustee Ovitt mentioned that we are competing with other colleges who have already converted to a 16-week calendar and this would put us on a level playing field.

Dr. Shannon added that we can learn from other colleges' successes and failures. Trustee McLeod asked what other local colleges are doing this. Dr. Shannon responded that Mt. SAC, Citrus and Riverside Community College are already on a 16-week calendar. Dr. Shannon explained that this process is similar to going from a semester to a quarter system and all of the student service, IT, and other implications that go along with it.

No. 17,219
Classified
Senate

Classified Senate President Trisha Albertsen reported that there are 200 participants signed up, of which 70 percent are classified, for the Classified Senate Holiday Luncheon. Ms. Albertsen mentioned that she attended the Board meeting at College of the Canyons and that it ran very long and she thanked the Board for running the meetings the way they do. She wished everyone a Merry Christmas.

No. 17,220
CSEA

CSEA President Monica Han discussed health benefits for classified employees and gave kudos to the HR department, especially Susan Hardie and Danni Gilley, for their collaboration on the bidding process. Ms. Han wished everyone happy holidays.

No. 17,221
CCFA

CCFA President Jonathan Ausubel reported that CCFA supports Cesar Chavez Day becoming a district holiday, and that until then that the district plan culturally sensitive and appropriate celebrations for the day. He also stated that CCFA looks forward to negotiating on and implementing a 16-week calendar. Mr. Ausubel wished everyone a happy holiday.

President Brugger thanked Mr. Ausubel for his work on the passage of Measure P.

CDCFA had no report.

BOARD COMMENTS, REQUESTS, AND FUTURE AGENDA ITEMS

Trustee McLeod mentioned that across from her home in Chino, where she has lived for over 43 years, there used to be burrowing owls, until all the development that has taken place. Faculty Senate President BurrueI mentioned that it is wonderful that students have the opportunity to learn about and have the resources available at the Chino Campus to see the owls.

ADJOURNMENT

The meeting was adjourned at 2:51 p.m.

The meeting was adjourned in the memory of former President George H. W. Bush. The next regular meeting of the Chaffey Community College District Governing Board will be Thursday, January 24, 2019.

The March meeting will be moved to March 21 from March 28.

President

Clerk

No. 17,222
Board
Comments,
Requests,
Future
Agenda
Items