

**OFFICIAL PROCEEDINGS
OF THE GOVERNING BOARD
CHAFFEY COMMUNITY COLLEGE DISTRICT**

A regular meeting of the Chaffey Community College District Governing Board was held on Wednesday, November 20, 2019, at the City Hall Council Chambers in the City of Fontana. Board President McLeod called the meeting to order at 2:05 p.m.

Members present: Ms. Brugger, Mr. McDougal, Ms. McLeod, Mr. Ovitt
Ms. Williams (Student Trustee)

Members absent: Ms. Roberts

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 2:09 p.m. Closed session was adjourned at 2:37 p.m.

STUDY SESSION

A study session commenced on the following topics:

Professional Development Monitoring Report – Rob Rundquist, interim dean of institutional effectiveness and intersegmental partnerships, Robin Witt, and Vicky Valle presented on new faculty orientation, workshops, seminars, faculty summer institute, Faculty 2 Faculty consultations, Faculty Success Center Champions, and #ObserveMe, Classified Success Network, workshops, quick tips, employee recognition awards, administrative professional survey, off-site seminars, the future of professional development including My Learning Hub, Chancellor’s office content, Chaffey learning modules, and community discussions. Mr. Rundquist stated that Professional Development is a collaboration with tri-chairs Robin Witt and Vicky Valle.

Laura Hope, acting associate superintendent of instruction and institutional effectiveness, introduced faculty sabbatical reports.

Sabbatical Report – Rachel Hanna, School of Language Arts, reported on the language and culture immersion courses she attended in Spain and Mexico.

Sabbatical Report – Charles Williams, School of Language Arts, reported on the English 1A course he designed, which incorporates leadership as its theme.

No. 17,504
Study
Session

Sabbatical Report – Paula Snyder, School of Social and Behavioral Science, presented on her exploratory project to discern the most effective investigatory methods for answering questions about culture, skin color, and policing.

REGULAR SESSION

The regular session reconvened at 3:17, and Xochitl Escamilla, Chaffey College Student Government (CCSG) vice president, led the Pledge of Allegiance to the Flag.

PUBLIC COMMENTS

Chaffey College student Xochitl Escamilla addressed the Board regarding CCSG student events. Ms. Escamilla provided flyers regarding the CCSG Winter Celebration to be held on December 4, 2019.

COMMUNITY LINKAGES GOVERNING BOARD

Student Trustee Nikeenia Williams provided a written report which highlighted the Bond Citizens' Oversight Committee meeting, International Education Week, registration rally, coffee with CCSG, Veterans Appreciation Week Sea of Flags, Winter Celebration/Joy Week, Thanksgiving, and Town Hall discussion with Congresswoman Norma Torres

Trustee Ovitt reported that he attended the Ontario Chaffey Community Show Band concert; Children's Fund Executive Committee meeting; Edison Elementary School guest speaker; West End YMCA Governance Committee meeting; Boy Scouts Distinguished Citizen Award Dinner recognizing Ontario-Montclair School District Superintendent Dr. Hammond; Pathways Africa fundraiser; memorial service for Paul Treadway, former mayor of Ontario; Bonnes Meres Annual Holiday fundraiser; Esperanza Scholarship Foundation Board meeting; and a Children's Fund Board meeting.

Trustee McDougal reported that he attended and judged the Halloween costume contest at the Rancho Cucamonga campus, a Measure L "lessons learned" meeting, and a tour of potential sites for new campuses in Fontana and Ontario.

Trustee Brugger reported that she attended the Veterans Appreciation Week program and congratulated Vanessa Thomas for presenting a certificate and a flag on behalf of her son, Captain Brandon Thomas, and Adrienne Grayson for coordinating the event. She also judged the Halloween Contest at the Rancho Cucamonga campus, attended former Chaffey College Governing Board Member Paul Treadway's celebration of life, the CCLFSA scholarship

No. 17,505
Public
Comments

No. 17,506
Board
Reports

event, and she reported she would be attending the bistro lunch by the Chino culinary students tomorrow.

Board President McLeod reported that she was in Hawaii since the last Board meeting, but that she attended and judged the Halloween costume contest at the Chino campus.

LEGISLATIVE UPDATE

Dr. Eric Bishop provided a PowerPoint presentation which included: DACA Supreme Court case, fee increases, Dreamer Resource Liaison, AB 1645, federal housing and food bills, and the basic assistance for students in college (BASIC) Act, (Senator Harris and Representative Torres).

No. 17,507
Legislative
Update

PRESENTATIONS

Trina Lujano, president of the Chaffey College Student Chapter of the International Facilities Management Association (IFMA), presented the "Student Chapter of the Year Award" to Dr. Henry Shannon. Phyllis Meng, Meng Associates; Diane Levine, Executive Director, IFMA Foundation; and James Morante and Bruce Noble, CCCCCO, were also in attendance.

No. 17,508
Presentations

FOUNDATION

Lisa Nashua, executive director of the Foundation, provided a written report which included: fall 2019 scholarships, special fall second cycle – Molly Adams Scholarships, community partners, Promise Scholars, JPMorgan Chase Philanthropy, San Manuel Band of Mission Indians, Chaffey College Foundation 30th Annual Golf Tournament, silver sponsor – HMC Architects, and Media Sponsor – SBI Engineers, Foundation mini grants, campus partnerships, equity outreach, and communications.

No. 17,509
Foundation

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 (4:0) vote.

No. 17,510
Closed
Session
Actions

Employment or Ratification of:

Jillian Haro to the position of bookstore associate, .475 FTE, 12 months, range 3, step A of the CSEA salary schedule, effective December 2, 2019.

Mark Montoya to the position of bookstore associate, .475 FTE, 12 months, range 3, step A of the CSEA salary schedule, effective December 2, 2019.

Courtney Garcia to the position of program assistant, disability programs and services, 1.0 FTE, 12-months, range 13, step A of the CSEA salary schedule, effective December 2, 2019.

Maxtla Benavides to the position of program assistant, transfer center, 1.0 FTE, 12-months, range 13, step A of the CSEA salary schedule, effective December 2, 2019.

Kelly Zwissler to the position of workforce development generalist, 1.0 FTE, 12 months, range 7, step A of the CSEA salary schedule, effective December 2, 2019.

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

Laura Alvarado to the temporary, unclassified, professional expert position of assistant director, adult education pathways, effective December 2, 2019, through June 30, 2020, under the terms and conditions of the employment agreement.

Lori Oaks to the temporary, unclassified, professional expert position of first assistant coach, softball/out-of-season, all sports, effective August 1, 2019, through June 30, 2020, 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:

Laura Hope to the position of associate superintendent, instruction and institutional effectiveness, 1.0 FTE, range 40, step G of the management salary schedule, effective December 1, 2019.

The Governing Board approved the temporary increase in assignment of the .475 contract employee in visual and performing arts to work a maximum of eight hours per day for no more than twenty consecutive days and for a period that will not exceed seventy-five days during the 2019–20 fiscal year.

No. 17,511
Monitoring

MONITORING

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

Professional Development Monitoring Report
Quarterly Investment Report and Annual Statements of Investment Guidelines

No. 17,512
Consent
Agenda

CONSENT AGENDA

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

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

Nays: None

Absent: Ms. Roberts

Through this action, the following were approved (Approval of Minutes, October 24, 2019, through Student Worker Position Certification).

GOVERNANCE PROCESS

No. 17,513
Minutes

The minutes of the October 24, 2019, regular board meeting were approved as presented.

The Governing Board adopted the attached resolution to compensate Katherine Roberts, Governing Board member, for the October 24, 2019, meeting from which she was absent.

No. 17,514
Compensate Trustee When Absent

ACADEMIC AFFAIRS

The Governing Board approved the 2020 summer academic calendar.

No. 17,515
Academic Calendar

The Governing Board approved the 2020-2021 academic calendar.

No. 17,516
Academic Calendar

The Governing Board approved ten new courses, thirty-six course modifications, thirty-one distance education courses, two new programs of study, and one program of study modification for the Chaffey College 2020-2021 Catalog.

No. 17,517
Curriculum

The Governing Board reviewed and accepted the sabbatical leave report from Rachel Hanna, School of Language Arts, who was granted a sabbatical leave for the spring 2019 semester.

No. 17,518
Sabbatical Report

The Governing Board reviewed and accepted the sabbatical leave report from Paula Snyder, School of Social and Behavioral Science, who was granted a sabbatical leave for the spring 2019 semester.

No. 17,519
Sabbatical Report

The Governing Board reviewed and accepted the sabbatical leave report from Charles Williams, School of Language Arts, who was granted a sabbatical leave for the spring 2019 semester.

No. 17,520
Sabbatical Report

BUSINESS/FISCAL AFFAIRS

The Governing Board approved Amendment 01 to increase the amount of the California Department of Education 2019-2020 California State Preschool program (CSPP-9418) by \$14,290.

No. 17,521
State Preschool Program Amend 01

The Governing Board approved Amendment 01 to increase the amount of the California Department of Education 2019-2020 General Child Care and Development Program contract (CCTR-9187) by \$82,250.

No. 17,522
General Childcare and Development Program Amend 01

The Governing Board approved the budget allocation increase of \$181,563,895 resulting from the net proceeds of the first series of general obligation bonds sold for purpose of providing funds to finance projects approved by Measure P.

No. 17,523
Budget Allocation Increase Measure P

The Governing Board approved the budget increase of \$484,783 to the 2019-2020 restricted general fund budget for the addition of the Guided Pathways third year allocation.

No. 17,524
Guided Pathways Third Year Allocation

No. 17,525
Disposal of
Electronic
Equipment
and Misc.
Materials

The Governing Board adopted Resolution 112019, 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 this meeting.)

No. 17,526
Short-term
Worker and
Apprentice
Position and
Salary
Schedule

HUMAN RESOURCES

The Governing Board approved the short-term worker and apprentice position and salary schedule effective January 1, 2020.

No. 17,527
Management
Employment
Contract

The Governing Board approved the employment contract between the Governing Board of the Chaffey Community College District and the management employee for the position of associate superintendent, instruction and institutional effectiveness.

No. 17,528
Student
Worker
Salary
Schedule

The Governing Board approved the student worker salary schedule effective January 1, 2020.

ACTION AGENDA BUSINESS/FISCAL AFFAIRS

No. 17,529
Contract/PO/
Warrants
Lists

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

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

CEO/STAFF REPORTS

No. 17,530
Supt/Pres
Report

Henry Shannon, superintendent/president, presented the Board with copies of his monthly report. The report highlighted the visit from legislative staffers and representatives from the Chancellor's Office, 2021 Aspen Prize for Community College Excellence eligibility, recommendation of Laura Hope as the associate superintendent, instruction and institutional effectiveness, Bond Citizens' Oversight Committee meeting, Chaffey College Latino Faculty and Staff Association (CCLFSA) Scholarship Awards Celebration, Veterans Appreciation Week, Student Town Hall discussion with Congresswoman Norma Torres, and updates from instruction and institutional effectiveness and student services highlights.

Dr. Shannon thanked Dr. Bishop for making arrangements to hold this month's Board meeting at the Fontana City Council Chambers, Dr. Friday, dean of the Fontana campus, and Julie Sanchez, Hope Ell and Eva Ramirez of the superintendent/president's office, for setting up the meeting. Dr. Shannon would like to eventually hold meetings in all seven of the Chaffey District cities at some point.

Dr. Shannon congratulated Laura Hope on her appointment to associate superintendent of instruction and institutional effectiveness.

Nicole DeRose provided Board Members with the Faculty Senate's monthly report and highlighted Patricia Powell, DPS counseling faculty, Alan Yankee, part time faculty, music, Mehgan Hassanzadah, professor, biology, Jackie Boboye, counseling faculty, Nicole DeRose, Carlos Martinez, business and applied technology, and retired biology professor Robin Ikeda.

No. 17,531
Faculty
Senate

Sarah Schmidt, Classified Senate vice president, who represented Trisha Albertsen, Classified Senate president, provided a monthly report and highlighted Krysten Audibert, administrative assistant II, Foundation.

No. 17,532
Classified
Senate

CSEA had no report.

CCFA President Jonathan Ausubel discussed the CTA effort to obtain signatures for the Schools and Communities First Initiative for the November ballot.

No. 17,533
CCFA

CDCFA had no report.

BOARD COMMENTS, REQUESTS, AND FUTURE AGENDA ITEMS

Mr. Ovitt commented "GO PANTHERS" and stated his hopes for the football team to retain their undefeated status.

ADJOURNMENT

The meeting was adjourned at 4:03 p.m.

The next regular meeting of the Chaffey Community College District Governing Board will be Thursday, December 12, 2019.

President

Clerk