

**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, April 16, 2020, virtually via teleconference. Board President McLeod called the meeting to order at 2:01 p.m.

Members present: Ms. Brugger, Mr. McDougal, Ms. McLeod, Mr. Ovitt,  
Ms. Roberts, Ms. Williams (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 2:52 p.m.

**STUDY SESSION**

Associate Superintendent Laura Hope discussed the 16-Week Calendar and provided a handout. Ms. Hope explained that this information was not intended for a decision today, but for information only. She further explained that the College contracted with Cambridge West to study the effects of moving to 16-week calendar and to provide results. She stated that there is no research to suggest that a compressed calendar has any effect on student performance and retention.

This issue will be voted on at the next meeting.

**REGULAR SESSION**

The regular session reconvened at 3:04 p.m., and President McLeod led the Pledge of Allegiance to the Flag.

**ORGANIZATION**

The Governing Board elected the following officers to serve in 2020–2021, commencing at the July 23, 2020 Board meeting:

Gary C. Ovitt – President and Alternate Voting Representative to the San Bernardino County Committee on School District Organization  
Lee C. McDougal – Vice President  
Kathleen Brugger – Clerk  
Gloria Negrete McLeod - Voting Representative to the San Bernardino County Committee on School District Organization

Dr. Shannon administered the Oath of Office to re-elected Board Members Lee McDougal, Gloria Negrete McLeod and Gary Ovitt.

### PUBLIC COMMENTS

Julie Sanchez, executive assistant to the Superintendent/President and Governing Board, read the public comments received via email from the following individuals:

CCSG Senator Lauren Sanders

CCSG Senator Regina Al Smadi

Tariq Azim, Region IX Legislative Affairs Director for the Student Senate for California Community Colleges

CCSG Vice President Xochitl Escamilla

(These emails have been made a part of the meeting minutes.)

### COMMUNITY LINKAGES GOVERNING BOARD

Student Trustee Nikeenia Williams thanked everyone for looking out for students' well-being during the COVID-19 crisis. She addressed the following topics: Panther Pantry; refund of parking permits; portable Wi-Fi devices; and confirmation that fall courses will be conducted online. Ms. Williams stated that she realized that CCSG meetings were not conducted correctly, but that there is confusion among senators regarding who is running the meetings.

Trustee Ovitt reported that he attended a First 5 Commission meeting, and a Children's Fund executive team meeting, both of which were conducted virtually.

Trustee McDougal reported that he has been under a self-quarantine.

Trustee Roberts reported that she has been under a self-quarantine.

Trustee Brugger reported that she has continued with her donations to the College, and has sponsored a staff foursome for the Foundation Golf Tournament.

Board President McLeod reported that she has been home caring for her grandkids.

#### LEGISLATIVE UPDATE

Dr. Eric Bishop gave an overview of the CARES Act. He reported that the College is working on a process for disbursement of funds to students in which the widest number of students possible is reached.

#### PRESENTATIONS

There were no presentations at the April meeting.

#### FOUNDATION

Lisa Nashua, executive director of the Foundation, provided a written report which included: spring 2020 scholarships; Foundation Board Finance and Investment Committee; spring department scholarships; rescheduled Foundation 30<sup>th</sup> Annual Golf Tournament – Monday, August 10, 2020 at Red Hill Country Club; San Manuel Band of Mission Indians new grant cycle applications; communication with individual donors; InTech Center state budget allocation; and the James Irvine Foundation second payment.

#### 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:

Christine Flores to the temporary, unclassified, professional expert position of management development expert, effective February 1, 2020, through June 30, 2020, under the terms and conditions of the employment agreement.

#### Appointment of:

The Governing Board approved the revised educational services coordinator assignments for the 2019-2020 academic year as identified on the attached list (this list has been made a part of the meeting minutes.)

The Governing Board approved the temporary increase in assignment of .475 contract employee, administrative assistant II, health sciences, from .475 to .85 FTE for the period of May 1, 2020, through June 30, 2020.

#### CONSENT AGENDA

A motion was made by Ms. Brugger, seconded by Mr. Ovitt to approve the consent agenda as presented.

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

Through this action, the following were approved (Approval of Minutes, March 16, 2020 Special Board Meeting, through Resolution – Designation of District’s Agent for Non-State Agencies).

## GOVERNANCE PROCESS

The minutes of the March 16, 2020, special board meeting were approved as presented.

The minutes of the March 19, 2020, regular board meeting were approved as presented.

The Governing Board recommended that, for the year June 1, 2020 – May 31, 2021, the CCSG president also be designated the student trustee and that he/she receive a \$450 stipend for tuition, fees, books, or supplies per semester.

## ACADEMIC AFFAIRS

The Governing Board approved 21 new courses, 24 course modifications, 33 distance education courses, 20 course deactivations, seven program of study modifications, and one new program of study for the *Chaffey College 2020-2021 Catalog*.

## BUSINESS/FISCAL AFFAIRS

The Governing Board authorized the District to reject all bids for Bid No. 2020PW466, HVAC Replacement Project and to re-bid the project.

The Governing Board approved the budget increase of \$436,565 to the 2019-2020 restricted general fund budget for the increases to the Disabled Programs and Services (DPS), Hunger Free Campus, NextUP, Strong Workforce Program and Veteran’s Resource Center allocations.

The Governing Board approved the California Apprenticeship Initiative – New and Innovative Grant Program, RFA 19-191 from the Workforce and Economic Development Division of the California Community Colleges Chancellor’s Office in the amount of \$500,000 for the period of January 1, 2020 to December 31, 2022.

The Governing Board adopted Resolution No. 41620, 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.)

The Governing Board adopted a resolution designating the attached personnel as agents to engage with the Federal Emergency Management Agency and the Governor's Office of Emergency Services regarding grants applied for by Chaffey Community College District. (This resolution has been made part of the minutes of this meeting.)

### ACTION AGENDA BUSINESS/FISCAL AFFAIRS

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

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

### CEO/STAFF REPORTS

Henry Shannon, superintendent/president, presented the Board with copies of his monthly report. The report highlighted Dr. Eric Bishop's new position as superintendent/president of Ohlone Community College, the CARES Act, instruction and institutional effectiveness and student services. Dr. Shannon commended staff for the remarkable job they have done to support the students during this pandemic.

Nicole DeRose provided Board Members with the Faculty Senate's monthly report. She commended the faculty for the transition to online instruction; the DE team including Angela Cardinale, DE Coordinator; and Jon Ausubel and Selene Pineda, DE Co-facilitators. She also praised Faculty Success Center personnel including: Robin Witt, Dionne Henderson, and Ava Nguyen for their efforts to support the transition to remote learning and faculty support.

Classified Senate President Trisha Albertson submitted a report highlighting Classified Professionals who participated in the Ronald McDonald House Walk for Kids, in which \$975 was raised for the charity. The Classified Senate Team consisted of: Hope Ell, Tristan Ell, Trisha Albertsen, Lynnnda Green, Luz Alvarado, Noel Alvarado, Alyssa Kraus, Blakely Kraus, and Brysen Kraus.

CSEA had no report.

CCFA President Jonathan Ausubel reported that the Schools and Communities First initiative qualified for the November ballot with over 1.7 million signatures—a record. This summer, CCFA will ask the Governing Board to pass a resolution of support for the initiative. CCFA would also ask the Governing Board to report at its next meeting what the District plans to do with the \$5.7 million in general purpose funds it has been awarded under the CARES Act.

CDCFA had no report.

#### BOARD COMMENTS, REQUESTS, AND FUTURE AGENDA ITEMS

Kathy Brugger stated that she is proud of the Chaffey College family for enabling students to continue their education during this pandemic. Gloria Negrete McLeod also gave kudos to the faculty and staff, as did Gary Ovitt.

#### ADJOURNMENT

The meeting was adjourned at 3:49 p.m.

The next regular meeting of the Chaffey Community College District Governing Board will be Thursday, May 28, 2020, via videoconference.

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President

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Clerk