

**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 17, 2020, virtually via videoconference. Board President Ovitt called the meeting to order at 2:00 p.m.

Members present: Ms. Brugger, Mr. McDougal, Ms. Negrete-McLeod, Mr. Ovitt, Ms. Olivares-Lambert, Ms. Sanders (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 2:03 p.m. Closed session was adjourned at 2:47 p.m.

President Ovitt asked newly appointed Board member Deana Olivares-Lambert to introduce herself and to provide a brief background. He also asked all presenters to provide an introduction for the benefit of Trustee Olivares-Lambert.

**STUDY SESSION**

Public Safety Report – Darryl Seube, chief of police, gave a brief history of his experience and introduced Captain Kelli Florman, who reported on the Clery Annual Security Report for 2020 which included: changes to 2020 report, crime statistics, and Campus Security Authorities (CSAs). Captain Florman explained that the report requirements have expanded, and the report is now 70 pages rather than the 12 pages it has been in the past. She reported that the number of crimes at Chaffey College is extremely low.

Dr. Shannon commented that Lisa Bailey oversees the Chaffey College Campus Police and provides leadership with a wealth of expertise. Stephen Lux is the administrator and said that Chief Seube oversees the operational duties, and Captain Florman oversees the administrative side. Mr. Lux thanked Dr. Shannon and the Governing Board for their level of support.

Student Services Report – Alisha Rosas, interim vice president, student services and executive director, equity, outreach and communications, provided a brief introduction of her background. Her report included highlights from all student services areas: admissions and records, athletics, career center, cashiers, counseling, Disability Programs and Services (DPS), Extended Opportunities Programs and Services (EOPS), financial aid, international students, Student Life, student discipline and grievance, student health services, transfer center, Commencement 2020, and future goals. Ms. Rosas thanked the student services team. Dr. Shannon thanked Ms. Rosas for taking on this role after Dr. Bishop left to take on the Ohlone College presidency.

### REGULAR SESSION

The regular session reconvened at 3:20 p.m., and Board President Ovitt led the Pledge of Allegiance to the Flag.

### PUBLIC COMMENTS

There were no public comments.

### COMMUNITY LINKAGES GOVERNING BOARD

Julie Sanchez, executive assistant, superintendent/president's office, reported on behalf of Student Trustee Lauren Sanders. Ms. Sanders submitted a written report which included the following activities which she attended: ICC meeting, Chaffey College Activities Committee meeting, CCSG Senate and Executive Board meetings, Chaffey Citizens' Oversight Bond meeting, Guided Pathways meeting, Enrollment and Success Management meeting, College Planning Council meeting, Black Caucus California Community Colleges Conference Planning meetings, Southern California Black Chamber of Commerce Business Mixer, Curriculum Committee meeting, CCSG Finance Committee meeting, Student Trustee Caucus meeting, Outreach Committee meeting, and the Caring Campus Racial Equity Council meeting. Ms. Sanders requested that the College consider sponsoring students to attend the Black Caucus California Community Colleges Leadership Conference to be held virtually on February 26-28, 2021, at a cost of \$30 per attendee.

Trustee McLeod had no report.

Trustee McDougal welcomed new trustee Deana Olivares-Lambert, and reported attending CIW and CIM Advisory meetings in which COVID responses were discussed, and the Chaffey College Chino Community Center meeting. Vice President McDougal discussed the upgrades that have been made to the Center. The Board discussed the decrease in events being held at the Center due to the pandemic.

Trustee Brugger welcomed Trustee Olivares-Lambert. She reported that she made her monthly donations to the College, purchased See's candy through the fundraiser to benefit Panther Care, and attended via Zoom the San Bernardino County Senior Disabled Fund meeting.

Trustee Olivares-Lambert stated that it is an honor serving on the Board and thanked Dr. Shannon and the Executive Team for their comprehensive orientation meeting. She reported that she attended the virtual celebration of Kwanzaa sponsored by the Umoja Club, and that she registered for the Community College League of California Trustee workshops to obtain certification. Ms. Olivares-Lambert and her husband made donations to Promise Scholars and the Fund-a-Dream Scholarship.

Board President Ovitt reported that he attended the Children's Fund meeting in which he accepted a check from Angel's Jewelers. Additionally, he is spending a lot of time babysitting.

## LEGISLATIVE UPDATE

Dr. Janeth Rodriguez, director, alumni and community relations, provided a presentation which included updates on 2021 Policy Advocacy – affordability and basic needs, core system resources and COVID-19 support, and racial equity and the call to action; 2021 Legislative Year – public health emergency, economic recession, fewer bills introduced; and new legislation being introduced – AB 75/SB 22, AB 89, and SB 20.

## FOUNDATION

Dr. Lisa Nashua, executive director of the Foundation, provided a written report which included: spring scholarship cycle, Black Minds Matter Scholarship, Ella Downs Memorial Scholarship Endowment, Chaffey College Foundation Completion Counts Scholarship, Panther Care, the James Irvine Foundation Better Careers Initiative in support of the InTech Center, Foundation for CA Community Colleges – Pritzker Finish Line Scholars Program, and the Chaffey College Foundation Golf Tournament.

## 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:

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

Darryl Seube to the temporary, unclassified, professional expert position of acting chief of police, effective January 1, 2021, through June 30, 2021, under the terms and conditions of the employment agreement.

The Governing Board approved the employment of Jonathan Fox to the temporary, unclassified, professional expert position of employer engagement and contract education coordinator, effective January 1, 2021, through June 30, 2021, under the terms and conditions of the employment agreement.

The Governing Board approved the employment of Irene Gishwiller to the temporary, unclassified, professional expert position of student experience and career training expert, effective January 1, 2021, through June 30, 2021, under the terms and conditions of the employment agreement.

Appointment of:

The Governing Board approved the revised educational services coordinator assignments for the 2020-21 academic year (this list has been made a part of these meeting minutes.)

The Governing Board approved the temporary increase in assignment for Paul Vaccher, workforce research analyst, from .475 to 1.0 FTE for the period of January 1, 2021, through June 30, 2021.

The Governing Board approved the temporary increase in assignment for Jacqueline Romero, grant generalist, from .75 to 1.0 FTE for the period of January 1, 2021, through February 28, 2021.

The Governing Board approved the temporary increase in assignment for Alice Soto, administrative assistant II, from .475 to .95 FTE for the period of January 1, 2021, through June 30, 2021.

## MONITORING

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

Annual Measure L and Measure P Performance Audit

Recruitment Analysis Monitoring Report

Student Services Monitoring Report for 2019-2020

## 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. Sanders (advisory)

Nays: None

Through this action, the following were approved (Approval of Minutes, November 19, 2020, through Memoranda of Understanding – Chaffey College Faculty Association.)

## GOVERNANCE PROCESS

The minutes of the November 19, 2020, regular Board meeting were approved as presented.

The minutes of the November 23 special Board meeting were approved with the attached revision (the revised minutes have been made a part of these meeting minutes.)

The minutes of the November 25, 2020, special Board meeting were approved as presented.

The Governing Board received and adopted Board Policies 3430, 3440, 3500, 3501, 3505, 3510, 3515, 3518, 3520, 3530, 3540, 4235, and 5020.

#### ACADEMIC AFFAIRS

The Governing Board approved one new course, 123 course modifications, 116 distance education courses, 24 correspondence courses, five course deactivations, and three program of study modifications for the *Chaffey College 2021-2022 Catalog*.

#### BUSINESS/FISCAL AFFAIRS

The Governing Board approved the Amendment 04 to increase the amount of the California Department of Education 2019-2020 California State Preschool program by \$5,050.

The Governing Board adopted Resolution 121720, a resolution of the Governing Board of the District designating proprietary Siemens products, bands and/or services for low voltage systems, as described herein and in the attached resolution, pursuant to California Public Contract Code Section 3400 (this resolution has been made a part of the meeting minutes.)

The Governing Board authorized Chaffey Community College District to enter into a three-year contract with Assessment Nursing Technology (ATI) Nursing Education of Leawood, Kansas for the ATI Nursing Essential Complete Package, which is an online learning platform designed to provide nursing students access to proctored exams, skills, curriculum, virtual clinical replacement and preparation for board exams, on a sole source basis for the services they exclusively provide as described herein, pursuant to California Public Contract Code, Section 3400, in the amount not to exceed \$263,722.00.

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 as needed in the District's best interest for the calendar year ending on December 31, 2021.

The Governing Board approved the revised District authorized signature list to be effective December 17, 2020 (this list has been made a part of the meeting minutes.)

The Governing Board approved the award to the Center of Excellence for Labor Market Research Grant Agreement 20-405-005 between California Community College Chancellor's Office and Chaffey Community College District, in the amount of \$275,000. The performance period shall be July 1, 2020 through September 30, 2021.

The Governing Board adopted Resolution 121720A, 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 a part of the meeting minutes.)

The Governing Board authorized the District to let sole source purchase orders to Apple, Inc., without formal, public advertising and receiving of bides, for fiscal year 2020-2021 as needed, to buy Apple products for instructional and administrative use.

## HUMAN RESOURCES

The Governing Board approved the attached five memoranda of understanding between the Chaffey Community College District and the Chaffey College Faculty Association (CCFA).

## ACTION AGENDA

### BUSINESS/FISCAL AFFAIRS

The contract, purchase order, and warrant lists were ratified on the motion of Mr. McDougal, second of Ms. Brugger. (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. Sanders (advisory)  
Nays: None

The Governing Board adopted Resolution 121720B authorizing short-term borrowing by the District to address potential spring 2021 cash-flow shortfalls through the issuance of tax and revenue anticipation notes (TRANS) through the California School Finance Authority State Intercept Notes Program (CSFA) in an amount not to exceed \$19,000,000 and approved the draft forms of the Note Purchase Agreement, Indenture and Preliminary Official Statement on the motion of Ms. Negrete-McLeod, second of Ms. Brugger.

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

### CEO/STAFF REPORTS

Dr. Henry Shannon, superintendent/president, presented the Board with copies of his monthly report. The report highlighted the New Governing Board Member Orientation and updates from Equity, Outreach and Communications, and Instruction. Dr. Shannon welcomed Trustee Olivares-Lambert, and challenged all to pledge to the Black Minds Matter scholarship. He has pledged \$500 this month. He thanked everyone for their great work during this very difficult year.

Faculty Senate President Nicole DeRose submitted a report which included accomplishments by Marc Meyer, anthropology, and Jackie Boboye, counseling. She also announced updates from Faculty Senate including Neil Watkins, president-elect; Sarah Cotton, senator at large; and Ryan Falcioni, 2021 Faculty Lecturer of the Year. Ms. DeRose also congratulated Vice President Robin DeWitt for her work.

Classified Senate Vice President Sarah Schmidt submitted a report highlighting the Classified Senate See's candy fundraiser and Hope Ell and Vicky Valle.

CSEA President Monica Han welcomed new trustee Deana Olivares-Lambert, and announced that she will continue to serve as CSEA President through the rest of the year, and that Sapna Jethani will serve as president beginning in January 2021. Ms. Han provided a report which highlighted CSEA employees Thomas Tucker and Vicky Valle. She thanked the Governing Board and the Executive Team for keeping the campus safe and open for instruction.

CCFA President Jonathan Ausubel welcomed Deana Olivares-Lambert, and provided context for the Black Minds Matter Scholarship, which was created by a group of dedicated faculty and staff. CCFA made an initial donation of \$2,000; the fund has not reached endowment status yet. He asked Lisa Nashua to post the link for online donations.

CDCFA had no report.

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

Lee McDougal asked to revisit going digital with Board agendas rather than using paper agendas during the Board Retreat in January.

### ADJOURNMENT

The meeting was adjourned at 4:07 p.m.

The next regular meeting of the Chaffey Community College District Governing Board is Thursday, January 28, 2021, and will be held via videoconference.

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President

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Clerk