

**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, March 25, 2021, 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 2:02 p.m. Closed session was adjourned at 2:46 p.m.

**STUDY SESSION**

Chino Monitoring Report – Laura Hope, associate superintendent of instruction and institutional development, introduced Dr. Teresa Hull, dean, Chino Campus, who presented on the following: factors and influences such as Measure P, the Strategic Plan, the Educational Master Plan, the Chino Campus Identity Plan, current employment conditions in the IE; current partners and geographical influences such as Chino Airport, City of Chino, Turning Point, Culinary Arts and Hospitality Management, proximity to Los Angeles and Orange County, local high schools; potential future directions including current opportunities such as associate degree nursing, aviation maintenance technology, criminal justice/corrections, nutrition and foods, and potential directions including hospitality/recreation management, surgical technologist, architectural design/landscaping, animation and gaming; building expansion and services, Chaffey College Chino Community Center renovations and virtual accommodations.

Fontana Monitoring Report – Laura Hope introduced Dr. Jason Chevalier, dean, Fontana Campus, who presented on the following: COVID response which include admissions and records, Success Center and instruction have gone fully online; current status including physical improvements, Fontana Advisory Committee monthly meetings, and city involvement; and the new campus which

includes master plan currently under development and new site-specific programming including automotive technology, cloud computing, physical therapy assistant, welding, and transfer courses (psychology, sociology, business).

### REGULAR SESSION

The regular session reconvened at 3:18 p.m., and Board President Ovitt asked Trustee Brugger to lead the Pledge of Allegiance to the Flag.

### PUBLIC COMMENTS

There were no public comments.

### COMMUNITY LINKAGES GOVERNING BOARD

Student Trustee Lauren Sanders reported attending the following: Chaffey College Planning Council meeting; Chaffey College Student Government (CCSG) Election Committee meeting; Black Caucus California Community Colleges Leadership 2021 Virtual Conference and 2022 planning; CCSG Multicultural Club meetings; Guided Pathways meeting; Enrollment and Success Management meeting; Registration Committee meetings; DPS Student Panel; Pantry Days; Classified Senate School Supplies event; Upland Public Library event; Rancho Cucamonga Biane Library event; CCSG Executive, Senate, Delegation, Finance, Activities, and Communications meetings; Student Trustee Caucus meetings; I Am Chaffey event; non-profit meetings; and SSSCC General Assembly event.

Trustee McLeod had no report.

Trustee Brugger reported that she made her monthly donations to the College, and attended via Zoom the San Bernardino County Senior Disabled Fund meeting. Ms. Brugger also mentioned that she will be purchasing a foursome for the upcoming Foundation golf tournament.

Trustee McDougal reported he attended the Chaffey College Chino Community Center meeting.

Trustee Olivares-Lambert reported that she joined the Excellencia in Education California briefing, participated in two of the Community College League of California (CCLC) Excellence in Trusteeship workshops; and the CCLC's monthly governance relations webinar. She thanked Dr. Shannon and staff for their work on the 10-Point Plan.

Board President Ovitt reported that he attended the Promise Scholars meeting, who has a new leader Monica Ayala; Children's Fund meeting; and National Day of Prayer advisory committee meeting.

## LEGISLATIVE UPDATE

Dr. Janeth Rodriguez, director, alumni and community relations, provided a written presentation which included updates on AB 469 – High School Graduation Requirements: Financial Aid Applications; AB 417 – Rising Scholar Network; AB 1456 – Grant Reform Act; and Secretary of Education Dr. Miguel Cardona; safe reopening of schools; and expansion of career technical education programs.

## FOUNDATION

Dr. Lisa Nashua, executive director of the Foundation, provided a written report which included: spring scholarship cycle; InTech Center consideration of \$2.99 million budget allocation; the James Irvine Foundation Better Careers Initiative \$1.3 million proposal; Wells Fargo philanthropy; Chaffey College Foundation Virtual Event – Supporting College Dreams; and 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:

Bradley Franklin to the position of help desk coordinator, administrative systems, 1.0 FTE, 12 months, range 20, step A of the CSEA salary schedule, effective April 1, 2021.

Ryan Mincer to the position of help desk coordinator, administrative systems, 1.0 FTE, 12 months, range 20, step A of the CSEA salary schedule, effective April 1, 2021.

Hourly personnel including adjunct faculty, contract faculty overload, and short-term workers. David Slover to the temporary, unclassified, professional expert position of football coordinator, out-of-season, effective February 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 a reduced workload assignment for Heather MacDonald, instructor, associate degree nursing, from 1.00 FTE to .897 FTE for the 2021–22 academic year, pursuant to the provisions of Education Code § 87483 and contingent upon approval from STRS.

## MONITORING

The following report was submitted to the Governing Board for their information:

2019-2020 Audit Report – Lisa Bailey, associate superintendent of business services and economic development, introduced Patrick Cabildo, internal auditor, and Rick Alonzo from EideBailly, who discussed the audit. Mr. Cabildo explained that this is Mr. Alonzo’s first year on this engagement due to the requirement to rotate auditors. Mr. Alonzo reported that his scope is to render three opinions – financial statement, federal compliance, and state compliance - which can be found on page 97, summary of auditor’s reports. Unmodified opinions are the cleanest level of opinions, and the College received unmodified opinions on all three. There were two minor findings in the area of federal compliance, which did not have an impact on the clean unmodified opinions. He explained that there was additional scrutiny this year due to the remote nature of the audit as well as CARES funding requirements and these findings were common this year.

## CONSENT AGENDA

A motion was made by Ms. Brugger, seconded by Ms. Negrete-McLeod, 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, February 25, 2021, through Memorandums of Understanding – Chaffey Community College District and California School Employees Association (CSEA), Chapter 431.)

## GOVERNANCE PROCESS

The minutes of the February 25, 2021, regular Board meeting were approved as presented.

The Governing Board changed the dates of the April Board meeting to Thursday, April 22, 2021, and the September Board meeting to Tuesday, September 21, 2021.

The Governing Board casted votes for six seats up for re-election on the CCCT Board of Directors.

The Governing Board adopted the resolution observing Black Student Success Week (this resolution has been made a part of the meeting minutes.)

## ACADEMIC AFFAIRS

The Governing Board approved 8 new courses, 13 course modifications, 1 course reactivation, 19 distance education courses, 2 course deactivations, 2 new programs of study, and 7 program of study modifications for the *Chaffey College 2021-2022 Catalog*.

## BUSINESS/FISCAL AFFAIRS

The Governing Board approved the budget increase of \$438,137 to the 2020-2021 restricted general fund budget for the NextUp, Veteran's Program, Veteran's Resource Center and Strong Workforce Program allocations.

The Governing Board approved six existing members to serve a second term on the Bond Citizens' Oversight Committee.

The Governing Board approved the changes to the fee schedule as authorized by the applicable provisions of the Education Code.

The Governing Board approved the U.S. Department of Education Higher Education Emergency Relief Fund II (HEERF II) Project – Institutional Allocation, in the amount of \$5,723,242.

The Governing Board approved the U.S. Department of Education Higher Education Emergency Relief Fund II (HEERF II) Project – Minority Serving Institutions Allocation, in the amount of \$6,840.

The Governing Board approved the U.S. Department of Education Higher Education Emergency Relief Fund II (HEERF II) Project (Supplemental Award) – Minority Serving Institutions Allocation, in the amount of \$1,486,356.

The Governing Board approved the U.S. Department of Education Higher Education Emergency Relief Fund II (HEERF II) Project – Student Aid Allocation, in the amount of \$5,393,777.

The Governing Board approved the Masonry Industry Training Association (MITA) and Chaffey College InTech Economic Development Memorandum of Understanding pilot Masonry/Construction Trades bootcamp training program in the amount not to exceed thirty thousand dollars (\$30,000).

## HUMAN RESOURCES

The Governing Board approved the memorandums of understanding between the Chaffey Community College District and California School Employees Association (CSEA), Chapter 431.

## ACTION AGENDA

### BUSINESS/FISCAL AFFAIRS

The Governing Board authorized the District to enter into a five-year term, on-call professional services agreement with Dovetail Decision Consultants, Inc., of San Anselmo, California, for Request for Proposal No. 2021PW284 Furniture, Fixtures, and Equipment Consulting Services in the amount not to exceed \$500,000 on the motion of Mr. McDougal, second of Ms. Brugger.

Yeas: Ms. Brugger, Ms. Negrete-McLeod, Mr. McDougal, Mr. Ovitt,  
Ms. Olivares-Lambert, Ms. Sanders (advisory)

Nays: None

The Governing Board rejected Horizon Construction Company Int'l, Inc.'s bid as non-responsive and authorized the District to waive any immaterial errors in the bid received by NKS Mechanical Engineering, Inc. and enter into Contract No. 2021PW151 with the lowest responsive and responsible bidder, NKS Mechanical Engineering, Inc. of Anaheim, California, for the HVAC Replacement Project, in the amount of \$880,000, which equals the base bid, on the motion of Mr. McDougal, second of Ms. Brugger.

Yeas: Ms. Brugger, Ms. Negrete-McLeod, Mr. McDougal, Mr. Ovitt,  
Ms. Olivares-Lambert, Ms. Sanders (advisory)

Nays: None

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

## CEO/STAFF REPORTS

Dr. Henry Shannon, superintendent/president, presented the Board with copies of his monthly report. The report highlighted the MIT project encouraging entrepreneurship and innovation; hate crime/hate incident website; the California Virtual Campus Exchange, and updates from the offices of equity, outreach and communications, instruction, and student services.

Faculty Senate President Nicole DeRose submitted a report which included accomplishments by Charmaine Phipps, ESL.

Classified Senate President Trisha Albertsen submitted a report highlighting the Backpack Drive; 4CS Virtual Gathering of the Senates Statewide meeting; spring scholarships; Chancellor's Office software training for Disability Programs and Services; the passage of a resolution on commitment to diversity, equity, inclusion and anti-racism; the passage of a resolution on the use of the term Classified Professionals; and Ashira Murphy's completion of a Master of Science degree in organizational leadership.

President Ovitt thanked Ms. Albertsen and stated that the Board values and appreciates the Classified Professionals and encouraged all community members to use the term Classified Professionals when speaking publicly about the College's classified employees.

CSEA President Sapna Jethani-Prado introduced herself as the new president of CSEA. She commented that while CSEA is not opposed to the resolution on the use of the term Classified Professionals, as read by Classified Senate President Trisha Albertsen, many classified employees were not properly engaged regarding the resolution which affects all classified staff. She emphasized that CSEA is the sole representative body that bargains for classified rights, wages, working conditions and more.

CCFA President Jonathan Ausubel reported that in response to the Zoom bombing that occurred during the hip hop summit, CCFA is starting a reading group, or book club, for faculty on equity-related topics. Mr. Ausubel also mentioned AB 1269, legislation which seeks pay parity for part-time faculty, which he believes would be an important step for equity for the College's adjunct faculty. He stated that the College has benefitted from the stance of slow and sustainable reopening for the fall and commended the District as a whole for taking this stance. Finally, he wished Laura Hope a happy birthday.

Dr. Shannon also wished Laura Hope and Melanie Siddiqi a happy birthday.

CDCFA had no report.

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

None

#### ADJOURNMENT

The meeting was adjourned at 4:04 p.m. in memory of Joy "Kathy" Thomas, retired word processing operator; Bea Rose, retired philosophy faculty member; and Sherm Taylor, automotive technology faculty member and coordinator in the School of Business and Applied Technology.

The next regular meeting of the Chaffey Community College District Governing Board is Thursday, April 22, 2021, and will be held via videoconference.

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President

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Clerk