

**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 12, 2019, in the boardroom of the Marie Kane Center for Student Services/Administration. Board President McLeod called the meeting to order at 2:02 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 2:03 p.m. Closed session was adjourned at 2:35 p.m.

STUDY SESSION

Lisa Bailey, associate superintendent, business services and economic development, introduced Acting Chief of Police Darryl Seube who presented the Public Safety Report which included: police dispatch services, campus safety training, emergency notification systems, infrastructure preparedness, and a campus police update. Chief Seube thanked Mike Fink, Kaleo Kelikani, and Kenny Meas in the IT department for their work on the emergency notification system. He also thanked Troy Ament, executive director, facilities and construction, for his leadership with the emergency notification systems.

The Clery Report was provided to the Governing Board. Chief Seube explained that there was a significant decrease in crime. He further explained that crime trends are analyzed and that the goal is prevention. He stated that Chaffey College is safe because of the people, the positive attitudes, and because the leadership supports the police department.

Chief Seube introduced Officer Maria Rodriguez, Officer Jesse Larios, and Campus Police Captain Kelli Florman.

Dr. Shannon credited Lisa Bailey's leadership for the success of Chaffey College campus police.

Ted Younglove, dean of math and science, presented on the STEM 2019 Summer Research Symposium and introduced students Carolina Escobar Palacio, Adedamola Adeyemo, and Anaiz Ruiz. Professor Dowd introduced journalism students Ryan Gibson and Kiara Jerez.

Dean Younglove thanked Linda Lamp and Michelle Dowd for their hard work on this endeavor.

Associate Superintendent Eric Bishop presented the Student Services Report which included information about the student services management team, admissions and records/cashier's, athletics, CALWORKs, Career Center, commencement, counseling, GPS Centers, Puente Project, Umoja, Disability Programs and Services, Extended Opportunity Programs and Services, financial aid, Independent Scholars, Opening Doors to Excellence Program, international students, student life, student discipline, student health services, and transfer center. He explained that this report reflects last year, but he is looking forward to transforming student services to better serve students and to incorporate initiatives such as Guided Pathways.

REGULAR SESSION

The regular session reconvened at 3:31 p.m., and Associate Superintendent Laura Hope led the Pledge of Allegiance to the Flag.

PUBLIC COMMENTS

There were no public comments.

COMMUNITY LINKAGES GOVERNING BOARD

Student Trustee Nikeenia Williams provided a written report which included: Unity Meal which provided meals to over 400 students, Week of Joy, Second Annual Winter Celebration which provided hot meals and gifts to over 100 participants, and a collaboration with Dr. Rentz of the music department for a beverage station.

Trustee Ovitt reported that he attended the following events: San Bernardino County Adoption Finalization, Ontario Chaffey Community Show Band meeting, Ontario sites visit, Renaissance Scholars Dinner, Parks and Recreation Commission meeting, Ontario Chaffey Community Show Band Board meeting, Children's Fund meeting with West End Auxiliary, filed for candidacy with Registrar of Voters, Parks and Recreation Commission holiday dinner,

Chaffey College Foundation Giving Tuesday, West End YMCA Board meeting, 27th Annual Oremor Choral Competition, Chaffey College Business Connection with Chamber of Commerce, Chaffey College Foundation holiday event, Chaffey College Classified Senate holiday luncheon, Chaffey College Governing Board holiday event, California Capital Holiday Open House, Chaffey High School performance of The Little Mermaid, Children's Fund pinning ceremony, Children's Fund Bonnes Meres holiday brunch, The Leaven Advisory Board meeting, and an Ontario Chaffey Community Show Band meeting.

Trustee McDougal reported that he has been under the weather since he received a flu shot and was not able to attend scheduled events.

Trustee Brugger reported that she attended the Classified Senate holiday luncheon where she provided candy to all of the participants; she also signed up to make monthly donations to Panther Care and the Wignall Museum.

Board President McLeod reported that she attended the Chino Campus Bistro, Community College League of California conference discussing food scarcity and homelessness, and the Classified Senate holiday luncheon.

LEGISLATIVE UPDATE

Dr. Eric Bishop, associate superintendent of student services and legislative engagement, discussed the reauthorization of the higher education act, and passage of the FUTURE act, HR 5363, which simplified the financial aid process and increased the Pell grant. In addition, he discussed the census and partnering with the Census Bureau and local representatives to be actively engaged in the process and to provide employment opportunities for Chaffey College students.

PRESENTATIONS

There were no presentations at the December meeting.

FOUNDATION

Lisa Nashua, executive director of the Foundation, provided a written report which included: fall scholarship donor stewardship, special fall second cycle, JPMorgan Chase philanthropy, San Manuel Band of Mission Indians emergency housing fund, Chaffey College Foundation 30th Annual Golf Tournament save the date, Foundation annual holiday card, Foundation mini grants, Rome study abroad program, and Foundation audit. Ms. Nashua introduced Foundation Board members Kyle Schulty and Liliana Andriani who were present.

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.

Employment or Ratification of:

Ingrid Solorzano to the temporary, one-year position of child development center teacher, 1.0 FTE, effective January 2, 2020, through May 21, 2020.

Mario Castillo to the position of general maintenance mechanic, 1.0 FTE, 12 months, range 15, step A of the CSEA salary schedule, effective January 2, 2020.

Christina Estrella to the position of instructional assistant II, Chino success center, .475 FTE, 10 months, range 9, step A of the CSEA salary schedule, effective January 2, 2020.

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, 2020, through June 30, 2020, under the terms and conditions of the employment agreement.

Kayle Morris to the temporary, unclassified, professional expert position of head coach, women's swimming, effective January 2, 2020, through May 31, 2020, under the terms and conditions of the employment agreement.

Sydney Rasmussen to the temporary, unclassified, professional expert position of second assistant coach, softball, effective January 2, 2020, through June 30, 2020, under the terms and conditions of the employment agreement.

Appointment of:

Rodolfo Vega to the position of financial aid specialist, 1.0 FTE, 12-months, range 17, step H of the CSEA salary schedule, effective January 2, 2020.

The Governing Board ratified the temporary increase in assignment of .475 contract employee, Stephanie Smith, administrative assistant I, to work a maximum of eight hours per day for no more than twenty consecutive days, effective January 1, 2020, through June 30, 2020.

MONITORING

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

Annual Measure L Performance Audit

Claims Monitoring Report

Student Services Board Monitoring Report – 2018/19

CONSENT AGENDA

A motion was made by Mr. Ovitt, seconded by Mr. 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, November 20, 2019, through Rental Agreement: Ontario High School).

GOVERNANCE PROCESS

The minutes of the November 20, 2019, regular board meeting were approved as presented.

The Governing Board adopted the attached resolution to compensate Katherine Roberts, Governing Board member, for the November 20, 2019, meeting from which she was absent.

ACADEMIC AFFAIRS

The Governing Board approved ten new courses, 104 course modifications, 44 distance education courses, 18 course deactivations, two new programs of study, four program of study deactivations, and ten program of study modifications for the *Chaffey College 2020-2021 Catalog*.

BUSINESS/FISCAL AFFAIRS

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 to authorize the District to make such procurements under Sections 20118 and 20652 as needed in the District's best interests for the calendar year ending on December 31, 2020.

The Governing Board approved the budget increase of \$201,184 to the 2019-2020 restricted general fund budget for the increase to the California Work Opportunity & Responsibility to Kids (CalWORKS), Extended Opportunity Programs & Services (EOPS) and Temporary Assistance for Needy Families (TANF) allocations.

The Governing Board adopted Resolution No. 121219, 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 Resolution 121219A, which delegates authority to the superintendent/president or his designee to sell or otherwise dispose of the machine shop equipment 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 accepted as complete, per Contract Number 18PW40, the work of, and authorized the District to file a notice of completion with the county recorder for the Wignall Museum, Planetarium, Campus Center Shade Structure and Campus Center East Plaza projects, which were part of the Measure L Build-Out Project.

The Governing Board approved and authorized the District to enter into a rental agreement with Chaffey Joint Union High School District ("CJUHSD"), 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 13, 2020, through May 21, 2020, and a total rental fee of \$15,578.70, in accordance with the CJUHSD application and permit for use of school premises terms and conditions.

ACTION AGENDA

BUSINESS/FISCAL AFFAIRS

The contract, purchase order, and warrant lists were ratified on the motion of Ms. Brugger, second of Mr. McDougal. (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

The Governing Board authorized the District to enter into Contract No. 2020PW277 with the lowest responsive and responsible bidder, Pave West, Inc. of Artesia, California, for the College Drive East Repair Project, in the amount of \$191,263, which equals the base bid, as described on the Bid Opening Results, on the motion of Ms. Brugger, second of Mr. McDougal.

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

CEO/STAFF REPORTS

Henry Shannon, superintendent/president, presented the Board with copies of his monthly report. The report highlighted Sparkling Spirit Night in

support of the Panther Care Program, Rancho Cucamonga Chamber at Chaffey event, 2021 Aspen Prize application, Executive Team retreat, Measure P Community Forum, Compressed Calendar Forum, and student services highlights.

Nicole DeRose, acting Faculty Senate president, provided Board Members with the Faculty Senate's monthly report, in which she highlighted faculty members Michelle Dowd, journalism and language arts; Brandon Daily, language arts; Sandra Collins, mathematics and science; and Jackie Boboye, counseling.

Trisha Albertsen, Classified Senate president, provided a monthly report and highlighted Sheryl Herchenroeder, public information specialist; annual holiday luncheon and fundraiser; and the Caring Campus Initiative.

CSEA had no report.

CCFA President Jonathan Ausubel wished the Board happy holidays, and gave kudos to Laura Hope for working to revise the faculty prioritization process.

CDCFA had no report.

BOARD COMMENTS, REQUESTS, AND FUTURE AGENDA ITEMS

Dr. Shannon mentioned that the President's Office would work with Dean Robert Rundquist to provide a Caring Campus Initiative presentation at a future Board study session.

ADJOURNMENT

The meeting was adjourned at 4:00 p.m.

The next regular meeting of the Chaffey Community College District Governing Board will be Thursday, January 23, 2019 at the Chaffey College Chino Community Center.

President

Clerk