

Board of Trustees Ventura County Community College District

Robert O. Huber
Chair

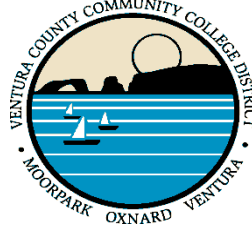
Cheryl Heitmann
Vice Chair

Stephen P. Blum, Esq.
Trustee

Arturo D. Hernández
Trustee

Larry O. Miller
Trustee

Nick Turner
Student Member



James M. Meznik
Chancellor/Secretary to the Board

MINUTES FOR THE MEETING OF WEDNESDAY, JANUARY 20, 2010

Ventura County Community College District
District Administrative Center
Multi-Purpose Room
255 W. Stanley Avenue, Suite 150
Ventura, CA 93001

District Mission

The Ventura County Community College District (VCCCD) is committed to assisting students in the attainment of its primary mission as a system of state supported two-year colleges.

The primary mission of the District is to produce student learning in lower division level academic transfer and career/vocational degree and certificate programs. Effective, efficient student support services are offered to assist in the accomplishment of the District's primary mission based on need and available resources.

Ventura County Community College District works to enhance state, regional, and local economic growth and global competitiveness within the pursuit of its primary mission. Additionally, workforce and economic development activities and services are offered based on need and available resources.

English as a Second Language instruction, remedial, adult education, and supplemental learning services that contribute to student success are offered and operated based on need and available resources.

Ventura County Community College District improves the quality of community life by offering non-credit, recreational, vocational, cultural, and civic programming based on community demand and available resources.

All District programs, services, and activities operate within a framework of integrated planning and budgeting. Ongoing, student learning outcome assessment and systematic program review are used to ensure District-wide excellence through sustainable, continuous quality improvement in compliance with its mission.

ROLL CALL

Board Members Present:

Robert O. Huber, Chair
Cheryl Heitmann, Vice Chair
Stephen P. Blum, Esq., Trustee
Arturo D. Hernández, Trustee
Larry O. Miller, Trustee
Nick Turner, Student Trustee

Management Present:

James Meznik, Chancellor
Robin Calote, President, Ventura College
Richard Durán, President, Oxnard College
Pam Eddinger, President, Moorpark College
Sue Johnson, Vice Chancellor, Business and Administrative Services
Patricia Parham, Vice Chancellor, Human Resources
Dave Fuhrmann, Associate Vice Chancellor, Information Technology
Ramiro Sanchez, Executive Vice President
Iris Ingram, Vice President, Business Services
David Keebler, Vice President, Business Services
Erika Endrijonas, Executive Vice President
John al-Amin, Vice President, Business Services
Richard DeLaO, Chief of Police
Michael Arnoldus, Director
Lori Bennett, Dean
Dan Brown, Dean
Terry Cobos, Director
Karen Engelsen, Dean
Patricia Ewins, Dean
Clare Geisen, Director
Karen Gorback, Assistant Dean
Carmen Guerrero, Dean
Tim Harrison, Dean
Kim Hoffmans, Dean
Brian Hu, Director
Gwen Huddleston-Lewis, Dean
Victoria Lugo, Dean
Mary Anne McNeil, Director
Darlene Melby, Business Manager
Lisa Miller, Dean
Jerry Mortensen, Assistant Dean
David Oliver, Dean
Kathy Scott, Dean
Julius Sokenu, Dean
John Sinutko, Director
Jay Wysard, Director

Faculty/Staff/Student Representatives

Robert Cabral, Academic Senate President, Oxnard College
Peter Sezzi, Academic Senate President, Ventura College
Jeff Baker, Academic Senate President, Moorpark College
Kathleen Sage, AFT Executive Director
Steve Hall, AFT Chief Negotiator
Dan Casey, SEIU Chief Steward
Handel Evans, Bond Measure S Program Director
Laura Brower, Interim Executive Assistant to the Chancellor

CALL TO ORDER

Chair Huber called the meeting to order at 5:30 p.m.

PUBLIC COMMENTS REGARDING CLOSED SESSION AGENDA ITEMS

Yvonne Scholle addressed the Board regarding Closed Session Item:

PUBLIC EMPLOYEE/DISCIPLINE/DISMISSAL/RELEASE *{Government Code §54957}*

RECESS TO CLOSED SESSION

At 5:35 p.m., the meeting was recessed to Closed Session.

- **PUBLIC EMPLOYEE/DISCIPLINE/DISMISSAL/RELEASE** *{Government Code §54957}*
- **CONFERENCE WITH LABOR NEGOTIATOR**
 - AFT/SEIU

RECONVENE IN OPEN SESSION

Chair Huber called the meeting to order at 6:30 p.m.

CLOSED SESSION REPORT

In Closed Session, it was moved by Trustee Miller, seconded by Trustee Blum, and unanimously carried on a 5-0 vote, that employee #900-00-0858 be suspended without pay for the duration of 10 days.

PLEDGE TO THE FLAG

Student Trustee Nick Turner led the Pledge to the Flag. Immediately following the Pledge to the Flag, Chair Huber asked for a moment of silence in remembrance of James Eddinger and Florence Wagner.

ACKNOWLEDGEMENT OF GUESTS AND SPECIAL RECOGNITIONS

- Certificate of Recognition in memory of Nao Takasugi, former Oxnard Mayor, Community Leader, and California State Assembly Member.

Chair Huber shared highlights of Nao Takasugi's life and dedication to public service and accepted the Certificate of Recognition on behalf of Nao Takasugi's wife, Judy Takasugi.

PUBLIC COMMENTS

John Wagner introduced Steve Hall, AFT Chief Negotiator, who acknowledged that he received the initial proposal and is looking forward to collaborative efforts towards adopting a new agreement.

REPORTS

- **Student Representatives**

Student Trustee Nick Turner commented and expressed concerns regarding student parking, the textbook buy-back program, and student counseling.

Moorpark College Associated Students Michael Fields and Alana Jain invited everyone to the Moorpark College Talent Show on January 29, 2010, and commented on the student activities room redecorating project.

- **Chancellor**

AFT/SEIU Initial Proposal. Chancellor Meznek read the following statement:

On January 15, 2010, the District presented its Initial Proposals to the Ventura County Federation of College Teachers, AFT Local 1828, AFL-CIO and the Service Employees International Union, SEIU Local 99, AFL-CIO. We also received Initial Proposals from both bargaining units and requests to commence negotiations. All proposals follow the Agreements expiring June 30, 2010. Copies of the four proposals are available here tonight, can be obtained in the Human Resources Department during regular business hours or through the employee portal beginning tomorrow. The Board will hold a Public Hearing on the proposals at their next regularly scheduled meeting on February 9, 2010. Following the Public Hearing, the Board will adopt their proposals and formally accept the proposals from the AFT and SEIU.

Vice Chancellor of Business Services, Sue Johnson gave a brief budget update.

- **Academic Senates**

Peter Sezzi, Ventura College Academic Senate President, commented on the Ventura College Basketball team's *Pink Zone* fundraising event in the fight against breast cancer, the generous contributions made to the lending library, and acknowledged the 13 sabbatical leave requests presented to the Board for approval.

Jeff Baker, Moorpark College Academic Senate President, commented on a full Academic Senate agenda, course enrollment, and class sizes.

Robert Cabral, Oxnard College Academic Senate President, commented on parking, the budget allocation resources, the participatory governance manual, and acknowledged the proposed sabbaticals recommended for approval.

- **Trustees**
 - **Committees**
 - Policy Committee – December 10, 2009
Trustee Blum stated the items presented were recommended for approval.
 - Academic Affairs – December 10, 2009
Trustee Blum and Trustee Miller commented on receiving accreditation updates.
 - **Reports/Announcements/Correspondence**
 - Vice Chair Heitmann and Trustee Blum commented on statewide collaboration regarding issues in state government and ways to address budget concerns.
 - Trustee Blum wished everyone a Happy New Year.
 - Trustee Hernandez acknowledged Nao Takasugi and commented on the encouragement and support he received from Mr. Takasugi. Chair Huber commented on meeting Mr. Takasugi 35 years ago and that he has worked with Mr. Takasugi's son, Russell, since 1983.

CONSENT CALENDAR ITEMS

It was moved by Trustee Miller, seconded by Trustee Hernandez, and carried on a unanimous vote, to approve the Consent Calendar Items with the exception of Items C-5, C-11, and C-18A, which were pulled to be considered separately.

- C-5 Approval/Ratification of Board Purchase Order Report #8 for FY 2009-10
- C-11 Approval of Request for Proposal 369, Textbook Wholesale and Buyback Services for Moorpark, Oxnard and College Bookstores
- C-18A Approval of the 2010-2011 Scheduled Maintenance and Special Repairs Program Priority List.

Approval of Minutes

C-1 Meeting Minutes

- A. Action to Approve the Minutes of the Regular Meeting of the Board of Trustees for December 8, 2009. [Page 9] was approved.**

Human Resources

C-2 Employment and Position Control

- Approval of Establishment of Position [Page 22] was approved.**

C-3 Changes in Personnel/Employment Status [Page 23]

- A. Reassignment in Lieu of Layoff was approved.**

- B. Approval /Ratification of Separation from Employment [Page 25] was approved.**

Business Services

- C-4 Ratification of Accounts Payable and Payroll for the Period of November 13, 2009 to December 21, 2009 [Page 26] was approved.**
- C-6 Acceptance of Gifts [Page 33] was approved.**
- C-7 Surplus/Disposal of Equipment [Page 34] was approved.**
- C-8 Bid 372, Academic and Event Planning Software for an Educational Institution [Page 35] was approved.**
- C-9 Award of Request for Proposal 352, Vending Machine Services District-wide [Page 37] was approved.**
- C-10 Award of Bid 367, Custodial Supplies District-wide [Page 38] was approved.**
- C-12 Acceptance of Completion of Bid 349, Ventura College Math & Science Building HVAC Project [Page 41] was approved.**
- C-13 Acceptance of Completion of Bid 368, Ventura College AA Building Casework Modernization Project [Page 42] was approved.**
- C-14 Approval of Surplus Sale or Donation of Landscaping Materials at Oxnard College [Page 43] was approved.**
- C-15 Monthly Budget Transfer Summary [Page 45] was approved.**
- C-16 Approval of New Grant for Fiscal Year 2009-10 [Page 47] was approved.**
- C-17 Approval of 3-year Contract with California Department of Education for Delivery of Braille Materials [Page 50] was approved.**

Capital Planning and Facilities

- C-18 Capital Planning and Facilities**
 - B. Approval of Easement Documents for City of Camarillo Water Lines at Camarillo Property [Page 55] was approved.**
 - C. Acceptance of Completion of Contract with Viola, Inc. for the Moorpark College EATM Service Road Repair, Project #19116 [Page 67] was approved.**
 - D. Approval to Issue an Addendum to Perkins + Will Architects for Continuing Construction Administration Services for the Moorpark College Health Science Complex, Project #19117 [Page 68] was approved.**

- E. **Approval of Subcontractor Substitution for Metal Framing and Drywall for the Oxnard College Learning Resources Center/New Construction, Project #29124 [Page 69]** was approved.
- F. **Approval of Contract with Independent Solutions to Provide Project Inspector Services for the Ventura College S Building Renovation, Project #39082 [Page 70]** was approved.
- G. **Acceptance of Change Order Summary Report for Capital Projects [Page 70]** was approved.

Action on Items Listed on the Consent Calendar but Pulled to be Considered Individually

- C-5 **Approval/Ratification of Board Purchase Order Report #8 [Page 27].** After discussion, it was moved by Chair Huber, seconded by Trustee Blum, and carried on a 5-0 vote to Approve/Ratify Board Purchase Order Report #8, for FY 2009-10 from November 13, 2009 to December 4, 2009.
- C-11 **Approval of Request for Proposal (RFP) 369, Textbook Wholesale and Buyback Services for Moorpark, Oxnard and Ventura College Bookstores [Page 39].** After discussion it was moved by Trustee Blum, seconded by Trustee Miller, and carried on a 5-0 vote to approve the Request for Proposal (RFP) 369, Textbook Wholesale and Buyback Services for Moorpark, Oxnard and Ventura College Bookstores.
- C-18 **Capital Planning and Facilities**
 - A. **Approval of the 2010-2011 Scheduled Maintenance and Special Repairs Program Priority List [Page 52].** After discussion, it was moved by Trustee Hernandez, seconded by Chair Huber, and carried on a 5-0 vote to approve the 2010-2011 Scheduled Maintenance and Special Repairs Program project priority list.

First Reading

Course Approvals: New and Revised Courses, Revised Program at Moorpark College, Oxnard College and Ventura College [Page 83]. This item presents for First Reading new and revised courses and revised programs at Moorpark College, Oxnard College and Ventura College, and therefore no action was taken.

ACTION ITEMS/SECOND READING ITEMS

Business Services

- A-1 **Adoption of 2010-2011 Nonresident Tuition Rate, Nonresident Student Capital Outlay Surcharge, And Foreign Student Application Processing Fee [Page 109]** was moved by Vice Chair Heitmann, seconded by Trustee Blum, and carried on a unanimous

vote to approve the 2010-2011 Nonresident Student Capital Outlay Surcharge, as permitted by law; and the 2010-2011 Foreign Student Application Processing Fee as permitted by law.

Human Resources

- A-2 Sabbatical Leave Recommendations 2010 – 2011 Per Agreement Between VCCCD and AFT [Page 112]** was moved by Trustee Hernandez, seconded by Trustee Blum, and carried on a unanimous vote to approve the Sabbatical Leave Recommendations 2010-2011 Per Agreement Between VCCCD and AFT.

Student Learning

- A-3 Substantive Change Proposal Oxnard College [Page 244]** was moved by Trustee Blum, seconded by Trustee Hernandez, and carried on a unanimous vote to approve the Substantive Change Proposal Oxnard College.

Trustees/Chancellor

- A-4 Approval of Board Policies BP 3283, BP 2410, and BP 1300 [Page 273]** was moved by Trustee Miller, seconded by Trustee Hernandez, and carried on a unanimous vote to approve Board Policies BP 3283: *District Partnerships*; BP 2410: *Board Policy*; and BP 1300: *Delineation of Districtwide Functions*.
- A-5 Action to Approve Governing Board Member Absence [Page 277]** was moved by Chair Huber, seconded by Vice Chair Heitmann, and carried on a 4-0 vote, with Trustee Miller abstaining, to approve Governing Board Member Absence.
- A-6 Action to Approve Oxnard College Education Master Plan [Page 278]** was moved by Trustee Hernandez, seconded by Trustee Miller, and carried on a unanimous vote to approve Oxnard College Education Master Plan.
- A-7 Action to Appoint Board of Trustees to Serve on Committees for 2010 [Page 279]** was moved by Trustee Miller, seconded by Vice Chair Heitmann, and carried on a unanimous vote to approve the appointment of Board of Trustees to serve on committees for 2010.
- A-8 Action to Nominate A Member of the VCCCD Board of Trustees to Serve on the California Community College Trustees Board [Page 281].** There was no action taken.

INFORMATION ITEM [Page 282]

This item replaces the Mathematics Competency Attachment to the Board Agenda Item C-19 approved at the June 23, 2009 Board of Trustees Meeting.

ADJOURNMENT 8:25 p.m.