

# **Board of Trustees**

## **Ventura County Community College District**

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



**James M. Meznick**  
Chancellor/Secretary to the Board

### **MINUTES FOR THE MEETING OF TUESDAY, OCTOBER 13, 2009**

The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, October 13, 2009, at the District Administrative Center Multi-Purpose Room, Ventura California.

#### **ROLL CALL**

##### **Board Members Present:**

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

##### **Management Present:**

James Meznick, Chancellor  
Robin Calote, President, Ventura College  
Richard Duran, 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  
Erika Endrijonas, Executive Vice President, Student Learning, Oxnard College  
Edward Knudson, Executive Vice President, Student Learning, Moorpark College  
Ramiro Sanchez, Executive Vice President, Student Learning, Ventura College  
John al-Amin, Vice President Business Services, Oxnard College  
Iris Ingram, Vice President, Business Services, Moorpark College  
David Keebler, Vice President, Business Services, Ventura College  
Richard DeLaO, Chief of Police  
Dan Brown, Dean  
Patricia Ewins, Dean  
Kim Hoffmans, Dean

Darlene Melby, Business Manager  
Lisa Miller, Dean  
Inajane Nicklas, Dean  
Julius Sokenu, Dean  
John Sinutko, Director  
Sherry D'Attile, Director  
Gregory Beckley, Police Lieutenant  
Carolyn Inouye, Dean  
Martin Floyd, Dean  
Michael Arnoldus, Director  
Jaime Casillas, Dean  
Terry Cobos, Director  
Will Deits, Director  
Kay Faulconer, Dean  
Clare Geisen, Director  
Karen Gorback, Assistant Dean  
Tim Harrison, Dean  
Brian Hu, Director  
Deborah LaTeer, District Budget Officer  
Mary Anne McNeil, Director  
Jerry Mortenson, Dean  
David Oliver, Dean  
Robert Taylor, Dean  
Jay Wysard, Director  
Faculty/Staff/Student Representatives  
Jeff Baker, Academic Senate President, Moorpark College  
Robert Cabral, Academic Senate President, Oxnard College  
Peter Sezzi, Academic Senate President, Ventura College  
Kathleen Sage, AFT Executive Director  
Dan Casey, SEIU Chief Steward  
Handel Evans, Bond Measure S Program  
Patti Blair, Interim Executive Assistant to the Chancellor

**CALL TO ORDER**

The meeting was called to order at 5:30 p.m.

**PUBLIC COMMENTS REGARDING CLOSED SESSION AGENDA ITEMS**

There were no public comments regarding closed session agenda items.

**RECESS TO CLOSED SESSION**

The meeting was recessed to closed session at 5:31 p.m.

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

- **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**  
{ Government Code §54956.9}

### RECONVENE IN OPEN SESSION

The meeting reconvened at 7:00 p.m.

### PLEDGE TO THE FLAG

Paul Olmstead led the pledge to the flag.

### CLOSED SESSION REPORT

Chair Huber reported the following from the closed session:

- Trustee Miller moved, Trustee Heitmann seconded a motion, and carried on a 5-0 vote, that employee 900-01-9553 be suspended without pay effective October 19, 2009.

	Yes	No	Abstain
Bob Huber	<u>X</u>	—	—
Steve Blum	<u>X</u>	—	—
Art Hernandez	<u>X</u>	—	—
Cheryl Heitmann	<u>X</u>	—	—
Larry Miller	<u>X</u>	—	—

- Vice Chair Blum moved, Trustee Hernandez seconded a motion, and carried on a vote 4-0 with Trustee Miller abstaining, that employee #900-22-0295 be transferred and demoted effective October 19, 2009.

	Yes	No	Abstain
Bob Huber	<u>X</u>	—	—
Steve Blum	<u>X</u>	—	—
Art Hernandez	<u>X</u>	—	—
Cheryl Heitmann	<u>X</u>	—	—
Larry Miller	—	—	<u>X</u>

### ACKNOWLEDGEMENT OF GUESTS AND SPECIAL RECOGNITIONS

Chair Huber acknowledged James D. Stueck, Chair, and awarded a Certificate of Recognition for his service on the Citizens Oversight Committee.

### PUBLIC COMMENTS

Chair Huber opened the Public Comments Session and speaker cards were taken in the order received.

Lester Tong  
Kathleen McBride  
Andrea Adlman  
Alisa Moore  
Gerry Olsen (under Item A-1)

Cathy Garnica  
Dan Casey  
Cindy Hansen

Chair Huber closed the Public Comments Session at 7:29 p.m.

## REPORTS

- **Student Representatives**

- Nick Turner, Student Trustee, commented on the September Community College League meeting and the opportunity to meet with the international student organization and exchange ideas for partnership.
- Trevor Zierhut, Associated Student Representative, Ventura College, commented on the upcoming student leadership conference Sacramento, a successful club rush, open student government positions, Extreme Entrepreneurship, Spirit Week, and student discounts from local bus services.
- Anna VanderStouwe, Associated Student Representative, Oxnard College, commented on the Relay for Life event that raised over \$1,000, club rush week, open student government positions, school clean up, and a holiday program for CalWORKS students.

- **Chancellor**

Dr. Meznik acknowledged the District for its work while he was away from the office.

- **Academic Senates**

- Jeff Baker, Academic Senate President, Moorpark College, commented on the recent Moorpark College fire and acknowledged the emergency response team. Dr. Baker also commented on budget cuts and Senate work involving board policies, sabbatical leave, and election procedures.
- Robert Cabral, Academic Senate President, Oxnard College, commented on the need for contingency planning and effective communication. Mr. Cabral also reported that a Phi Theta Kappa charter event would be held on October 21.
- Peter Sezzi, Academic Senate President, Ventura College, commented on *One Book, One Campus*, program review, and accreditation. Mr. Sezzi congratulated Barbara Cogert, who will continue as Ventura College Classified Senate President, and announced a plagiarism workshop in October and a classroom management workshop in November.

- **Classified Senates**

- Donna Santschi, Classified Senate President, Moorpark College, thanked the Moorpark College Associated Students Executive Board for their generous contribution in the support of their annual holiday luncheon. This gift allows classified employees to pursue higher education.

- **Trustees**

- **Committees**

- Policy Committee – September 25, 2009: Committee Chair Blum stated the items presented were recommended for approval.
- Capital Planning and Facilities – September 30, 2009: Committee Chair Hernandez stated the items presented were recommended for approval.

- Audit, Budget, Foundation Relations – September 30, 2009 and October 5, 2009: Committee Chair Heitmann stated the budget was being presented at the Board meeting, and recommended a study session on budget items and sustainability plan. Chair Huber suggested Chancellor Meznick submit an updated plan at a future board meeting.
- **Reports/Announcements/Correspondence**
  - Vice Chair Blum thanked everyone for their efforts during challenging economic times.
  - Trustee Hernandez commented on the District's five-year plan and acknowledged the need for continued communication.
  - Trustee Heitmann asked for a short report from Dr. Casillas regarding green activities. Trustee Heitmann also requested further information on the DSPS program.
  - Chair Huber acknowledged Trustee Heitmann's comments on the need for a review of the budget during a study session.

### **CHANGES TO THE AGENDA**

There were no changes to the agenda.

### **CONSENT CALENDAR ITEMS PULLED**

- C-3 Employment and Position Control Approval of Changes to a Classification Specification was pulled for discussion.

#### ***Consent Calendar Items***

It was moved by Trustee Miller, seconded by Vice Chair Blum, and carried on unanimous vote, to approve the Consent Calendar items with the exception of Item C-3, which was pulled for further discussion.

#### ***Approval of Minutes***

- C-1 Action to Approve the Minutes of the Regular Meeting of the Board of Trustees for September 8, 2009** was approved.
- C-2 Action to Approve the Minutes of the Special Meeting of the Board of trustees for September 30, 2009** was approved.

#### ***Human Resources***

- C-4 Changes in Personnel/Employment Status**
- A. Approval of Extension of Full-Time Temporary and/or Grant Funded Non-Tenure Track Academic Positions/Employee Assignments** was approved.
  - B. Approval of Temporary Increase of Assignment** was approved.

***Business Services***

- C-5 Ratification of Accounts Payable and Payroll for the Period of August 17, 2009 to September 21, 2009** was approved.
- C-6 Approval/Ratification of Board Purchase Order Report #6** was approved.
- C-7 Surplus/Disposal of Equipment** was approved.
- C-8 Acceptance of Gifts** was approved.
- C-9 Approval of New Grant for Fiscal Year 2009-10** was approved.
- C-10 Approval of Amendment to Fiscal Year 2009-10 Grant** was approved.

***Capital Planning and Facilities***

- C-11 Capital Planning and Facilities**
  - A. Appointments to the Citizens Oversight Committee** was approved.
  - B. Approval of Contract for Project Inspector Services for the Moorpark College EATM Facility, Project #19116** was approved.
  - C. Approval for an Agreement to Transfer Ownership of the Water System at Oxnard College from the Ventura County Community College District to the City of Oxnard** was approved.
  - D. Approval of Supplement to Contract with Smith Emery Laboratories to Provide Construction Materials and Inspection Services to Complete Construction of the Oxnard College Performing Arts Classroom and Auditorium, Project #29117** was approved.
  - E. Approval of Reduction in Retention for Barnhart, Inc. for the Oxnard College Student Services Center, Project #29120** was approved.
  - F. Approval to Accept Bid Withdrawal Received from PW Construction, Inc. for the Oxnard College Learning Resource Center Renovation/New Construction, Project #29124** was approved.
  - G. Approval of Contract with GRD Construction for the Oxnard College Learning Resources Center Renovation/New Construction, Project #29124** was approved.

- H. Approval to Reject Bid Protest Filed by Whiting-Turner Contracting Company Against apparent Low Bidder, GRD Construction, for the Oxnard College Learning Resources Center Renovation/New Construction, Project #29124** was approved.
- I. Approval of Contract for Project Inspector Services for the Oxnard College Learning Resources Center Renovation/New Construction, Project #29124** was approved.
- J. Approval to Execute a Contract for Material Testing and Inspecting with CTE Laboratories for the Oxnard College Learning Resource Center Renovation/New Construction, Project #29124** was approved.
- K. Approval of Contract with Nething & Associates to Provide Project Inspector Services for the Ventura College G Building (Theater) Renovation, Project #39117** was approved.
- L. Lease with Mobile Modular for Four Modular Swing Space Buildings for the Ventura College G Building (Theater) Renovation, Project #39117** was approved.
- M. Approval to Establish Budget for the State of California Department of Toxic Substances, Project #89106** was approved.
- N. Acceptance of Change Order Summary Report for Capital Projects** was approved.

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

- C-3 Employment and Position Control Approval of Changes to a Classification Specification.** After discussion, it was moved by Vice Chair Blum, seconded by Miller, and carried on a 4-0 vote, with Trustee Hernandez voting no, to approve Consent Item C-3 with the item being returned for review in six months.

### *First Reading*

- **First Reading: Course Approvals: New and Revised Courses, Revised Program at Moorpark College and Ventura College [Page 89]**

This item presents for First Reading of new and revised courses and revised programs at Moorpark College and Ventura College.

ACTION ITEMS/SECOND READING ITEMS

*Human Resources*

**A-1 Approval of Reclassification, Abolishment and Establishment of Positions**

**A-1-A:**

**Reorganization of Information Technology Services Approval of Reclassification, Abolishment and Establishment of Positions** moved for approval by Trustee Miller, seconded by Vice Chair Blum, and carried on a 4-1 vote, with Trustee Hernandez voting no, to approve the reorganization of Information Technology Services, approval of reclassification, abolishment and establishment of positions.

**A-1-B:**

**Reorganization of Bookstore Operations at Oxnard College Approval of Reclassification, Abolishment and Establishment of Positions** moved for approval by Trustee Heitmann, seconded by Trustee Hernandez, and carried on a 5-0 vote the reorganization of Bookstore Operations at Oxnard College, approval of reclassification, abolishment and establishment of positions.

**A-1-C:**

**Reorganization of Public Relations and Marketing Services Approval of Reclassification, Abolishment and Establishment of Positions** moved for approval by Trustee Miller, seconded by Vice Chair Blum, and carried on a 3-2 vote, with Trustees Heitmann and Hernandez voting no, the reorganization of Public Relations and Marketing Services, approval of reclassification, abolishment and establishment of positions.

**A-2 Approval of Abolishment of a Position** was moved by Trustee Miller, seconded by Vice Chair Blum, and carried on a 5-0 vote, to approve the Approval of Abolishment of a Position.

*Business Services*

OPEN PUBLIC HEARING

Chair Huber opened the public hearing at 10:25 p.m.

Sue Johnson presented the Proposed Budget for the Ventura County Community College District for Fiscal Year 2009-10 and responded to Board questions.

Proposed Budget for the Ventura County Community College District for Fiscal Year 2009-10. (The Proposed Budget became available for public inspection on October 7, 2009 at 255 West Stanley Avenue, Suite 150, Ventura, CA 93001, during normal business hours.)

CLOSE PUBLIC HEARING

Chair Huber closed the public hearing at 11:08 p.m.



- A-3 **Approval of 2009-10 Adoption Budget** was moved by Trustee Miller, seconded by Vice Chair Blum, and carried on a 5-0 vote to approve the 2009-10 Adoption Budget.

### *Capital Planning*

- A-4 **Approval to Accept Bid Withdrawal received from SBS Corporation for the Moorpark College EATM Facility, Project #19116** was moved by Trustee Hernandez, seconded by Trustee Miller, and carried on a 5-0 vote to Approve the Acceptance of Bid Withdrawal received from SBS Corporation for the Moorpark College EATM Facility, Project #19116.
- A-5 **Approval to Contract with Vratsinas Construction Company (VCC) for the Moorpark College EATM Facility, Project #19116** was moved by Trustee Miller, seconded by Vice Chair Blum, and carried on a 5-0 vote to Approve the Contract with Vratsinas Construction Company (VCC) for the Moorpark college EATM Facility, Project #19116.
- A-6 **Approval to reject Bid Protest Filed by Viola, Inc. Against Apparent Low Bidder, Vratsinas Construction Company, for the Moorpark College EATM Facility, Project #19116** was moved by Trustee Miller, seconded by Vice Chair Blum, and carried on a 5-0 vote the Approval to reject Bid Protest Filed by Viola, Inc. Against Apparent Low Bidder, Vratsinas Construction Company, for the Moorpark College EATM Facility, Project #19116.
- A-7 **Approval to reject Bid Protest Filed by G-2000 Construction, Inc. Against Apparent Low Bidder, Vratsinas Construction Company, for the Moorpark College EATM Facility, Project #19116** was moved by Trustee Miller, seconded by Trustee Heitmann, and carried on a 5-0 vote the Approve to reject bid protest filed by G-2000 Construction, Inc. against apparent low bidder, Vratsinas Construction Company, for the Moorpark College EATM facility.

### *Chancellor/Trustees*

- A-8 **Approval of Board Policies BP 1100, BP 2215, BP 2345, BP 2434, BP 3821, BP 7211, and BP 7367 [Page 151]** was moved by Trustee Blum, seconded by Trustee Hernandez, and carried on a 5-0 vote to approve the revision of BP 1100 The Ventura County Community College District, and the revision of BP 2345 Public Participation at Board Meetings; BP 3821 Use of District Names for Solicitation of Funds, BP 7211 Minimum Qualifications and Equivalencies, and BP 7367 Employee Rehiring Prohibition. Board Policies BP 2215 Role of the Board Chair and BP 2434 Chancellor's Relationship with the Board were pulled.
- A-9 **Action to Approve Ventura College Educational Master Plan** was moved by Trustee Miller, seconded by Trustee Heitmann, and unanimously carried to approve Ventura College Educational Master Plan presented as an information item at the Board of Trustees meeting on June 23, 2009.
- A-10 **Action to Approve Ventura College Mission Statement** was moved by Trustee Heitmann, seconded by Vice Chair Blum, and unanimously carried to approve Ventura College Mission Statement.

**INFORMATION ITEM** were provided for informational purposes only. The Board took no action on these items.

- **AP 6100: Delegation of Authority**
- **AP 6150: Designation of Authorized Signatures**
- **AP 6200: Budget Preparation**
- **AP 6250: Budget Management**
- **AP 6300: Fiscal Management**
- **AP 6305: Reserves**
- **AP 6330: Purchasing**
- **AP 6340: Bids and Contracts**
- **AP 6365: Accessibility of Information Technology**
- **AP 6400: Audits**
- **AP 6500: Property Management**
- **AP 6530: District Vehicles**
- **AP 6535: Use of District Equipment**
- **AP 6550: Disposal of Property**
- **AP 6750: Parking**

**ADJOURNMENT**

Chair Huber adjourned the meeting at 11:21 p.m.