

# Board of Trustees Ventura County Community College District

## MINUTES FOR THE MEETING OF JANUARY 18, 2000

The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, January 18, 2000, in the Cowan Conference Center – Ventura Room, Camarillo, California.

### **Roll Call**

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

Allan W. Jacobs, President  
Pete E. Tafoya, Vice-President  
Norman J. Nagel  
Robert S. Gonzales  
John D. Tallman  
Becky Lawson, Student Trustee

#### **Management Present:**

Philip Westin, Chancellor  
Michael Gregoryk, Deputy Chancellor  
Marion Boenheim, Vice Chancellor, Human Resources  
James Walker, President, Moorpark College  
Steven Arvizu, President, Oxnard College  
Larry Calderón, President, Ventura College  
Jack Lipton, General Counsel  
Anthony Tricoli, Associate Vice Chancellor, Student Learning  
Vic Belinski, Associate Vice Chancellor, Information Technology  
Sue Johnson, Assistant Vice Chancellor, Business Services  
Harry Culotta, Director, College Budgets, Oxnard College  
Gil Putnam, Director, Facilities Planning and Construction  
Michael Johnson, Police Chief  
Ruth Hemming, Vice President of College Services, Moorpark College

#### **Faculty/Staff/Student Representatives:**

Charlene Arnold, Moorpark College Academic Senate President  
Carmen Guerrero-Calderón, Oxnard College Academic Senate President  
Lydia Cosentino, Ventura College Academic Senate President  
Jack Miller, AFT President  
Floyd Martin, CMA President  
Donna Santschi, Classified Supervisors Representative  
Chris Valenzano, Director of External Affairs, Associated Students, Moorpark College  
Chris Fielder, Oxnard College Associated Students Representative

CALL TO ORDER

President Jacobs called the meeting to order in the Cowan Conference Center – Ventura Room at 5:07 p.m. Trustee Tafoya arrived at 6:30 p.m.

PUBLIC COMMENTS REGARDING CLOSED SESSION AGENDA ITEMS

There were no requests to speak.

RECESS TO CLOSED SESSION

The Board of Trustees recessed to Closed Session at 5:09 p.m. in the Cowan Conference Center – Ojai Room, to address the following items:

**Chancellor’s Report on Public Employee Evaluation:**

- **President, Moorpark College**
- **President, Oxnard College**
- **President, Ventura College**

**Public Employee Performance Evaluation/Tenure Review**

- **Instructor, Ventura College**

**Pending Litigation [Gov’t. Code §54956(a)]**

- **Howe v. VCCCD**
- **Del Aguila v. VCCCD**
- **Velasquez v. VCCCD**

**Chancellor's Report on Public Employee Discipline/Evaluation**

RECONVENE IN OPEN SESSION

President Jacobs reconvened the meeting in Open Session at 7:15 p.m. in the Cowan Conference Center, Ventura Room.

PLEDGE TO THE FLAG

Yvonne Bodle led the pledge to the flag.

CLOSED SESSION REPORT

Chancellor Westin read the following Closed Session report:

**Public Employee Performance Evaluation/Tenure Review**

- **Instructor, Ventura College.** The Board voted 4-0, with Trustee Tafoya absent, to grant tenure to an Instructor at Ventura College.

PUBLIC NOTICE OF CHANGES TO THE AGENDA

*Human Resources*

1. **Sabbatical Leave Recommendations, Per AFT Contract – 2000-2001 (5.3)** was revised to include the Alternates for Regular Sabbaticals list.
2. **Sabbatical Leave Recommendations 9 through 12 – 2000-2001 and Alternates (5.4)** was revised to delete the Alternates for Regular Sabbaticals list (Included in Action Item 5.3).

*Business Services*

**6.8 Other**

- 6.8.1 Acceptance of the Five-Year Capital Construction Plan** was pulled from the agenda.

**Discussion**

Dr. Nagel pointed out that on the revised copy of Item 5.4 under Issue, the item was not revised to reflect the change. He indicated that the statement "... as well as those recommended as alternates by the District Sabbatical Leave Committee." should be deleted.

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### *Consent Calendar Items*

It was moved by Trustee Nagel, seconded by Trustee Gonzales, and carried on a unanimous vote, to approve the following Consent Calendar Items: (Lawson - yes)

#### *Approval of Minutes*

- 2.1 **Action to Approve Minutes of the Special Joint Meeting of the Board of Trustees and Personnel Commission for November 30, 1999** was approved.
- 2.2 **Action to Approve Minutes of the Regular Meeting of the Board of Trustees for December 7, 1999** was approved.

#### *Student Learning*

- 3.1 **Course Approvals: New, Revised, and Deleted Courses—Oxnard and Ventura Colleges** were granted.
- 3.2 **Action to Approve Ventura College Spanish Study Abroad Program – Cuernavaca, Mexico - Summer 2000** was approved.

#### *Human Resources*

- 5.1 **Academic Actions**
  - 5.1.1 **Approval of Establishment of a Full-time Tenure Track Academic Position – Oxnard College** was granted to approve the establishment of a full-time tenure track Instructor position in Mathematics at Oxnard College effective with the Spring semester of 2000.
  - 5.1.2 **Approval of Establishment of a Full-time Tenure Track Academic Position – Oxnard College** was granted to approve the establishment of a full-time tenure track Instructor position in English at Oxnard College effective with the Spring semester of 2000.
  - 5.1.3 **Approval of Establishment of a Full-time Tenure Track Academic Position – Moorpark College** was granted to approve the establishment of a full-time tenure track Librarian position at Moorpark College effective January 6, 2000.

**5.2 Classified Actions**

**5.2.1 Establishment of Positions and Increase of Assignments** were granted as follows:

- a. Establish a 6-month, 47.5% Seasonal Clerical Assistant I/Bilingual position, EOPS/CARE Program, Oxnard College, effective January 19, 2000.
- b. Establish two 6-month, up to 40% Seasonal Instructional Assistant/Paramedic positions, Health Sciences, Ventura College, effective January 19, 2000.
- c. Establish a 6-month Seasonal Clerical Assistant I position, Grants/Contracts, Oxnard College, effective January 19, 2000.
- d. Increase of assignment from 45% to 60% for an Instructional Assistant/Disabled Students position, DSP&S, Oxnard College, effective November 8, 1999.
- e. Temporary increase of assignment from 70% to 100% for a Child Development Associate position, Child Development Center, Oxnard College, effective November 23, 1999 to June 30, 2000.
- h. Abolish a Clerical Assistant II, 75% position, Risk Management, District Office, effective January 11, 2000.

***Business Services***

**6.2 Checks**

**6.2.1 Ratification of Accounts Payable and Payroll for the Period of November 18, 1999 – December 23, 1999**, was approved.

**6.7 Contracts**

**6.7.1 Acceptance of Completion for the Replacement of the HVAC in the “T” Building at Ventura College** was granted to accept completion for the Replacement of the HVAC in the ‘T’ Building at Ventura College.

**6.8 Contracts**

**6.8.1 Acceptance of the Five-Year Capital Construction Plan** was pulled from the agenda.

*Trustees/Chancellor*

- 7.1 Action to Approve Board of Trustees Absence Due to Illness.** No absences were reported.

## Action Items

*Human Resources*

- 1. Sabbatical Leave Recommendations, Per AFT Contract – 2000-2001 (5.3)** was moved by Trustee Tallman, seconded by Trustee Gonzales, and carried on a unanimous vote, to approve the eight 2000-2001 Sabbatical Leave recommendations of the District Sabbatical Leave Committee required per District Agreement with AFT, as well as the Alternates for Regular Sabbaticals list recommended by the District Sabbatical Leave Committee. (Lawson - yes)

A. Rank	Faculty member	Discipline	Campus	Length of Leave
1	S. Sheila Tan	Computer Science	MC	Spr. Sem. 2001
2	Lorraine Buckley	Biology	OC	Fall Sem. 2000
3	Jesus Gonzales	English	VC	Spr. Sem. 2001
4	Pamela Sheridan	English	MC	Fall Sem. 2000
5	Carole Eustice	Bus. Info. Sys.	OC	Spr. Sem. 2001
6	Aseneth Cota	Counselor	VC	Spr. Sem. 2001
7	Patricia Ross	English	MC	Spr. Sem. 2001
8	Michael Bowen	Physics	OC	AY 2000-2001

**B. Alternates for Regular Sabbaticals**

1	Joyce Parkel	Physical Education	OC	Spr. Sem. 2001
2	Richard Quint	Mathematics	VC	Fall Sem. 2000
3	Lynn Fauth	English	OC	Spr. Sem. 2001
4	David Magallanes	Mathematics	OC	Spr. Sem. 2001
5	Linda Kamaila	Anthropology	OC	Spr. Sem. 2001
6	Carmen Eblen	Spanish	OC	Spr. Sem. 2001

- 2. Sabbatical Leave Recommendations 9 through 12 – 2000-2001 (5.4)** was moved by Trustee Gonzales, seconded by Student Trustee Lawson, and carried on a 3-2 vote, with

President Jacobs, Trustees Gonzales and Tallman voting yes, and Trustees Nagel and Tafoya voting no, to approve the additional 2000-2001 Sabbatical Leave recommendations, 9 through 12. (Lawson - yes)

<u>Rank</u>	<u>Faculty member</u>	<u>Discipline</u>	<u>Campus</u>	<u>Length of Leave</u>
9	Patricia Rush	Spanish	VC	Fall Sem. 2000
10	Arthur Szylewicz	Mathematics	MC	AY 2000-2001
11	Carol Weinstock	Journalism	VC	AY 2000-2001
12	Kirk Aiken	Ceramics/Sculpture	MC	AY 2000-2001

### *Business Services*

3. **Acceptance of Gifts (6.1)** was moved by Trustee Tafoya, seconded by Trustee Nagel, and carried on a unanimous vote, to accept the following gifts: (Lawson - yes)

The following items were donated to Moorpark College.

Theodolite, battery pack, and tripod

Donated by: Homer L. Evans  
108 Hiram Avenue  
Newbury Park, CA 91320

Book Press to be used by the art department

Donated by: William W. Dodgen  
P. O. Box 810  
Running Springs, CA 92382-0810

The following items were donated to Ventura College.

Various trees, shrubs, and vines for the horticulture program

Donated by: Richard Baron  
7568 Santa Rosa  
Camarillo, CA 93012

Donated through the Ventura College Foundation

### Discussion

Trustee Tafoya acknowledged the gifts from Homer Evans, William Dodgen, and Richard Baron.

- 4. **Authorization to Write-Off the 1992-93, 1993-94 Accounts Receivable From Moorpark College Foundation (6.2)** was moved by Trustee Tafoya, seconded by Trustee Nagel, and carried on a unanimous vote, to write-off the 1992-93, 1993-94 accounts receivable from the Moorpark College Foundation in the amount of \$44,878.87. (Lawson - yes)

President Jacobs expressed his support of this item.

*Trustees/Chancellor*

- 5. **Revision to Board of Trustees 2000 Schedule of Meetings (7.2)** was amended by Trustee Tallman, seconded by Student Trustee Lawson, and carried on a unanimous vote, to add a retreat on March 11 and to change the April 4 Board meeting to April 11. It was moved by Trustee Nagel, seconded by Trustee Tafoya, and carried on a unanimous vote, to approve the revision to the 2000 Schedule of Meetings for the Board of Trustees as amended. (Lawson - yes)
- 6. **Review of Board of Trustees Subcommittees and Ad Hoc Committees - Appointments to Serve for 2000 (7.3)** was moved by Trustee Tallman, seconded by Trustee Tafoya, and carried on a unanimous vote, to approve the Board of Trustees subcommittees and ad hoc committees appointments to serve for 2000. (Lawson - yes)

<b>SUBCOMMITTEE</b>	<b><u>2000</u></b>
<b>Audit</b>	Mr. Tafoya Mr. Tallman
<b>Legislative Program</b>	Chief Gonzales Mr. Tafoya
<b>Construction Projects</b>	Chief Gonzales Dr. Nagel

<b>AD HOC COMMITTEE</b>	<b><u>2000</u></b>
<b>Foundations</b>	Dr. Nagel Mr. Tafoya
<b>Long-Range Planning</b>	Dr. Nagel Mr. Tafoya



**Rules, Operations & Procedures** Dr. Nagel  
Mr. Tallman

**California State University, Channel Islands**  
Mr. Tallman  
Dr. Jacobs

**Technology Development** Mr. Tafoya  
Dr. Jacobs

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

**5.2 Classified Actions** were moved by Trustee Tallman, seconded by Trustee Nagel, and carried on a unanimous vote to approve f. and g. as follows: (Lawson - yes)

**5.2.2 Establishment of Positions and Increase of Assignments** were granted as follows:

- f. Increase of assignment from 47.5% to 100% for two Child Development Assistant positions, Child Development Center, Ventura College, effective January 19, 2000.
- g. Establish an Administrative Assistant I, 75% position, Risk Management, District Office, effective January 19, 2000.

**Discussion**

President Jacobs asked for additional justification on Item g. Deputy Chancellor Gregoryk indicated that the position was evaluated by the Human Resources Department and placed at the level suggested. Trustee Tallman commented on the Fiscal Impact portion of the agenda item and asked for a standard format.

*Business Services*

**6.3 Purchase Orders**

**6.3.1 Approval/Ratification of Purchase Order Report List #6 (FY 1999-2000)** was moved by Trustee Tafoya, seconded by Student Trustee Lawson, and carried on a unanimous vote, to approve Purchase Order Report List #6 for November 19, 1999 – January 3, 2000. (Lawson - yes)

**Discussion**

Trustee Tafoya asked for additional information on Purchase Order No. 5259 – Hewlett Packard Appollo 9000. Vic Belinski pointed out that the description portion is incorrect.

**6.5 Budget Amendments**

**6.5.1 Approval of Contract/Grant Amendments** was moved by Student Trustee Lawson, seconded by Trustee Tafoya, and carried on a 4-1 vote, with President Jacobs, Trustees Gonzales, Nagel and Tafoya voting yes, and Trustee Tallman voting no, to accept amendments to existing contracts/grants contained in the 1999-2000 FY adopted budget. (Lawson – yes)

**Discussion**

Student Trustee Lawson pointed out that under CalWorks, Ventura College, the original amount and the augmentation total are incorrect. Deputy Chancellor Gregoryk indicated that the item would be corrected.

**6.7 Contracts**

**6.7.2 Approval of Change Order #1 for the LRC Roof Replacement at Oxnard College** was moved by Trustee Tafoya, seconded by Trustee Nagel, and carried on a unanimous vote, to approve an addition of 29 days to the contractors' contract for the Oxnard College – Learning Resources Center roof replacement. (Lawson – yes)

**Discussion**

Trustee Tafoya commented on the safety hazard at Oxnard College caused by the stacked tiles on the roof of the LRC building. Gil Putnam indicated that the tiles are stacked to keep the integrity of the roof and pointed out that this is common practice. Trustee Nagel suggested that the contractors be advised to account for the safety of the students and to modify their work accordingly.

**6.7.3 Approval of 1999-2000 Contracts/Grants General Fund-Restricted** was moved by Trustee Tafoya, seconded by Trustee Gonzales, and carried on a unanimous vote, to authorize management to negotiate and execute the contract resulting from grants for the FY 1999-2000 and to authorize the amendment of the budget in the amounts indicated. (Lawson – yes)

### Discussion

Trustee Tafoya commented on the HACU contract, Workforce Development contract, and Geographic Information Sciences subcontract and acknowledged the efforts of faculty and administrators.

## 6.8 Other

**6.8.2 Adoption of 2000-2001 Nonresident Tuition Rate, Foreign Student Capital Outlay Surcharge, and Foreign Application Processing Fee.** It was moved by Trustee Tafoya to drop the \$14 Capital Outlay Fee, seconded by Student Trustee Lawson, and denied on a 1-3 vote, with Trustee Tafoya voting yes, President Jacobs, Trustees Gonzales, and Nagel voting no, and Trustee Tallman abstaining. (Lawson – yes)

It was moved by Trustee Nagel, seconded by Trustee Gonzales, and carried on a unanimous vote, as follows: (Lawson – yes)

- a. To adopt the 2000-2001 nonresident tuition rate equivalent to the Statewide Average cost rate as calculated by the State Chancellor's Office. For 2000-2001, effective Summer 2000, this rate will be \$130 per unit.
- b. To adopt the 2000-2001 foreign student capital outlay surcharge of \$14 per semester unit.
- c. To adopt the 2000-2001 foreign application processing fee of \$50 per applicant.

### Discussion

Chancellor Westin pointed out that Oxnard College uses their portion of the \$14 Capital Outlay Fee as revenue for the CalWorks Building.

Trustee Tallman asked for information on the use of the fees for the International Student Program. He suggested that the application-processing fee should count toward tuition, if the student attends the college. Student Trustee Lawson commented on the need for services for International Students. The Board asked for an update on the International Students Program.

### *Trustees/Chancellor*

**7.4 CCCT Board of Directors Nomination** was moved by President Jacobs, seconded by Trustee Gonzales, and carried on a unanimous vote, to nominate Pete E. Tafoya for a fifth term as a member of the Board of Directors of the California Community College Trustees. (Lawson – yes)

### Discussion

President Jacobs recognized Trustee Tafoya for his membership on the CCCT Board of Directors.

### *End of Board Actions*

## First Reading Items

- **Proposed Addition to Governing Board Policy Manual, Section E.23: Policy for Filling Vacancies on the Personnel Commission** was accepted for Second Reading.

### Discussion

There was a brief discussion on this item. Trustee Tafoya asked that the policy address what would happen if there was a vacancy during the commissioner's term. The Board discussed the issue and asked the Chancellor to add language to the effect that a replacement for a vacancy would be to complete the individual's term.

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## Reports

### STUDENT AND STAFF ORGANIZATIONS REPORTS

- **Student Government representatives**

Student Trustee Lawson announced that she will be hosting a luncheon on February 11 at the Cowan Center for members of the Associated Students Governments at Moorpark, Oxnard, and Ventura Colleges.

Chris Fielder announced that the Oxnard College PACE Program has elected a House of Representatives. He thanked Trustee Tafoya for his comments on the hazards at the LRC building. He indicated that the "Toys for Tots" and "Feed a Family" programs at Oxnard College were a success. Mr. Fielder said that the CalSACC Region 6 Retreat would be held in Cambria and commented on the possibility of an additional student on the Board of Governors. Mr. Fielder indicated that the Oxnard College Associated Student Government is organizing a recreation day, a Valentine's Day Dance, and initiating a Teacher Appreciation system. He reported on a possible Oxnard College TV program that would highlight the local merchants.

Chris Valenzano commented on the addition of a second student member to the Board of Governors. Mr. Valenzano reported on a meeting with Assemblyman Tony Strickland regarding the Legislative Agenda. He announced that the Moorpark College Associated Student Government joined the “*I Can Help*” program at the college. Mr. Valenzano acknowledged Trustee Tafoya for his membership on the California Community College Trustees Board of Directors. He thanked Michael Gregoryk, Sue Johnson, and Jack Lipton for their assistance. He also commented on a Judicial Branch in the ASG and indicated that they are recruiting students to serve. Mr. Valenzano asked about a Blue Light System for dispatch of campus police on campus, about the change in the Email system, and the website address.

- **Academic Senate representatives**

Charlene Arnold announced that Professor Christine S. Aguilera had been named Moorpark College Distinguished Faculty Chair for 1999-2000.

Carmen Guerrero-Calderón welcomed Lydia Cosentino as the new President of Ventura College Academic Senate and Jack Miller as the new President of AFT.

Lydia Cosentino addressed the Board.

- **College Management Association representative**

Floyd Martin reported that he would be working with the Chancellor on the Management Handbook.

#### CHANCELLOR'S REPORT

- **Presidents' Reports**

Steven Arvizu announced that Oxnard College received an additional HACU/NASA grant. He reported on the Flex Week activities. Dr. Arvizu invited the Board members to a meeting with the Assistant Secretary of the Interior on February 1 at 11 a.m.

James Walker thanked the Board of Trustees, on behalf of the Board of Directors of the Moorpark College Foundation, for approving Item 6.2 – Write-Off of 1992-94 Accounts Receivable. He commented on the *Moorpark College Community News* and pointed out that the Foundation Board of Directors names and businesses are on the front page and a listing of the Spring 2000 performances at Moorpark College are on the back page. Dr. Walker commented on the “*Campus Voice*,” Continuing Education brochure, and the Daily News article regarding the Distinguished Faculty Chair. He invited the Board members to “Founders Day” on January 28 at 10 a.m. Dr. Walker commented on *Ground Hog Job Shadow Day* on February 2.

Larry Calderón indicated that the planned presentation regarding the relationship with Ventura Unified School District will be reviewed by the Construction Projects Subcommittee and that he would report on it at the February 1 Board meeting. He commented on the collaborative partnership contract with UCSB, with the help of planning grant awarded by the W.K. Kellogg Foundation. Dr. Calderón reported on discussions with the City of Ventura regarding a cable franchise for a public access television studio at Ventura College. He mentioned *Vision 2020* on April 6 and the kickoff ceremony for the Ventura College 75<sup>th</sup> Anniversary on January 26.

- **Deputy Chancellor's Report**

Michael Gregoryk reported on the Association of California Community Colleges Administrators budget presentation. He pointed out the need for the community colleges to work as a system to obtain additional funding.

- **Vice Chancellor's Report**

Marion Boenheim indicated that the meetings with the District Council of Human Resources, Staff Diversity Committee, and Staff Development Committee have been very productive.

## **Trustee Issues**

- **Governing Board Subcommittee Reports**

Trustee Nagel reported on the December 14 Construction Projects Subcommittee meeting.

- **Events**

President Jacobs asked the college presidents to place upcoming events on the Board agenda.

### **ADJOURNMENT**

At 8:57 p.m. it was moved by Trustee Gonzales, seconded by Trustee Tallman, and carried on a unanimous vote, to adjourn the meeting.