

Board of Trustees Ventura County Community College District

MINUTES FOR THE MEETING OF MARCH 7, 2000

The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, March 7, 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
Ruth Hemming, Vice President of College Services, Moorpark College
Cheryl Shearer, Dean, Economic Development
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

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
Susan Brent, Classified Supervisors Representative

Chris Valenzano, Director of External Affairs, Associated Students, Moorpark College
Chris Fielder, Oxnard College Associated Students Representative
Antonio Murillo, President, Ventura College Associated Students

CALL TO ORDER

President Jacobs called the meeting to order in the Cowan Conference Center – Ventura Room at 5:05 p.m. Trustee Tafoya arrived at 5:25 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 5:07 p.m. in the Cowan Conference Center – Ojai Room, to address the following items:

Chancellor's Report on Public Employee Discipline/Evaluation

Public Employee Performance Evaluation/Tenure Review

- **Instructor(s), Moorpark College**
- **Instructor(s), Oxnard College**
- **Instructor(s), Ventura College**

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

- **Dow v. VCCCD**
- **Matsui v. VCCCD**
- **Anderson v. VCCCD**
- **Zuromski v. VCCCD**
- **Velasquez v. VCCCD**
- **Howe v. VCCCD**
- **AFT v. VCCCD**
- **Morris v. VCCCD**

Threatened Litigation [Gov't. Code §54956.9(b)]

Possible Initiation of Litigation [Gov't. Code §54956.9(c)]

RECONVENE IN OPEN SESSION

President Jacobs reconvened the meeting in Open Session at 7:14 p.m. in the Cowan Conference Center, Ventura Room.

PLEDGE TO THE FLAG

Student Trustee Lawson led the pledge to the flag.

ACKNOWLEDGEMENT OF GUESTS & SPECIAL RECOGNITIONS

Moorpark College Wrestling Team. Trustee Nagel presented a plaque in *Recognition of the 1999 Moorpark College Wrestling Team* to Paul Keysaw, Moorpark College head wrestling coach, who accepted on behalf of the team.

PUBLIC NOTICE OF CHANGES TO THE AGENDA

Human Resources

5.1 Academic Actions

- 5.1.1 Granting of Sick Leave Days from Established Sick Leave Pool for Part-Time Faculty Member - Ventura College.** This item was revised to indicate that the granting of sick leave days is for a part-time faculty member instead of a full-time faculty member.

- 5.1.3 Acceptance of Resignation.** This item was revised to change the resignation date for Dr. Ramchandran Sethuraman, Librarian at Moorpark College, from June 30 to March 17, 2000.

Business Services

6.1 New Positions

- 6.1.1 Establishment of New Positions.** This item was revised to add the establishment of a FSS MESA Project Director, non-tenure track position, and an Administrative Assistant II position for the FSS MESA Project at Ventura College.

- 6.1.1 5. Establishment of Academic Position - Oxnard College** was amended to read as follows: "Authorization of the Chancellor to meet with SEIU to discuss the CITD facilitator position pursuant to Article 2.2 of the SEIU-VCCCD Agreement, and to create the position if an agreement is reached with SEIU."

6.3 Purchase Orders

6.3.1 Approval/Ratification of Purchase Order Report #8 (FY 1999-2000). Supplemental. This item was revised to include additional purchase orders.

6.7.1 Contracts

6.7.1 Approval of Contract/Grants. This item was revised to add an additional grant from the California Community Colleges State Chancellor's Office/U.C. for Ventura College to begin development of the Math, Engineering, Science Achievement Program.

PUBLIC COMMENTS REGARDING AGENDIZED ITEMS

There were no requests to speak.

President Jacobs indicated that he had received 6 requests from students and one request from a faculty member to speak at this point on the agenda instead of during Public Comments Regarding Non-Agenda Items. It was moved by Student Trustee Lawson and seconded by Trustee Tafoya, and carried on a unanimous vote, to revise the agenda to allow the students and faculty member to speak at this point in the agenda. It was moved by Trustee Nagel to amend the motion to allow the students to speak only. The motion died for lack of a second. There was a brief discussion regarding the agenda format. It was suggested that the Rules, Operations, & Procedures Subcommittee review the agenda format. Jack Lipton pointed out that the exception was made because students were involved and because it was election night.

PUBLIC COMMENTS REGARDING NON-AGENDIZED ITEMS

- **Student and Staff Issues**

The following students expressed their concerns about the Cisco curriculum: Jerry Alarcon, Glen Berry, Lynne Runkle, Crystal Reese, Robert Moon, and Chris Fiedler. Dusty Tubbs, instructor, expressed his concerns about this issue and commented on a letter from Ed Lynch.

Chancellor Westin gave a brief history and Michael Gregoryk updated the Board on this issue. Mr. Gregoryk indicated that the issue regarding access to the mainframe would be addressed and that he would meet with the Oxnard College Technology Committee.

Trustee Tafoya expressed his concerns and asked the Board to conduct a forum to discuss a plan of action to address this issue. Chancellor Westin pointed out that the Board established a Task Force on Information Technology.

President Arvizu gave a brief history of the Cisco program at Oxnard College. He pointed

out that he has asked Professor Lynch to meet with him to discuss his concerns.

The Board expressed their concerns about this issue. It was decided that the Task Force on Information Technology would meet on March 14 at 6:30 p.m. at Oxnard College to discuss this issue.

Jack Lipton pointed out that this was not an agenda item and that no action could be taken. Chancellor Westin recommended that the students and faculty meet with Dr. Arvizu regarding the Cisco Academy.

At 8:20 p.m. the meeting was recessed and at 8:30 p.m. the meeting was reconvened.

Chris Valenzano gave a brief report on the activities at Moorpark College. He invited the Board to a Candidates Forum on March 24 at Moorpark College.

Student Trustee Lawson reported on a meeting with the ASG presidents regarding common course numbering. Chris Valenzano reported on common course numbering and made a request to the Board from the ASG, in the form of a resolution, to establish a task force to look into feasibility of common course numbering at the Ventura County Community College District.

Margaret M requested a resolution in support of Part-time Faculty Equity Week – April 3 - 7, 2000.

Consent Calendar Items

It was moved by Trustee Nagel, seconded by Student Trustee Lawson, 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 Regular Meeting of the Board of Trustees for February 1, 2000** was approved.

Human Resources

5.1 Academic Actions

- 5.1.1 Granting of Sick Leave Days from Established Sick leave Pool for Part-Time Faculty Member – Ventura College** was approved to grant additional sick leave days from the sick leave pool to Wayne Mellinger, a part-time faculty member at Ventura College.
- 5.1.2 Correction to Time Period of Sabbatical Leave for 2000-2001 – Moorpark College** was approved to correct the time period of a sabbatical leave approved for Pamela Sheridan, an Instructor at Moorpark College, from Fall 2000 to Spring 2001.
- 5.1.3 Acceptance of Resignation of Faculty Member at Moorpark College** was approved to accept the resignation of Dr. Ramchandran Sethuraman, Librarian at Moorpark College, effective March 17, 2000.

Business Services

6.1 New Positions

- 6.1.1 Establishment of New Positions** was approved as listed.
 - 1. Establishment of Academic Position – Moorpark College**
Establishment of full time, tenure track GIS/Geography Instructor position at Moorpark College with a proposed starting date of Fall 2000, contingent on availability of funding.
 - 2. Establishment of Academic Position – Moorpark College**
Establishment of full time, tenure track English Instructor position at Moorpark College with a proposed starting date of Fall 2000, contingent on availability of funding.
 - 3. Establishment of Seasonal Position – Moorpark College**
Establishment of a Clerical Assistant I (Seasonal) position, College Services Department, Moorpark College, effective March 8, 2000.
 - 4. Establishment of Academic Position – Oxnard College**
Establishment of Long-Term Substitute Math Instructor position at Oxnard College, effective January 12, 2000 through May 19, 2000. This Long-Term Substitute position to be paid from categorical funding.

- 5. Establishment of Academic Position – Oxnard College**
Establishment of CITD Facilitator position, non-tenure track, at Oxnard College, effective March 1, 2000 through termination of funding. Facilitator position will be paid from State grant. The Board provided authorization to the Chancellor to meet with SEIU to discuss the CITD facilitator position pursuant to Article 2.2 of the SEIU-VCCCD Agreement, and to create the position if an agreement is reached with SEIU.
- 6. Establishment of New Position – Oxnard College**
Establishment of a new Financial Aid Technician position (#XCU259), Financial Aid Department, Oxnard College, effective March 8, 2000, funded from ongoing categorical funding.
- 7. Establishment of New Position – Oxnard College**
Establishment of a new Clerical Assistant II position (#XCU260), Economic Development Division, Oxnard College, effective March 8, 2000 through termination of funding.
- 8. Establishment of New Position – Oxnard College**
Establishment of a new Project Specialist/Assistant to the Dean (Bilingual) position (#XCU261), Economic Development Division, Oxnard College, effective March 8, 2000 through termination of funding.
- 9. Increase in Existing Position – Oxnard College**
Increase an existing Account Tech I position from 25% to 100%. This position will provide technical accounting assistance to Oxnard College in the College Services department as well as to the HACU Grant and the CCC-FSS High School Academy Grant, effective March 8, 2000 through termination of funding.
- 10. Increase in Work Assignment – Oxnard College**
Increase in work assignment of Mentor Project Assistant (#XCU233) from 45% to 75%, Mentor Program, Oxnard College, effective December 31, 1999 through the termination of funding.
- 11. Increase in Work Assignment – Oxnard College**
Increase in work assignment of Mentor Project Specialist (#XCU224) from 50% to 75%, Mentor Program, Oxnard College, effective December 31, 1999 through the termination of funding.
- 12. Establishment of New Position – Ventura College**

Establishment of a Disabled Student Services Tech, EAC Department, Ventura College, effective March 8, 2000.

13. Abolishment of Vacant Position and Establishment of New Position – District Office

Abolishment of a vacant (vacant since 1/2000) Programmer Analyst position, District Office, and establishment of a new Manager of Database Administration-Programming and Operations for Administrative Systems, Information Technology Department, District Office, effective March 8, 2000.

14. Establishment of New Position – District Office

Establishment of a new 50% Graphic Artist/Multimedia Specialist position, Information Technology Department, District Office, effective March 8, 2000.

15. Establishment of Academic Position – Ventura College

Establishment of FSS MESA Project Director position, non-tenure track, at Ventura College, effective March 8, 2000 through termination of funding.

16. Establishment of New Position – Ventura College

Establishment of a new Administrative Assistant II to the FSS MESA Project Director to provide administrative support to the program, effective March 8, 2000 through termination of funding.

6.2 Checks

6.2.1 Ratification of Accounts Payable and Payroll for the Period of January 18, 2000 – February 15, 2000 was approved.

6.3 Purchase Orders

6.3.1 Approval/Ratification of Purchase Order Report #8 (FY 1999-2000) was granted for January 15, 2000 – February 15, 2000.

6.4 Award of Bids

6.4.1 Award of Bid #180, Purchase and Installation of Carpet was granted for district-wide projects to the lowest responsible bidder.

6.4.2 Award of Request for Proposal #181, Copy Service Center for Ventura College was granted to the lowest responsible bidder.

6.5 Budget Amendments

6.5.1 Approval of Contract/Grant Amendments to existing contracts/grants

contained in the 1999-2000 FY adopted budget was granted.

6.6 Budget Transfers

6.6.1 Monthly Budget Transfer Summary was ratified for the month ending January 31, 2000, for the General Fund-Unrestricted.

6.7 Contracts

6.7.1 Approval of Contract/Grants was granted and authorization was granted to amend the budget for the FY 1999-2000.

6.8 Other

6.8.1 Resolution: Issuance of 2000-2001 Tax and Revenue Anticipation Notes (TRANS) and Participation in the Community College League of California (CCLC) pooled TRAN Program was approved in an amount not to exceed \$12,000,000 and to designate bond counsel and financial advisory services required in connection with this program.

Trustees/Chancellor

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

7.2 Revision to Board of Trustees 2000 Schedule of Meetings to change the April 11 Board meeting to April 4.

Action Items

Business Services

1. **Acceptance of Gifts (6.9)** was moved by Trustee Tafoya, seconded by Trustee Gonzales, and carried on a unanimous vote, to accept the following items that were donated to Moorpark College and the District Office:

Moorpark College

Hewlett Packard Design Jet

Donated by: Kinko's
1542 East Los Angeles Ave.
Simi Valley, CA 93065

For use in the drafting department

District Office.

Haworth workstations with accessories

Donated by: Amgen, Inc.
1840 DeHavilland Drive
Newbury Park, CA 91320

Trustee Tafoya acknowledged the gifts from Kinko's and Amgen, Inc.

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

Student Learning

- 3.1 **Ventura College Study Abroad Programs, Summer 2000** were moved by Trustee Tafoya, seconded by Trustee Gonzales, and carried on a unanimous vote.

- 3.1.1 **Ventura College Study Abroad in Central Europe, Summer 2000** was approved.

- 3.1.2 **Ventura College Study Abroad in Madrid and Toledo, Summer 2000** was approved.

Discussion

Trustee Tafoya asked about potential liability. Chancellor Westin pointed out that in the new guidelines, the programs are reviewed as part of educational program. Michael

Gregoryk indicated that he would check on appropriate coverage for an international program.

End of Board Actions

Reports

STUDENT AND STAFF ORGANIZATIONS REPORTS

- **Student Government representative**

Antonio Murillo commented on common course numbering.

- **Academic Senate representatives**

Lydia Cosentino commented on full-time, tenure track, classroom faculty hiring. Chancellor Westin expressed condolences to Ms. Cosentino for the passing of her mother.

Carmen Guerrero-Calderón expressed her concerns about comments regarding Oxnard College that were made by one of the speakers.

Char Arnold gave her condolences to Ms. Consentino for the passing of her mother and Chancellor Westin for the passing of his father-in-law. She congratulated James Walker for receiving the *Buttimer Award* from ACCCA for Outstanding Leadership.

CHANCELLOR'S REPORT

- **Presidents' Reports**

- **College Presentation – Moorpark College** was postponed until the next Board meeting.

Larry Calderón invited the Board to the Grand Opening of the East Campus of Ventura College on March 16 at 10:00 a.m.

James Walker announced that the *Spring Spectacular* would be held on March 25-26, April 1-2, and April 8-9. He indicated that the play Guys and Dolls will begin on March 17. Dr. Walker noted that the Los Robles Master Chorale, Ventura Master Chorale, and Conejo Valley Symphony Orchestra would be performing Beethoven's *Missa Solemnis*.

Steven Arvizu acknowledged the volunteers from Oxnard College who responded to the recent airplane crisis by feeding the victims' families. He invited the Board to the Third Annual Celebrity Waiter Event at the Whale's Tail on March 23.

- **Deputy Chancellor's Report**

Michael Gregoryk reported on the success of the Futures Forum. He pointed out the need for full funding for Partnership for Excellence and commented on the equalization funds that were allocated.

- **Vice Chancellor's Report**

Marion Boenheim encouraged everyone to attend the events scheduled throughout the district to celebrate *Women's History Month*.

First Reading Items

- **Course Approvals: New, Revised and Deleted Courses—Moorpark, Oxnard and Ventura Colleges** was accepted for Second Reading.

Trustee Nagel congratulated Moorpark College on their Home Health Aid and Home Health Aid Clinical Lab courses.

DISCUSSION

- **Update on School-to Career Office.** It was noted that Ed Lyon would address the Board at another time because of the length of the Board meeting.

Trustee Issues

Trustee Tafoya reported on the AACC/ACCT Legislative seminar. He asked Chancellor Westin to distribute to the Board members the materials that he gathered at the seminar. He also reported on the CCCT/Board of Governors Joint meeting. Trustee Tafoya asked the Board members to consider placing on the Board Retreat agenda the issue of diversity and the achievement of diversity within our community college system.

Trustee Nagel presented to the Board a check for \$1,000, for the Dental Hygiene Program at Oxnard College, on behalf of the Conejo Valley Academy of Dentistry.

The following items were suggested for the Board Retreat agenda.

- Update on Banner
- Policy Governance
- Diversity in Decade 2000 – How we Achieve it.
- Extension of IT Programs to Educational Support
- Cisco and Other Technology Programs
- Integration of Futures Forum Results – Process to Make it Happen.
- Personnel Commission Operations
- Part-Time, Full-Time Hiring

President Jacobs indicated that he will prioritize these suggestions and suggested that another retreat may need to be planned to address all of these items.

RECESS TO CLOSED SESSION

The Board of Trustees recessed to Closed Session at 10:00 p.m. in the Cowan Conference Center – Ojai Room, to address the following items:

Chancellor's Report on Public Employee Discipline/Evaluation

Public Employee Performance Evaluation/Tenure Review

- **Instructor(s), Moorpark College**
- **Instructor(s), Oxnard College**
- **Instructor(s), Ventura College**

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

- **Dow v. VCCCD**
- **Matsui v. VCCCD**
- **Anderson v. VCCCD**
- **Zuromski v. VCCCD**
- **Velasquez v. VCCCD**
- **Howe v. VCCCD**
- **AFT v. VCCCD**
- **Morris v. VCCCD**

Threatened Litigation [Gov't. Code §54956.9(b)]

Possible Initiation of Litigation [Gov't. Code §54956.9(c)]

RECONVENE IN OPEN SESSION

President Jacobs reconvened the meeting in Open Session at 11:08 p.m. in the Cowan Conference Center, Ventura Room.

CLOSED SESSION REPORT

Chancellor Westin read the following Closed Session report:

Public Employee Performance Evaluation/Tenure Review

- **Instructor(s), Moorpark College**
 - The Board voted unanimously to grant tenure to an instructor at Moorpark College.
- **Instructor(s), Oxnard College**
 - The Board voted unanimously to grant tenure to an instructor at Oxnard College.
- **Instructor(s), Ventura College**
 - The Board voted unanimously to grant tenure to an instructor at Ventura College.
 - The Board voted unanimously to grant a third contract to an instructor at Ventura College.

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

- **Zuromski v. VCCCD**
 - With respect to the AFT grievance filed by Alexandra Zuromski, the Board voted unanimously to defend the case at arbitration.
- **AFT v. VCCCD**
 - With respect to two grievances filed by the AFT, one dealing with the evening facilitator position and the other dealing with longevity lists, the Board unanimously voted to defend the cases at arbitration.
- **Morris v. VCCCD**
 - In the case of *Kenneth Morris vs. Ventura County Community College District and Janal Johnson*, Solano County Superior Court Case No. 013816, the Board unanimously voted to defend the District in the lawsuit.

Possible Initiation of Litigation [Gov't. Code §54956.9(c)]

- With respect to the Board item dealing with possible initiation of litigation, the Board unanimously voted to approve the filing of a lawsuit on behalf of the Moorpark College Associated Students against Data Tag.

ADJOURNMENT

At 11:10 p.m., it was moved by President Jacobs, seconded, and carried on a unanimous vote, to adjourn the meeting.

C:/mydocuments/board/agenda/min3-7