

Board of Trustees

Ventura County Community College District

<p>MINUTES FOR THE MEETING OF APRIL 4, 2000</p>

The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, April 4, 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
Eva Conrad, Executive Vice President, Student Learning
Dennis Cabral, Executive Vice President, Student Learning
Vic Belinski, Associate Vice Chancellor, Information Technology
Cheryl Shearer, Dean, Economic Development
Sue Johnson, Assistant Vice Chancellor, Business Services
Carolyn Inouye, Director, Institutional Research
Harry Culotta, Director, College Budgets, Oxnard College
Michael Johnson, Police Chief

Faculty/Staff/Student Representatives:

Stephen Doyle, Moorpark College Academic Senate Vice-President
Carmen Guerrero-Calderón, Oxnard College Academic Senate President
Lydia Cosentino, Ventura College Academic Senate President
Jack Miller, AFT President
Floyd Martin, CMA President

Chedva Weingart, 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 5:04 p.m. Trustee Gonzales arrived at 5:10 p.m., Trustee Tallman arrived at 5:26 p.m. and Trustees Tafoya and Nagel arrived at 5:35 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 5:05 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

- **Chancellor's 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)]

- **Del Aguila vs. VCCCD**
- **Howe vs. VCCCD**
- **Velasquez vs. VCCCD**
- **Morris vs. VCCCD**
- **Zuromski vs. VCCCD**
- **Anderson vs. VCCCD**
- **AFT vs. VCCCD (Case No. 993487)**
- **AFT vs. VCCCD (PERB Case # LA-CE-4170)**
- **Martinez vs. City of Oxnard et al.**

Threatened Litigation [Gov't. Code §54956(b)]

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

RECONVENE IN OPEN SESSION

President Jacobs reconvened the meeting in Open Session at 7:00 p.m. in the Cowan Conference Center, Ventura Room.

PLEDGE TO THE FLAG

Chris Valenzano led the pledge to the flag.

CLOSED SESSION REPORT

Public Employee Performance Evaluation/Tenure Review

- **Instructor(s), Moorpark College**
 - The Board unanimously voted to grant tenure to one instructor at Moorpark College.
 - The Board unanimously voted not to grant tenure to another instructor at Moorpark College.
- **Instructor(s), Oxnard College**
 - The Board unanimously voted to grant tenure to an instructor at Oxnard College.
- **Instructor(s), Ventura College**
 - The Board unanimously voted to grant tenure to three instructors at Ventura College.

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

- **AFT vs. VCCCD (PERB Case # LA-CE-4170)**
 - With respect to the case of *Ventura County Federation of College Teachers vs. Ventura County Community College District*, Public Employment Relations Board Case No. LA-CE-4170, the Board unanimously voted to respond to the Unfair Practice Charge.
- **Zuromski vs. VCCCD**
 - With respect to the AFT grievance filed by Alexandra Zuromski, the Board unanimously voted to ratify the settlement agreement between the District and the AFT. A copy of the Memorandum of Understanding is available upon request from the Chancellor's office.
- **Velasquez vs. VCCCD**
 - With respect to the AFT grievance filed by Gil Velasquez, the Board unanimously voted to ratify the settlement agreement between the District and the AFT. A copy of the Memorandum of Understanding is available upon request from the Chancellor's office.

ACKNOWLEDGEMENT OF GUESTS & SPECIAL RECOGNITIONS

President Jacobs introduced Barbara Harison, Personnel Commission. Student Trustee Lawson introduced Rebekah Dammucci.

PUBLIC NOTICE OF CHANGES TO THE AGENDA

Business Services

6.3 Purchase Orders

- 6.3.1 Approval/Ratification of Purchase Order Report #9 (FY 1999-2000). Supplemental.** This item was revised to include additional purchase orders.

DISCUSSION

- **Update on School-to-Career Office** was pulled from the agenda and postponed until May 2, 2000.

PUBLIC COMMENTS REGARDING AGENDIZED ITEMS

There were no requests to speak.

Consent Calendar Items

It was moved by Trustee Nagel, seconded by Trustee Tafoya, 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 March 7, 2000** was approved.
- 2.2 Action to Approve Minutes of the Board of Trustees Retreat for March 11, 2000** was approved.

Student Learning

- 3.1 **Second Reading: Course Approvals: New, Revised and Deleted Courses—Moorpark, Oxnard and Ventura Colleges** were approved.

Human Resources

5.1 **Academic Actions**

5.1.1 **Granting of Sick Leave Days from Established Sick Leave Pool for Full-time Faculty Member – Ventura College** was granted to Lucy Capuano, a full-time instructor at Ventura College, for 13.5 days of half-pay sick leave.

5.1.2 **Acceptance of Resignation/Retirement — Full-Time Academic Personnel - Ventura College** was granted to accept the retirement of Michael McGann, a full-time Mathematics instructor at Ventura College, effective December 15, 1999.

5.1.3 **Acceptance of Resignation/Retirement — Full-Time Academic Personnel - Ventura College** was granted to accept the retirement of Norman Mallory, a full-time English instructor at Ventura College, effective July 16, 2000.

5.2 **Classified Supervisors Vacation and Longevity Accrual** was approved, effective July 1, 2000, for the classified supervisors to accrue vacation in the amount of 13.33 hours per month, and that the longevity increments to be as follows:

Years of Service:	10-14	15-19	20-24	25-29	30+
Annual amount:	\$500	\$1,000	\$1,500	\$2,000	\$2,500

5.3 **Establishment of New Positions** was approved.

5.3.1 **Establishment of Academic Position – Oxnard College** was approved to establish a full-time Learning Disabilities Specialist position at Oxnard College.

5.3.2 **Establishment of Classified Position – Oxnard College** was approved to establish a 47.5 % Clerical Assistant I (Bilingual) position at Oxnard College.

Business Services

6.2 Checks

6.2.1 Ratification of Accounts Payable and Payroll for the Period of February 18, 2000 – March 14, 2000 was approved.

6.3 Purchase Orders

6.3.1 Approval/Ratification of Purchase Order Report #9 (FY 1999-2000) was approved for February 16, 2000 – March 17, 2000.

6.4 Award of Bids

6.4.1 Award of Bid to the Lowest Responsible Bidder for the Campus Road Reconstruction Project at Moorpark College was approved.

6.5 Budget Amendments

6.5.1 Approval of Contract/Grant Amendments was granted to accept amendments to existing contracts/grants contained in the 1999-2000 FY adopted budget.

6.5.2 Budget Amendment General Fund – Unrestricted Oxnard College was approved.

6.6 Budget Transfers

6.6.1 Monthly Budget Transfer Summary was approved to ratify the monthly budget transfer summary for the month ending February 29, 2000, for the General Fund-Unrestricted and the General Fund-Restricted.

6.7 Contracts

6.7.1 Approval of Contract for Fiscal Year 2000-2001 was granted to accept a contract with the State of California Department of Youth Authority for the FY 2000-2001.

6.7.2 Acceptance of Completion for the Boilers/Chiller Replacement and Controls Upgrade for the HSS, Science and Music Buildings at Moorpark College was granted to accept the completion for the Boilers/Chiller Replacement and Controls Upgrade for the HSS, Science and Music Buildings at Moorpark College.

6.7.3 Approval of Change Order #2 for the Oxnard College – Learning Resource Center (LRC) Roof Replacement was granted.

6.7.4 Acceptance of Completion for the Learning Resource Center – Re-Roof Project at Oxnard College was granted.

6.7.5 Approval of Contracts was granted to accept contracts for the FY 1999-2000.

6.8 Other

6.8.1 Approval of Donation of Surplus Equipment from Ventura College was granted to approve the donation of the following surplus equipment from Ventura College.

- 32 Olympus Microscopes
- 7 Swift Microscopes
- 5 Heathkit power supplies
- 2 signal generators
- 30 feet of “airtrack”

6.8.2 Quarterly Report of Investments for Ventura County Community College District was accepted.

Trustees/Chancellor

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

7.2 Reconfirmation of Student Trustee's Powers was approved to reconfirm the Student Trustee's powers to make and second motions and to receive compensation.

Action Items

Resolutions

1. **Resolution Recognizing the Successful Partnership Between Ventura College and the County of Ventura (1.1)** was moved by Trustee Tafoya, seconded by Trustee Nagel, and carried on a unanimous vote, to approve the Resolution Recognizing the Successful Partnership Between Ventura College and the County of Ventura. (Lawson - yes)

President Jacobs presented the Resolution to Larry Calderón who accepted on behalf of Ventura College. He indicated that the Resolution would be presented to Supervisor Kathy Long at the Vision 20/20 strategic planning event.

2. **Resolution in Support of Part-Time Faculty Week (1.2)** was moved by Trustee Nagel, seconded by Trustee Gonzales, and carried on a unanimous vote, to approve a resolution to be presented to the legislature in support of the California Community College Part-Time Faculty Week, April 3-7, 2000. (Lawson - yes)

Margaret M addressed the Board in support of the resolution. Trustee Nagel read the Resolution in Support of Part-Time Faculty Week - April 3-7, 2000.

Business Services

3. **Emergency Repair to Mechanical Plumbing at Ventura College Aquatic Pool (6.8.3)** was moved by Trustee Gonzales, seconded by Trustee Tafoya, and carried on a unanimous vote, to make the repairs at the Ventura College pool. (Lawson - yes)

Michael Gregoryk explained the need for the emergency repair at the Ventura College aquatic pool and pointed out the impact to the students.

4. **2000 - 2001 Budget Assumptions (6.8.4)** was moved by Trustee Tafoya, seconded by Trustee Nagel, and carried on a 4-1 vote, with President Jacobs and Trustees Gonzales, Nagel and Tafoya voting yes, and Trustee Tallman voting no, to approve the 2000-2001 Budget Assumptions. (Lawson - abstain)

Deputy Chancellor Gregoryk gave a brief report on the budget assumptions. He indicated that the 2000-2001 Budget Assumptions had been reviewed by DCAS. There was a brief discussion regarding FTES and CAP. Mr. Gregoryk pointed out that he has been working with the college presidents on their growth plans. John Tallman expressed his concerns about the budget assumptions.

5. **Acceptance of Gifts (6.9.1)** was moved by Trustee Tafoya, seconded by Trustee Gonzales, and carried on a unanimous vote, to accept the following gifts: (Lawson - yes)

The following items were donated to Oxnard College.

Electron micrographs

Donated by: Lannon Foundation
2075 Sierra Mesa Drive
Camarillo, CA 93010

For use in the biology program

Cash donation to Oxnard College Foundation for the 1999 Dental Hygiene Program

Donated by: Conejo Valley Academy of Dentistry
47 N. Duesenberg Drive
Thousand Oaks, CA 91362

Donated through the Oxnard College Foundation

Trustee Tafoya acknowledged the gifts from Lannon Foundation and Conejo Valley Academy of Dentistry.

6. **Acceptance of the Annual Audited Reports for Fiscal Year Ending June 30, 1999 for Moorpark, Oxnard, and Ventura Colleges' Foundations (6.9.2)** was moved by Trustee Tallman, seconded by Trustee Tafoya, and carried on a unanimous vote, to accept the annual audited reports for fiscal year ending June 30, 1999 for Moorpark, Oxnard, and Ventura Colleges' Foundations. (Lawson - yes)

John Tallman gave a brief report on the March 14 Audit Subcommittee meeting. Trustee Tafoya commented on the need for computer and clerical support for the Foundations. James Walker reported on donations received by the Moorpark College Foundation. Steven Arvizu said that the Oxnard College Foundation has revised the by-laws, revitalized membership, supported the Alumni Association, and launched a campaign for fundraising. Larry Calderón commented on donations received by the Ventura College Foundation.

- 7. Action to Vote for up to 10 Nominees in the California Community College Trustees Board of Directors Election (7.3)** was moved by Trustee Tafoya, seconded by Trustee Gonzales, and carried on a unanimous vote, to vote for the following nominees in the California Community College Trustees Board of Directors election. (Lawson - yes)
- Maxine Moore, Victor Valley
 - William McGinnis, Butte-Glenn
 - Rebecca J. Garcia, Cabrillo
 - Walt Rosebrock, Allan Hancock Joint
 - Frederick Wenck, Jr., Lake Tahoe
 - Carolyn Batiste, MiraCosta
 - Lewis S. Braxton, Jr., Merced
 - Richard K. Tanaka, San Jose-Evergreen
 - Pete E. Tafoya, Ventura County
 - Carole Currey, Santa Monica

Trustee Tallman commended Trustee Tafoya for the work that he has done on the California Community College Trustees (CCCT) Board and moved that the Board cast all of the votes for him. Trustee Tafoya pointed out that there were several candidates that would be excellent on the CCCT Board of Directors, and Trustee Tallman withdrew the motion. Trustee Tafoya made some suggestions for nominees for the CCCT Board of Director's election and Student Trustee Lawson concurred.

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

- 5.3 Establishment of New Positions** was moved by Trustee Tafoya, seconded by Trustee Tallman, and carried on a unanimous vote, as follows: (Lawson – yes)

5.3.3 Establishment of Academic Position – Oxnard College was approved to establish a Vice President, College Services position at Oxnard College

Elimination of Existing Academic Position – Oxnard College was approved to eliminate an existing Dean position at Oxnard College.

Trustee Tallman asked for clarification on this item. It was pointed out that a collegewide consensus determined the need to reestablish the position of Vice President, College Services at Oxnard College.

End of Board Actions

Reports

STUDENT AND STAFF ORGANIZATIONS REPORTS

- **Student Government representatives**

- **Common Course Numbering.** Student Trustee Lawson reported on common course numbering. She asked that an item be placed on the next agenda to develop a task force to discuss this issue. Dr. Westin commented on AB 1725 and the role of the academic senates relative to curriculum.

Chris Fielder updated the board on activities at Oxnard College. He reported on the Associated Students Government and the upcoming election. Mr. Fielder commented on the Cisco Program and common course numbering.

Chris Valenzano announced that he was elected to the Ventura County Republican Central Committee. He reported on activities at Moorpark College, commented on student elections, and the fee to renovate the student center at Moorpark College.

Antonio Murillo commented on common course numbering. Mr. Murillo announced that Becky Lawson was running for Student Trustee unopposed. He expressed his concerns regarding the reassignment Paula Munoz as EOPS coordinator.

- **Academic Senate representatives**

Stephen Doyle, Vice President, Moorpark College Academic Senate, indicated that the Moorpark College Academic Senate passed a resolution regarding Part-Time Faculty Equity Week and a resolution in support of equity week in concept and practice.

Carmen Guerrero-Calderón indicated that the Oxnard College Academic Senate passed a resolution regarding Part-Time Faculty Equity Week and acknowledged Margaret M for her efforts.

Lydia Cosentino reported that the Ventura College Academic Senate passed a resolution in support of the collegial decision making involved in program review and the position of coordinator of categorically funded programs, such as EOPS. She commented on competency, common course numbering, and full-time faculty hiring.

CHANCELLOR'S REPORT

- **Presidents' Reports**

Larry Calderón invited members of the Board to the strategic planning event, *Vision 20/20: Education & Training in the Next Century* on April 6 at the Poinsettia Pavilion in Ventura. He commented on the exceptional grade point average of some of the Ventura County Community College District's athletic teams.

Steven Arvizu reported on the Celebrity Waiter fundraiser that was held at Oxnard College. He indicated that a planning retreat is planned at Oxnard College to review the internal and external planning processes. Dr. Arvizu provided a written progress report on the Cisco Academy at Oxnard College.

- **College Presentation – Moorpark College** James Walker reported on the performance of *Guys and Dolls* at the Performing Arts Center. He invited members of the Board to attend the Spring Spectacular at the Teaching Zoo at Moorpark College on April 8th and 9th. Dr. Walker commented on the "Beat the Rush" Program and "Fast Facts about the College" sheet.

Dr. Walker introduced the Executive Vice-President of Student Learning, Eva Conrad. Dr. Conrad reported on MultiCultural Day 2000 to be held on April 12. She introduced Ranford Hawkins and Diana Lopez. Mr. Hawkins indicated that MultiCultural Day was a daylong activity to foster knowledge and understanding about cultures around the world.

- **Deputy Chancellor's Report**

- Mike Gregoryk commented on the First Annual Community Colleges of Ventura County Golf Classic at the Sterling Hills Golf Course in Camarillo on May 5. He pointed out that the money that will be raised will be used to help support student success.
- **Student Enrollment Report**
 - Anthony Tricoli reported on Enrollment Data. He reviewed the Glossary of Terms, Statewide Top Ten FTES, Statewide/Regional Comparison FTES, District Enrollment/FTES/Summary 1995-00, and the District and College Enrollment Summaries. Carolyn Inouye distributed and explained the *Profile of Student Enrollments - Fall 1995 to Fall 1999*. Vic Belinski commented on attendance Accounting methods and Cheryl Shearer reported on the 320 Report and planning.

First Reading Items

- **Proposed Revision To Board Policy Manual Section A.g, Student Representative to the Governing Board** was accepted for Second Reading as revised.

The following wording change on page 5 was suggested:

11. “In the event that a vacancy of the Student Trustee position occurs for any reason, the position shall be filled by appointment.”

- **Proposed Graduation Competencies** was accepted for Second Reading.

Dennis Cabral and Carmen Guerrero-Calderón gave a brief overview of the process that was used to develop the graduation competencies. Ms. Guerrero-Calderón pointed out that currently, the three colleges differ in the application of competencies and that there is a concern at Ventura College regarding the proposed reading competency. Trustee Tallman expressed his concerns and specifically asked staff to look into the issue of circular logic.

At 9:55 p.m. Dr. Nagel left.

Dennis Cabral explained the math competency regulations. Dr. Westin pointed out that written materials in opposition were also included in the agenda item.

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

Trustee Tafoya asked about the NT Workstations courses. Carmen Guerrero-Calderón explained that many of computer application courses have the lab separated from the lecture because of concerns about repeatability.

DISCUSSION

- **Update on School-to-Career Office** was postponed until May 2, 2000.

Trustee Issues

- **Governing Board Subcommittee Reports**
 - Trustee Gonzales reported on the Subcommittee on Construction Projects.

- Trustee Tafoya reported on the Information Technology Task Force meeting. Dr. Arvizu reported on the progress with the Cisco Program. He invited students to speak to him on campus regarding this issue.
- Personnel Commission and Governance Issues. Trustee Tallman reported on the Personnel Commission/Board of Trustees task force. He indicated that another meeting was scheduled for April 13.
- **Events**
 - Graduation
 - Moorpark - May 17 - 5 p.m.
 - Oxnard - May 19 - 1 p.m.
 - Ventura - May 18 - 1:30 p.m.

PUBLIC COMMENTS REGARDING NON-AGENDIZED ITEMS

- **Student and Staff Issues**
 - Rickey Polidore, Patricia Navarro, Tim Suel, Susan Carrasco, Marian Carrasco, Diane Volz, and Maria Arenaz expressed their concerns regarding the reassignment of Paula Munoz from coordinator of the Extended Opportunity Programs and Services Programs to counselor at Ventura College. A petition in support of Ms. Munoz was presented to the Board. Student Trustee Lawson pointed out that Ms. Munoz inspired her to run for student trustee.
 - Cisco Program.
 - Glen Berry, Crystal Reese, Judy Berry, Eduardo Domingues, Rob Moon, and Marc Moon expressed their concerns about the Cisco Program at Oxnard College.

ADJOURNMENT

At 11:23 p.m., it was moved by Student Trustee Lawson, seconded by Trustee Tallman, and carried on a unanimous vote, to adjourn the meeting.