

Board of Trustees

Ventura County Community College District

MINUTES FOR THE MEETING OF SEPTEMBER 12, 2000

The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, September 12, 2000, in the Cowan Conference Center – Ventura Room, Camarillo, California.

Roll Call

Board Members Present:

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

Management Present:

Philip Westin, Chancellor
Michael Gregoryk, Deputy Chancellor
Marion Boenheim, Vice Chancellor, Human Resources
Steven Arvizu, President, Oxnard College
James Walker, President, Moorpark College
Larry Calderón, President, Ventura College
Jack Lipton, General Counsel
Dennis Cabral, Associate Vice Chancellor, Student Learning
Eva Conrad, Executive Vice President, Student Learning
Vic Belinski, Associate Vice Chancellor, Information Technology
Ruth Hemming, Vice President, College Services
Sue Johnson, Assistant Vice Chancellor, Business Services
Harry Culotta, Director, College Budgets, Oxnard College
Patricia Kistler, Director of Governmental and Public Affairs
Patricia Parham, Director of Personnel, Office of Personnel Commission
Gil Putnam, Director, Facilities Planning and Construction
Cheryl Shearer, Dean, Economic Development

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
Jose Leon, President, Ventura College Associated Student Government

CALL TO ORDER

President Jacobs called the meeting to order in the Cowan Conference Center – Ventura Room at 5:05 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 5:06 p.m. in the Cowan Conference Center – Ojai Room, to address the following items.

Chancellor's Report on Public Employee Performance Discipline/Evaluation**Pending Litigation [*Gov't Code §54956(a)*]**

- *AFT vs. VCCCD* (facilitator grievance)
- *AFT vs. VCCCD* (work experience grievance)
- *AFT vs. VCCCD* ("previous assigned load" grievance)
- *AFT vs. VCCCD* (Paula Muñoz reassignment)
- *AFT vs. VCCCD* (Paula Muñoz union discrimination)
- *AFT vs. VCCCD* (Paula Muñoz evaluation)
- *AFT vs. VCCCD* (Paula Muñoz summer assignment)
- *AFT vs. VCCCD* (Paula Muñoz tenure review participation)
- *AFT vs. VCCCD* (Philip Anderson)
- *AFT vs. VCCCD* (Michael Young)
- *AFT vs. VCCCD* (Korn/Doyle/Frick grievances)
- *AFT vs. VCCCD* (Alexandra Zuromski grievance)
- *AFT vs. VCCCD* (PERB Case No. LA-CE4170) (Paula Muñoz)
- *AFT vs. VCCCD* (PERB Case No. LA-CE4082) (Ventura College Sheriff Academy)
- *AFT and Paula Muñoz vs. VCCCD* (PERB Case No. LA-CE4206)
- *AFT vs. VCCCD* (Bea Herrera)
- *Herrera vs. VCCCD*
- *Goldberg vs. VCCCD*
- *Morris vs. VCCCD*
- *Dow vs. VCCCD*
- *Matsui vs. VCCCD*
- *Talili vs. VCCCD*
- *LaMonte vs. VCCCD*

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 7:09 p.m. in the Cowan Conference Center, Ventura Room.

PLEDGE TO THE FLAG

Jose Leon led the pledge to the flag.

CLOSED SESSION REPORT

Chancellor Westin read the following Closed Session Report:

In the case of *Deborah Talili vs. Oxnard College et. al.* Workers' Compensation Appeals Board Case No. VEN0113794, the Board unanimously voted to respond to the Petition.

Regarding the Verified Claim of Ronald Goldberg, the Board voted 3-0-1 to deny the Claim, with Trustees Gonzales, Nagel and Tallman voting yes, and President Jacobs abstaining.

PUBLIC NOTICE OF CHANGES TO THE AGENDA

Human Resources

5.1 Establishment/Elimination of Positions

- 5.1.8 Establishment of Position – Oxnard College - Placement Project Specialist, Economic Development, Welfare to Work, Oxnard College was pulled from the agenda.**

Business Services

6.3 Checks

- 6.3.1 Ratification of Accounts Payable and Payroll for the Period of July 13, 2000 – August 23, 2000** was revised to include additional purchase orders.

OPEN PUBLIC HEARING

President Jacobs opened the Public Hearing.

- **Proposed Budget for the Ventura County Community College District for Fiscal Year 2000-2001**

There were no requests to speak.

Mike Gregoryk gave a brief overview of the process that was used to develop the budget. Sue Johnson commented on the *Executive Summary of the 2000-2001 Adoption Budget*. She pointed out the following items:

- ❖ The District reserves were fully restored and several long-term liabilities were funded.
- ❖ The District approved a 6.3% salary increase to all employees, and nearly \$500,000

toward prorata pay increases.

- ❖ Health and Welfare benefits increased by 22%.
- ❖ The District must generate growth of an additional 1314 FTES over 1999-2000 to fully fund the budget.

The Board decided by a consensus vote to discuss agenda item No. 6.8.1- *Approval of 2000-2001 Adoption Budget*. Trustee Tallman asked about the Partnership for Excellence accountability rules. Mr. Gregoryk explained the process currently used. Trustee Tallman commented on academic salaries, the need for additional faculty, and generating growth. Trustee Nagel acknowledged staff for their efforts in getting the load-banking liability under control and obtaining funding for capital projects. The Board thanked the members of staff who participated in the budget process.

CLOSE PUBLIC HEARING

It was moved by Trustee Gonzales, seconded by Trustee Nagel, and carried on a unanimous vote, to close the Public Hearing. (Lawson - yes)

Business Services

- 2. Approval of 2000-2001 Adoption Budget (6.8.1)** was moved by Trustee Nagel, seconded by Student Trustee Lawson, and carried on a 3-1 vote, with President Jacobs and Trustees Gonzales and Nagel voting yes, and Trustee Tallman voting no, to approve the 2000-2001 Adoption Budget for the Ventura County Community College District as required by law. (Lawson - yes)

PUBLIC COMMENTS REGARDING AGENDIZED ITEMS

There were no public comments regarding agendized items.

Consent Calendar Items

It was moved by Trustee Gonzales, 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 August 1, 2000** was approved.

Human Resources

5.1 Establishment/Elimination of Positions

- 5.1.1 Establishment of Position – Moorpark College** was approved to establish a full-time tenure track academic position of Instructor in Child Development, Moorpark College, effective September 13, 2000.
- 5.1.2 Establishment of Position – Moorpark College** was approved to establish a full-time tenure track academic position of Instructor in Interior Design, Moorpark College, effective September 13, 2000.
- 5.1.3 Establishment of Position – Oxnard College** was approved to establish a full-time, 11-mos. grant funded position of Coordinator of Child Development Careers, Oxnard College, effective August 1, 2000 - June 30, 2002, contingent upon continued grant funding and pending a side letter of agreement with AFT.
- 5.1.4 Establishment of Position – Oxnard College** was approved to establish a full-time, 11-mos. position of Technology and Distance Learning Coordinator, Oxnard College, effective August 13, 2000 - May 16, 2001.
- 5.1.5 Establishment of Position – Moorpark College**
Elimination of Position – Moorpark College was approved to establish a classified position of Administrative Assistant II and to eliminate a Clerical Assistant II position, Moorpark College, effective September 13, 2000.
- 5.1.6 Establishment of Position – Moorpark College**
Elimination of Position – Moorpark College was approved to establish a classified position of Clerical Assistant II and to eliminate a Clerical Assistant II seasonal position, Moorpark College, effective September 13, 2000.
- 5.1.7 Establishment of Position – Oxnard College** was approved to establish a classified position of Placement Project Specialist, CALWorks Instruction/Innovation, Oxnard College, effective September 13, 2000.
- 5.1.8 Establishment of Position – Oxnard College** was pulled from the agenda.
- 5.1.9 Establishment of Position – Oxnard College** was approved to establish a classified position of Computer Maintenance Technician, six months limited term, Oxnard College, effective September 13, 2000.
- 5.1.10 Establishment of Position – Ventura College** was approved to establish a classified position of Administrative Assistant I, Student Health Center, Ventura College, effective September 13, 2000.
- 5.1.11 Establishment of Position – Ventura College** was approved to establish a classified position of Student Services Assistant I, 47.5%, Ventura College, effective September 13, 2000.
- 5.1.12 Establishment of Position – Ventura College** was approved to establish a classified position of Student Services Assistant II/Bilingual, Counseling/Transfer Center, Ventura College, effective September 13, 2000.
- 5.1.13 Establishment of Position – Ventura College** was approved to establish a classified position of Network/Internet Administrator, Ventura College, effective September 13, 2000.

5.2 Academic Actions

5.2 Acceptance of Resignation/Retirement – Full-time Academic Personnel – Moorpark College was granted to accept the retirement of Jan Andriese, the Coordinator, Disabled Students Programs & Services at Moorpark College, effective January 2, 2001.

5.3 Classified Actions

5.3.1 Increase in Assignment, Ventura College was granted to increase the assignment from 10 mos. to 12 mos. for a vacant Student Health Center Assistant, 47.5% position, Ventura College.

5.3.2 Increase in Assignment, Ventura College was granted to increase the assignment from 47.5% to 100% for of Heather McDonald, a Child Development Assistant position, Ventura College.

5.4 Approval of VCCCD-AFT Side Letter Agreement was granted to approve two side letters of agreement between Ventura County Community College District and the Ventura County Federation of College Teachers, AFT Local 1828, AFL-CIO. These letters will add to Article 3.6(a) the following positions:

- a. Two new 11-month positions of Technology and Distance Learning Coordinator and Center of International Trade Coordinator.
- b. Three new 11-month positions of Child Development Coordinator, MESA Coordinator, and Coordinator of Child Development Careers (contingent upon approval from AFT).

5.5 Designation of Representatives and Alternates to the Board of Directors of the Coastal Schools Employee Benefits Organization (CSEBO) was approved to designate Michael Gregoryk and Marion Boenheim as representatives and Irene Pinkard and Shelley Signor as alternates.

Business Services

6.2 Checks

6.2.1 Ratification of Accounts Payable and Payroll for the Period of July 13, 2000 – August 23, 2000 was approved.

6.4 Award of Bids

6.4.1 Award of Bid #186, Site Lighting for Ventura College was granted to the lowest responsible bidder.

6.4.3 Approval of Lease Agreement for the Ventura College Santa Paula Center was granted to renew the lease with Martha Gardner Horning for the Ventura College Santa Paula Center for the period commencing September 1, 2000 through August 31, 2002.

6.5 Budget Amendments

6.5.1 Approval of Contract/Grant Amendments was granted to accept amendments to existing contracts/grants contained in the 2000-2001 Fiscal Year adopted budget.

6.7 Contracts

6.7.1 Acceptance of Completion for the Oxnard College - Diesel Leak at the Maintenance Yard was granted to approve the acceptance of completion for the Oxnard College - Diesel Leak at the Maintenance Yard project.

6.7.2 Approval of Contracts/Grants was granted to accept the contracts/grants for the Fiscal Year 2000/2001.

6.8 Other

6.8.3 Establishment of 2000-2001 Gann Appropriation Limit as Required by the California Constitution was approved to establish the 2000-2001 Gann Appropriations Limit as required by Article XIII B of the California Constitution and Government Code Section 7910.

6.8.4 Quarterly Report of Investments for Ventura County Community College District was approved to accept the Quarterly Report of investments for the Ventura County Community College District.

6.8.5 Approval of Cuba International Cultural and Educational Exchange - Ventura College was granted to approve the travel of a delegation of college staff, students and community leaders from Southern California to Cuba as part of the Cuban International Cultural and Educational Exchange Program, October 21-28, 2000, organized and hosted by Ventura College.

Trustees/Chancellor

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

Action Items***Resolutions***

- 1. Action to Approve the Reading of a Cooperative Effort Resolution to Acknowledge the Regional Effort and the Volunteers who Worked at the Ventura County Fair (1.1)** was moved by Trustee Nagel, seconded by Trustee Gonzales, and carried on a unanimous vote, to approve the *Cooperative Effort Resolution*. (Lawson - yes)

Trustee Nagel presented the Resolution to Vic Belinski who accepted it on behalf of the Ventura County Community College District Information Technology staff, participating agencies, and volunteers. Mr. Belinski commended Patricia Kistler and his Information Technology staff for their efforts in making this partnership a success.

*Action on Items Listed on the
Consent Calendar but Pulled to be Considered Individually
End of Board Actions*

Business Services

6.1 Acceptance of Gifts

- 6.1.1 Acceptance of Gifts** was moved by President Jacobs, seconded by Trustee Gonzales, and carried on a unanimous vote, to accept the plate processor donated to Moorpark College by Kodak/Polychrome Graphics LLC. (Lawson – yes)

President Jacobs acknowledged the gift from Kodak/Polychrome Graphics LLC. The Board decided to place on the Action Agenda all *Acceptance of Gifts* agenda items.

6.3 Purchase Orders

- 6.3.1 Approval/Ratification of Board Purchase Order Report #2 (FY2000-2001)** was moved by President Jacobs, seconded by Trustee Nagel, and carried on a unanimous vote, to approve/ratify Board Purchase Order Report #2, July 16, 2000 – September 25, 2000. (Lawson – yes)

President Jacobs asked about the status of the Facilities Master Planning for the Camarillo Airport site. Mike Gregoryk gave a brief update.

6.4 Award of Bids

- 6.4.2 Award of Bid to the Lowest Responsible Bidder for the Community/Student Services Center at Oxnard College and Authorize Chancellor to Execute Lease with the County of Ventura** was amended by a motion from Trustee Tallman, seconded by Trustee Gonzales, and carried on a unanimous vote, to delegate to the Chancellor the authority to award the bid to the lowest responsible bidder, contingent on the execution of a lease with the County of Ventura. (Lawson – yes) It was moved by Trustee Nagel, seconded by Trustee Gonzales, and carried on a unanimous vote, that the Chancellor is authorized to execute the lease with the County of Ventura for approximately 18,000 feet of the facility. (Lawson – yes)

Trustee Tallman complimented Gil Putnam for his timeliness in submitting paperwork for funding. He suggested that the District have a lease from the County in hand before committing the money.

6.6 Budget Transfers

- 6.6.1 Fiscal Year-end Budget Transfers** was moved by Trustee Nagel, seconded by Student Trustee Lawson, and carried on a unanimous vote, to approve the 1999-2000 fiscal year-end closing budget transfers between major expenditure classifications in accordance with Education Code Section 70902 and Title 5, California Code of Regulations, Section 58307. (Lawson – yes)

6.8 Other

- 6.8.2 Quarterly Financial Status Report, General Fund - Combined (CCFS-311Q)** was moved by Trustee Nagel, seconded by Student Trustee Lawson, and carried on a unanimous vote, to accept the quarterly financial status report (CCFS-311Q) for the General Fund-Combined as required by law. (Lawson – yes)

Trustees/Chancellor

- 7.2 Revision to Board of Trustees 2000 Schedule of Meetings** was moved by President Jacobs, seconded by Trustee Nagel, and carried on a unanimous vote, to approve the revision to the 2000 Schedule of Meetings for the Board of Trustees to change the October 3 Board meeting to October 10. (Lawson – yes)

President Jacobs pointed out that the October Board meeting was changed to October 10.

Reports

STUDENT AND STAFF ORGANIZATIONS REPORTS

- **Student Government representatives**

Jose Leon, ASB President, updated the Board on upcoming events at Ventura College. He announced that the Associated Student of Ventura College and the Ventura College Music Department presented the "Spirals" in concert on September 12 in the Fireside Lounge. Mr. Leon commented on the October Halloween Festival, long term goals, safety on campus, communication on campus, Town Hall meetings and the newsletter.

- **Academic Senate representatives**

Carmen Guerrero-Calderón said that Ed Lynch had heart valve repair surgery in summer and would not be teaching in the fall. She pointed out that the following individuals would be serving on accreditation teams throughout the state: Jim Merrill, Olivia Menchaca, Dr. Linda Chaparro, and Dr. Arvizu. Ms. Guerrero-Calderón indicated that Dr. Sorrel Berman and Richard Askew, two part-time faculty members passed away.

Charlene Arnold reported on the academic senate meeting, pointed out that the Moorpark College Academic Senate has a student representative, and announced that Student Trustee Lawson would attend the meeting on September 19th to discuss common course numbering. She indicated that she has a chart that shows how the Partnership for Excellence funds have been spent each year. She pointed out that Academic Senate and faculty are involved in the mid-term accreditation report, which will be spearheaded by Patti Ross.

- **Personnel Commission representative**

Patricia Parham reported on activities within the Office of the Personnel Commission.

CHANCELLOR'S REPORT

- **Presidents' Reports**

- Steven Arvizu commented on the "Mega Mixer" that was held to promote college programs. He provided an update on the status of the recruitment of 4 Dean positions and 1 Vice President of Student Learning and the progress of the strategic planning process at Oxnard College. Dr. Arvizu invited the Board to the Oxnard College Foundation Board retreat on September 30. He indicated that the City of Oxnard asked Oxnard College to participate in planning for the development of College Park.

Larry Calderón pointed out that Ventura College is leading in growth and acknowledged the faculty and staff for their efforts. He commented on the Foothill Technology High School, the recruitment for the Vice President of College Services, and the public access TV studio. Dr. Calderón indicated that the Ventura College swimming pool was repaired and that the Ventura College Foundation was hosting the reopening of the pool. He thanked the Board for approval of Agenda Item 6.8.5 – *Cuba International Cultural and Educational Exchange*. Dr. Calderón welcomed Jose Leon, President, Ventura College Associated Student Government

- **College Presentation – Moorpark College**

Trustee Nagel introduced Dr. Jerry Gross, Superintendent of Conejo Unified School District. Dr. Gross gave a brief overview of the cooperative programs between the Conejo Valley Unified School District and Moorpark College. He introduced Gary Mortimer, Assistant Superintendent of Business Services for the Conejo Valley Unified School District. Dr. Walker recognized Eva Conrad, Char Arnold, the Academic Senate, Ruth Hemming, and faculty members for their efforts in the Conejo Educational Center Project. Dr. Walker and Dr. Conrad gave a brief PowerPoint presentation on the Center.

- **Deputy Chancellor's Report**

Michael Gregoryk pointed out that the District Office would now be called the District Service Center. He commented on the first draft of the District Service Center planning document.

Trustee Issues

- **Governing Board Subcommittee Reports**

Trustee Nagel reported on the August 22 Construction Project subcommittee meeting.

- **Trustee Issues**

Trustee Tallman asked for information on the District's plan to generate growth of an additional 1314 FTES.

- **Community Issues**

Jim Chamberlin expressed his concerns regarding the overflow parking lot at Moorpark College.

ADJOURNMENT

At 8:57 p.m., it was moved by Trustee Nagel, seconded by Student Trustee Lawson, and carried on a unanimous vote, to adjourn the meeting. (Lawson – yes)

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