

Board of Trustees Ventura County Community College District

MINUTES FOR THE MEETING OF JANUARY 16, 2001

The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, January 16, 2001, in the Cowan Conference Center – Hueneme Room, Camarillo, California.

Roll Call

Board Members Present:

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

Management Present:

Philip Westin, Chancellor
Michael Gregoryk, Deputy Chancellor and Interim President, Oxnard College
Marion Boenheim, Vice Chancellor, Human Resources
James Walker, President, Moorpark College
Tom Kimberling, Vice President, College Services, for Larry Calderón, President, Ventura College
Jack Lipton, General Counsel
Dennis Cabral, Associate Vice Chancellor, Student Learning
Vic Belinski, Associate Vice Chancellor, Information Technology
Harry Culotta, Director, College Budgets, Oxnard College
Patricia Kistler, Director of Governmental and Public Affairs
Patricia Parham, Director of Personnel, Office of Personnel Commission and CMA President
Gil Putnam, Director, Facilities Planning and Construction
Cheryl Shearer, Dean, Economic Development

Faculty/Staff/Student Representatives:

Charlene Arnold, Moorpark College Academic Senate President
Mary Jones, Oxnard College Academic Senate President
Marian Carrasco, Ventura College Academic Senate Vice-President
Jorge Pongo, Moorpark College Associated Student Body Representative
Jose Leon, Ventura College Associated Student Government President
Larry Miller, AFT President

CALL TO ORDER

President Gonzales called the meeting to order in the Cowan Conference Center – Hueneme Room at 5:00 p.m. Trustees Nagel and Tallman arrived at 5:05 p.m.

PUBLIC COMMENTS REGARDING AGENDIZED ITEM

There were no requests to speak.

Action Item

Business Services

6.8 Other

6.8.3 Appointment of Chancellor Westin as Real Property Negotiator was moved by Trustee Jacobs, seconded by Trustee Hernandez, and carried on a 3-0 vote, with Trustees Nagel and Tallman absent, to approve the appointment of Chancellor Westin as the District's negotiator with the Ventura County Board of Education pertaining to real property in the vicinity of the Cowan Center.

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 5:01 p.m. in the Cowan Conference Center – Ojai Room, to address the following items.

Conference with Real Property Negotiator, Chancellor Westin

- **Real property in the vicinity of the Cowan Center, negotiations with Ventura County Board of Education**

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

- ***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* (Muñoz/Carrasco/Suel tenure review participation)**
- ***AFT vs. VCCCD* (Anderson)**
- ***AFT vs. VCCCD* (PERB Case No. LA-CE4082) (Ventura College Sheriff Academy)**
- ***Dow vs. VCCCD***

- *Matsui vs. VCCCD*
- *Hajoca vs. VCCCD et al.*
- *Robles vs. VCCCD*
- *VCCCD vs. LXT, Inc. et al.*

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

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

At 5:15 p.m. President Gonzales left.

RECONVENE IN OPEN SESSION

Vice-President Nagel reconvened the meeting in Open Session at 7:00 p.m. in the Cowan Conference Center, Hueneme Room. He indicated that Trustee Gonzales left the meeting for business reasons.

PLEDGE TO THE FLAG

Gil Putnam led the pledge to the flag.

CLOSED SESSION REPORT

Chancellor Westin read the following Closed Session report:

"In the case of *Robles vs. VCCCD, Workers' Compensation Appeals Board Case No. VEN113161*, the Board voted 3-0 to respond to the Petition, with Trustees Nagel, Hernandez, and Jacobs voting yes, Trustee Tallman abstaining, and President Gonzales absent."

ACKNOWLEDGEMENT OF GUESTS & SPECIAL RECOGNITIONS

Jack Lipton introduced Nathasha Sawhney and Trini Jimenez, attorneys from Burke, Williams & Sorensen.

PUBLIC NOTICE OF CHANGES TO THE AGENDA

Human Resources

5.1 Abolishment/Establishment/Increase/Decrease of Positions

This item was revised as follows:

5.1.6 - Establishment of Dental Hygiene Administrative Aide - This item was pulled from the agenda.

5.1.7 - Abolishment of Position – Oxnard College. This item was revised to change the effective date from January 17, 2001 to February 1, 2001.

Establishment of Position – Oxnard College This item was revised to change the effective date to February 1, 2001.

- 5.4 Sabbatical Leave Recommendations, 9 through 12 – 2001-2002 - Item No. 12** was revised to remove Les Wieder's name and to replace it with David Magallanes' name.
- 5.5 Sabbatical Leave Recommendations – Alternates – 2001-2002** was revised to remove David Magallanes' name from the list of alternates.

Business Services

- 6.3 Purchase Orders**
 - 6.3.1 Approval/Ratification of Board Purchase Order Report #6 (FY2000-2001)** was revised to include additional purchase orders.

PUBLIC COMMENTS REGARDING AGENDIZED ITEMS

There were no requests to speak.

Consent Calendar Items

It was moved by Trustee Tallman seconded by Trustee Hernandez, and carried on a unanimous vote, with President Gonzales absent, 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 December 5, 2000** was granted.

Student Learning

- 3.1 Ventura College Spanish Study Abroad Program, Cuernavaca, Mexico, Summer 2001** was approved for June 29 - July 28, 2001.
- 4.1 Fall 2000 Candidates for Associate Degree at Moorpark, Oxnard, and Ventura Colleges** were accepted.

Human Resources

5.1 Abolishment/Establishment/Increase/Decrease of Positions

- 5.1.1 Increase of Classified Position – District Service Center** was approved to increase a currently-filled classified position from 75% to 100%, Administrative Assistant I, PCN #DCU017, Facilities & Planning, District Service Center, effective November 27, 2000.
- 5.1.2 Establishment of Position – Moorpark College** was approved to establish a full-time, tenure track academic position of Graphics/Multimedia Instructor, PCN #MFT371, Moorpark College, effective Fall, 2001.
- 5.1.3 Establishment of Position – Moorpark College** was approved to establish a classified position of Assistive Computer Technology/Media Access Specialist, PCN #MCU392, Moorpark College DSP&S, effective January 17, 2001.
- 5.1.4 Establishment of Position – Moorpark College** was approved to establish a classified position of Grounds Athletic Field Specialist, PCN #MCU393, Moorpark College M&O, effective January 17, 2001.
- 5.1.5 Establishment of Position – Oxnard College** was approved to establish a full-time, non-tenure track academic position of CalWORKS Counselor, PCN #XFN212, Oxnard College, effective January 17, 2001.
- 5.1.6 Establishment of Position – Oxnard College** was pulled from the agenda.
- 5.1.7 Abolishment of Position – Oxnard College**
Establishment of Position – Oxnard College was approved to abolish a classified position of Bookstore Cashier – Seasonal, PCN #XCU213, Oxnard College, effective February 1, 2001 and to establish a classified position of Bookstore Cashier, 45%, PCN #XCU283, Oxnard College Bookstore, effective February 1, 2001.
- 5.1.8 Abolishment of Position – Oxnard College**
Establishment of Position – Oxnard College was approved to abolish a classified position of Financial Aid Technical Assistant, PCN #XCU259, Oxnard College, effective January 17, 2001 and to establish a classified position of Financial Aid Technical Support Specialist, PCN #XCU280, Oxnard College Financial Aid, effective January 17, 2001.
- 5.1.9 Abolishment of Position – Oxnard College**
Establishment of Position – Oxnard College was approved to abolish a classified position of Disabled Students Specialist/Interpreter, PCN #XCU048, Oxnard College, effective January 17, 2001 and to establish a classified position of Counselor Assistant/Disabled Students Specialist/Interpreter, PCN #XCU279, Oxnard College Educational Assistance Center, effective January 17, 2001.
- 5.1.10 Establishment of Position – Oxnard College** was approved to establish a classified position of Computer/Communication Technician, PCN #XCU278, Oxnard College Instruction/Innovation, effective January 17, 2001.
- 5.1.11 Establishment of Position – Oxnard College** was approved to establish a classified position of Assistive Computer Technology/Media Access Specialist,

PCN #XCU284, Oxnard College Educational Assistance Center, effective January 17, 2001.

- 5.1.12 Establishment of Position – Oxnard College** was approved to establish a classified position of Independent Living Program/Foster Care & Kinship Education Project Specialist, PCN #XCU285, Oxnard College Foster Care Education, effective January 17, 2001.
- 5.1.13 Increase of Classified Position – Oxnard College** was approved to increase a currently-filled classified position of Child Development Associate, PCN #XCU031, Oxnard College, from 10 months to 11 months, effective October 1, 2000.
- 5.1.14 Establishment of Classified Position – Ventura College** was approved to establish a classified position of PE/Athletic Equipment Manager – Seasonal, PCN #VCU422, Ventura College Physical Education, effective January 17, 2001.
- 5.1.15 Abolishment of Classified Position – Ventura College**
Establishment of Classified Position – Ventura College was approved to abolish a classified position of Computer Services Specialist – Hi Tech, 50%, PCN #VCU360, Ventura College, effective January 17, 2001 and to establish a classified position of Support Services Assistant/Disabled Students, 75%, PCN #VCU420, Ventura College Educational Assistance Center, effective January 17, 2001.
- 5.1.16 Establishment of Classified Position – Ventura College** was approved to establish a classified position of Assistive Computer Technology/Media Access Specialist, PCN #VCU421, Ventura College Educational Assistance Center, effective January 17, 2001.
- 5.1.17 Abolishment of Classified Position – Ventura College**
Establishment of Classified Position – Ventura College was approved to abolish a classified position of Director of Community Services, PCN #VMC068, Ventura College, effective January 17, 2001 and to establish a classified position of Community Services and Civic Center Supervisor, PCN #VSC144, Ventura College Community Services/Civic Center, effective January 17, 2001.
- 5.1.18 Establishment of Classified Position – Ventura College** was approved to establish a classified position of Student Services Assistant II, 11 months, PCN #VCU424, Ventura College Children's Center, effective January 17, 2001.
- 5.1.19 Abolishment of Classified Position – Ventura College**
Establishment of Classified Position – Ventura College was approved to abolish a classified position of Administrative Assistant II, PCN #413, Ventura College, Sciences, effective January 17, 2001 and to establish a classified position of Accounting Technician I, 50%, PCN #VCU425, Ventura College, College Services, effective January 17, 2001.
- 5.1.20 Decrease of Classified Position – Ventura College** was approved to decrease a classified position of Instructional Data Technician, Ventura College, Student Development, from 12 months per year to 10 months per year, effective January 1, 2001.
- 5.1.21 Establishment of Classified Position – Ventura College** was approved to establish a classified position of Matriculation Specialist I/Bilingual, 10 months,

20%, PCN #VCU423, Ventura College, BVA/Off-Campus, effective January 17, 2001.

5.2 Academic Actions

5.2.1 Approval of Request for Leave of Absence Without Pay – Ventura College was granted to accept a request for a leave of absence without pay from Ralph James, a full-time Counselor at Ventura College, effective January 4, 2001 – May 16, 2001.

5.2.2 Approval of Employment under Special Pre-Retirement Program – Moorpark College was granted to approve a request for employment under the Special Pre-Retirement Program from Richard Kurtik, a full-time Instructor at Moorpark College.

5.6 Ratification of Medical Retirement of Dr. Steven Arvizu was granted to ratify the medical retirement of Dr. Steven Arvizu, President of Oxnard College stemming from the serious injuries that he suffered in an automobile accident in 1998 while on District business. Dr. Arvizu elected to be placed on medical retirement.

5.7 Request for Personnel Commission to Exempt Certain Positions was approved to make a request to the Personnel Commission to exempt from certain aspects of the merit system the positions of Assistant Vice Chancellor of Business & Financial Management, Director of Facility Planning and Construction, and Director of Maintenance and Operations.

5.8 Approval of VCCCD-AFT Side Letter Agreement was granted to approve a Side Letter Agreement regarding stipends between the Ventura County Community College District and the Ventura County Federation of College Teachers, AFT Local 1828, AFL-CIO.

5.9 Approval of VCCCD-AFT Side Letter Agreement was granted to approve a Side Letter Agreement regarding the PACE Coordinator/Instructor position between the Ventura County Community College District and the Ventura County Federation of College Teachers, AFT Local 1828, AFL-CIO.

5.10 Approval of VCCCD-AFT Side Letter Agreement was granted to approve a Side Letter Agreement regarding the 2001-2002 instructional calendar between the Ventura County Community College District and the Ventura County Federation of College Teachers, AFT Local 1828, AFL-CIO.

5.11 Approval of VCCCD-AFT Memorandum of Understanding was granted to approve a Memorandum of Understanding between the Ventura County Community College District and the Ventura County Federation of College Teachers, AFT Local 1828, AFL-CIO (“AFT”) whereby the deadline for service of initial proposals for a successor collective bargaining agreement is extended from January 15, 2001 to February 15, 2001 at the request of AFT.

- 5.12 Approval of VCCCD-SEIU Side Letter Agreement** was granted to approve a Side Letter of Agreement with the Service Employees International Union, Local 535, AFL-CIO ("SEIU") whereby the deadline for service of initial proposals for a successor collective bargaining agreement is extended from January 15, 2001 to February 15, 2001 at the request of SEIU.

Business Services

6.2 Checks

- 6.2.1 Ratification of Accounts Payable and Payroll for the Period of November 16, 2000 – December 31, 2000** was approved.

6.3 Purchase Orders

- 6.3.1 Approval/Ratification of Board Purchase Order Report #6 (FY 2000 - 2001)** was granted for November 16 - December 21, 2000.

6.4 Award of Bids

- 6.4.1 Award of Bid to Lowest Responsible Bidder for Project #19385: Replacement Of Energy Management System (Campus Wide) – Phase II at Moorpark College** was granted to authorize management to execute the contract with the lowest responsible bidder for Project #19385: Replacement of Energy Management System (Campus Wide) – Phase II at Moorpark College.
- 6.4.2 Approval of Bid #188 Fitness Equipment for Ventura and Oxnard Colleges** was granted.

6.6 Budget Transfers

- 6.6.1 Monthly Budget Transfer Summary** was approved to ratify the monthly budget transfer summary for the months ending November 30, 2000 and December 31, 2000, for the General Fund-Unrestricted and General Fund-Restricted.

6.7 Contracts

- 6.7.1 Approval of 2000-2001 Grants – General Fund - Restricted** was granted.
- 6.7.2 Acceptance of Completion for Project #88500: New Parking Lot at Camarillo Airport Site** was granted.
- 6.7.3 Acceptance of Completion for Project #19080: HSS Building Renovation (FEMA Project) at Moorpark College** was granted.
- 6.7.4 Acceptance of Completion for Project #18510: "AA" Parking Lot at Moorpark College** was granted.
- 6.7.5 Acceptance of Completion for Project #18508: "B" and "C" Parking Lots at Moorpark College** was granted.
- 6.7.6 Acceptance of Completion for Project #18507: "D" Parking Lot at Moorpark College** was granted.

- 6.7.7 **Acceptance of Completion for Project #18503: Field Hockey Parking Lot at Moorpark College** was granted.
- 6.7.8 **Acceptance of Completion for Project #28520: "A" Parking Lot at Oxnard College** was granted.
- 6.7.9 **Acceptance of Completion for Project #28518: "E" Parking Lot at Oxnard College** was granted.
- 6.7.10 **Acceptance of Completion for Project #28515: Maintenance and Child Care Parking Lots at Oxnard College** was granted.
- 6.7.11 **Acceptance of Completion for Project #28517: P.E. and Re-Entry Parking Lots at Oxnard College** was granted.
- 6.7.12 **Acceptance of Completion for Project #38533: Campus Roads at Ventura College** was granted.
- 6.8 **Other**
 - 6.8.1 **Adoption of 2001-2002 Nonresident Tuition Rate, Foreign Student Capital Outlay Surcharge, and Foreign Application Processing Fee** was approved to adopt the 2001-2002 nonresident tuition rate, as required by law, the 2001-2002 foreign student capital outlay surcharge, as permitted by law, and the 2001-2002 foreign application processing fee, as permitted by law.
 - 6.8.2 **Quarterly Report of Investments for Ventura County Community College District** was approved.
 - 6.8.4 **Ratification of Emergency Declaration of the Roof Replacement of the Dental Hygiene Classroom Building at Oxnard College** was granted to approve the ratification of an emergency declaration of roof replacement of the Dental Hygiene classroom building at Oxnard College. Under Public Contract Code §20654 "Emergency work; contracts without bids" this work can be done without going to formal bid.

Trustees/Chancellor

- 7.1 **Action to Approve Governing Board Member Absence.** No absences were reported.
-

Action Items

Business Services

1. **Acceptance of Gifts (6.1)** was moved by Trustee Hernandez, seconded by Trustee Jacobs, and carried on a unanimous vote, with President Gonzales absent, to accept the gifts from Imran Salim, Strata Information Group, Inc., Henry Eimstad, and Frank Vaskelis. (Lawson - yes)

Trustees/Chancellor

2. **Review and Assignment of Board of Trustees Subcommittees and Ad Hoc Committees -- Appointments to Serve for 2001 (7.2)** was moved by Trustee Jacobs, seconded by Trustee Hernandez, and carried on a unanimous vote, with President Gonzales absent, to approve the Board of Trustees Subcommittees and Ad Hoc Committees -- Appointments to Serve for 2001. (Lawson - yes)
3. **Revision to the Board of Trustees 2001 Schedule of Meetings (7.3)** was moved by Trustee Tallman, seconded by Student Trustee Lawson, and carried on a unanimous vote, with President Gonzales absent, to revise the Board of Trustees 2001 Schedule of Meetings to change the date of the Board Retreat to March 31, 2001. (Lawson - yes)

There was a brief discussion regarding the March Retreat and the September Board meeting.

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

Human Resources

- 5.3 **Sabbatical Leave Recommendations, per AFT Contract – 2001-2002** was moved by Trustee Tallman, seconded by Student Trustee Lawson, and carried on a unanimous vote, with President Gonzales absent, to approve the required eight 2001-2002 Sabbatical Leave recommendations from the District Sabbatical Leave Committee. (Lawson - yes)

There was a brief discussion about the abstracts for the Sabbatical Leaves. The Board asked that each abstract include all necessary information.

Chancellor Westin gave a brief overview of the Sabbatical Leave Process and expressed his support. Student Trustee Lawson pointed out the benefits.

- 5.4 Sabbatical Leave Recommendations, 9 through 12 – 2001-2002** was moved by Trustee Tallman, seconded by Student Trustee Lawson, and carried on a unanimous vote, with President Gonzales absent, to approve the additional 2001-2002 Sabbatical Leave recommendations, nine through twelve, recommended by the District Sabbatical Leave Committee. (Lawson - yes)
- 5.5 Sabbatical Leave Recommendations – Alternates – 2001-2002** was moved by Trustee Tallman, seconded by Student Trustee Lawson, and carried on a unanimous vote, with President Gonzales absent, to approve the alternates to the sabbatical leaves recommended for 2001-2002. (Lawson - yes)

The Board asked that the abstracts be included in the requests for alternates.

Reports

STUDENT AND STAFF ORGANIZATIONS REPORTS

- **Student Government representatives**
 - Jorge Pongo reported on the campus escort program at Moorpark College and the ASB information booth. He commented on Lobby Day, sponsoring the high school prom on campus, and student identification cards.
 - Jose Leon reported on the Ventura College ASB breakfast for instructors on flex day and the distribution of candy to students waiting in line. He commented on club day for Valentines Day, a night social for evening students, and a comprehensive student activity calendar. Mr. Leon expressed his concerns about the fee collection process.
 - Student Trustee Lawson expressed her concerns about the fee collection process. Trustee Tallman commented on a Board policy to address this issue. Chancellor Westin pointed out that prior to implementation of the STAR system for registration, the enrollment fees were collected at the time of registration. He thanked all those who were involved in this process for their group effort. Student Trustee Lawson commented on web registration. Trustee Hernandez asked for additional information on the students that were dropped and the attempts that were made to contact them.
- **Academic Senate representatives**
 - Charlene Arnold announced that Larry Miller was chosen as the Distinguished Faculty Chair at Moorpark College. Ms. Arnold said that Chancellor Westin would be attending the next Academic Senate meeting.
 - Mary Jones acknowledged Michael Gregory in his role as Interim President at Oxnard College. She announced that Steve Hall and Ramiro Sanchez were hired as deans, and Eloy Oakley was hired as vice president of college services at Oxnard College. She

pointed out that Elisa Caruth was selected to serve on the English Council of Two-Year Colleges and Carmen Guerrero-Calderón was selected by the Accrediting Commission to serve on a committee to review Standards 7 and 10.

- Marian Carrasco, Vice-President of the Ventura College Academic Senate, gave the Academic Senate report for Lydia Cosentino. She reported on the Ventura College Academic Senate Retreat that was held during flex week activities and commented on the semester goals and long-term goals that were developed during the retreat. Ms. Carrasco announced that the Board Policy Manual would be discussed at the next academic senate meeting. She expressed her concerns about the fee collection process that was used.
- **Personnel Commission representative**
 - Patricia Parham updated the Board on the Office of the Personnel Commission. She announced that Human Resources and the Personnel Commission for the Ventura County Community College District would have a booth at an upcoming Job Faire, hosted by the *Star Free Press*.

CHANCELLOR'S REPORT

Chancellor Westin commented on Michael Gregoryk's opening statements as Interim President of Oxnard College during flex week, and thanked Trustee Hernandez for attending. Dr. Westin congratulated Larry Miller on being chosen as the *Distinguished Faculty Chair* at Moorpark College.

Chancellor Westin announced that the Ventura County Community College District would be applying for exemptions with STRS for continuation as follows:

- **Emergency Exemption to STRS - Oxnard College**
 - **Deans of Student Learning**
 1. **Business Technology - Jerry Barkley**
 2. **Student Services - Don Low**
 - **Gene Farrell, Independent Contractor as Chief Business Officer** (to relieve Mike Gregoryk while he is Interim President at Oxnard College).
- **Presidents' Reports**
 - Michael Gregoryk thanked Oxnard College staff for their warm welcome. He expressed his appreciation to Ms. Joyce Black who served as Interim Dean of Liberal Education and indicated that Dr. William Norlund would continue to assist the college with the planning process; Dr. Jerry Barkley would continue as the Interim Dean of Business and Technology; and Dr. Don Low would continue as the Dean of Student Services. Mr. Gregoryk announced that Oxnard College has created a women's volleyball team program and will offer classes at Leisure Village in Camarillo.
 - James Walker congratulated Larry Miller. He extended appreciation to staff on behalf of Eva Conrad and said that *The Steve Rafter Memorial Scholarship* is being established in memory of her son. Dr. Walker acknowledged Floyd Thionnet and Jan Andriese who retired from the district.

- **Deputy Chancellor's Report** – Michael Gregoryk gave a brief report on the Governor's initial proposed budget and pointed out that the Partnership for Excellence and Equalization were not funded. Trustee Tallman commented on the issue of equalization and some possible actions that could be taken. There was a brief discussion regarding the energy crisis and energy conservation.
- **Vice Chancellor's Report** – Marion Boenheim congratulated Larry Miller on his award and acknowledged Mary Jones for her first meeting as Academic Senate President. She commented on staff training, the Los Angeles Job Faire, and the Hepatitis B Policy. Dr. Boenheim said that she and Irene Pinkard and Mary Jones addressed the campuses during the flex day activities.
- **Governmental and Public Affairs Report** – Pat Kistler reported that she hand-delivered the Annual Reports to Ventura County high schools and invited counselors to encourage their underrepresented students to attend community colleges. Ms. Kistler commented on the Community College League of California Legislative Conference. She said that her survey of multi-college district public information officers was complete.

First Reading Items

- **Proposed Revision to Board Policy Manual Section J.12 Smoking Policy** was accepted for Second Reading.
- **Course Approvals: New and Revised Courses – Moorpark and Ventura Colleges** were accepted for Second Reading.

Trustee Issues

- **Governing Board Subcommittee Reports** Trustee Nagel reported on the January 9 Construction Subcommittee meeting. He pointed out that the Ventura County Community College District has \$70,594,197.19 in combined capital building projects, scheduled maintenance projects, and hazardous substances projects.
- **Trustee Issues**
 - Trustee Hernandez thanked Michael Gregoryk for inviting him to the flex day activities at Oxnard College and said that he would like to go to Moorpark and Ventura Colleges sometime during the semester.

ADJOURNMENT

At 8:27 p.m., it was moved by Trustee Tallman, seconded by Student Trustee Lawson, and carried on a unanimous vote, with President Gonzales absent, to adjourn the meeting. (Lawson – yes)

C:/mydocuments/board/agenda/ag1-16