

Board of Trustees

Ventura County Community College District

<p>MINUTES FOR THE MEETING OF JUNE 17, 2003</p>

The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, June 17, 2003, in the Cowan Conference Center – Ventura Room, Camarillo, California.

Roll Call

Board Members Present:

Arturo D. Hernández, President
Cheryl Heitmann, Vice-President
Robert S. Gonzales
Allan W. Jacobs
Mary Anne Rooney
Elizabeth Wolfel, Student Trustee

Management Present:

James Walker, Interim Chancellor
Michael Gregoryk, Deputy Chancellor
Eva Conrad, President, Moorpark College
Ramiro Sanchez, Executive Vice President, Student Learning, for Lydia Ledesma-Reese, President, Oxnard College
Larry Calderón, President, Ventura College
Roberta Sistos, General Counsel
William Studt, Vice-Chancellor, Human Resources
Vic Belinski, Associate Vice-Chancellor, Information Technology
Ruth Hemming, Executive Vice President, Student Learning, Moorpark College
Sue Johnson, Assistant Vice Chancellor, Business Services
Patricia Parham, Director of Personnel, Office of Personnel Commission and CMA President
Patricia Kistler, Director of Governmental and Public Affairs
Carolyn Inouye, Director of Institutional Research
Jim Botting, Police Chief

Faculty/Staff/Student Representatives:

Mary Jones, Oxnard College Academic Senate President
Becky Santillian-Hull, Ventura College Academic Senate President
Jack Miller, Moorpark College Academic Senate President
Angie Marquez, Ventura College Classified Senate President
Larry Miller, AFT
Elena Nua, SEIU

CALL TO ORDER

President Hernández called the meeting to order in the Cowan Conference Center – Ventura Room at 4:00 p.m.

PUBLIC COMMENTS REGARDING CLOSED SESSION AGENDA ITEMS

Martha Torgow distributed information regarding pending litigation.

Jane Tolmach addressed the Board regarding the chancellor's search.

RECESS TO CLOSED SESSION

At 4:05 p.m. President Hernández recessed the meeting to Closed Session in the Cowan Conference Center, Ojai Room to consider the following items:

CONFERENCE WITH LABOR NEGOTIATOR [*Gov't Code* § 54957.6] The District's negotiator is Vice-Chancellor of Human Resources William Studt and the employee organizations are AFT and SEIU.

CONFERENCE WITH LEGAL COUNSEL -- EXISTING LITIGATION [*Gov't Code* § 54956.9(a)]

- *Marian A. Carrasco vs. VCCCD, Board of Trustees, Philip Westin, Larry Calderón, Becky Hull, and Guadalupe Guillén* (Ventura County Superior Court Case No. CIV217710)
- *Timothy Suel vs. VCCCD, Board of Trustees, Philip Westin, Larry Calderón, Becky Hull, and Guadalupe Guillén* (Ventura County Superior Court Case No. CIV217711)
- *Custom Metal & Air Conditioning vs. VCCCD, et al.* (Ventura County Superior Court Case No. CIV218825)
- *Ronald Segovia Dyste vs. VCCCD, Philip Westin, and Larry Calderón* (Ventura County Superior Court Case No. CIV214921)
- *William Mandras vs. VCCCD* (Ventura County Superior Court Case No. MS172797)

CONFERENCE WITH LEGAL COUNSEL -- ANTICIPATED LITIGATION [*Gov't Code* § 54956.9(b)]

PUBLIC EMPLOYEE PERFORMANCE EVALUATIONS [*Gov't Code* § 54957] The Board will consider all academic administrators.

PUBLIC EMPLOYEE APPOINTMENT The Board will consider the appointment of a Chancellor.

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/TERMINATION [*Gov't Code* § 54957]

At 6:00 p.m. President Hernández announced that the Board would reconvene in Open Session in approximately 45 minutes.

RECONVENE IN OPEN SESSION

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

PLEDGE TO THE FLAG

Becky Hull led the pledge to the flag.

Trustees/Chancellor

- 7.1 Public Swearing in and Seating of Student Trustee** was moved by Trustee Rooney, seconded by Trustee Gonzales, and carried on a unanimous vote, to approve the public swearing in and seating of Elizabeth Wolfel as Student Trustee to serve for the term from June 1, 2003, to May 31, 2004. (Wolfel – abstain)
- **Oath of Office Administered to and Seating of New Student Trustee.** President Hernández administered the Oath of Office to Student Trustee Wolfel.

CLOSED SESSION REPORT

President Hernández read the following Closed Session Report:

In the case of *Custom Metal & Air Conditioning vs. the Ventura County Community College District, et al.* (Ventura County Superior Court Case No. CIV218825), the case was dismissed on June 10, 2003.

Based on economic necessity, the Board has requested from the State Chancellor's Office a waiver in order to do an internal search and hire an Interim Chancellor for a second year.

The Board thanked the Chancellor's Search Committee.

Ceremonial Resolutions

- 1.1. Resolution to Acknowledge the Ventura College Intercollegiate Athletic Program** was moved by Trustee Rooney, seconded by Trustee Heitmann, and carried on a unanimous vote, to approve the Resolution to Acknowledge the Ventura College Athletic Program for winning the Athletic Supremacy Award. (Wolfel – yes)
- 1.2. Resolution to Acknowledge the Moorpark College Men's Track & Field Team** was moved by Trustee Gonzales, seconded by Trustee Heitmann, and carried on a unanimous vote, to approve a Resolution to Acknowledge the Moorpark College Men's Track & Field Team. (Wolfel – yes)

Trustee Rooney presented the Resolution to Steve Tobias who accepted on behalf of the Ventura College Athletic Department. Steve Tobias thanked the Board and Dr. Calderón. Mr. Tobias recognized Dick James, Athletic Director. Dr. Calderon acknowledged the athletic program.

Trustee Heitmann presented the Resolution to members of the Moorpark College Men's Track & Field Team. Coach Donny Green introduced members of the Team. Eva Conrad acknowledged the Track Team.

ACKNOWLEDGEMENT OF GUESTS & SPECIAL RECOGNITIONS

- **Presentation of Certificate of Appreciation**
 - **Patricia Kistler** – President Hernández presented a *Certificate of Appreciation* to Patricia Kistler for her services as Director of Governmental & Public Affairs. Ms. Kistler thanked the Board.

President Hernández acknowledged the retirees. Larry Calderón presented plaques to George Arita, Tom Everton, and Yvonne Bodle.

Ramiro Sanchez acknowledged the Oxnard College retirees.

Eva Conrad acknowledged the Moorpark College retirees.

Michael Gregoryk acknowledged the retirees at the District Service Center and James Walker recognized the individuals who work at the District Service Center.

Recognition of Retirees

CLASSIFIED RETIREES 2002-2003

<u>Name</u>	<u>Hire Date</u>	<u>Location</u>
Beatty, David	08/15/90	District Service Center
Buttner, Barbara	03/29/82	District Service Center
Campbell, Laura	010/5/81	District Service Center
Costales, Judi	07/06/82	District Service Center
Gomez, Jesus	10/01/71	District Service Center
Vidaña, Connie	04/25/88	District Service Center
Richardson, Clarence	05/11/85	Districtwide
Cummings, Willadean	09/01/86	Moorpark College
Thomas, David	04/12/76	Moorpark College
Adkinson, Karin	10/01/86	Oxnard College
Beverage, Sara	08/18/90	Oxnard College
Calderon, Linda	02/20/79	Oxnard College

Llanes-Munoz, Carmen	10/12/81	Oxnard College
Orr, Garland	10/15/90	Oxnard College
Smith, Barbara	01/17/90	Oxnard College
Sorensen, Jorita	09/01/86	Oxnard College
Stewart, Irma	01/01/80	Oxnard College
Alcocer, Steven	05/27/87	Ventura College
Casunuran, Crispin	03/16/84	Ventura College
Cressman, Carol	10/25/03	Ventura College
Earl, Patricia	08/13/90	Ventura College
Estrada, Silvano	03/21/88	Ventura College
Feltman, Nancy	09/01/83	Ventura College
Gaeta, Peter	08/24/71	Ventura College
Gerig, Lynn	09/22/82	Ventura College
Hall, Barbara	01/13/81	Ventura College
Johnson, Patricia	12/12/84	Ventura College
Lyon, Mary	10/07/75	Ventura College
Martinez, George	10/15/84	Ventura College
Nelson, Moretta	09/02/69	Ventura College
Reeves, C. Robert	04/22/85	Ventura College
Schuette, Janet	04/28/93	Ventura College
Settem, Lena	10/01/89	Ventura College

ACADEMIC RETIREES 2002-2003

<u>Name</u>	<u>Hire Date</u>	<u>Location</u>
Aiken, Kirk	09/08/69	Moorpark College
Beron, Alberto	09/07/71	Moorpark College
Burke, Tanya	09/07/67	Moorpark College
Fecht, Gerald	09/08/69	Moorpark College
Hemming, Ruth	09/10/64	Moorpark College
Lopez, Robert	09/07/71	Moorpark College
Martin, Floyd	09/07/67	Moorpark College
McAdam, Thomas	09/08/80	Moorpark College
Mendoza, Gilbert	08/29/73	Moorpark College
Miller, Larry	09/07/71	Moorpark College
Murphy, David	02/03/69	Moorpark College
Pinkard, Irene	01/08/92	District Service Center
Pollock, Steven	09/10/68	Moorpark College
Reynolds, Jack	09/08/69	Moorpark College
Young, Kathleen	09/11/74	Moorpark College
Garza, Marta	09/08/75	Oxnard College
Jarvaise, James	09/11/74	Oxnard College
Lawson, Clara	08/17/92	Oxnard College
Rapose, Joel	09/12/73	Oxnard College
Robinson, Leroy	02/02/90	Oxnard College
Arita, George	09/07/71	Ventura College
Bodle, Yvonne	09/07/71	Ventura College
Camarillo, Jesus R.	09/13/72	Ventura College
Conn, Edith	09/11/62	Ventura College

Dunlap, Gerald	09/08/69	Ventura College
Evans, Joyce	02/05/73	Ventura College
Everton, Thomas	09/07/71	Ventura College
Falxa, Larry	09/03/85	Ventura College
Fox, William	09/08/75	Ventura College
Gonzales, Jesus	09/11/89	Ventura College
James, Richard	08/29/88	Ventura College
John, Randy	09/10/70	Ventura College
Jump, Ellis	09/08/66	Ventura College
Lewis, Gary	09/06/77	Ventura College
Ohara, Maricarmen	01/08/92	Ventura College
Passno, Phillip	02/01/70	Ventura College
Popiel, Jon	09/10/68	Ventura College
Rodrigues, Donald	09/10/65	Ventura College
Roe, Thomas	09/10/68	Ventura College
Rolff, Karla	09/13/72	Ventura College
Sifuentes, Octavio	09/11/74	Ventura College
Stevenson, Deni	08/19/91	Ventura College
Terry, Colin	09/02/86	Ventura College
Turse, Emanuel	08/14/74	Ventura College
Washington, Ola	09/11/74	Ventura College
Wolfe, Glen	09/10/70	Ventura College

President Hernández recognized the retirees.

At 7:35 p.m. a brief reception was held to acknowledge Patricia Kistler, the retirees, and to recognize Elizabeth Wolfel. The meeting reconvened at 7:55 p.m.

Michael Gregoryk introduced Graham Grice, Keenan & Associates, who gave a brief overview of the Protected Insurance Program for Schools.

Reports

REPORTS

- **Ventura College**
 - **President** – Larry Calderon, Vic Belinski, Becky Hull, Patricia Fox West, and Connie Baker made a presentation on the Curriculum Management Data Base Project. Patricia Fox West announced that Ventura College received state recognition for innovation in education and presented the award to Dr. Larry Calderon.
 - **Student Government Representative** – Elizabeth Wolfel commented on her meetings with the student government representatives.
 - **Classified Senate Representative** – Angie Marquez commented on the duties of classified staff. She reported on the Employee Emergency fund to assist staff undergoing financial hardships, because of cutbacks, and thanked the Ventura College management for their contribution. Ms. Marquez acknowledged the retiring faculty and classified staff of Ventura College and welcomed Pat Kistler to Ventura College.

- **Personnel Commission Representative** – Patricia Parham pointed that out that of the 19 positions eliminated, there were only 6 layoffs. She reported on a workshop that was held to assist those being laid off.
- **Chancellor** – James Walker welcomed Ramiro Sanchez and said that he was attending the meeting for Lydia Ledesma-Reese who was ill.
 - **Deputy Chancellor** – Michael Gregoryk updated the Board on the Tentative Budget.
 - **Measure “S” and Capital Construction Projects** – Handel Evans commented on his recent trip to Cuba sponsored by Ventura College and acknowledged Yvonne Bodle and Bill Hendrix for their efforts in organizing the program. Mr. Evans introduced Rob Rose, JCM Group. Mr. Rose gave a report on the Capital Program - State Funds & Measure “S”.

There was a brief discussion regarding this item. It was pointed out that Trustees Heitmann and Hernández would meet to develop a protocol regarding the establishment of centers. Handel Evans commented on the proposed Project Labor Agreement. Michael Gregoryk gave a brief overview of the bond issue. Bob Liebling reported on the Capital Construction Plan.

- **Trustees**
 - **Subcommittees** - President Hernández reported on the Construction Subcommittee meeting. He commented on his meeting regarding Project Labor Agreements and distributed information from Bob Guillen.
 - President Hernández gave a brief report on his meeting with the Santa Paula City Council ad hoc committee regarding the Santa Paula Center.

PUBLIC COMMENTS

Elena Nua commented on the selection of an interim chancellor and negotiations.

CHANGES TO THE AGENDA

Human Resources

The following items were revised as listed:

5.1.5 Reassignments of Classified Personnel

Add:

McGinley, Barbara, reassigned from Administrative Assistant IV, PCN #DCU064, District Service Center, to Administrative Assistant II, 11 mos., PCN #VCU019, Ventura College, effective June 18, 2003.

5.1.6 Retirement of Permanent Personnel

Add:

Greene, Joan, Instructional Lab Tech. I/Info. Systems, Ventura College, effective June 30, 2003.

Add:

Stanton, Lloyd, Instructional Lab Technician I/Information Systems, Oxnard College, effective June 30, 2003.

5.1.8 Resignation of Classified Personnel

Add:

Sanchez, Eduardo, Community College Police Officer I, effective June 16, 2003.

5.2.3 Acceptance of Resignation/Retirement – Full-Time Academic Personnel – Ventura, Moorpark and Oxnard Colleges

Change retirement date of Dr. William Fox to May 14, 2003.

Change retirement date of Dr. Glen Wolfe to May 30, 2003.

5.5 Effective date is July 20, 2003. The following position was added:

PCN #MCU392, Assistive Computer Technology/Media Access Specialist

Business Services

6.7.4 Agreement Between the City of Port Hueneme and Ventura County Community College District, Oxnard College for OCTV to Televis the City of Port Hueneme Council Meetings. This item was revised to add a hold harmless clause from the city of Port Hueneme.

6.9.1 Acceptance of the District's State Five-Year Capital Construction Plan. The total amount of State funding eligibility was revised to include all the remodel work required, and to add changes to the basic scope of work for two additional projects.

Trustees/Chancellor

7.3 Revision to Board of Trustees 2003 Schedule of Meetings (7.3) was corrected to show that the Special Board Meeting on June 27 would begin at 8:00 a.m.

Consent Calendar Items

It was moved by Trustee Gonzales, seconded by Trustee Rooney, and carried on a unanimous vote, to

approve the following Consent Calendar Items: (Wolfel – yes)

Approval of Minutes

- 2.1 Action to Approve Minutes of the Special Meeting of the Board of Trustees for May 6, 2003, was approved.**

Student Learning

- 3.2 Termination of Agreement between the City of Oxnard and the Ventura County Community College District, Oxnard College to Form Public Access Corporation (OPAC) was granted to approve the termination of the Agreement between the City of Oxnard and the Ventura County Community College District, Oxnard College, to form Public Access Corporation (OPAC).**

Human Resources

- 5.1 Classified Actions were approved as listed for the following items:**
- 5.1.1 Probationary Personnel**
 - 5.1.2 Promotional Employee.**
 - 5.1.3 Termination of Limited Term Assignment**
 - 5.1.4 Voluntary Demotions in Lieu of Lay-Off**
 - 5.1.5 Reassignments of Classified Personnel in Lieu of Lay-Off**
 - 5.1.6 Retirement of Permanent Personnel**
 - 5.1.7 Probationary to Permanent Personnel**
 - 5.1.8 Resignation of Classified Personnel**
 - 5.1.9 Approval of Request for Voluntary Leave of Absence Without Pay**
 - 5.1.10 Approval of Requests for Voluntary Temporary Reduction of Assignments**
 - 5.1.11 Change of Assignments**
 - 5.1.12 Addition of Bilingual Differential**
 - 5.1.13 Provisional Assignments**
 - 5.1.14 Lay-off of Permanent Personnel**
 - 5.1.15 Rescission of Resignation**
 - 5.1.16 Return from Military Leave of Absence**
 - 5.1.17 Abolishment of Vacant Classified Positions, effective June 30, 2003.**
 - 5.1.18 Abolishment of Position – District Service Center and Establishment of Position – District Service Center** was granted to abolish the vacant classified position of custodian, PCN #DCU025, District Service Center, effective July 1, 2003, and to

establish the classified position of custodian, 75% and grounds maintenance worker 25%, PCN #DCU114, District Service Center, effective July 1, 2003.

5.2 Academic Actions

- 5.2.1 Correction to Sick Leave Days granted from Sick Leave Pool for Part-time Academic Employee – Moorpark College** was approved to correct the 40.12 hours of sick leave granted to Jeff Brown, part-time instruction at Moorpark College.
- 5.2.2 Correction to Sick Leave Days granted from Sick Leave Pool for Part-time Academic Employee – Moorpark College** was approved to correct the 52 hours of sick leave granted to Terry Kipp, part-time instructor at Moorpark College.
- 5.2.3 Acceptance of Resignation/Retirement – Full-time Academic Personnel – Ventura, Moorpark, and Oxnard Colleges** was approved to accept the resignation/retirements of full-time academic personnel, all of whom qualify for the \$25,000 one-time payment early retirement incentive and continuing District health and welfare benefits.
- 5.2.4 Acceptance of Resignation/Retirement – Full-time Academic Personnel – Oxnard College** was granted to accept the resignation/retirement of full-time academic personnel that qualify for the \$25,000 one-time payment early retirement incentive and District-provided health benefit coverage to the age of 65 after which time the retiree's medical plan shall be replaced by Medicare and Medicare supplemental plan.
- 5.2.5 Acceptance of Resignation/Retirement – Full-time Academic Personnel – Ventura College** was granted to accept the resignation/retirement of full-time academic personnel that qualify for the early retirement incentive by "having attained an age and years of service equal to or greater than 65" as stated in the agreement ratified by faculty, with the District-provided health benefit coverage to the age of 65 at which time the retiree's medical plan shall be replaced by Medicare and a Medicare supplemental plan.
- 5.2.6 Acceptance of Resignation/Retirement – Full-time Academic Managers – Moorpark College** was granted to accept the resignation/retirement of full-time academic managers that qualify for the \$25,000 one-time payment early retirement incentive and continuing District health and welfare benefits.
- 5.2.7 Acceptance of Resignation/Retirement – Full-time Academic Manager – District Service Center** was granted to accept the resignation/retirement of a full-time academic manager who qualifies for the Board authorized early retirement incentive for managers by "having attained an age and years of service equal to or greater than 65" and continuing District health and welfare benefits.
- 5.2.8 Extension of Temporary Grant Funded Academic Manager Position/Employee Assignment – Ventura College** was granted to approve the extension of the temporary grant-funded position of Director, Ed>Net Biological Technologies Initiative (PCN #VMZ001) for Mary Pat Huxley at a 60% assignment effective June 1 through November 30, 2003.

- 5.2.9 Request for Voluntary Leave of Absence Without Pay for an Academic Manager – Oxnard College** was granted to approve the request of Dr. Steven Hall, Dean at Oxnard College, for a voluntary leave of absence without pay for the time period of May 27, 2003 through June 2, 2003.
- 5.2.10 Extension of temporary grant funded non-tenure track academic position/employee assignment - Moorpark College** was granted to approve the extension of the temporary grant-funded non-tenure track position/employee assignment for Judi Gould, Tech Prep Grant Project manager (PCN - MFZ013) at Moorpark College, effective August 12, 2003 through May 19, 2004.
- 5.2.11 Extension of temporary grant funded non-tenure track academic position/employee assignment - Moorpark College** was granted to approve the extension of the temporary grant-funded non-tenure track position/employee assignment for Starley Hunter, Project Manager: Smaller Learning Communities Grant at Moorpark College, effective August 12, 2003 through May 19, 2004.
- 5.2.12 Request for Voluntary Leave of Absence Without Pay for an Academic Manager – Oxnard College** was granted to approve the request of Joe Ramirez, Dean at Oxnard College, for a voluntary leave of absence without pay for the time period of June 5, 2003, through June 10, 2003.

Business Services

- 6.4. Award of Bids**
- 6.4.2 Approval of Bid #206 Oxnard College Community Student Services Center Furniture** was granted to authorize the Interim Chancellor to award Bid #206 Oxnard College Community Student Services Center Furniture to the lowest responsible bidder.
- 6.4.3 Approval of Bid #212 Sale of Surplus Machine Technology Equipment** was granted to authorize the Interim Chancellor to award Bid #212 Sale of Surplus Machine Technology Equipment to the highest responsible bidder.
- 6.5 Budget Amendments**
- 6.5.1 Approval of Contracts & Grants Budget Amendments – General Fund Restricted, General Fund Unrestricted-Designated** was granted to accept budget amendments to existing contracts, grants and designated programs for FY 2003-2004.
- 6.7 Contracts**
- 6.7.1 Approval of New Contracts and Grants for Fiscal year 2002-2003** was granted to accept the renewal contract beginning in FY 2002-2003 and continuing into FY 2003-2004.

- 6.7.2 Approval of Contract for Fiscal Year 2003-2004** was granted to accept the renewal contract with the State of California Department of Rehabilitation for the FY 2003-2004.
- 6.8 Other**
- 6.8.1 Quarterly Report of Investments for Ventura County Community College District** was approved to accept of the Quarterly Report of investments for the Ventura County Community College District.
- 6.8.2 Approval of Funding for the Contract with HE Consulting, Inc. for Capital Construction Management** was granted to approve the funding for the contract with HE Consulting, Inc. for the services of J. Handel Evans as Program Director of the Measure S Capital Construction Program.
- 6.8.3 Surplus/Disposal of Equipment** was approved to surplus/dispose of equipment and materials.
- 6.9 Capital Planning, Design and Construction**
- 6.9.1 Approval of Contract for Inspector of Record Services for Project #19058: Learning Resource/Telecommunications Center at Moorpark College** was granted to authorize management to execute a contract with Douglas M. Manzelli for inspector of record services as required by the Division of the State Architect for Project #19058: Learning Resources/Telecommunications Center at Moorpark College at a rate of \$65/hr., not to exceed \$160,000, subject to the review of the contract in December 2003.
- 6.9.2 Approval to Purchase Furniture and Related Equipment for Project #29026: Community/Student Services Center at Oxnard College** was granted to authorize management to purchase furniture and related equipment for the Community/Student Services Center at Oxnard College, for the estimated amount of \$124,000.
- 6.9.3 Approval of Contract with Spencer/Hoskins Associates for Child Development Center at Moorpark College** was granted to approve the contract for Spencer/Hoskins Associates in the amount of \$152,467 for the Child Development Center at Moorpark College. These fees may be subject to change depending on the evolution of the conceptual design process, or if additional specialty sub-consultants are required.
- 6.9.4 Approval of Contract with Gonzalez/Goodale Architects for Physical Education Facilities at Oxnard College** was granted to approve a contract with Gonzalez/Goodale Architects in the amount of \$539,000 to provide architectural design services for physical education facilities at Oxnard College. These fees may be subject to change depending on the evolution of the conceptual design process, or if additional specialty sub-consultants are required.
- 6.9.5 Approval of Contract with Gonzalez/Goodale Architects for Planning of Physical Education Facilities at Moorpark College** was granted to approve a contract with Gonzalez/Goodale Architects in the amount of \$40,000 to prepare planning documents and conceptual design services for physical education facilities at Moorpark College.

These fees are for preliminary services only. In the event that full architectural services are required, a future agenda item will be introduced.

- 6.9.6 Approval of Contract with Martinez Architects for Renovations to the Child Development Center at Oxnard College** was granted to approve the contract for Martinez Architects in the amount of \$65,808 to design the renovation of the Oxnard College Child Development Center. These fees may be subject to change depending on the evolution of the conceptual design process, or if additional specialty sub-consultants are required.
- 6.9.7 Acceptance of the District's State Five-Year Capital Construction Plan** was granted to accept the district's State Five-Year Capital Construction Plan.

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

Approval of Minutes

- 2.2 Action to Approve Minutes of the Regular Meeting of the Board of Trustees for May 13, 2003**, was moved by Trustee Heitmann, seconded by Trustee Rooney, and carried on a 3-0-2 vote, with Trustees Gonzales and Jacobs abstaining. (Wolfel – abstain)

Student Learning

- 3.1 Cooperative Agreement between Minerals Management Service, Pacific OCS Region Agency of the United States Department of Interior and Oxnard College** was moved by Trustee Jacobs, seconded by Trustee Rooney, and carried on a unanimous vote, to approve the Cooperative Agreement between Minerals Management Services, Pacific OCS Region Agency and Oxnard College for volunteer service of students at Oxnard College. (Wolfel – yes)

Human Resources

5.1 Classified Actions

- 5.1.2 Promotional Employee** was moved by Student Trustee Wolfel, seconded by Trustee Jacobs, and carried on a unanimous vote, to approve the promotion of Todd Adams, Community College Police Lieutenant, effective June 18, 2003. (Wolfel – yes)

Elizabeth Wolfel acknowledged Todd Adams.

- 5.1.6 Retirement of Permanent Personnel** was moved by Student Trustee

Wolfel, seconded by Trustee Gonzales, and carried on a unanimous vote. (Wolfel – yes)

Elizabeth Wolfel expressed her concerns regarding the retirement of Patricia Earl and the elimination of her position.

Business Services

6.5 Checks

6.2.1 Ratification of Accounts Payable and Payroll for the Period of March 30, 2003 - May 28, 2003 was moved by Trustee Jacobs, seconded by Trustee Gonzales, and carried on a unanimous vote. (Wolfel – yes)

Trustee Heitmann requested additional information on PO #0032068.

6.6 Purchase Orders

6.3.1 Approval/Ratification of Board Purchase Order Report #13 FY 02/03 was moved by Trustee Rooney, seconded by Trustee Jacobs, and carried on a unanimous vote, from April 29, 2003 to May 30, 2003. (Wolfel – yes)

There was a brief discussion regarding legal costs.

6.3.2 Approval/Ratification of Board Purchase Order Report #2 FY 03/04 was moved by Trustee Rooney, seconded by Trustee Jacobs, and carried on a unanimous vote, from April 29, 2003 to May 30, 2003. (Wolfel – yes)

Trustee Rooney asked about the Microsoft License Agreement.

6.5. Award of Bids

6.4.1 Approval of Bid #211 Computer Bid District-wide was moved by Trustee Rooney, seconded by Trustee Heitmann, and carried on a unanimous vote. (Wolfel – yes)

Trustee Rooney asked about the current status of the company. Sue Johnson distributed the corporate status indicating active.

Action Items/Second Reading Items

Student Learning

- 1. Second Reading: Course Approvals: New and Revised Courses – Moorpark and Oxnard Colleges (3.3)** was moved by Trustee Jacobs, seconded by Trustee Heitmann, and

carried on a unanimous vote. (Wolfel – yes)

2. **Second Reading: Addition to Board Policy Manual Section C: Academic Honors and Recognition (3.4)** was moved by Trustee Gonzales, seconded by Trustee Heitmann, and carried on a unanimous vote. (Wolfel – yes)

It was pointed out that the students requested this item.

Human Resources

3. **Approval of Membership in the Protected Insurance Program for Schools (5.3)** was moved by Trustee Gonzales, seconded by Trustee Jacobs, and carried on a unanimous vote, to approve the Application for a Certificate of Consent to Self-Insure and the Resolution Declaring Membership in the Protected Insurance Program for Schools (JPA). (Wolfel – yes)
4. **Approval of VCCCD/SEIU Side Letter Agreement (5.4)** was moved by Trustee Gonzales, seconded by Trustee Jacobs, and carried on a unanimous vote, to approve a Side Letter Agreement between the Ventura County Community College District (“VCCCD”) and Service Employees International Union, local 535, (“SEIU”) pertaining to cost reduction proposals. (Wolfel – yes)
5. **Elimination of Classified Positions (5.5)** was moved by Trustee Gonzales, seconded by Trustee Rooney, and carried on a unanimous vote, to approve the elimination of particular classified positions throughout the District. (Wolfel – yes)

Business Services

6. **Budget Amendment General Fund – Unrestricted (6.5.2)** was moved by Trustee Gonzales, seconded by Trustee Jacobs, and carried on a unanimous vote, to approve the amendment of the General Fund Reserve and Revenue accounts. (Wolfel – yes)

Trustee Heitmann expressed her concerns about the decreased reserve and Michael Gregoryk explained the effect that it would have on the credit rating.

7. **Approval of Four Month Contract Extension with Strata Information Group to Supply Ongoing Specialized Banner and Project Management Services for Banner Administrative System (6.7.3)** was moved by Trustee Gonzales, seconded by Trustee Jacobs, and carried on a 3-2 vote, with President Hernández, Trustees Gonzales and Jacobs voting yes, and Trustees Heitmann and Rooney voting no, to ratify the Four Month Service Contract with Strata Information Group (SIG) for ongoing Specialized Banner and Project Management Services for Ventura County Community College District’s implementation of the SCT Banner 2000 Administrative Software Suite. During this four-month period, the Ventura

County Community College District will produce and distribute for Proposal an RFP for Specialized Banner and Project Management Services. The selected Vendor Proposal will be brought to the Board for Contract Approval no later than the October 2003 regularly scheduled Board Meeting. (Wolfel – yes)

Trustee Rooney asked about the benefit to the students. Vic Belinski distributed *the VCCCD Grads on WebStar – Growth: Fall 2002 to Spring 2003*. Elizabeth Wolfel expressed her concerns about the \$3 access fee. President Hernández requested a discussion item be placed on the July agenda regarding negotiations with Strata Information Group.

- 8. Agreement Between the City of Port Hueneme, California, and the Ventura County Community College District, Oxnard College for OCTV to Televisify City of Port Hueneme City Council Meetings (6.7.4)** was moved by Trustee Gonzales, seconded by Trustee Rooney, and carried on a unanimous vote, to approve the agreement between the City of Port Hueneme, California, and the Ventura County Community College District, Oxnard College, to tape and cablecast the City Council meetings for a one-year pilot program. (Wolfel – yes)

- 9. Acceptance of Gifts (6.8.4)** was moved by Trustee Jacobs, seconded by Trustee Heitmann, and carried on a unanimous vote, to accept the following gifts: (Wolfel – yes)
 - a. Used NCS Pentium II with MMX 300 MHz, FSC 7010 Computers
 - b. 24 Used NCS Pentium II, 400 MHz, FSC 7010 Computers
 - c. Used WIN 17” SVGA Monitors, FSC 7025
 - d. 1 Used WIN 17” SVGA Color Display Monitor, FSC 7025
 - e. Used Keyboards, Mouse, Power Cords for Monitors and PC
 - f. Used 128 MB SDRAM A016X1864-PC100 Memory StickTo be used by the Oxnard College’s educational, science and research endeavors.
Donated by: Department of Interior,
General Services Administration, Region 9
Minerals Management Services

- 10. Authority to Execute an Agreement with Harris Communications for Annual Repair Service Program of Hardware Maintenance on District-wide Microwave System (6.8.5)** was postponed until the July Board meeting. (Wolfel – yes)

- 11. Approval of Continuation of the Contract with JCM Group as Construction and Program Managers for the District (6.9.8)** was moved by Trustee Gonzales, seconded by Trustee Rooney, and carried on a unanimous vote, to approve the continuation of the contract with JCM Group as the construction and program managers for the District from July 1, 2003, through June 30, 2004, not to exceed \$2,471,972. (Wolfel – yes)

There was a brief discussion regarding this item. Michael Gregoryk indicated that he would provide an updated expenditure report in July.

Trustees/Chancellor

12. Revision to Board of Trustees 2003 Schedule of Meetings (7.3) was moved by Trustee Heitmann, seconded by Trustee Gonzales, and carried on a unanimous vote, to revise the Board of Trustees 2003 Schedule of Meetings to add a June 27 Special Board meeting. (Wolfel – yes)

End of Board Actions

Trustee Issues

- **Governing Board Subcommittee Reports**
- **Trustee Reports/Announcements/Correspondence** – Trustee Rooney asked for additional information regarding concurrent enrollment.

RECESS TO CLOSED SESSION

AT 12:03 a.m. the meeting was recessed.

ADJOURNMENT

At 1:00 a.m., the meeting was adjourned.