

Board of Trustees

Ventura County Community College District

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Allan W. Jacobs

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Elizabeth Wolfel

Student Trustee



William Studt

Interim Chancellor/

Secretary to the Board

MINUTES FOR THE MEETING OF APRIL 28, 2004 STUDY SESSION

The Study Session of the Board of Trustees of the Ventura County Community College District was held on Wednesday, April 28, in the Cowan Conference Center, Ventura Room.

Roll Call

Board Members Present:

Cheryl Heitmann, President

Mary Anne Rooney, Vice-President

Robert S. Gonzales

Arturo D. Hernández

Allan W. Jacobs

Management Present:

William Studt, Interim Chancellor

Eva Conrad, President, Moorpark College

Michael Gregoryk, Acting President, Ventura College

Lydia Ledesma-Reese, President, Oxnard College

Patricia Parham, Interim Vice-Chancellor, Human Resources

Faculty/Staff/Student Representatives:

Becky Santillian-Hull, Ventura College Academic Senate President

Absent:

Elizabeth Wolfel, Student Trustee (Excused)

CALL TO ORDER

President Heitmann called the meeting to order in the Cowan Conference Center, Ventura Room at 7:05 p.m.

PUBLIC COMMENTS

There were no public comments.

RECESS TO CLOSED SESSION

At 7:08 p.m. President Heitmann recessed the meeting to Closed Session in the Cowan Conference Center, Ojai Room, to consider the following items:

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)
- *Laura Hilton vs. VCCCD* (Ventura County Superior Court Case No. CIV219896)

CONFERENCE WITH LEGAL CONSEL – ANTICIPATED LITIGATION {*Gov't Code* §54956.9(b)} was pulled from the agenda.

PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT [*Gov't Code* § 54957] The Board will discuss the Chancellor Interview Questions.

RECONVENE IN OPEN SESSION

President Heitmann reconvened the meeting in Open Session at 9:00 p.m. in the Cowan Conference Center, Ventura Room.

PLEDGE TO THE FLAG

Eva Conrad led the pledge to the flag.

CLOSED SESSION REPORT

There was no Closed Session Report.

PUBLIC NOTICE OF CHANGES TO THE AGENDA

Interim Chancellor Studt read the following changes to the agenda.

A-3 Approval of Evaluation Forms and Processes for Chancellor, Presidents, Executive Vice Presidents, Vice-Presidents, and Deans was changed to a Discussion Item.

Mr. Studt announced that Sue Johnson would provide a budget update.

PUBLIC COMMENTS

Jeff Matt expressed his concerns regarding the Ventura College student election. Mike Gregoryk explained the process and pointed out that the grievance was not filed within the proper time period. There was a brief discussion regarding this item and the Board directed staff to review the student election process. This item was referred to the Rules, Operations & Procedures ad hoc committee for review.

Reports

REPORTS

- **Chancellor**

- **Receipt of Academic Master Plans** – Interim Chancellor Studt distributed the Oxnard, Moorpark, and Ventura Educational Master Plans. There was a brief discussion regarding the acceptance of the Master Plans and the Board decided to adopt each one individually, beginning in June. The Board requested a presentation from each college.

Sue Johnson gave a brief update on the budget and equalization. Interim Chancellor Studt gave a brief update on Proposition 98, equalization, and the state budget.

- **Trustees**

- **Subcommittees:** There were no reports.

ITEMS FOR DISCUSSION

- **Equalization Funding**

Interim Chancellor Studt reported on equalization funding and said that he would be attending a meeting at the Community College League of California conference regarding this issue. There was a brief discussion about equalization funding among the community college districts. Trustee Jacobs asked for a position paper that explains how much the college district has lost since 1978. Trustee Rooney updated the Board on lobbying efforts.

- **Accreditation**

- **Mapping Document:** Eva Conrad gave a brief overview of the Mapping Document and pointed out that the document was a new requirement in the accreditation standards. She asked the Board for guidance regarding the snapshot of the District: should the document reflect past, present, or future? There was a brief discussion regarding the document and it was decided that the document should reflect the district structure and processes at the present time.

- **Checklist of Standard IV Sections Describing Board Standards of Good Practice:**

Eva Conrad explained that Standard IVB is the section of the accreditation self-study that describes standards of good practice for Board structure and processes. The Board reviewed the items on this checklist to verify that each component has been completed or is in process.

At 10:44 p.m. President Heitmann left the dais.

- **VCCCD Strategic Plan 2001-2005:** Interim Chancellor Studt pointed out the Strategic Plan expires in 2005 and asked the Board for guidance.
- **Review of Timeline for the Colleges' Self-Study Process:** Eva Conrad gave a brief overview of the timeline for the self-study indicating that the Board would receive a rough draft and an invitation to provide feedback in mid-June. The colleges' self-studies will be presented to the Board for formal adoption in the June and July meetings. She suggested this timeline in order to allow time for the colleges to incorporate results of the Employee Surveys into the self-studies. These survey results will be distributed to the colleges in mid-May. The Board members supported this proposed timeline.

Becky Hull gave an explanation to the Board regarding the self-study report.

At 10:55 p.m. President Heitmann returned.

- **Evaluation Forms and Processes for Chancellor, Presidents, Executive Vice Presidents, Vice-Presidents, and Deans:** Interim Chancellor Studt distributed and explained the process for management evaluations and the development of the forms. He pointed out the evaluation process was being piloted. Mr. Studt gave a brief overview of the discussions during the accreditation subcommittee. He said the evaluation forms and processes would return to the Board for approval.

There was discussion regarding the evaluation process and procedures. Interim Chancellor Studt acknowledged the presidents for the development of the forms.

Action Items

- A-1 Acceptance of Annual Self-Evaluation of the Governing Board** was moved by Trustee Hernández, seconded by Trustee Gonzales, and carried on a unanimous vote. (Wolfel – absent)

There was a brief discussion regarding this item and it was decided to discuss the self-evaluation results at a study session and then to review the goals.

- A-2 Approval of 2004/2005 Board Goals/Objectives** was tabled for discussion at a Study Session. (Wolfel – absent)

Interim Chancellor Studt asked the Board to send him any changes to the Goals/Objectives. It was suggested that the Board increase the Board's relationship with the local media.

- A-4 Action To Approve Governing Board Member Absence** was moved by Trustee Rooney, seconded by Trustee Hernández, and carried on a unanimous vote to approve the absence of Student Trustee Wolfel. (Wolfel – absent)

Interim Chancellor Studt pointed out the Special Board meeting that was scheduled for May 3 and 4 was changed to May 7 and 8.

Sue Johnson asked for clarification on the meeting with the Student Health coordinators. President Heitmann said the Board would like to have equitable student health services for every student within the District.

There was a brief discussion regarding equitable services, the use of the student health center by employees, and sharing funds.

Interim Chancellor Studt drafted a letter to Chancellor Drummond regarding this issue.

Trustee Hernández thanked Eva Conrad for her efforts in the accreditation process. He commented on the meeting with Chancellor Drummond and the proposed Performing Arts Center at Oxnard College.

ADJOURNMENT

At 11:50 p.m., the meeting was adjourned.