

Board of Trustees

Ventura County Community College District

Cheryl Heitmann

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Mary Anne Rooney

Vice-President

Robert S. Gonzales

Trustee

Arturo D. Hernández

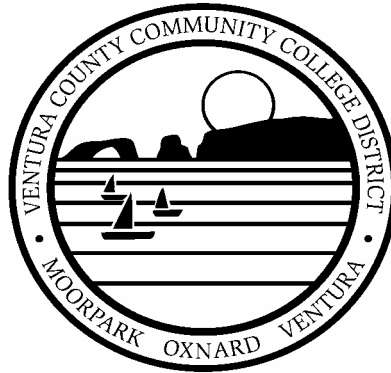
Trustee

Allan W. Jacobs

Trustee

Doreen Juarez

Student Trustee



William Studt

Interim Chancellor/

Secretary to the Board

MINUTES FOR THE JUNE 29, 2004 STUDY SESSION

The Study Session of the Board of Trustees of the Ventura County Community College District was held on Tuesday, June 29, in the Cowan Conference Center, Hueneme 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

Sue Johnson, Associate Vice Chancellor, Business Services

Jim Botting, Chief of Police

Faculty/Staff/Student Representatives:

Becky Santillan-Hull, Ventura College Academic Senate President

Lynn Fauth, Oxnard College Academic Senate President

Jack Miller, Moorpark College Academic Senate President

Larry Miller, AFT

Eileen Welser, Executive Assistant to the Chancellor

Absent:

Doreen Juarez, Student Trustee (Excused)

CALL TO ORDER

President Heitmann called the meeting to order in the Cowan Conference Center, Hueneme Room at 5:05 p.m. Trustee Gonzales arrived at 5:30 p.m.

RECESS TO CLOSED SESSION

At 5:08 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 – ANTICIPATED LITIGATION { *Gov't Code §54956.9(b)*}. The existing facts and circumstances that might result in litigation against the District arise from the following:

1. The Board convened into Closed Session to review the settlement of Albert Sanchez against the Ventura County Community College District.

PUBLIC EMPLOYEE PERFORMANCE EVALUATION The Board considered the following academic administrators:

- Presidents
- Vice Chancellor, Human Resources

PUBLIC EMPLOYEE APPOINTMENT(S)/EMPLOYMENT The Board considered the following academic administrators:

- Chancellor
- Vice President, Business Services – Oxnard College

RECONVENE IN OPEN SESSION

President Heitmann reconvened the meeting in Open Session at 7:05 p.m. in the Cowan Conference Center, Hueneme Room.

PLEDGE TO THE FLAG

Trustee Rooney led the pledge to the flag.

Trustee Hernández indicated that he would be leaving the meeting early, and asked that Items A-6 through A-11 be moved to the beginning of the agenda. It was the consensus of the Board to reorder the agenda.

CLOSED SESSION REPORT

It was moved by Trustee Hernández, seconded by Trustee Rooney, and carried on a unanimous vote, to appoint Mr. Kenneth Bailey as the Vice President of Business Services at Oxnard College, effective August 16, 2004.

It was moved by Trustee Rooney, seconded by Trustee Jacobs, and carried on a 4-0 vote, with Trustee Gonzales absent, to approve the compromise and release for Mr. Albert Sanchez.

PUBLIC NOTICE OF CHANGES TO THE AGENDA

Interim Chancellor Studt read the following changes:

Business Services

A-3 Approval of Continuation of the Contract with JCM Group as Construction and Program Managers for the District was revised as follows:

“This item presents for approval the continuation of the JCM Group as the construction and program managers for the District’s Measure S Bond Program. This approval is contingent upon successful contract negotiations between the District and the JCM Group.

The item also extends the existing contract between the District and the JCM Group for the period July 1, 2004, through August 31, 2004, in order to allow contract negotiations to take place. “

Human Resources

A-5 Academic Actions was revised as follows:

- A. Approval of exception to salary placement for a full-time academic employee – Moorpark College** was revised to reflect a change in the Fiscal Impact initially reflected as \$13,382 to \$4,460 for FY 04-05.
- C. Approval of Appointment of Full-Time Tenure Track Academic Personnel – Moorpark College** was removed from the agenda.

A-6 Governing Board Appointment of District Chancellor was revised to include the effective date of August 23, 2004, as the start date for employment of the new Chancellor, Dr. James Meznik.

A-12 Approval of Medicare Division Election For Academic Employees was revised to change the date in the sixth paragraph of the Resolution from May 1, 2005, to January 1, 2005.

PUBLIC COMMENTS

Carmen Guerrero, accreditation co-chair, addressed the Board regarding the self-study. She asked members of the Board and the chancellor to meet with the accreditation committee to discuss any issues regarding the Oxnard College’s Accreditation Self-Study.

President Heitmann announced that the Student Trustee was at a CalSACC Meeting in Sacramento.

Human Resources

- A-6 Governing Board Appointment of District Chancellor** was moved by Trustee Rooney, seconded by Trustee Hernández, and carried on a unanimous vote, to approve the appointment of Dr. James Meznik as District Chancellor, effective August 23, 2004, in accordance with the Contract of Employment as negotiated and on file in the District Human Resources Department. (Juarez – absent)

Trustee Hernández thanked the Board, committee members, managers, faculty, and staff for their efforts. President Heitmann announced that the contract was available in the Chancellor's Office. She said Dr. Meznik would receive the annual salary of \$199,000, commencing August 23, 2004; up to \$3,000 for moving expenses; and the same health, vacation, and leave benefits provided by the Board to other academic administrators. President Heitmann pointed out that there were no additional costs. Trustee Hernández thanked President Heitmann for her assistance in negotiations.

President Heitmann acknowledged Mr. Bill Studt for the fine work he has done as Interim Chancellor.

- A-7 Extension of employment agreement – Interim Chancellor – District Service Center** was moved by Trustee Rooney, seconded by Trustee Jacobs, and carried on a unanimous vote, to approve the extension of the employment agreement for William (Bill) Studt as Interim Chancellor, effective for the period July 1, 2004, until the new Chancellor assumes his duties. (Juarez – absent)
- A-8 Extension of employment agreement – Interim Vice Chancellor, Human Resources – District Service Center** was moved by Trustee Jacobs, seconded by Trustee Rooney, and carried on a unanimous vote, to approve the extension of the employment agreement for Patricia Parham as Interim Vice Chancellor, Human Resources effective for the period July 1, 2004, until the Vice Chancellor returns to his position. (Juarez – absent)
- A-9 Extension of employment contract – Moorpark College President** was moved by Trustee Hernández, seconded by Trustee Gonzales, and carried on a unanimous vote, to approve the extension of the employment contract for Dr. Eva Conrad as President of Moorpark College, effective July 1, 2004, through June 30, 2007. (Juarez – absent)
- A-10 Extension of employment contract – Oxnard College President** was moved by Trustee Hernández, seconded by Trustee Rooney, and carried on a unanimous vote, to approve the extension of the employment contract for Dr. Lydia Ledesma-Reese as President of Oxnard College, effective July 1, 2004, through June 30, 2007. (Juarez – absent)
- A-11 Extension of employment contract – Vice Chancellor Human Resources, District Service Center** was moved by Trustee Hernández, seconded by Trustee Rooney, and carried on a unanimous vote, to approve the extension of the employment contract for William Studt as Vice Chancellor Human Resources, effective July 1, 2004 through June 30, 2007. (Juarez – absent)

At 7:22 p.m. Trustee Hernández left the meeting.

Reports

- **Chancellor**

- **Measure S – Series B**

Sue Johnson introduced Robert Barna, Citigroup. Mr. Barna gave a brief overview of Measure S – Series B bonds. He explained how cash flow needs will be handled and how it will affect the tax rate. There was a brief discussion regarding funding for projects. Sue Johnson indicated that she would keep the Board up-to-date on the bonds.

- **Trustees**

- **Subcommittees**

Trustee Rooney announced that a Construction Subcommittee meeting would be held on June 30, 2004. She asked that a discussion item be placed on the July 13th Board agenda regarding the management of projects funded by both State and Measure S funds.

There was a brief discussion regarding equalization funding for the community colleges. It was decided that the Board would contact local legislators as follows:

- Mary Anne Rooney – Hanna Beth Jackson
- Cheryl Heitmann – Fran Pavley
- Bob Gonzales – Tony Strickland
- Allan Jacobs – Keith Richman

Action Items

Business Services

A-2 Approval to Extend Contract with HE Consulting, Inc. for Capital Construction Management was moved by Trustee Rooney, seconded by Trustee Gonzales, and carried on a 4-0 vote, with Trustee Hernández absent, to extend a contract with HE Consulting, Inc. for the services of J. Handel Evans as Program director of the Measure S Capital Construction Program, for the period July 1, 2004, through September 30, 2004. (Juarez – absent)

A-3 Approval of Continuation of the Contract with JCM Group as Construction and Program Managers for the District was moved by Trustee Rooney, seconded by Trustee Gonzales, and carried on a 4-0 vote, with Trustee Hernández absent, to continue the contract with JCM Group the construction and program managers for the District's Measure S Bond Program. This approval is contingent upon successful contract negotiations between the District and the JCM Group.

The item also extends the existing contract between the District and the JCM Group for the period July 1, 2004, through August 31, 2004, in order to allow contract negotiations to take place. (Juarez – absent)

Trustee Jacobs asked for periodic updates on the expenditure of funds in this contract.

- A-1 Adoption of 2004-2005 Tentative Budget** was moved by Trustee Jacobs, seconded by Trustee Rooney, and carried on a 4-0 vote, with Trustee Hernández absent, to adopt the 2004-2005 Tentative Budget for all funds of the District, and establish Tuesday, September 14, 2004, at 7:00 p.m. in the Cowan Conference Center as the date, time, and location of the public hearing for adoption of the 2004-2005 Adopted Budget. Adoption of the Tentative Budget authorizes expenditures as proposed within various Fund categories of this budget and estimates revenue for each program that supports such expenditures. (Juarez – absent)

Sue Johnson distributed and explained the *Executive Summary 2004-2005 Tentative Budget – June 29, 2004*.

She reviewed the following items:

- Budget Highlights
- General Fund – Unrestricted Budget Overview
- Additional Resources, General Fund – Unrestricted
- Additional Expenses, General Fund – Unrestricted
- By Expenditure Category
- By Location
- By Program
- Budget Summary by Fund
- Budget Challenges

Ms. Johnson gave a brief overview on the budget development process. She reported on full-time equivalent students (FTES), the State Budget, full-time obligation (FTO), and student health insurance. Ms. Johnson said faculty hiring would be discussed at the District Executive Team meeting. President Heitmann thanked Ms. Johnson for her presentation. Larry Miller, AFT, acknowledged Ms. Johnson's presentation.

Human Resources

- A-4 Classified Actions** were approved.
- A. Approval of Hourly Limited Term/Provisional Assignment** was moved by Trustee Rooney, seconded by Trustee Gonzales, and carried on a 4-0 vote, with Trustee Hernández absent, to approve a Limited Term/Provisional assignment for Karen Adkison, Fiscal Budget Technician at Ventura College. (Juarez – absent)

- B. Approval of Correction to Position Control Number** was moved by Trustee Rooney, seconded by Trustee Jacobs, and carried on a 4-0 vote, with Trustee Hernández absent, to approve the correction of the position control number for an Administrative Assistant II/Bilingual position, which was abolished at Oxnard College. (Juarez – absent)
- A-5 Academic Actions** were approved.
- A. Approval of exception to salary placement for a full-time academic employee – Moorpark College** was moved by Trustee Rooney, seconded by Trustee Gonzales, and carried on a 4-0 vote, with Trustee Hernández absent, to approve an exception to the salary placement of Dr. Cynthia Stringfield, newly appointed Instructor in EATM/Veterinarian at Moorpark College. The College President, as well as the Executive Vice President and the Dean, recommended a salary placement of Column V, Step 10 (\$72,091 – 10 month contract) effective August 10, 2004. This recommendation was made in accordance with VCCCD/AFT Agreement Article 3, Section 3.3A(4). (Juarez – absent)
- B. Approval of exception to salary placement for a full-time academic employee – Ventura College** was moved by Trustee Rooney, seconded by Trustee Gonzales, and carried on a 4-0 vote, with Trustee Hernández absent, to approve an exception to the salary placement of Mr. Michael Clark, newly appointed Instructor in Welding at Ventura College. The College President and the Dean recommended a salary placement of Column I, Step 12 (\$60,400 – 10 month contract) effective August 10, 2004. This recommendation was made in accordance with VCCCD/AFT Agreement Article 3, Section 3.3A(4). (Juarez – absent)
- C. Approval of Appointment of Full-Time Tenure Track Academic Personnel – Moorpark College** was pulled from the agenda.
- A-12 Approval of Medicare Division Election For Academic Employees** was moved by Trustee Rooney, seconded by Trustee Gonzales, and carried on a 4-0 vote, with Trustee Hernández absent, to approve the Medicare Division Election to offer an opportunity for STRS Defined Benefit Plan employees to elect to be covered by Medicare. (Juarez – absent)
- A-13 Action to Approve Governing Board Member Absence** was moved by Trustee Rooney, seconded by Trustee Gonzales, and carried on a 4-0 vote, with Trustee Hernández absent, to approve Board of Trustee Absence of Doreen Juarez who was attending a CalSACC Meeting in Sacramento on behalf of the Ventura County Community College District. (Juarez – absent)

ADJOURNMENT

At 8:45 p.m. the meeting was adjourned.