

# Board of Trustees

## Ventura County Community College District

**Larry O. Miller**

*Chair*

**Robert O. Huber**

*Vice-Chair*

**Stephen P. Blum**

*Trustee*

**Cheryl Heitmann**

*Trustee*

**Arturo D. Hernández**

*Trustee*

**Pardeese Ehya**

*Student Trustee*



**James M. Meznik**

Chancellor/Secretary to the Board

### MINUTES FOR THE MEETING OF TUESDAY, APRIL 10, 2007

The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, April 10, 2007, at the District Administrative Center Multi-Purpose Room in Ventura, California.

#### **ROLL CALL**

##### **Board Members Present:**

Larry O. Miller, Chair

Robert O. Huber, Vice-Chair

Stephen P. Blum, Trustee

Cheryl Heitmann, Trustee

Arturo D. Hernández, Trustee

Pardeese Ehya, Student Trustee

##### **Management Present:**

James M. Meznik, Chancellor

Robin Calote, Ventura College President

Eva Conrad, Moorpark College President

Richard Durán, Oxnard College President

Sue Johnson, Vice Chancellor, Business Services

Patricia Parham, Associate Vice Chancellor, Human Resources

Pam Eddinger, Executive Vice President, Student Learning

Lyn MacConnaire, Executive Vice President, Student Learning

Ramiro Sanchez, Executive Vice President, Student Learning

Ray DiGuilio, Vice President, Business Services

Tom Kimberling, Vice President, Business Services

Clare Geisen, Director of Administrative Relations

Jim Botting, Police Chief

##### **Faculty/Staff/Student Representatives:**

Jeff Baker, Moorpark College Academic Senate President

Jeannette Redding, Oxnard College Academic Senate President  
Kathryn Schoenrock, Ventura College Academic Senate President  
Andrew Anzalone, Moorpark College Student Government Vice President  
Lupe Jasso, Oxnard College Student Government Public Relations Officer  
Mary Anne McNeil, Grants/Contracts  
Handel Evans, Bond Measure S Program Director  
Les Dickey, Heery International  
John Wagner, AFT President  
Eileen Welser, Executive Assistant to the Chancellor

#### CALL TO ORDER

Chair Miller called the meeting to order at 5:35 p.m.

#### PUBLIC COMMENTS REGARDING CLOSED SESSION AGENDA ITEMS

Kevin Peralta, Service Employees International Union, Local 99, distributed an email dated March 27, 2007, in support of Barbara Taylor. Ms. Taylor addressed the Board on her own behalf.

Gary Johnson, René Rodriguez, and Larry Manson addressed the Board regarding retiree benefits.

#### RECESS TO CLOSED SESSION

At 5:59 p.m. the meeting was recessed to Closed Session.

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION {Government Code Section 54956.9(a)} (3 Cases)

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION {*Government Code §54956.9(b)*} (1 Case)

#### PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

- Employee #900-425-478
- Employee #900-000-284

#### CONFERENCE WITH LABOR NEGOTIATOR

- AFT

#### PUBLIC EMPLOYEE PERFORMANCE EVALUATION

- Employee No. 900-018-108
- Employee No. 900-007-862
- Employee No. 900-375-738
- Employee No. 900-008-156
- Employee No. 900-498-541
- Employee No. 900-485-828

- Employee No. 900-008-185
- Employee No. 900-007-818
- Employee No. 900-425-575
- Employee No. 900-007-553
- Employee No. 900-393-333
- Employee No. 900-196-194
- Employee No. 900-000-603
- Employee No. 900-215-916
- Employee No. 900-007-468
- Employee No. 900-007-578
- Employee No. 900-479-439
- Employee No. 900-253-128
- Employee No. 900-466-044

#### RECONVENE IN OPEN SESSION

At 7:25 p.m., Patricia Parham indicated that the meeting would be delayed.

At 8:15 p.m., Chair Miller announced there would be an additional delay.

Chair Miller called the meeting to order at 8:35 p.m.

#### PLEDGE TO THE FLAG

Trustee Huber led the pledge to the flag.

#### CLOSED SESSION REPORT (if necessary)

There was no Closed Session Report.

#### ACKNOWLEDGEMENT OF GUESTS & SPECIAL RECOGNITIONS

- **Certificates of Appreciation.** Chair Miller presented a Certificate of Appreciation to Ventura College Coach Ned Mircetic. Coach Mircetic presented T-shirts to the Board.

#### PUBLIC COMMENTS

Albert Wolfkiel addressed the Board regarding travel reimbursement.

It was decided to forward to the Rules, Operations, and Procedures Subcommittee the review of travel reimbursements.

Elisabeth Amador, Karen Harrison, Alfredo Chavez, Susan Medina, Trina Negele, Anabel Magaña, Rosa Calderon, Genoveva Macias, Margarita Gonzalez, and Losva Tapia, (with an interpreter) addressed the Board regarding the Ventura College East Campus.

## Reports

- **Chancellor**
  - **Ventura College**
    - **East Campus Presentation.** Robin Calote provided an update of an Educational Master Plan for the Santa Clara Valley. Dr. Calote reviewed the Santa Clara River Valley Needs Assessment, Fall 2006 East Campus Student Survey Results Narrative, and Fall 2006 East Campus Student Survey Spreadsheet Results. The Board acknowledged Robin Calote and her staff for their work on the Ventura College East Campus report.
    - **Report on Water/Sewer Fees.** Handel Evans reported on a proposed agreement between Oxnard College and the City of Oxnard to reduce water and sewer fees. Mr. Evans indicated that this item would be placed on a future agenda for approval. It was suggested that a Letter of Appreciation be sent to the City of Oxnard to acknowledge their support of the Oxnard College campus.
    - **Online Requisition and Application Process System (ORAP).** Patricia Parham gave a brief update on ORAP. There was a brief discussion regarding feedback from applicants and customer service.
  - **Academic Senates.**
    - Jeff Baker commented on the accomplishment of goals and the decision-making document at Moorpark College. Mr. Baker expressed support of the proposed Budget Allocation Model on behalf of the Moorpark College Academic Senate.
  - **Student Representatives**
    - Andrew Anzalone reported on student elections, accreditation mid-term reports, the Moorpark College decision-making document, the budget allocation model, and the state student senate meeting. Mr. Anzalone invited the Board to Multi-Cultural Day on April 18. He commented on the Textbook Fee Workshop and Chair Miller asked for a report.
    - Student Trustee Ehya provided the student representatives' report from Ventura College. Ms. Ehya commented on student elections, Student Senate April 2007 General Assembly, and Child Family Health International's request for donations.
    - Lupe Jasso invited the Board to the Carnival Fundraiser on April 11 at 10 a.m. – 3 p.m. She commented on student elections and the "ASG 411" magazine.
  - **Trustees**
    - **Trustee Reports/Announcements/Correspondence**
      - Trustee Heitmann requested recognition of the Moorpark College's Forensics Team at the May Board meeting. Ms. Heitmann congratulated Eva Conrad for her recognition as one of the "Top 50 Women in Business for 2007," and Handel Evans for his national recognition on the design of the California State University, Channel Islands Library. Trustee Heitmann reported on the Community College League of California Legislative Committee and then commented on the Ventura Music Festival.
      - Vice Chair Huber reported on the Construction Subcommittee meeting and announced a discussion of the Public Safety Academy would be held at the May subcommittee meeting. Vice Chair Huber thanked the Oxnard College Academic Senate for inviting him to participate in their Academic Senate meeting.

- Trustee Hernández thanked Student Trustee Ehya for coordinating a joint meeting of the Associated Student Governments from the three campuses. He announced that the next Rules, Operations, and Procedures Subcommittee would be held on April 20.
- Trustee Blum thanked the Oxnard College Academic Senate for inviting him to participate in their Academic Senate meeting.
- Chair Miller reported on the Audit/Budget/Foundation Relations subcommittee meeting.
- **Joint Associated Student Government Conference Presentation**
  - Student Trustee Pardeese Ehya presented a summary of the joint Associated Student Government meeting.

PUBLIC NOTICES OF CHANGES TO THE AGENDA

*Human Resources*

**C-2 Employment & Position Management**

**E. Approval/Ratification of Personnel** was revised as follows:

Add under Academic (Full-time):

Jon Mack Physical Education/Head, 1<sup>st</sup> year Contract, Ventura College  
Fall 2007 Football Coach (VFT398)

Delete a duplicate name under ACADEMIC (Part-Time)

Add under Classified:

Victoria Abram, Student Outreach Specialist (XCU331) Oxnard College, \$4,500/mo  
(Step 3) 04/23/07  
(Relative/Husband-Mike Abrams, Biology Instructor, Oxnard College, no supervision)

*Consent Calendar Items*

It was moved by Trustee Huber, seconded by Trustee Blum, and carried on a unanimous vote, to approve the Consent Calendar Items, with the exception of the following items pulled: C-2 E and C5. (Ehya – yes)

*Approval of Minutes*

**C-1 Meeting Minutes**

- A. Action to Approve the Minutes of the Regular Meeting of the Board of Trustees for March 13, 2007, was approved.**

### *Human Resources*

- C-2 Employment & Position Management** was approved as listed:
- A. Approval of Abolishment of Positions**
  - B. Approval of Abolishment and Establishment of Positions**
  - C. Approval of Establishment of Positions**
  - D. Approval of Equivalency**
  - F. Approval/Ratification of Limited Term/Provisional Assignments**
- C-3 Changes in Personnel/Employment Status** were approved as listed.
- A. Approval/Ratification of Separation from Employment - Academic & Classified Employees**
  - B. Approval of Probationary to Permanent Personnel**
  - C. Approval and Ratification of Changes in Positions & Assignments**
  - D. Approval of Request for Family and Medical Leave (FMLA/CFRA)**
  - F. Approval of Request from a Manager for Reassignment as a Tenured Faculty Member** was approved as listed, effective at the beginning the 2007-08 Academic Year.

### *Business Services*

- C-4 Ratification of Accounts Payable and Payroll for the Period of February 16, 2007 - March 15, 2007** was approved.
- C-6 Surplus/Disposal of Equipment** was approved as listed.
- C-7 Acceptance of Gifts** was approved as follows:
- 1996 Chrysler Town & Country Van donated to Oxnard College by Rick and Sandy Nack
  - Cash donation of \$14,003 to Ventura College by various businesses and individuals through the Ventura College Foundation.
- C-8 Monthly Budget Transfer Summary** was approved to ratify the Monthly Budget Transfer Summary for the month of March 2007, for the General Fund-Unrestricted and General Fund-Restricted.
- C-9 Approval of Amendments to Contracts, Grants and Categorical Programs for Fiscal Year 2006-2007** was granted.
- C-10 Award of Bid 298 Athletic Equipment for Oxnard College** was approved to Twenty-Four 7 Fitness Supply with the low bid of \$180,113.
- C-11 Award of Bid 302, Custodial Paper Products for Ventura County Community College District** was granted to Waxie Sanitary Supply and Clean Sweep Supply Company for custodial paper products for Ventura County Community College District.

- C-12 Award of Bid 304, Moorpark College Makeup Air Unit Replacement** was approved for approval the award of a contract for \$249,850 to Thomas Schwab Corporation for Bid 304, Moorpark College Makeup Air Unit Replacement.

### *Capital Planning, Design and Construction*

- C-13 Approval of Fees to Ventura County Waterworks District for Project # 19118: Library Renovation at Moorpark College** was granted in the amount of \$67,082 for water and sewer fees at the existing Library at Moorpark College.
- C-14 Approval of Fees to Ventura County Waterworks District for Project # 19119: Academic Center at Moorpark College** was granted in the amount of \$68,174 for water and sewer fees at the Academic Center at Moorpark College.
- C-15 Acceptance of Completion of Contract with Berry General Engineering Contractors, Inc. for Project # 29120: Student Service Center at Oxnard College** was approved.
- C-16 Acceptance of Completion of Contract with Z Pipeline Construction, Inc. for Project # 39105: Renovate Athletic Facility, Phase III at Ventura College** was approved.
- C-17 Approval to Issue a Contract to Boyle Engineering Corporation for Project # 39120: Advanced Tech Center/General Purpose Classrooms at Ventura College** was granted in the amount of \$29,000 to provide engineering design services for the utilities of the Advanced Tech Center/General Purpose Classrooms at Ventura College.
- C-18 Acceptance of Change Order Summary Report for Capital Projects** was approved.

### *Student Learning*

- C-19 Moorpark College Study Abroad Program: Spanish in Oaxaca, Mexico** was approved for Summer 2007.

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

### *Human Resources*

- C-2 Employment & Position Management**  
**E. Approval/Ratification of Personnel** was moved by Trustee Heitmann, seconded by Trustee Huber and carried on a unanimous vote. (Ehya – yes)

Trustee Heitmann asked about emergency hires and Patricia Parham explained the process.

*Business Services*

**C-5 Approval/Ratification of Board Purchase Order Report #12 for FY 2006/07** was moved by Chair Miller, seconded by Trustee Huber, and carried on a unanimous vote, to approve/ratify Board Purchase Order Report #12, for FY 2006/07 from February 21, 2007 to March 16, 2007. (Ehya – yes)

Trustee Heitmann asked about the Economic Development Grant at Oxnard College. Richard Durán will provide an update to Trustee Heitmann.

**OPEN STUDY SESSION**

Chair Miller opened the study session as 9:55 p.m.

- **Budget Allocation Model**  
Chair Miller pointed out the Board was briefed on the Allocation Model prior to the meeting. Sue Johnson gave a brief overview of the proposed Budget Allocation Model and acknowledged the District Council of Administrative Services for their efforts in developing the model.

**CLOSE STUDY SESSION**

Chair Miller closed the study session at 10:10 p.m.

**First Reading Items**

- **First Reading: Budget Allocation Model for fiscal year 2007-2008** was accepted for Second Reading.

**OPEN STUDY SESSION**

Chair Miller opened the study session at 10:12 p.m.

- **Board Policy Manual Chapter 7: Human Resources**  
Patricia Parham gave a brief overview of the review process for the development of the policy. The Rules, Operations and Procedures Subcommittee recommended the document for Second Reading. Trustee Blum provided some suggested revisions, and it was decided to forward them to the next Rules, Operations, and Procedures Subcommittee meeting.

**CLOSE STUDY SESSION**



## First Reading Items

- **First Reading (Second Review) Addition of Board Policy Manual Chapter 7: Human Resources and Deletion of Board Policy Manual Section E** was accepted for Second Reading.

## Action Items/Second Reading Items

### *Business Services*

- A-1 Budget Amendment General Fund – Unrestricted (Action Requires 2/3 Vote)** was moved by Trustee Huber, seconded by Trustee Heitmann, and carried on a unanimous vote, to amend the General Fund Reserve and Expenditure Accounts, and use of Reserves. (Ehya – yes)

### *Student Learning*

- A-3 Second Reading: Course Approval: New Course at Ventura College** was moved by Trustee Huber, seconded by Trustee Blum, and carried on a unanimous vote. (Ehya – yes)

### *Trustees/Chancellor*

- A-5 Action to Vote for up to 11 Nominees in the California Community College Trustees Board of Directors Election – 2007** was moved by Trustee Heitmann, seconded by Trustee Huber, and carried on a unanimous vote, to approve the following nominees in the California Community College Trustees Board of Directors election. (Ehya – yes)
- |                  |                   |
|------------------|-------------------|
| Luis Villegas    | Maria Elena Serna |
| Donald L. Singer | Georgia L. Mercer |
| Jeanette Mann    | Rosanne Bader     |
| Tom Clark        | Nancy C. Chadwick |
| Walter G. Howald | Charles H. Hayden |
| Andre Quintero   |                   |

RECESS TO CLOSED SESSION

At 10:15 p.m., the meeting recessed to Closed Session.

RECONVENE IN OPEN SESSION

At 11:45 p.m. the meeting reconvened in Open Session

PUBLIC COMMENTS REGARDING CLOSED SESSION AGENDA ITEMS

There were no public comments.

CLOSED SESSION REPORT

It was moved by Trustee Huber, seconded, and carried on a 5-0 vote, to suspend without pay for a period of five consecutive days employee # 900-00-0284 from the Ventura County Community College District, date to be determined by the chancellor.

It was moved by Trustee Blum, seconded, and carried on a 4-1 vote, to discharge employee # 900-42-5478 from employment with the Ventura County Community College District, effective April 12, 2007.

**Action Items**

*Human Resources*

**A-2 Approval of Tenure Track Contract Recommendations** was granted as follows:

**Oxnard College  
Summary of Tenure Track Contract Recommendations 2007-2008**

It was moved by Trustee Blum, seconded, and failed on a 2-2-1 vote, with Trustees Blum and Hernández voting yes, Chair Miller and Trustee Huber voting no, and Trustee Heitmann abstaining, to approve the recommendation from the College President for faculty at Oxnard College as indicated on the matrix below, effective academic year 2007-2008.

Second-Year Faculty Member	Area of Assignment	Committee Recommends	President Recommends
Cawelti, Andrew	Auto Technology	Advance to Tenure	Advance to 3 <sup>rd</sup> Contract
Goicoechea, Daniel	Counseling	Advance to Tenure	Advance to 3 <sup>rd</sup> Contract
Peterson, James	Fire Technology	Advance to Tenure	Advance to 3 <sup>rd</sup> Contract

It was moved by Trustee Blum, seconded by Chair Miller, and approved on a 3-1-1 vote, with Trustee Blum, Chair Miller, and Trustee Hernández voting yes, Trustee Huber voting no, and Trustee Heitmann abstaining, to approve the recommendation from the Tenure Review Committee for faculty at Oxnard College as indicated on the matrix below, effective academic year 2007-2008.

Third-Year Faculty Member	Area of Assignment	Committee Recommends	President Recommends
Milan, Cecilia	Spanish	Advance to Tenure	Remain in 3 <sup>rd</sup> Contract

**VENTURA COLLEGE**  
**Summary of Tenure Track Contract Recommendations 2007-2008**

It was moved by Trustee Blum, seconded by Trustee Huber, and failed on a 2-2-1 vote, with Trustees Blum and Hernández voting yes, Chair Miller and Trustee Huber voting no, and Trustee Heitmann abstaining, to approve the recommendation from the College President for faculty at Ventura College as indicated on the matrix below, effective academic year 2007-2008.

Second-Year Faculty Member	Area of Assignment	Committee Recommends	President Recommends
Low, Teresa	Biology	Advance to tenure	Advance to 3 <sup>rd</sup> contract
McCain, Michael	Mathematics	Advance to tenure	Advance to 3 <sup>rd</sup> contract
Melton, Sandra	Nursing	Advance to tenure	Advance to 3 <sup>rd</sup> contract

**VENTURA COLLEGE**  
**Summary of Tenure Track Contract Recommendations 2007-2008**

It was moved by Trustee Blum, seconded by Chair Miller, and approved on a 3-1-1 vote, with Trustee Blum, Chair Miller, and Trustee Hernández voting yes, Trustee Huber voting no, and Trustee Heitmann abstaining, to approve the recommendation from the Tenure Review Committee for faculty at Ventura College as indicated on the matrix below, effective academic year 2007-2008.

Third-Year Faculty Member	Area of Assignment	Committee Recommends	President Recommends
Beatty, Donna	Mathematics	Advance to tenure	Remain in 3 <sup>rd</sup> contract
Budke, Bill	Geoscience	Advance to tenure	Remain in 3 <sup>rd</sup> contract
Eliot, Maureen	Health Educ./Phys. Ed.	Advance to tenure	Remain in 3 <sup>rd</sup> contract
Fell, Sharla	Art/Digital Media	Advance to tenure	Remain in 3 <sup>rd</sup> contract
Fiumerodo, Maria	Anthropology	Advance to tenure	Remain in 3 <sup>rd</sup> contract
Gonzales, Angelica	Counselor	Advance to tenure	Remain in 3 <sup>rd</sup> contract
Graham, Stacy	Speech	Advance to tenure	Remain in 3 <sup>rd</sup> contract
Pollack, Deborah	English	Advance to tenure	Remain in 3 <sup>rd</sup> contract
Prell, Ted	Criminal Justice	Advance to tenure	Remain in 3 <sup>rd</sup> contract
Selzler, Joe	Chemistry	Advance to tenure	Remain in 3 <sup>rd</sup> contract
Sezzi, Peter	Associate Librarian	Advance to tenure	Remain in 3 <sup>rd</sup> contract
Smith, Marjorie	English	Advance to tenure	Remain in 3 <sup>rd</sup> contract

Student Trustee Ehya commented on the lack of student participation in the evaluation process. The Board members expressed their concerns about the current tenure review practice and asked that a consistent process be developed at all three campuses.

**ADJOURNMENT**

At 12:00 a.m. the meeting was adjourned.