

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

Lorraine Hawes
Student Trustee



James M. Meznik
Chancellor/Secretary to the Board

MINUTES FOR THE MEETING OF JUNE 12, 2007

The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, June 12, 2007, at the Moorpark College Campus Center Conference Room in Moorpark, 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
Lorraine Hawes, 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
Clare Geisen, Director of Administrative Relations
Jim Botting, Police Chief

Faculty/Staff/Student Representatives:

Margaret Tennant, Moorpark College Academic Senate President
P. Scott Corbett, Oxnard College Academic Senate President
Kathryn Schoenrock, Ventura College Academic Senate President
Andrew Anzalone, Moorpark College Student Government President
Mary Anne McNeil, Grants/Contracts
John Wagner, AFT President
Eileen Welser, Executive Assistant to the Chancellor
Handel Evans, Bond Measure S Program Director
Dave Fuhrmann, Chief Technology Officer

CALL TO ORDER

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

PUBLIC COMMENTS REGARDING CLOSED SESSION AGENDA ITEMS

Rene Rodriguez and Gary Johnson expressed their concerns about retiree benefits.

RECESS TO CLOSED SESSION

At 5:40 p.m. the meeting was recessed to Closed Session.

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION { *Government Code §54956.9(b)* } (5 case)

- Anticipated Litigation - Takeover Agreement with EA Environmental/XL Specialty Insurance Company
- SC Anderson Settlement Agreement
- Anticipated Litigation - Calleguas Water District
- Fire Department at Camarillo site - Lease extension
- Retiree's Association

CONFERENCE WITH LABOR NEGOTIATOR

- AFT/SEIU

At 7:00 p.m., Chair Miller announced that the meeting would be delayed.

RECONVENE IN OPEN SESSION

Chair Miller called the meeting to order at 7:47 p.m.

PLEDGE TO THE FLAG

Eva Conrad led the pledge to the flag.

CLOSED SESSION REPORT (if necessary)

1. It was moved by Trustee Huber, seconded by Trustee Blum, and carried on a 5-0 vote, to approve the Takeover Agreement with EA Environmental/XL Specialty Insurance Company.
2. It was moved by Trustee Heitmann, seconded by Trustee Blum, and carried on a 5-0 vote, to approve a Settlement Agreement with SC Anderson.
3. It was moved by Trustee Huber, seconded by Trustee Blum, and carried on a 5-0 vote, to approve a month-to-month extension on a lease with the Fire Department at Camarillo Airport through September 13, 2007.

Trustees/Chancellor

A-1 Public Swearing in and Seating of Student Trustee [1] was approved to swear in and seat Lorraine Hawes, Student Trustee, to serve for the term from June 1, 2007, to May 31, 2008.

- **Oath of Office Administered to and Seating of New Student Trustee**
 - Chair Miller administered the Oath of Office to Student Trustee Lorraine Hawes.

ACKNOWLEDGEMENT OF GUESTS & SPECIAL RECOGNITIONS

The Board acknowledged Cheryl Moore, Workforce Investment Board.

Trustees/Chancellor

A-2 Adoption of Resolution in Support of the County Commission for Ventura County [2] was moved by Trustee Huber, seconded, and carried on a unanimous vote, to adopt the *Resolution in Support of the County Commission for Ventura County*. (Hawes – yes)

Recognition of Retirees 2006-07

Chair Miller recognized the following retirees:

Moorpark College

Charlene Arnold
 Patricia Burkard
 Linda Cravens
 Beatrice Epping
 Donald Henderson
 David Kay
 Teresa Lara
 David Leyba
 Nancy Lindsay
 Alicia Rosas
 James Stemen

Oxnard College

Robert Chatenever
 Jesse “Russ” Emory
 Della Rhodes
 Rosalie Wasef
 Gerald White
 Louise Zitnik

Ventura College

Christy Corbett
 Sandra Kinghorn
 Harry Korn
 Diane Moore
 John Roach
 Myra Toth

The Board acknowledged Diane Moore.

OPEN STUDY SESSION

At 7:50 p.m. Chair Miller opened the Study Session.

- **Workforce Development.** Don Averill, Chancellor, San Bernardino Community College District, gave a presentation on Career Technical Education – The California Dilemma and Future. Dr. Averill gave a brief overview of the Professional Development Center Academy to help businesses keep their workforce up to date. The Board thanked Dr. Averill for the presentation.

CLOSE STUDY SESSION

At 8:41 p.m., the Study Session was closed.

At 8:42 p.m., a brief reception was held to honor the retirees. The meeting reconvened at 8:50 p.m.

Reports

- **Academic Senates**
 - Margaret Tennant commented on the academic senate leadership conference and gave an overview of the academic senate goals at Moorpark College.
 - P. Scott Corbett commented on activities at the Oxnard College Academic Senate. He acknowledged Dave Fuhrmann for his work on the new technology.
 - Kathryn Schoenrock welcomed P. Scott Corbett and Margaret Tennant. She reported on activities at Ventura College.
- **Student Representatives**
 - Andrew Anzalone welcomed Student Trustee Hawes. He gave a brief overview of activities at the Moorpark College Associated Student Government office.
- **Trustees**
 - **Subcommittees**
 - Trustee Huber reported on the Construction Subcommittee meeting. Chair Miller reported on the Audit/Budget/Foundation Relations Subcommittee meeting and indicated that an Actuarial Study will be discussed at the July Board meeting.
 - **Trustee Reports/Announcements/Correspondence.** The Board welcomed Student Trustee Hawes, Margaret Tennant, and P. Scott Corbett. The Board acknowledged the college presidents for their graduation ceremonies.

PUBLIC NOTICES OF CHANGES TO THE AGENDA

Human Resources

- C-2A Approval of Abolishment and Establishment of Positions** was revised as follows:
- The Abolishment of 1) Supervisor of Recruitment & Compensation was deleted.
 - The Establishment of 1) Director of Human Resources was deleted.
 - The Position Number of Abolishment 2) Human Resources Assistant was changed to DCU127.
 - The Position Number of Establishment 3) Network Engineer was changed to DCU132.

C-2C Approval of Establishment of Positions was revised as follows:

- The establishment of 1) Director of Employment/Personnel Commission was deleted.
- Baseball Coach was deleted from 3) PE Instructor.

Capital Planning, Design and Construction

C-17 Approval to Issue a Contract to Taft Electric for Project # 19115: Electrical Infrastructure, Phase I: Substation & ES Structure at Moorpark College was revised to present for approval a contract with Taft Electric in the amount of \$1,264,135 for the construction of Electrical Infrastructure & ES Structures, Phase I at Moorpark College.

C-19 Approval to Issue a Contract to Douglas E. Barnhart, Inc. for Project # 29120: Student Services and Food Services Center at Oxnard College was revised to present for approval a contract with Douglas E. Barnhart, Inc. in the amount of \$18,456,972 for Project # 29120: Student Services and Food Services at Oxnard College.

C-22 Approval of Contract for Project # 39082: Modernization of APP, DP, and S buildings at Ventura College [111] was pulled from the agenda.

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 Items C-11 and C-12. (Hawes – yes)

Approval of Minutes

C-1 Meeting Minutes

- A. Action to Approve the Minutes of the Regular Meeting of the Board of Trustees for May 15, 2007 [4]** was granted.

Human Resources

C-2 Employment and Position Management was approved as listed:

- A. Approval of Abolishment and Establishment of Positions (As Revised) [15]**
- B. Approval of Change in Positions [25]**
- C. Approval of Establishment of Positions (As Revised) [26]**
- D. Approval/Ratification of Personnel [32]**
- E. Approval/Ratification of Limited Term/Provisional Assignments [35]**

C-3 Changes in Personnel/Employment Status were approved as listed:

- A. Approval/Ratification of Separation from Employment - Academic & Classified Employees [37]**
- B. Approval of Probationary to Permanent Personnel [39]**
- C. Approval and Ratification of Changes in Positions & Assignments [41]**
- D. Approval of Reclassifications [43]**

- E. **Approval of Extension of Full-time Temporary and/or Grant Funded Non-tenure Track Academic Positions/Employee Assignments [47]**
- F. **Approval of Granting Sick Leave Days from Established Sick Leave Pool for Full-time Academic Employee [49]**
- G. **Approval of Request for Exemption to Salary Placement of New Full-time Faculty [50]**
- H. **Approval of Request for Leave of Absence Without Pay [51]**

Business Services

- C-4 **Monthly Budget Transfer Summary [52]** was approved to ratify the monthly budget transfer summary for the month of May 2007, for the General Fund-Unrestricted and General Fund-Restricted.
- C-5 **Approval of Amendment to the Parking Fund for Parking Lot Maintenance and Improvement Projects [54]** was granted.
- C-6 **Approval of New Grant for Fiscal Year 2006-2007 and Approval of General Fund Restricted Budget Amendment [56]** was granted.
- C-7 **Approval of New Contracts & Grants for Fiscal Year 2007-2008 [58]** was granted to accept new contracts and grants for FY 2007-2008 as listed.
- C-8 **Ratification of Accounts Payable and Payroll for the Period of April 24, 2007 – May 17, 2007 [63]** was approved.
- C-9 **Acceptance of Gifts [64]** was approved to accept the following donation:

Cash Donation of \$26,005.97
To be used by the Ventura College Aquatic Center, Baseball Program, Educational Assist Fund, Cross Country Program, Fitness Center, Golf Program, Language Lab, Mathematics Department, Men's Tennis Program, Music Department, Swimming Program, Ventura College Opera and Musical Theater Program, and the Ventura College Orchestra.

Donated by: Various businesses and individuals through the Ventura College Foundation.
- C-10 **Surplus/Disposal of Equipment and Materials [65]** was approved.
- C-13 **Approval of Contract Renewal with Fickewirth and Associates for Insurance Broker Services [97]** was granted to renew a professional services contract with Fickewirth and Associates for insurance broker services for the 2007-08 fiscal year.

Capital Planning, Design and Construction

- C-14 **Approval of Schematic Design Drawings for Project # 19117: Health/Science Complex at Moorpark College [98]** was granted.

- C-15 Acceptance of the District's State Five-Year Capital Construction Plan [100]** was approved.
- C-16 Approval of Takeover Agreement between District and XL Specialty Insurance Company [102]** was granted.
- C-17 Approval to Issue a Contract to Taft Electric for Project # 19115: Electrical Infrastructure, Phase I: Substation & ES Structure at Moorpark College [104]** was granted to approve a contract with Taft Electric in the amount of \$1,264,135 for the construction of Electrical Infrastructure & ES Structures, Phase I at Moorpark College.
- C-18 Acceptance of Completion of Contract for Project # 29119: Warehouse at Oxnard College [106]** was approved to accept the completion of contract with L.A. Contractors for Project # 29119: Warehouse at Oxnard College.
- C-19 Approval to Issue a Contract to Douglas E. Barnhart, Inc. for Project # 29120: Student Services and Food Services Center at Oxnard College** was granted to approve a contract with Douglas E. Barnhart, Inc., in the amount of \$18,456,972 for Project # 29120: Student Services and Food Services at Oxnard College.
- C-20 Approval of Contract with Golden State Labor Compliance for Project # 29120: Student Services Center and Food Services Center at Oxnard College [108]** was granted to approve a contract with Golden State Labor Compliance in the amount of \$73,350 to provide project-specific labor compliance services for Project # 29120: Student Services Center and Food Services Center at Oxnard College.
- C-21 Approval of Measure S Budget Transfer at Oxnard College [109]** was granted.
- C-23 Acceptance of Completion of Contract with J & H Engineering for Project # 39120: Advanced Technology Classrooms/General Purpose Classrooms/Health Science Complex at Ventura College [112]** was approved to accept the completion of a contract with J & H Engineering for paving a swing space area for Project # 39120: Advanced Technology Classrooms/General Purpose Classrooms/Health Science Complex at Ventura College.
- C-24 Approval to Issue a Contract with C&S Pipeline for Project # 39120: Advanced Technology Classrooms/General Purpose Classrooms/Health Science Complex at Ventura College [113]** was granted to approve a contract with C&S Pipeline in the amount of \$1,689,000 for rerouting of existing utilities for Project # 39120: Advanced Technology Classrooms/General Purpose Classrooms/Health Science Complex at Ventura College.
- C-25 Approval of Measure S Budget Transfer at Ventura College [115]** was granted.
- C-26 Acceptance of Change Order Summary Report for Capital Projects [117]** was approved.

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

- C-11 Approval/Ratification of Board Purchase Order Report #14 for Fiscal Year 2006-2007 [66]** was moved by Trustee Heitmann, seconded by Trustee Blum, and carried on a unanimous vote, from April 24 to May 22, 2007. (Hawes – yes)

There was a brief discussion regarding a grant from the State Chancellor's Office, the Consortium for Economic Development. The Board asked for more detail regarding the grant budgets. There was a brief discussion about incorporating contract education into the Strategic Plan.

- C-12 Approval/Ratification of Board Purchase Order Report #1 for FY 2007-2008 [78]** was moved by Trustee Hernández, seconded by Trustee Blum, and carried on a unanimous vote, from April 24, 2007 to May 22, 2007. (Hawes – yes)

The Board had questions regarding the Strata Information Group contract for Banner Project Management. Trustee Huber said this item should have been on the Action Agenda with a staff report included. The Board requested an update on technology at a future meeting.

First Reading Items

- **First Reading: Course Approvals: New and Revised Courses, New Degree Pattern, and New Certificates at Moorpark College [138]** was accepted for Second Reading.

Action Items/Second Reading Items

Student Learning

- A-4 Second Reading: Course Approvals: New and Revised Courses, New and Revised Certificates, and Revised AA Degrees at Moorpark College and New Courses and Revised Programs at Oxnard College [150]** was moved by Trustee Hernández, seconded by Trustee Huber, and carried on a unanimous vote. (Hawes – yes)

Human Resources

A-5 **Approval of District Management Contracts [178]** was moved by Trustee Huber, seconded by Trustee Blum, and carried on a 4-0 vote, with Chair Miller voting no, to approve the renewal of contracts for the management positions at the District Administration Center, Moorpark, Oxnard and Ventura College, effective July 1, 2007. (Hawes – yes)

<u>Position Titles</u>	<u>Managers</u>
Associate Vice Chancellors	Patricia Parham
Executive Vice Presidents	Pam Eddinger
	Ramiro Sanchez
Vice Presidents	Ray DiGuilio
	Tom Kimberling
Deans	Lori Bennett
	Pat Ewins
	Tim McGrath
	Inajane Nicklas
	Jaime Casillas
	Carolyn Inouye
	Kay Faulconer Boger
	Lyn MacConnaire (Currently Interim EVP-OC – 1 yr.)
	Robert Renger
	Steve Tobias
Assistant Deans	Jerry Mortensen
	David Bransky (Currently Interim Dean Student Services VC – 1 yr.)

The following categorically/grant-funded position were approved for a one-year term through June 30, 2008.

Directors	Mary Pat Huxley
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The contracts of the following were approved for three-year terms through June 30, 2010:

Presidents	Robin Calote
	Eva Conrad
Vice Chancellor	Susan Johnson

There was a brief discussion regarding managers’ contracts, evaluations and outside employment. It was requested that a copy of the contract be included in the agenda packet. Chair Miller commented on two-year contracts for part-time faculty members.

Business Services

A-6 Budget Amendment General Fund – Unrestricted (requires 2/3 vote) [180] was moved by Trustee Hernández, seconded by Trustee Huber, and carried on a unanimous vote. (Hawes – yes)

Sue Johnson gave a brief overview of this item.

A-7 Approval of 2007-2008 Tentative Budget [181] was moved by Trustee Huber, seconded by Trustee Heitmann, and carried on a unanimous vote, to approve the 2007-2008 Tentative Budget for all funds of the District, and to establish the public hearing on the 2007-2008 Adopted Budget at 7:00 p.m. on Tuesday, September 11, 2007, at 255 W. Stanley Avenue, Suite 150, Ventura, California. (Hawes – yes)

Sue Johnson gave a brief presentation on the 2007-2008 Tentative Budget. She distributed and reviewed the Executive Summary 2007-2008 Tentative Budget – June 12, 2007.

End of Board Actions

ADJOURNMENT

At 10:15 p.m. the meeting was adjourned.