

# 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. Meznick**  
Chancellor/Secretary to the Board

## MINUTES FOR THE MEETING OF TUESDAY, NOVEMBER 13, 2007

The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, November 13, 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. Meznick, Chancellor

Robin Calote, Ventura College President

Eva Conrad, Moorpark College President

Richard Durán, Oxnard College President

Sue Johnson, Vice Chancellor, Business Services

Pam Eddinger, Executive Vice President, Student Learning

Ramiro Sanchez, Executive Vice President, Student Learning

Patricia Parham, Associate Vice Chancellor, Human Resources

Clare Geisen, Director of Administrative Relations

Richard DeLaO, Acting Police Chief

#### Faculty/Staff/Student Representatives:

P. Scott Corbett, Oxnard College Academic Senate President

Margaret Tennant, Moorpark College Academic Senate President

Sara Yakhi, Director of External Affairs, Moorpark College

Sergio Lagunas, President, Oxnard College Associated Student Government

Juliana Hernández, President, Oxnard College Associated Student Government

Mary Anne McNeil, Grants/Contracts  
Handel Evans, Bond Measure S Program Director  
Les Dickey, Heery International  
Dave Fuhrmann, Chief Technology Officer  
John Wagner, AFT President  
Eileen Welser, Executive Assistant to the Chancellor

CALL TO ORDER

Chair Miller called the meeting to order at 5:30 p.m.

PUBLIC COMMENTS REGARDING CLOSED SESSION AGENDA ITEMS

There were no Public Comments.

RECESS TO CLOSED SESSION

At 5:31 p.m. the meeting was recessed to Closed Session.

**CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**  
***{Government Code §54956.9(b)}* (3 Cases)**

**CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**  
***{Government Code §54956.9(b)}* (2 Cases)**

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

- Chancellor

CONFERENCE WITH LABOR NEGOTIATOR

- AFT/SEIU

RECONVENE IN OPEN SESSION

Chair Miller called the meeting to order at 7:35 p.m.

PLEDGE TO THE FLAG

Student Trustee Hawes led the pledge to the flag.

ACKNOWLEDGEMENT OF GUESTS & SPECIAL RECOGNITIONS

**Moorpark College's 40th Anniversary.** At 7:40 p.m., a brief recess was held to celebrate the 40<sup>th</sup> Anniversary of Moorpark College. The meeting reconvened at 7:45 p.m.

PUBLIC COMMENTS

Anthony Mereles and Michael Viola addressed the Board regarding Item C-19 to reject all bids for the Academic Center at Moorpark College.

On behalf of Marie Panek at Moorpark College, Paul Kores acknowledged the Board and staff for the purchase of equipment in the science department at the college.

#### OPEN STUDY SESSION

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

- **Accountability Reporting for the California Community Colleges (ARCC)** was distributed and reviewed.
  - **Moorpark College.** Eva Conrad, President, provided a brief overview of the Accountability Report. She addressed the Board regarding the Moorpark College portion of the Report.
  - **Oxnard College.** Richard Durán, President, explained the ARCC Report for Oxnard College.
  - **Ventura College.** Robin Calote, President, provided an update on the report at Ventura College.

The Trustees indicated that they had received the ARCC Report for review prior to the meeting and discussed the District's responses to the Report. The Board thanked the college presidents for their presentation.

#### CLOSE STUDY SESSION

At 7:58 p.m., Chair Miller closed the Study Session.

## Reports

- **Student Representatives**

Juliana Hernández provided an update on student activities at Ventura College. Ms. Hernández introduced the new members of the Ventura College Associated Student Government.

Sara Yakhi reported on a recent successful student conference and activities at Moorpark College.

Sergio Lagunas described activities at Oxnard College and efforts to reach out to potential students. He distributed announcements on the upcoming *Hip Hop Show* at Oxnard College.

- **Chancellor**

- **Technology Update** – David Fuhrmann gave a brief presentation on Luminis, a new technology provided by SunGard. Mr. Fuhrmann described the benefits of using Luminis throughout the District and stated that a more detailed report would be presented to the Board in December 2007.
- **Communications Plan** – Clare Geisen distributed and reviewed a PowerPoint presentation regarding the Ventura County Community College District's

Communications Plan and reported on current activities related to the Plan. Ms. Geisen explained the matrix in the document and indicated that she would be working with the college public information offices. She pointed out the Communication Plan was reviewed by the college presidents.

Vice-Chair Huber acknowledged Clare Geisen for improved communication within the District and complimented Ms. Geisen and the public information officers for their efforts on the CareerFocus publication. The Board asked to be notified of events at the campuses.

- **Academic Senates**

P. Scott Corbett acknowledged his colleagues for their efforts in the preparation for the Oxnard College accreditation visit.

Margaret Tennant commented on the State Academic Senate Plenary Session and the Moorpark College campus retreat.

- **Trustees**

- **Subcommittees.** Vice-Chair Huber reported on the Capital Planning and Construction Subcommittee meeting.

- **Trustee Reports/Announcements/Correspondence**

Trustee Hernández commented on the *Dia de los Muertos* activity at Oxnard College. He acknowledged the colleges for their hard work in preparation for the accreditation visit.

Trustee Heitmann reported on the Ventura County Regional Energy Alliance meeting and encouraged efforts to save energy.

## **CHANGES TO THE AGENDA**

### ***Approval of Minutes***

- C-1 Meeting Minutes Action to Approve the Minutes of the Regular Meeting of the Board of Trustees for October 9, 2007 [1]** was revised on Page 8 – Item A-3as follows:

It was suggested that during the next audit *of the Bond Construction Fund* that an audit be provided to the *Audit/Budget/Foundation Relations Subcommittee for review and recommendation, with a summary staff report sent to the Capital Planning and Construction Subcommittee for information.*

### ***Business Services***

- A-1 Approval of the FY 2008-09 Student Identification Card Fee Increase at Ventura College [91]** was pulled from the agenda.

### ***Consent Calendar Items***

It was moved by Vice-Chair Huber, seconded by Trustee Blum, and carried on a unanimous vote, to approve the Consent Calendar Items with the exception of Item C-19. (Hawes – yes)

#### ***Approval of Minutes***

**C-1 Meeting Minutes**

**Action to Approve the Minutes of the Regular Meeting of the Board of Trustees for October 9, 2007, [1] was approved as revised.**

#### ***Human Resources***

**C-2 Employment and Position Management [10] were approved as follows:**

- A. Approval/Ratification of Abolishment and Establishment of Positions**
- B. Approval/Ratification of Change in Position**
- C. Approval/Ratification of Establishment of Positions**
- D. Approval/Ratification of Equivalency**
- E. Approval/Ratification of Personnel**
- F. Approval/Ratification of Limited Term/Provisional Assignments**

**C-3 Changes in Personnel/Employment Status [19] were approved as follows:**

- A. Approval/Ratification of Separation from Employment - Academic & Classified Employees**
- B. Approval/Ratification of Probationary to Permanent Personnel**
- C. Approval/Ratification of Changes in Positions & Assignments**
- D. Approval of Employment under Special Pre-retirement Program**
- E. Approval of Granting Sick Leave Days from Established Sick Leave Pool for full-time Academic Employee at Moorpark College**

**C-4 Approval of Classified Employees' Nomination for Personnel Commissioner [27] was granted to reappoint Barbara Harison as Personnel Commissioner, effective December 1, 2007.**

#### ***Business Services***

**C-5 Ratification of Accounts Payable and Payroll for the Period of September 18, 2007 – October 22, 2007 [28] was approved.**

**C-6 Approval/Ratification of Board Purchase Order Report #6 for FY 2007-2008 [29] was granted from September 17, 2007 to October 22, 2007.**

**C-7 Surplus/Disposal of Equipment and Materials [41] was approved.**

**C-8 Acceptance of Gifts [42] was approved as listed.**

- C-9 Approval of New Grants and Contracts for Fiscal Year 2007-2008 and Approval of General Fund Restricted Budget Amendment [43]** was granted.
- C-10 Approval of Amendments to Grants and Contracts for Fiscal Year 2007-08 [46]** was granted.
- C-11 Monthly Budget Transfer Summary [48]** was ratified for the months of July through September 2007, for the General Fund-Unrestricted and General Fund-Restricted.
- C-12 Quarterly Financial Status Report, General Fund – Unrestricted (CCFS-311Q) [50]** was approved.
- C-13 Approval of Agreement Between Gallo Nursery and the Ventura County Community College District, Oxnard College [53]** was granted for the use of undeveloped land.
- C-14 Award of Bid 319, Vapor Extraction and Air Sparging Project at Oxnard College [54]** was granted to PW Environmental with the low bid of \$158,340.
- C-15 Acceptance of Completion of Bid 307, Asphalt Maintenance and Renovation at Moorpark and Ventura Colleges [55]** was approved.

### *Capital Planning, Design and Construction*

- C-16 Appointments to the Citizens Oversight Committee [56]** were approved as listed.
- C-17 Acceptance of Completion of Infrastructure Piped Utility Systems at Oxnard College, Project #29302 [57]** was approved.
- C-18 Purchase of New Modular Building for Measure S Offices at Oxnard College [58]** was approved for office space for Bond Measure S program/construction staff at Oxnard College.
- C-19 Approval to Reject All Bids for the Academic Center at Moorpark College, Project #19119 [60]** was pulled for discussion.
- C-20 Approval of Measure S Budget Transfers at Moorpark College [61]** was granted.
- C-21 Approval of Division of State Architect Filing Fees for the Academic Center at Moorpark College, Project #19119 [62]** was granted for the payment of filing fees in the amount of \$87,430 required by the Division of the State Architect (DSA) for review and approval of construction documents for the Academic Center at Moorpark College, Project #19119.
- C-22 Approval of Division of State Architect Filing Fees for the EATM Complex at Moorpark College, Project #19116 [63]** was granted to approve the payment of filing fees in the amount of \$57,850 required by the Division of the State Architect (DSA) for review and approval of construction documents for the EATM Complex at Moorpark College, Project #19116.

- C-23 Acceptance of Completion of Contract with SBS Corporation for the F Building Renovation at Ventura College, Project #39083 [64]** was approved to accept the completion of the construction contract with SBS Corporation for the F Building Renovation at Ventura College, Project #39083.
- C-24 Approval of Contract with IST Laboratories, Inc. to Provide Testing and Special Inspection Services for the ATC/GPC/HSC at Ventura College, Project #39120 [65]** was granted to provide material sampling, testing, soils inspections, and special inspection services in the amount of \$81,850 for the Advanced Technology Classrooms/General Purpose Classrooms/Health Sciences Center (ATC/GPC/HSC) at Ventura College, Project #39120.
- C-25 Approval of Reduction in Retention for Project #89106: Demolition of Concrete Bunkers and End Walls, Camarillo Site [67]** was granted to approve a reduction in retention to \$5,000 for J&G Industries, Inc. for the demolition of concrete bunkers and end walls at the Camarillo Site.
- C-26 Acceptance of Change Order Summary Report for Capital Projects [68]** was approved.

### *Student Learning*

- C-27 Approval of New Spring 2008 Community Education Classes at Ventura College [79]** was granted as listed.

### *Trustees/Chancellor*

- C-28 Approval of Date, Time and Location for the Annual Organizational Meeting [84]** was granted to establish December 11, 2007, at 7:00 p.m., at 255 West Stanley Avenue, Suite 150, Ventura, California, as the date, time, and location for the annual organizational meeting.

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

### *Capital Planning, Design and Construction*

- C-19 Approval to Reject All Bids for the Academic Center at Moorpark College, Project #19119 [60]** was amended by Vice-Chair Huber, seconded by Trustee Hernández, and carried on a unanimous vote, to award the bid to the lowest responsible bidder, assuming there is no protest. (Hawes – yes)

Sharon Suarez, Suarez, explained the irregularity in the bidding process and recommended that the bids be set aside. Handel Evans reported on the proposed timeline. The Board expressed their concerns regarding the rejection of the bid. Mr. Michael T. Viola commented on the bid process.

## First Reading

- **First Reading: Board of Trustees 2008 Schedule of Meetings [85]** was accepted for Second Reading. There was discussion regarding the meetings and it was decided to begin Closed Session at 5:30 p.m. Vice-Chair Huber suggested that one of the meetings be held in the Ventura County Office of Education's Board room.
- **First Reading: Course Approvals – New Courses at Moorpark College [87]** was accepted for Second Reading.

## Action Items/Second Reading Items

### *Business Services*

- A-1 Approval of the FY 2008-09 Student Identification Card Fee Increase at Ventura College [91]** was pulled from the agenda.

### *Capital Planning, Design and Construction*

- A-2 Approval of IST Labs Report Regarding Potential Soil Hydroconsolidation; Establish Standards for Future Projects Subject to this Phenomenon [92]** was moved by Trustee Blum, seconded by Vice-Chair Huber, and carried on a unanimous vote, to approve a report prepared by IST Labs regarding the potential for hydroconsolidation (soil settlement caused by the introduction of water) at Ventura College. Based on this report, the Board acknowledged the problem and directed the Chancellor to establish standards which give direction for future remodeling of existing buildings subject to this phenomenon. (Hawes – yes)

Les Dickey gave a brief overview of this item.

### *Human Resources*

- A-3 Approval of Agreement between Ventura County Community College District and American Federation of College Teachers (AFT Local 1828, AFL-CIO) [100]** was moved by Trustee Heitmann, seconded by Vice-Chair Huber, and carried on a unanimous vote, to approve the Agreement between VCCCD and AFT, Local 1828. The term of the Agreement will be from July 1, 2007, to June 30, 2010. Copies of the agreement are available in the Human Resources Department. (Hawes – yes)

Sue Johnson reviewed the increase for AFT, Local 1828. She said that effective July 1, 2007, the tentative agreement with AFT would include a 6.23% salary increase for all full-time and part-time faculty. This raise was the result of the calculation of a pool computed as 5% of all faculty costs in the prior year, adjusted for a net change in health benefits for FY 2008.



In year two of the contract, the pool for compensation will be calculated as 5.25% of all faculty costs, adjusted for the net changes in health benefits, and that pool will be split between full and part-time faculty.

Early projections of the resulting compensation are 5.96%, plus or minus the net change in health benefit costs.

For full-time faculty, the compensation is a guarantee of any increase in health benefit costs for the existing coverage, and a guarantee in a general salary increase of no less than 4.25%, with any remaining amount in the pool allocated as determined by AFT prior to May 1, 2008.

For part-time faculty, the faculty chose to provide a salary increase equivalent to a 4.25% increase applied to the salary schedule as pro-rata pay, part-time health insurance if a sufficient number of faculty choose to participate, and any remaining funds again applied as pro-rata pay. Ms. Johnson explained pro-rata pay.

- A-4 Approval of Agreement between Ventura County Community College District and Service Employees International Union (SEIU Local 99) [101]** was moved by Trustee-Hernández, seconded by Vice-Chair Huber, and carried on a unanimous vote, to approve the Agreement between VCCCD and SEIU, Local 99. The term of the agreement will be from July 1, 2007, through June 30, 2010. Copies are available in the Human Resources Department. (Hawes – yes)
- A-5 Approval of Increase in Compensation for Confidential and Supervisory Employees [102]** was moved by Trustee Blum, seconded by Trustee Heitmann, and carried on a unanimous vote, to approve a 6.23% general salary increase for confidential and supervisory employees and an adjustment of the cap on employer contributions to health premiums to be equivalent to the amount the district pays for faculty health and the cap for classified employees, effective July 1, 2007; and a 6% general salary increase and an increase to employee contributions to health premiums by the percentage of state COLA, effective July 1, 2008. (Hawes – yes)
- A-6 Approval of Increase in Compensation for Managers [103]** was moved by Vice-Chair Huber, seconded by Trustee Blum, and carried on a unanimous vote, to approve a 6.23% general salary increase for managers (except the Chancellor), the addition of Step 7 on the management salary schedule, and an adjustment of the cap on employer contributions to health premiums to be equivalent to the amount the district pays for faculty health and the cap for classified employees, effective July 1, 2007; and a 5.96% general salary increase, and an increase to employee contributions to health premiums by the percentage of state COLA, effective July 1, 2008. (Hawes – yes)
- A-7 Approval of Increase in Compensation for Members of the Governing Board [104]** was moved by Trustee Hernández, seconded by Vice-Chair Huber, and carried on a 4-1 vote, with Vice-Chair Huber voting no, to increase the monthly compensation for members of the Governing Board from \$400 to \$750 per month, effective July 1, 2007. (Hawes – yes)

*Trustees/Chancellor*

- A-9 Action to Approve Board Resolution to Appoint Interim Chancellor from mid-January through March, 2008 [106]** was moved by Trustee Blum, seconded by Trustee Hernández, and carried on a unanimous vote, to appoint William G. Studt as Interim Chancellor while Chancellor James Meznek is on an extended leave. (Hawes – yes)

**DISCUSSION**

- **Discussion of Board of Trustees Subcommittees -- Appointments to Serve for 2008 [107].** Chair Miller asked members of the Board to review the subcommittees for discussion at the next meeting.

*End of Board Actions*

**ADJOURNMENT**

At 9:45 p.m. the meeting was adjourned.