

Board of Trustees

Ventura County Community College District

Larry O. Miller
Chair

Robert O. Huber
Vice Chair

Stephen P. Blum, Esq.
Trustee

Cheryl Heitmann
Trustee

Arturo D. Hernández
Trustee

Donna Valle
Student Trustee



James M. Meznik
Chancellor/Secretary to the Board

**MINUTES
FOR THE MEETING OF
THURSDAY, JUNE 19, 2008**

The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Thursday, June 19, 2008, at the District Administrative Center, Ventura, California.

ROLL CALL

Board Members Present:

Larry O. Miller, Chair
Robert O. Huber, Vice Chair
Stephen P. Blum, Esq., Trustee
Cheryl Heitmann, Trustee
Donna Valle, Student Trustee

Absent:

Arturo D. Hernández, Trustee

Management Present:

James Meznik, 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
Lyn MacConnaire, 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
Michael Arnoldus, Director of Employment/Personnel Commission
Richard DeLaO, Acting Police Chief

Faculty/Staff/Student Representatives:

P. Scott Corbett, Oxnard College Academic Senate President
Margaret Tennant, Moorpark College Academic Senate President
Peter Sezzi, Ventura College Academic Senate President
Sara Yakhi, President, Moorpark College Associated Student Government

Diana Garcia, President, Oxnard College Associated Student Government
Johnny Garcia-Vasquez, Vice President, Oxnard College Associated Student Government
Mary Anne McNeil, Grants/Contracts
Les Dickey, Heery International
Handel Evans, Bond Measure S Program Director
John Wagner, AFT President
Eileen Welser, Executive Assistant to the Chancellor

CALL TO ORDER

Chair Miller called the meeting to order at 5:00 p.m., with Trustee Hernández absent.

PUBLIC COMMENTS REGARDING CLOSED SESSION AGENDA ITEMS

There were no Public Comments.

RECESS TO CLOSED SESSION

At 5:03 p.m., the meeting was recessed to Closed Session, with Trustee Hernández absent.

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

{Government Code §54956.9(a)} (Two Cases)

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

{Government Code 54956.9(b)}

- Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9(b)(1) and (3)(A) : (Two Cases)

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

- Employee #900419368

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

- **Assistant Deans**
- **Deans**
- **Executive Vice President**
- **Presidents**
- **Associate Vice Chancellor**
- **Vice Chancellor**

RECONVENE IN OPEN SESSION

Chair Miller called the meeting to order at 7:10 p.m. with Trustee Hernández absent.

PLEDGE TO THE FLAG

Pam Eddinger led the pledge to the flag.

CLOSED SESSION REPORT (if necessary)

The Board of Trustees took the following actions in Closed Session:

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

{Government Code § 54956.9(b)}

- It was moved by Vice Chair Huber, seconded by Trustee Blum, and carried on a 3-1-0 vote, with Trustee Hernández absent, to direct the Chancellor to communicate to the County an offer of \$368,512.30 to settle the lawsuit filed by the County challenging the approvals of the Facility Master Plans for the Moorpark, Oxnard and Ventura campuses, and for the Chancellor to finalize a settlement agreement consistent with the Board’s offer.

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

{Government Code §54956.9(a)}

- It was moved by Trustee Heitmann, seconded by Vice Chair Huber, and carried on a 4-0 vote, with Trustee Hernández absent, to reject the Notice of Claim of Derick Bell against the Board of Trustees of the Ventura County Community College District, Ventura College.

ACTION ITEMS

Trustees/Chancellor

A-1 Public Swearing In and Seating of Student Trustee [p. 1] was moved by Vice Chair Huber, seconded by Trustee Blum, and carried on a unanimous vote, with Trustee Hernández absent, to approve the public swearing in and seating of Donna Valle, Student Trustee, to serve for the term from June 1, 2008, to May 31, 2009.

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

ACKNOWLEDGEMENT OF GUESTS AND SPECIAL RECOGNITIONS

- **Citizens Oversight Committee Annual Report** - Chair James Stueck addressed the Board regarding the Citizens Oversight Committee Annual Report. The Board acknowledged Mr. Steuck and the Citizens Oversight Committee.
- **Certificate Recognizing Energy Efficiency Month – July 2008.** Trustee Heitmann commented on the *Certificate of Recognition Recognizing July 2008 as Energy Efficiency Month* and will present the certificate at the next meeting of the Ventura County Regional Energy Alliance.

Recognition of Retirees 2007-08

<u>Moorpark College</u>	<u>Oxnard College</u>	<u>Ventura College</u>	<u>District Admin Center</u>
Barbara Baker	Francisco Castro	Karen de la Pena	Rose Marie Castro
Eva Conrad	Lyn MacConnaire	Janet Leifur	James Botting
Brenda Shubert	David Magallanes	Geraldine Lupton	Connie Nikirk

<u>Moorpark College</u>	<u>Oxnard College</u>	<u>Ventura College</u>	<u>District Admin Center</u>
Linda Porter	William Shilley	John Palafox	
Roberto Renteria	Agustin Castañeda	Robert Renger	
	Candy Ramirez	Harmony Rodriguez	
	Kathlyn Spencer	Patricia Rush	
		Carol Smith	
		Eleanor Austin	
		Mary Louise Verbeck	
		Katherine Felter	
		Barbara Harvey	
		Conrad Reider	
		Erlinda Ispahani	
		Sharon Stout	

ACTION ITEM

Trustees/Chancellor

- A-2 Resolution Honoring Dr. Charles Weis, Superintendent, Ventura County Office of Education [p. 2]** was moved by Trustee Heitmann and approved on a 4-0 vote, with Trustee Hernández absent, to adopt the *Resolution Honoring Dr. Charles Weis, Superintendent, Ventura County Office of Education*. (Valle – yes)

The Board acknowledged Dr. Charles Weis, Superintendent, Ventura County Office Education for his many accomplishments and professional success. Trustee Heitmann will present the Resolution to Dr. Weis at an upcoming event.

- A-3 Resolution Honoring Dr. Eva Conrad, President of Moorpark College [p. 4]** was moved by Chair Miller and approved on a 4-0 vote, with Trustee Hernandez absent, to adopt the *Resolution Honoring Dr. Eva Conrad, President of Moorpark College for her years of service to the Ventura County Community College District*. (Valle – yes)

The Board and Chancellor expressed their sincere appreciation to Dr. Eva Conrad for her valuable contributions and service to Moorpark College and the Ventura County Community College District. Eva Conrad thanked the Trustees.

At 7:23 p.m., the meeting was recessed for a brief reception to welcome Student Trustee Valle; to honor Dr. Charles Weis and Dr. Eva Conrad; and to acknowledge the Ventura County Community College District retirees. The meeting reconvened at 7:37 p.m.

PUBLIC COMMENTS

There were no Public Comments.

REPORTS

- **Student Representatives**

- Diana Garcia, Oxnard College Student Government President, gave a brief overview of the proposed student government activities in the 2008-2009 academic year. She commented on communications, governance committees, and enhancement of leadership skills.
- Johnny Garcia-Vasquez, Vice President of Oxnard College Student Government, reviewed upcoming campus activities.

- **Chancellor**

- **Management Training** - Patricia Parham provided a brief overview of the management training program, *2007-2008 Managing in the VCCCD – A Management/Supervisory Training Series*. Lisa Putnam, Coordinator of Institutional Research at Moorpark College, assisted Ms. Parham in reviewing the WebCT Shell.

- **Academic Senates**

- Margaret Tennant reported on new faculty, summer camps at Moorpark College, and thanked the Board for their work in selecting the new president.
- Peter Sezzi introduced himself as the new Ventura College Academic Senate president. He commented on a meeting with the academic senate presidents.
- P. Scott Corbett welcomed Mr. Sezzi and acknowledged Dr. Lyn MacConnaire upon her retirement for her outstanding work at Oxnard College.

- **Trustees**

- **Board Committees**

- Trustee Blum reported on the May 28, 2008, Capital Planning and Construction Committee and recommended approval of the construction items.
- Trustee Heitmann reported on the June 6 Audit/Budget/Foundation Relations Committee and the June 5 Rules Committee meetings.
- Vice Chair Huber commented on policies and the Ventura County Community College District policy regarding Board expenditures. The Chancellor will provide the Board with additional information on this item.
- Chair Miller reported on the IBEW Electrical Apprentice Program graduation.

- **Trustee Reports/Announcements/Correspondence**

- Foster & Kinship Care Education was pulled from the agenda. There was a brief discussion regarding this program.
- Trustee Blum commented on the Paramedic graduation and the Sheriff's Academy graduation.

CHANGES TO THE AGENDA

Human Resources

C-2B Approval of Establishment of Positions was revised to change the location of the four Instructional Lab Technician II/Learning Resources positions from Moorpark College to Oxnard College.

Capital Planning

C-21D Approval to Contract with Lowest and Most Responsible Bidder for the Moorpark College Concrete Walkway Renovation & Placement, Project #19212 [p. 106] was revised to name the winning bidder from the June 10, 2008 bids, C.S. Legacy Construction, Inc., in the amount of \$359,956.

C-21S Approval to Execute a Contract with the Lowest and Most Responsible Bidder, for the Oxnard College Track and Field Bleacher Annex Deep Pier Foundation, Project #29110 [p. 125] was revised to name the winning bidder from the June 12, 2008 bids, Hughes General Engineering, Inc., in the amount of \$132,577.

ACTION ITEMS/SECOND READING ITEMS

Trustees/Chancellor

A-5 Addition of BP 6560: Environmental, Health, Safety, and Energy Management to Chapter 6 of the Board Policy Manual - Business and Fiscal Affairs [p. 167] was revised to include language that was inadvertently omitted.

CONSENT CALENDAR ITEMS

It was moved by Vice Chair Huber, seconded by Trustee Blum, and carried on a 4-0 vote, with Trustee Hernández absent, to approve the Consent Calendar Items with the exception of Item C-21P. (Valle – 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 13, 2008 [p. 7]** was approved.
- B. Action to Approve the Minutes of the Special Meeting of the Board of Trustees for May 28, 2008 [p. 19]** was approved.

Human Resources

- C-2 Employment and Position Management** were approved as follows:
- A. Approval of Abolishment and Establishment of Positions [p. 22]**
 - B. Approval of Establishment/Re-establishment of Positions [p. 26]**
 - C. Approval/Ratification of Personnel [p. 28]**
 - D. Approval/Ratification of Limited Term/Provisional Assignments [p. 32]**
- C-3 Changes in Personnel/Employment Status** were approved as follows:
- A. Approval/Ratification of Separation from Employment and Revision to Retirement Date - Academic and Classified Employees [p. 34]**
 - B. Approval/Ratification of Probationary to Permanent Personnel [p. 36]**
 - C. Approval/Ratification of Changes in Positions & Assignments [p. 38]**
 - D. Approval of Extension of Full-time Temporary and/or Grant Funded Non-tenure Track Academic Positions/Employee Assignments [p. 40] of full-time academic employees at Moorpark, Oxnard, and Ventura Colleges through the 2008-09 academic year.**

Business Services

- C-4 Ratification of Accounts Payable and Payroll for the Period of April 18, 2008 – May 21, 2008 [p. 42]** was approved to ratify Accounts Payable and Payroll for the period of April 18, 2008 – May 21, 2008.
- C-5 Approval/Ratification of Board Purchase Order Report #13 for FY 2007-08 [p. 43]** was granted from April 22, 2008 to May 21, 2008.
- C-6 Approval/Ratification of Board Purchase Order Report #1 for FY 2008-09 [p. 54]** was granted from April 22, 2008 to May 21, 2008.
- C-7 Acceptance of Gifts [p. 76]** was approved to accept professional soccer goals (1 set) to be used by the Oxnard College Men's and Women's Soccer Programs, donated by Driscoll's Strawberry Associate
- C-8 Monthly Budget Transfer Summary [p. 77]** was approved to ratify the monthly budget transfer summary for the month of April - May 2008 for the General Fund-Unrestricted and General Fund-Restricted.
- C-9 Approval of Amendments to Contracts for Fiscal Year 2007-08 [p. 79]** was granted.
- C-10 Approval of New Grants and Contracts for Fiscal Year 2008-09 [p. 81]** was granted.
- C-11 Acceptance of Completion of Bid 325, Painting Project for Ventura College B-Building Cafeteria and Capital Planning Ramp [p. 87]** was approved.
- C-12 Award of Bid 326, Campus Parking Lot and Roadway Maintenance [p. 88]** was approved to award a contract to J&H Engineering, in the amount of \$302,837 for Bid 326, Campus Parking Lot and Roadway Maintenance.

- C-13 Approval of Bid 327, Painting Project for Summer 2008 [p. 90]** was granted to award a contract to Kronos Painting, in the amount of \$68,500 for Bid 327, Painting Project for Summer 2008.
- C-14 Approval of Bid 329, Moorpark College Gymnasium Acoustic Ceiling Cleaning and Restoration [p. 91]** was granted to award a contract to Coustic-Glo, in the amount of \$53,800 for Bid 329, Moorpark College Gymnasium Acoustic Ceiling Cleaning and Restoration.
- C-15 Award of Bid 330, Catalog Printing [p. 92]** was approved to award Bid 330 to Delta Printing Solutions, with the low bid of \$19,457.
- C-16 Award of Bid 332, HVAC Replacement, E-Building, Ventura College [p. 94]** was approved to award a contract to Thomas-Schwab Corporation, in the amount of \$295,239 for Bid 332, HVAC Replacement, E Building, Ventura College.
- C-17 Award of Bid 333, Refinish Gymnasium Floor, Moorpark College [p. 95]** was approved to award a contract to Geary Floors, in the amount of \$64,160 for Bid 333, Refinish Gymnasium Floor, Moorpark College.
- C-18 Award of Bid 334, Moorpark College Energy Retrofit Project, HVAC [p. 97]** was approved to award a contract to Bon Air, Inc., in the amount of \$410,000 for Bid 334, Moorpark College Energy Retrofit Project, HVAC.
- C-19 Award of Bid 335, Moorpark College Energy Retrofit Project, Electrical [p. 99]** was approved to award a contract to Venco Electric, Inc., in the amount of \$93,600 for Bid 335, Moorpark College Energy Retrofit Project, Electrical.
- C-20 Approval of Lease Agreement with Martha Horning for the Ventura College East Campus in Santa Paula [p. 101]** was granted to renew the lease agreement with Martha Horning for the Ventura College East Campus in Santa Paula located at 105-107 Dean Drive, Santa Paula. This building is adjacent to the facility currently leased from Western Rotocraft located at 115 Dean Drive Santa Paula (lease renewal Board approved May 13, 2008).

Capital Planning, Design and Construction

- C-21 Capital Planning and Construction**
- A. Approval of Proposal to Provide Material Testing and Special Inspections to Bureau Veritas North America, Inc., for the Moorpark College Health Science Complex, Project #19117 [p. 103]** was granted to award a contract to Bureau Veritas North America, Inc., for the most qualified proposal received for Material Testing and Inspection in the amount of \$208,469 for Moorpark College Health Science Complex, Project #19117.
- B. Approval of Proposal to Provide Geotechnical Construction Testing Services for Moorpark College Health Science Complex, Project #19117 [p. 104]** was granted in the amount of \$34,015 for Moorpark College Health Science Complex, Project #19117.

- C. **Approval to Contract with Golden State Labor compliance for Labor Compliance Services for the Moorpark College Health Science Complex, Project #19117 [p. 105]** was granted in the amount of \$65,250 to provide Labor Wage compliance services for the Moorpark College Health / Science Complex, Project #19117.
- D. **Approval to Contract with Lowest and Most Responsible Bidder for the Moorpark College Concrete Walkway Renovation & Placement, Project #19212 [p. 106]** was granted to accept the lowest and most responsible bid for the Moorpark College Concrete Walkway Renovation & Placement, Project #19212.
- E. **Approval of Contract for Project Inspector Services for Moorpark College Health Science Complex, Project #19117 [p. 107]** was granted to approve a contract with Nething & Associates Inspection Consultants for project inspection services as required by the Division of the State Architect at a rate of \$82/hour, not to exceed \$255,000, based upon 18-month schedule, for the Moorpark College Health Science Complex, Project #19117.
- F. **Approval to Execute a Contract with Rincon Consultants, Inc., for the Implementation of the District's Remedial Action Plan (RAP) for the Oxnard College Liberal Arts Building, Project #29087 [p. 108]** was granted in the amount of \$39,595 to implement the Remedial Action Plan (RAP) submitted to the County of Ventura Environmental Health Division on October 8, 2007, for the area surrounding the Oxnard College Liberal Arts Building, Project #29087.
- G. **Approval to Execute a Contract with Bureau Veritas North America, Inc. for the Oxnard College Student Services and Food Services Center, Project #29120 [p. 110]** was granted to approve a contract for \$208,679 with Bureau Veritas North America, Inc., for Material Testing and Special Inspection, for the Oxnard College Student Services Center and Food Services Center, Project #29120.
- H. **Approval to Issue a Contract with Golden State Labor Compliance for the Performing Arts Classroom and Auditorium and Oxnard College, Project #29117 [p. 111]** was granted in the amount of \$73,665 to provide project-specific labor compliance services for the Performing Arts Classroom and Auditorium at Oxnard College, Project #29117.
- I. **Approval of Measure S Budget Transfers at Oxnard College [p. 112]** was granted.
- J. **Approval to Increase the Contract with KBZ Architects for Increased Fees for the Ventura College Learning Resource Center, Project #39066 [p. 113]** was granted in the amount of \$145,696 for additional architectural services in connection with the Ventura College Learning Resource Center, Project #39066.
- K. **Acceptance of Completion of Contract with Pat McCarthy Construction for Ventura College HVAC Installation in Building D, Project #39068 [p. 114]** was approved to accept the completion of the contract with Pat McCarthy Construction for the Ventura College HVAC installation in Building D, Project #39068.
- L. **Acceptance of Completion of Contract with Pat McCarthy Construction for Demolition Work for the Ventura College Advanced Technology Classrooms/General Purpose Classrooms/Health Science Complex, Project #39120 [p. 115]** was approved to accept the completion of the contract with Pat McCarthy Construction for site demolition, pad preparation, and rough grading in

- preparation for the construction of the Ventura College Advanced Technology Classrooms/General Purpose Classrooms/Health Science Complex, Project #39120.
- M. Acceptance of Completion of Contract with Turf Builders for the Ventura College Track Resurfacing Project #39105 [p. 117]** was approved to accept the completion of the contract with Turf Builders for the Ventura College track resurfacing, Project #39105.
- N. Acceptance of Completion of Contract with Roydan Construction for Construction of the Ventura College West Athletic Field Throwing Events, Project #39820 [p. 118]** was approved to accept the completion of the contract with Roydan Construction for the construction of the Ventura College West Athletic Field Throwing Events, Project #39820.
- O. Acceptance of Completion of Contract with C&S Pipeline for the Utility Relocation for the Ventura College Advanced Technology Classrooms/General Purpose Classrooms/Health Science Complex, Project #39120 [p. 119]** was approved to accept the completion of the contract with C&S Pipeline for the utility relocation in preparation for the construction of the Ventura College Advanced Technology Classrooms/General Purpose Classrooms/Health Science Complex, Project #39120.
- Q. Approval to Investigate Use of Solar Panel Installation on Selected Measure S Projects [p. 122]** was granted to authorize the investigation of the installation of solar panels on selected Measure S projects.
- R. Approval to Award Contract to AE Group Mechanical Engineers, Inc. to Provide Plans & Specifications for Energy Efficiency Projects at Moorpark College, Project #19154 [p. 124]** was granted to award a contract to AE Group Mechanical Engineers, Inc., (AE Group) in the amount of \$31,300 to develop plans and specifications for energy efficiency projects at Moorpark College. The work includes replacing three existing chillers with new energy efficient models and eleven existing motors with new premium efficiency motors with variable frequency drives.
- S. Approval to Execute a Contract with the Lowest and Most Responsible Bidder, for the Oxnard College Track and Field Bleacher Annex Deep Pier Foundation, Project #29110 [p. 125]** was granted to award a contract to the lowest and most responsible bidder for the Oxnard College Track and Field construction of the Bleacher Annex deep pier foundation, Project #29110.
- T. Acceptance of Change Order Summary Report for Capital Projects [p. 126]** was approved.

FIRST READING

- **First Reading: Course Approvals: New and Revised Courses at Moorpark and Oxnard Colleges [p. 143]** was accepted for Second Reading.

ACTION ITEMS/SECOND READING ITEMS

Trustees/Chancellor

- A-4 Action to Approve Governing Board Member Absence [p. 166]** was moved by Vice Chair Huber, seconded by Trustee Heitmann, and carried on a 4-0 vote, with Trustee Arturo Hernández absent, to approve the absence of Trustee Hernández. (Valle – yes)
- A-5 Addition of BP 6560: *Environmental, Health, Safety, and Energy Management to Chapter 6 of the Board Policy Manual - Business and Fiscal Affairs* [p. 167]** was moved by Vice Chair Huber, seconded by Trustee Heitmann, and carried on a 4-0 vote, with Trustee Hernández absent, to approve the addition of BP 6560: Environmental, Health, Safety, and Energy Management to Chapter 6 of the Board Policy Manual. (Valle – yes)

OPEN STUDY SESSION

At 8:15 p.m., Chair Miller opened the Study Session

BoardDocs® Clare Geisen introduced Mr. George Amend, Emerald Data Solutions. Mr. Amend explained the BoardDocs software.

CLOSE STUDY SESSION

At 8:43 p.m., Chair Miller closed the Study Session.

Business and Administrative Services

- A-6 Approval of Contract with Emerald Data Solutions, Inc., to Provide Web-based Service “BoardDocs®” [p. 169]** was moved by Vice Chair Huber, seconded by Trustee Blum, and carried on a 4-0 vote, with Trustee Hernández absent, to approve a contract between Ventura County Community College District (VCCCD) and Emerald Data Solutions, Inc. to provide a proprietary, web-based service known as BoardDocs® to streamline the agenda process for Board meetings. (Valle – yes)

The meeting was recessed at 8:43 p.m. and reconvened at 8:50 p.m.

OPEN STUDY SESSION

At 8:50 p.m., Chair Miller opened the Study Session

- **2008-09 Tentative Budget** - Sue Johnson distributed and reviewed the following documents:
 - Ventura County Community College District Executive Summary 2008-2009 Tentative Budget
 - Ventura County Community College District Historical Mid-Year Revenue Reductions (Unbudgeted)
 - General Fund Unrestricted Reserve (Fund 111) Projected 6/30/08

- Ventura County Community College District FTES Comparisons – 2006-07 (at Annual) compared to 2007-2008 (as of 06/16/08)
- 2008-2009 Ventura County Community College District Tentative Budget

Chair Miller expressed his concerns regarding lottery funds and suggested removing the lottery money from the General Fund to a fund for one-time expenses, such as technological upgrades. Chancellor Meznek indicated that this structural change would help to sustain the District.

CLOSE STUDY SESSION

At 9:50 p.m., Chair Miller closed the Study Session.

- A-7 Budget Amendment General Fund-Unrestricted (requires 2/3 vote) [p. 171]** was moved by Vice Chair Huber, seconded by Trustee Heitmann, and carried on a 4-0 vote, with Trustee Hernández absent, to designate General Fund Unrestricted-Designated Reserve-Unallocated to restore the General Fund Unrestricted-Designated Reserve-Revenue Shortfall Contingency to an increased amount of \$2 million effective June 30, 2008. (Valle – yes)
- A-8 Approval of 2008-09 Tentative Budget [p. 173]** was moved by Trustee Heitmann, seconded by Vice Chair Huber, and carried on a 4-0 vote, with Trustee Hernández absent, to approve the 2008-09 Tentative Budget for all funds of the District, and establish September 9, 2008, at 7:00 p.m. in the District Administrative Center Multi-Purpose Room, as the date, time, and location of the public hearing for adoption of the 2008-09 Adopted Budget. Approval of the Tentative Budget authorized expenditures as proposed within various Fund categories of this budget and estimated revenue for each program that supports such expenditures. (Valle – yes)

Capital Planning, Design and Construction

- A-9 Approval to Extend the Contract with HE Consulting, Inc., for Capital Construction Management [p. 175]** was moved by Vice Chair Huber, seconded by Trustee Blum, and carried on a 4-0 vote, with Trustee Hernández absent, to approve extending a contract with HE Consulting, Inc. for the services of J. Handel Evans to provide oversight of the Measure S Capital Construction Program and general facilities work for the District. (Valle – yes)

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

Capital Planning, Design and Construction

C-21 Capital Planning and Construction

- P. Approval to Supplement the Agreement for Professional Services with Legal Firm of Orbach, Huff & Suarez LLP [p. 121]** was moved by Vice Chair Huber, seconded by Trustee Blum, and carried on a 4-0 vote, with Trustee Hernández absent, to approve a supplement to an existing agreement with the legal firm of Orbach, Huff & Suarez LLP in the amount of \$70,000 for professional legal services from April through June 2008 relating to the District's Capital Planning and Construction and Facility issues. (Valle – yes)

ACTION ITEMS/SECOND READING ITEMS

- A-10 Approval of Continuance of Agreement for Professional Services with Legal Firm of Orbach, Huff & Suarez, LLP [p. 176]** was amended to include an amount of \$75,000 by a motion from Trustee Blum, seconded by Vice Chair Huber, and carried on a 4-0 vote, with Trustee Hernández absent, to approve a continuance of the agreement with the legal firm of Orbach, Huff & Suarez LLP for professional legal services relating to the District's Capital Planning and Construction and Facility issues. (Valle – yes)

There was discussion regarding legal costs. Trustee Heitmann asked for additional information on the legal services for the bond program.

- A-11 Acceptance of the District's State Five-Year Capital Construction Plan [p. 178]** was moved by Trustee Blum seconded by Vice Chair Huber, and carried on a 4-0 vote, to approve the acceptance of the District's State Five-Year Capital Construction Plan. (Valle – yes)

The following items were mentioned

- EATM Program
- Oxnard College Library
- Performing Arts Center
- Sheriff and Fire Academy

- A-12 Approval of Measure S Budget Transfers Between Various Oxnard College Bond Projects [p. 179]** was moved by Vice Chair Huber, seconded by Trustee Heitmann, and carried on a 4-0 vote, with Trustee Hernández absent, to approve \$1,800,000 in budget transfers between various Oxnard College bond projects. (Valle – yes)

Human Resources

- A-13 Approval of District Management Contracts [p. 182]** was moved by Vice Chair Huber seconded by Trustee Blum, and carried on a 4-0 vote, with Trustee Hernández absent, to approve new and renewed contracts for management positions at the District Administration Center, Moorpark, Oxnard, and Ventura College effective July 1, 2008. (Valle – yes)

Student Learning

- A-14 Second Reading: Action to Approve Revision to Chapter 5 of the Board Policy Manual: Student Services, BP 5030 *Credit by Examination Fee* [p. 184]** was moved by Trustee Heitmann, seconded by Vice Chair Huber, and carried on a 4-0 vote, with Trustee Hernández absent, to approve the addition to Chapter 5 of the Board Policy Manual – BP 5030: *Credit by Examination Fee*. (Valle – yes)

DISCUSSION

- **Request for Proposals for Legal and Other Services [p. 188].** The Board held a discussion regarding legal services. Trustee Heitmann distributed and reviewed *Requests for Proposals (RFPs) for Professional Services* and explained the Rules Committee recommendations for these services. It was decided to revise the document to change “general counsel” to “general legal services.” The Board asked the Chancellor to develop the following regarding Requests for Proposals (RFPs) for Professional Services by the August Board meeting.
 - Criteria
 - Evaluation Tool
 - Policy
 - Procedure
 - Process for Implementation

End of Board Actions

ADJOURNMENT

At 10:25 p.m., the meeting was adjourned.