

Board of Trustees  
**Ventura County Community College District**

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| <b>MINUTES</b><br><b>FOR THE REGULAR MEETING OF</b><br>MAY 19, 1998 |
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The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, May 19, 1998, in the Cowan Conference Center – Ventura Room, Camarillo, California.

**Roll Call**

**Board Members Present:**

Norman J. Nagel, President  
Allan W. Jacobs, Vice-President  
Robert S. Gonzales  
Pete E. Tafoya  
John D. Tallman  
Corey Scott, Student Trustee

**Management Present:**

Philip Westin, Chancellor  
Michael Gregoryk, Deputy Chancellor  
James Walker, President, Moorpark College  
Steven Arvizu, President, Oxnard College  
Larry Calderón, President, Ventura College  
Eva Conrad, Executive Vice President, Student Learning, Moorpark College  
Denis Cabral, Executive Vice President, Student Learning, Oxnard College  
Anthony Tricoli, Associate Vice Chancellor, Instruction and Student Services  
Patricia Parham, Interim Associate Vice Chancellor, Human Resources  
Ray Di Guilio, Oxnard College Vice President, College Services  
Susan Johnson, Executive Director, Business Services and Financial Management  
Victor Belinski, Director, Information Technology  
Barbara Buttner, Director, Public Affairs  
Harry Culotta, Director, Budget & Contracts  
Carolyn Inouye, Director of Institutional Research  
Gil Putnam, Director of Facility Planning and Construction  
Cheryl Shearer, Dean of Economic Development

**Faculty/Staff/Student Representatives:**

Elton Hall, Moorpark College Academic Senate President  
Carmen Guerrero-Calderón, Oxnard College Academic Senate President  
Larry Miller, AFT  
Candace Peyton, SEIU

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CALL TO ORDER

President Nagel called the meeting to order in the Cowan Conference Center – Ventura Room at 7:03 p.m. with Trustee Tafoya absent.

PUBLIC RESPONSE TO CLOSED SESSION AGENDA ITEMS

Larry Miller, AFT, addressed the Board regarding negotiations.

At 7:05 p.m. Trustee Tafoya arrived.

Harry Korn, instructor of Fine Arts at Ventura College, Elton Hall, professor of Philosophy at Moorpark College, and David Weinstein, professor of Mathematics at Moorpark College, addressed the Board regarding negotiations and asked the Board to accept the Factfinder's Report.

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RECESS TO CLOSED SESSION

The Board of Trustees recessed to Closed Session at 7:19 p.m. in the Cowan Conference Center – Santa Paula Room to address the following item:

**Employer/Employee Relations**

- **Negotiations/Impasse with the AFT**

RECONVENE IN OPEN SESSION

President Nagel reconvened the meeting in Open Session at 9:10 p.m. in the Cowan Conference Center – Ventura Room.

PLEDGE TO THE FLAG

Eileen Welser led the pledge to the flag.

CLOSED SESSION REPORT

There was no Closed Session report.

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PUBLIC NOTICE OF CHANGES TO THE AGENDA

**5.1 Academic Actions**

**5.1.2 Approval of the Appointment of the Following Full-Time Academic Personnel at Oxnard College.** This item was revised to add the following names:

- b. **Anna Maria Valle Smith**, Coordinator, EOPS, effective August 11, 1998.
- c. **Vernon S. Simmen**, Instructor in English/ESL Bilingual (English/Spanish), first contract status, effective August 11, 1998.
- d. **Betsy R. Hawk**, Instructor in English/ESL Bilingual (English/Spanish), first contract status, effective August 11, 1998.

**5.2.2 Regular Actions**

This item was revised to add the following name: **Lisa Sorensen**, Purchasing Agent/Buyer in the Purchasing Department at the District Office.

**6.3 Purchase Orders**

**6.3.1 Approval/Ratification of Purchase Order List #12 (FY 1997-98).** This item was revised to add a supplemental list of purchase orders to Purchase Order List #12.

PUBLIC COMMENTS REGARDING AGENDIZED ITEMS

Carmen Guerrero-Calderón addressed the Board regarding the Board's short-term and long-term goals. She expressed her concerns about the response she received from David Bender to comments she made at the last Board meeting and asked for an apology.

John Tallman requested that this item be researched. Dr. Nagel directed Dr. Westin to return with a report.

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# Board Actions

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## *Consent Calendar Items*

It was moved by Trustee Tafoya, seconded by Trustee Jacobs, and carried on a unanimous vote, to approve the following Consent Calendar Items: (Scott – yes)

### *Resolutions* (No Items)

### *Approval of Minutes*

- 2.1 Action to Approve Minutes of the Regular Meeting of the Board of Trustees for April 21, 1998** was granted.

### *Instructional Services*

- 3.1 Second Reading Course Approval: New, Revised and Deleted Courses—Moorpark, Oxnard and Ventura Colleges** was approved.
- 3.2 Approval of Oxnard College to Participate in Regional Health Occupation Consortium and to Award a Degree in Health Information Technology** was granted to approve a new instructional program in Health Information Technology at Oxnard College whereby the college will provide core instruction in health information on campus along with distance learning classes from Santa Barbara City College and Moorpark College as part of an eight-college consortium which is meeting regional and local needs in health information.

### *Student Services* (No Items)

### *Human Resources*

- 5.1 Academic Actions**
- 5.1.1 Approval of Resignation/Retirement – Oxnard College** was granted to approve the resignation/retirement of James N. Smith, a full-time faculty member at Oxnard College.

- 5.1.2 Approval of the Appointment of the Following Full-Time Academic Personnel at Oxnard College** was granted to approve the appointment of the following full-time academic personnel at Oxnard College at the status indicated and at the appropriate salary column and step:
- Anthony Rodriquez, Instructor in English, first contract status, effective August 11, 1998.
  - Anna Maria Valle Smith, Coordinator, EOPS, effective August 11, 1998.
  - Vernon S. Simmen, Instructor in English/ESL Bilingual (English/Spanish), first contract status, effective August 11, 1998.
  - Betsy R. Hawk, Instructor in English/ESL Bilingual (English/Spanish), first contract status, effective August 11, 1998.

- 5.1.3 Approval of Travel Requests for Great Teachers Seminar** was granted to approve the travel requests from faculty members from Moorpark, Oxnard, and Ventura Colleges to attend Great Teachers Seminars as follows:

| <u>Name</u>     | <u>College</u> | <u>Location</u> |
|-----------------|----------------|-----------------|
| Marian Carrasco | Ventura        | Hawaii          |
| Michelle Milea  | Ventura        | Hawaii          |
| Terence O'Neill | Ventura        | Hawaii          |
| Ralph Smith     | Oxnard         | Hawaii          |
| Janice Feingold | Moorpark       | Santa Barbara   |
| Gay LaGuire     | Moorpark       | Santa Barbara   |
| Lynn Meschan    | Moorpark       | Santa Barbara   |

- 5.1.4 Granting of Sick Leave Days from Established Sick Leave Pool for a Full-Time Faculty Instructor at Moorpark College** was approved to grant sick leave days from the academic faculty sick leave pool to Mimi Kairschner, a full-time instructor at Moorpark College.
- 5.1.5 Rescission of Leave of Absence Without Pay** was approved for rescission of the leave of absence without pay for Gillian Dale, full-time instructor at Moorpark College (approved April 21, 1998).

## 5.2 Classified Actions

### 5.2.1 Special Actions

- 5.2.1.1 Establishment of a Learning Disability Technician, Ventura College** was granted to establish a Learning Disability Technician at Ventura College.
- 5.2.1.2 Revision of Job Specification, Placement Project Specialist, Ventura College** was approved to revise the job specification, of the Placement Project Specialist at Ventura College.
- 5.2.1.3 Establishment of new Position/Job Specification, Economic Development Marketing Specialist, Ventura College** was approved to establish a new position/job specification, Economic Development Marketing Specialist at Ventura College.

**5.2.1.4 Establishment of New Position/Job Specification, Performance Improvement Specialist, Ventura College** was approved to establish a new position/job specification, Performance Improvement Specialist at Ventura College.

**5.2.2 Regular Actions** were approved for the following for approval: Probationary personnel, probationary to permanent, resignations/retirements, temporary change of assignments, termination of provisional assignment and approval of relatives.

### *Business Services*

#### **6.2 Checks**

**6.2.1 Ratification of Accounts Payable & Payroll for the Period April 3, 1998 – April 28, 1998** was approved.

#### **6.3 Purchase Orders**

**6.3.1 Approval/Ratification of Purchase Order List #12 (FY 1997-98) and Purchase Order List Supplemental** was granted for the period April 4, 1998 – April 28, 1998.

#### **6.4 Award of Bids**

**6.4.1 Award of Bid to Los Angeles Air Conditioning, Inc. for the Energy Management System & HVAC Upgrade in “B” Building at Ventura College** was approved for the award of a contract to Los Angeles Air Conditioning, Inc., who was the lowest responsible bidder for the Energy Management System & HVAC Upgrade in “B” Building at Ventura College.

#### **6.5 Budget Amendments**

**6.5.1 Budget Amendments: General Fund – Restricted** were approved for the 1997-98 Budget Amendment to the General Fund-Restricted.

#### **6.6 Budget Transfers**

**6.6.1 Budget Transfer Summary: General Fund Unrestricted** was approved to ratify the monthly Budget Transfer summary to General Fund Unrestricted for March 1998.

**6.6.2 Quarterly Budget Transfer Summary** was approved for ratification of the quarterly budget transfer summary, for the period ending March 31, 1998, for the General Fund-Unrestricted, General Fund Restricted, General Fund-Designated, Child Development Fund, Health Services Fund, Parking Services Fund and Capital Projects Fund.

**6.6.3 Budget Transfers: General Fund-Restricted** were approved.

**6.7 Contracts**

**6.7.1 Approval of Contracts and Grants for Fiscal Year 1998/1999** were approved.

*Trustees/Chancellor*

- 7.1 Board of Trustees Absence Due to Illness.** No absences were reported.
- 7.2 Action to Approve Request for Board of Trustees Travel.** No requests were submitted.
- 7.4 Second Reading: Revision to Board Policy Manual Section A.g.: Student Representative to the Governing Board** was approved.
- 7.5 Resolution of the Ventura County Community College District Ordering a Regular Governing Board Member Election, Ordering Consolidation with Other Elections, and Constituting “Specification of the Election Order” to be Held on November 3, 1998** was adopted.

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*Action Items**Human Resources*

- 5.3.1 Action to Establish New Working Conditions for Faculty in the Bargaining Unit Represented by the AFT, Effective July 1, 1998, and Subject to Continuing Negotiations with the AFT** was moved by Trustee Gonzales, seconded by Trustee Jacobs, and carried on a 4-1 vote, with President Nagel, Trustees Gonzales, Jacobs and Tafoya voting yes, and Trustee Tallman voting no, to establish new working conditions for faculty in the bargaining unit represented by the AFT, effective July 1, 1998, and subject to continuing negotiations with AFT. (Scott – yes)

Chancellor Westin pointed out that this action is subject to continuing negotiations with AFT. He commented on the quality and accountability, fiscal solvency, and legal compliance issues that involve several working conditions in the past Agreements.

Trustee Tafoya asked the Chancellor to address AFT’s request to accept the Factfinder’s Report. Richard Currier, the District’s Chief Negotiator, commented on the report, and indicated that additional negotiations were necessary. Trustee Tallman expressed his opposition to the process. Student Trustee Scott expressed his support for the Chancellor’s recommendations and indicated that he believed that the Chancellor’s recommendation was in the best interest for students. The Board directed the Chancellor to ensure that the District is prepared to negotiate at any time.

***Action on Items Listed on the  
Consent Calendar but Not Yet Approved***

***Business Services***

**6.1 Acceptance of Gifts**

**6.1.1 Acceptance of Gifts** was moved by Trustee Tafoya, seconded by Student Trustee Scott, and carried on a unanimous vote, to approve the acceptance of the following gifts for Moorpark and Ventura Colleges: (Scott – yes)

| <b>Gift</b>                         | <b>Donated By</b>       |
|-------------------------------------|-------------------------|
| <u>Moorpark College</u>             |                         |
| ETEC, Scanning Electron, Microscope | Rockwell Science Center |
| Atomic Absorption to test water     | Power One               |
| <u>Ventura College</u>              |                         |
| Dresses for opera workshop          | Dr. Jane Barry          |

Trustee Tafoya acknowledged the gifts from Rockwell Science Center, Power One, and Dr. Jane Barry. Student Trustee Scott pointed out that the students gave \$1,500 for books to the Tutoring Center at Ventura College.

**6.4 Award of Bids**

**6.4.2 Award of Bid to Lowest Responsible Bidder for Tenant Improvements for the District Office in Camarillo** was moved by Trustee Tallman, seconded by Trustee Jacobs, and carried on a 4-1 vote, with President Nagel, Trustees Gonzales, Jacobs and Tafoya voting yes, and Trustee Tallman voting no, to award the contract to the lowest responsible bidder for tenant improvements of the District office in Camarillo. (Scott – yes)

Trustee Tallman expressed his concerns regarding this item. Chancellor Westin pointed out that through the negotiations process, Michael Gregoryk was able to receive eight months free lease charges from the County of Ventura, Department of Airports, in lieu of making necessary modifications to the building.



## 6.5 Budget Amendments

**6.5.2 Budget Amendment: Capital Projects Fund** was moved by Trustee Tafoya, seconded by Trustee Gonzales, and carried on a 4-1 vote, with President Nagel, Trustees Gonzales, Jacobs and Tafoya voting yes, and Trustee Tallman voting no, to amend the Capital Projects Fund budget as presented. (Scott – yes)

### *Trustees/Chancellor*

**7.3 Second Reading: Revision to Board Policy Manual Section A.27.e.: Speaking to the Board** was moved by Trustee Tafoya, seconded by Trustee Gonzales, and carried on a unanimous vote. (Scott – yes)

Chancellor Westin indicated that the *Request to Address the Governing Board* forms were being revised and that a poster regarding the rules for presentation to the Board was being developed.

### *End of Board Actions*

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# REPORTS

## STUDENT AND STAFF ORGANIZATIONS REPORTS

- **Academic Senate representatives.** Carmen Guerrero-Calderón commented on the voting process used on Item 6.4.2. The Board president took her comments under advisement.

## CHANCELLOR'S REPORT

Chancellor Westin commented on the contract with SCT and indicated that he would provide the Board a copy of the contract as soon as it has been signed by SCT.

- **Presidents' Reports**

James Walker indicated that the Moorpark College presentation would be given on June 23. Dr. Walker commented on an article regarding Joe Sabedra in the Moorpark College publication, *Campus Voice*.

Steven Arvizu thanked members of the Board for their attendance at the Oxnard College graduation. He commented on the Certificates of Achievement, the Firefighters Graduation, and the *Big 5 Awards* ceremonies. Dr. Arvizu announced that Dr. Sinclair Wall presented Oxnard College with a \$5,000 gift.

Larry Calderón commented on the Ventura College graduation and grants from the California Community Colleges Chancellor's Office. Dr. Calderón indicated that the Ventura College Job Faire was a success. He announced that Irene Pinkard, Lori Moore, and Pattie Ridenour received the *Distinguished Service Award* at Ventura College. He said that Bob Arce received the *StarFish Award*.

- **Deputy Chancellor's Report**

Michael Gregoryk commented on the SCT contract and said that Vic Belinski will provide an update on the Information Technology Migration at the next Board meeting. Trustee Tallman asked for a copy of the contract.

Mr. Gregoryk reported on the state budget and said that \$50 million over the previous allotment has been designated for the *Partnership for Excellence*. Michael Gregoryk announced that he will be serving on the Statewide Budget Committee for 1999-2000. He suggested that the Board members talk to their legislators regarding hiring full-time faculty to increase the part-time to full-time ratio.

#### FIRST READING ITEMS

1. **Approval to Expand Issuance of Certificates of Participation** was approved for Second Reading to expand the issuance of Certificates of Participation previously approved by the Board of Trustees on April 21, 1998, in the amount of \$7,565,000 (\$6.77 million net) in order to include additional capital projects at the three colleges and consider the addition of buildings on each of the college campuses primarily funded by the County of Ventura.

Trustee Tallman expressed his concerns regarding this item. Michael Gregoryk commented on the COP presentation in Sacramento.

2. **Approval of New Instruction Program in Engineering Technology at Oxnard College** was approved for Second Reading to approve a new instructional program in Engineering Technology at Oxnard College whereby the college will provide core instruction in programmable logic controls as part of a seven college consortium which is meeting regional and local needs in engineering technology.

Steven Arvizu provided a brief overview of this program.

3. **Course Approval: New, Revised and Deleted Courses — Moorpark, Oxnard, and Ventura College** was approved for Second Reading.

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## TRUSTEE ISSUES

- **Governing Board Subcommittee Reports**

Trustee Tafoya complimented staff on the superb graduation ceremonies. He acknowledged State Senator Richard Polanco of Los Angeles who spoke to the graduates at Oxnard College and asked the Chancellor to send a thank you letter to him.

Mr. Tafoya indicated that he was elected first vice-president on the CCCT Board of Directors and that he applied for Pacific Regional Director for ACCT. He commented on the CCCT conference.

Trustee Tafoya expressed his concerns regarding the perception at the state level regarding the District's relationship with CSU, Channel Islands. He asked the Chancellor try to meet with Senator O'Connell regarding this issue.

Mr. Tafoya acknowledged Michael Callahan for his summary of student enrollments for Spring 1998. He also acknowledged Cheryl Shearer for her work with CalWORKS.

President Nagel congratulated Trustee Tafoya on his election.

### *The Board recessed to Closed Session*

#### RECESS TO CLOSED SESSION

The Board of Trustees recessed to Closed Session at 10:40 p.m. in the Cowan Conference Center – Santa Paula.

At 10:40 p.m., Trustee Tallman left.

#### ADJOURNMENT

There being no further business before the Board, the meeting was adjourned by President Nagel at 12:30 a.m.