

# Board of Trustees Ventura County Community College District

## MINUTES FOR THE MEETING OF FEBRUARY 9, 1999

The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, February 9, 1999, in the Cowan Conference Center – Ventura Room, Camarillo, California.

### **Roll Call**

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

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

#### **Management Present:**

Philip Westin, Chancellor  
Michael Gregoryk, Deputy Chancellor  
James Walker, President, Moorpark College  
Steven Arvizu, President, Oxnard College  
Ron Dyste, Executive Vice President, Student Learning, for Larry Calderón, President, Ventura College  
Jack Lipton, Vice Chancellor, Human Resources/General Counsel  
Anthony Tricoli, Associate Vice Chancellor, Student Learning  
Dennis Cabral, Executive Vice President, Student Learning  
Susan Johnson, Executive Director, Business Services and Financial Management  
Vic Belinski, Executive Director, Information Technology  
Ray Di Guilio, Director, Budgets and Contracts  
Harry Culotta, Director, College Budgets, Oxnard College

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

Elton Hall, Moorpark College Academic Senate President  
Carmen Guerrero-Calderón, Oxnard College Academic Senate President  
Carol Cressman, Classified Supervisors Representative  
Cheryl Herrmann, Ventura College Classified Senate President  
Paul Lerma, Moorpark College Classified Senate Representative  
Larry Miller, AFT President  
Susan Carrasco, Ventura College Associated Student Government President

**CALL TO ORDER**

President Jacobs called the meeting to order in the Cowan Conference Center – Ventura Room at 5:07 p.m.

**RECESS TO CLOSED SESSION**

The Board of Trustees recessed to Closed Session at 5:08 p.m. in the Cowan Conference Center – Ojai Room, to address the following items:

**Pending Litigation [Gov. Code §54956.9(a)]**

- Hefferman v. VCCCD et al.
- Butler v. VCCCD et al.
- Martin v. VCCCD et al.

**Threatened Litigation [Gov. Code §54956.9(b)]**

**Public Employee Discipline/Evaluation**

At 7:10 p.m. Trustee Jacobs announced that there would be a short delay.

**RECONVENE IN OPEN SESSION**

President Jacobs reconvened the meeting in Open Session at 7:32 p.m. in the Cowan Conference Center, Ventura Room.

**PLEDGE TO THE FLAG**

James Walker led the pledge to the flag.

**CLOSED SESSION REPORT**

1. In the case of *Martin v. VCCCD, et. al.*, Ventura County Superior Court Case No. CIV 186238, the Board unanimously voted to defend this litigation on behalf of the District and the individually named Defendant.
2. In the case of *Butler v VCCCD*, Ventura County Superior Court Case No. CIV 180958, the parties have agreed to a settlement and the case has been dismissed. Copies of the settlement documents will be available through the Chancellor's Office.

PUBLIC NOTICE OF CHANGES TO THE AGENDA

*Human Resources*

**5.3 Instructional Calendar 1999-2000 and**

**5.4 Instructional Calendar 2000-2001**

These items were revised to change the recommendation to the Board as follows:

“The Chancellor recommends that the Board of Trustees approve the Instructional Calendar for the 1999-2000 and 2000-2001 Academic Years as attached and as per the entire Tentative Agreement between the District and American Federation of Teachers.”

**5.7 Consideration of Additional Sabbaticals for 1999-2000** was revised to read as follows:

“Consideration (and Approval or Denial) of Additional Sabbaticals for 1999-2000. The chancellor recommends the Board of Trustees deny the four additional sabbatical leave requests (numbered 13-16).

**6.7 Contract Approval: Lease of Oxnard College Soccer Fields.** This item was pulled from the agenda.

**Board Actions**

---

*Consent Calendar Items*

It was moved by Trustee Gonzales, seconded by Trustee Tallman, and carried on a unanimous vote, to approve the following Consent Calendar Items:

*Approval of Minutes*

**2.1 Action to Approve Minutes of the Regular Meeting of the Board of Trustees for January 19, 1999** was approved.

*Instructional Services*

**3.1 Course Approvals: New and Revised Courses—Moorpark, Oxnard, and Ventura Colleges** were approved for Second Reading.

*Human Resources*

**5.1 Academic Actions**

- 5.1.1 Approval of Resignation/Retirement – Moorpark, Oxnard and Ventura Colleges** was granted under the provisions of the Golden Handshake of full and part-time faculty members at Moorpark, Oxnard and Ventura Colleges.
- 5.1.2 Approval of Part-Time Faculty to be Hired 1999 Spring Semester – Moorpark, Oxnard, and Ventura Colleges** was granted.
- 5.1.3 Approval of Full-Time Tenure Track Academic Personnel Appointment - Ventura College** was granted to approve the appointment of Meredith Mundell, a full-time tenure track Director/Instructor in Paramedic Studies at Ventura College.

**5.2 Classified Actions**

- 5.2.1 Establishment of a Web Master/System Administrator Classification** was approved.
- 5.2.2 Approval of Probationary Personnel** was granted.
- 5.2.3 Approval of Probationary to Permanent Personnel** was granted.
- 5.2.4 Change of Assignment** was granted for Teresa De La Torre, Child Development Associate.
- 5.2.5 Provisional Assignments** were approved.
- 5.2.6 Reinstatement to Former Classification** of Student Services Assistant II to Accounting Technician II, 50%, Ventura College.
- 5.2.7 Resignation of Probationary Personnel** was approved for Franceen Fallet, Performance Improvement Specialist at Ventura College.
- 5.2.8 Termination of Provisional Assignment** was granted.

**5.3 Instructional Calendar 1999-2000** was approved.

**5.4 Instructional Calendar 2000-2001** was approved.

**5.5 Approval of Revision of Notification Date for Golden Handshake for Academic Faculty** was granted to revise the notification date for the Golden Handshake for Academic Faculty from February 15, 1999, to March 31, 1999.

**5.6 Approval of the Holiday Schedule for 1999-2000** was granted.

**5.9 Adoption of Resolution and Establishment of an Effective Date for the STRS Cash Balance Plan** was granted to establish the effective date of March 1, 1999.

**6.2 Checks**

**6.2.1 Ratification of Accounts Payable and Payroll for the Period January 05, 1999 – January 22, 1999** was approved.

**6.3 Purchase Orders**

**6.3.1 Approval/Ratification of Purchase Order List #8 (FY 1998-99)** was granted for December 24, 1998 – January 25, 1999.

**6.4 Award of Bids**

**6.4.1 Approval of Bid #168, Moorpark College Library Automation System** was granted to the lowest responsible bidder.

**6.4.2 Approval of Bid #166, Printing of 1999-2000 Catalogs for Ventura and Moorpark Colleges** was granted to the lowest responsible bidder.

**6.5 Budget Amendments**

None.

**6.6 Budget Transfers**

**6.6.1 Quarterly Budget Transfer Summary** was approved for the period ending December 31, 1998, for the General Fund-Unrestricted, General Fund-Restricted, General Fund-Designated, Child Development Fund, Health Services Fund, Parking Services, Capital Projects Fund and Self-Insurance Fund.

**6.7 Contracts**

**6.7.1 Approval of Contracts and Grants** was granted.

**6.8 Other**

**6.8.1 Revised Certification of Signatures for 1998/99 Fiscal Year** was approved as required by the Ventura County Superintendent of Schools (VCSS).

***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 travel was requested.

**7.3 Board of Trustees 1999 Schedule of Meetings** was approved to change the June 1 meeting to June 16.

TRUSTEE ISSUES

- **Governing Board Subcommittee Reports**
  - **Personnel Commission.** Trustee Nagel reported on the February 4 subcommittee interviews and indicated that two candidates were selected.
- **Interview of Personnel Commissioner Applicants.** The Board of Trustees interviewed the following candidates:
  - **Robert Saynay**
  - **Robert Hilgerman**

*Action Items*

*Human Resources*

1. **Recommendation to State Chancellor for Appointment to Personnel Commission (5.8)** was moved by Trustee Jacobs, seconded by President Nagel, and carried on a 4-1 vote, with President Jacobs, Trustees Gonzales, Nagel, and Tafoya voting yes, and Trustee Tallman voting no, to appoint Robert Saynay as Personnel Commissioner, whose name shall be submitted to the State Chancellor's Office for final appointment.

*Business Services*

2. **Acceptance of Gifts (6.1)** was moved by Trustee Tafoya, seconded by President Jacobs, and carried on a unanimous vote, to accept the following gifts:

<u>Gift</u>	<u>Donated by</u>	<u>Donated to</u>
Radio-Television Equipment	Helium Productions, Inc.	Moorpark College
Domain Reflectometer and Test Module	GN Nettetst Inc.	Moorpark College
Container	Naval Fac. Engr. Cntr	Oxnard College
Silk Screen	James Graca Design Grp.	Ventura College
Centrifuge	Cynthia Kenezys	Ventura College

Trustee Tafoya acknowledged the gifts from Helium Productions, Inc., GN Nettetst, Inc., Naval Facilities Engineering Center, James Graca Design Group, and Cynthia Kenezys.

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

*Instructional Services*

- 3.2 Study Abroad Program, Ventura College: View from Abroad, Summer 1999** was moved by Trustee Tallman, seconded by Trustee Gonzales, and carried on a unanimous vote.

The Board acknowledged the efforts done by staff in preparing the information on the Study Abroad Program.

### *Human Resources*

- 5.7 Denial of Additional Sabbaticals for 1999-2000** was moved by Trustee Tafoya, seconded by Trustee Tallman, and approved on a 4-1 vote, with President Jacobs, Trustees Gonzales, Nagel, and Tafoya voting yes, and Trustee Tallman voting no.

Chancellor Westin indicated that AFT asked the Board to consider Sabbaticals Nos. 13-16. There was a brief discussion regarding the additional sabbaticals.

### *Business Services*

#### **6.8 Other**

- 6.8.2 Quarterly Financial Status Reports, General Fund-Combined** was moved by Trustee Tafoya, seconded by Trustee Gonzales, and carried on a unanimous vote, to accept the quarterly financial status reports for the General Fund-Combined as required by law.

Michael Gregoryk updated the Board on the budget. He acknowledged Sue Johnson and her staff for their efforts on the budget. Mr. Gregoryk expressed his concerns about the Partnership for Excellence funds and outcome measures. He updated the Board on the scheduled maintenance funds.

### *End of Board Actions*

## **REPORTS**

### **STUDENT AND STAFF ORGANIZATIONS REPORTS**

- **Student Government representatives**
  - Susan Carrasco commented on the cost of books and the need for a transit system at night, lighting, and a night escort service on campus. Ms. Carrasco provided an update on the clubs on the Ventura College campus.
- **Academic Senate representatives**
  - Carmen Guerrero-Calderón responded to Ms. Carrasco's comments on the cost of textbooks and pointed out that the publishers are revising their textbooks every other year.

Ms. Guerrero-Calderón informed the Board that invitations have been extended to the 1997-98 Sabbatical Awardees to present their projects at a future meeting of the Academic Senate. She said that she would notify the Board when the presentations will be made. She suggested that the Board consider rotating board meetings on the three campuses and asked the Board to reschedule the presentation by David Viar and Bill Scroggins on shared governance.

- Elton Hall pointed out that publishers run on 18 month to 2-year cycle to stop the used books market.

#### CHANCELLOR'S REPORT

- **Chancellor's Report**

- Chancellor Westin commented on his recent trip to the CCLC Legislative Conference in Sacramento and pointed out that four board members attended the conference. He pointed out that members of the Board are involved in various statewide committees.
- Dr. Westin reported that both members of the Rules, Operations & Procedures subcommittee indicated that they had reviewed the sequence of the agenda in depth and suggested that the Student Representative Report should remain after the Action agenda.

At 9:18 p.m. Trustee Gonzales left the dais.

- **Presidents' Reports**

- Ron Dyste announced that the Ventura College Foundation has established the Phoenix Program Scholarship for individuals who have returned to school after a break in education. He pointed out that the Commission on Athletics selected the women's soccer and men's water polo teams as winners of the 1997-98 California Community Colleges Scholar Team Award. Mr. Dyste indicated that Judy Garey, Tom Kimberling, Patricia Rush and Kathryn Schoenrock have been included in the fifth edition of "Who's Who Among American Teachers for 1998."
- James Walker pointed out that 50 Moorpark College students went to Madrid for a Study Abroad Program and that all courses in the program satisfy the general education requirements and are transferable. He commented on the Groundhog Job Shadow Day sponsored by Moorpark College. Dr. Walker distributed a brochure with a list of performances at the Performing Arts Center and invited members of the Board.
- Dr. Arvizu commented on the 10+ percent enrollment increase at Oxnard College. He welcomed members of the Board to the March retreat on the Oxnard College campus. Dr. Arvizu introduced Lillian Manning, Child Development Director for the Oxnard Child Development Center.

- **College Presentation – Oxnard College.** Lillian Manning updated the Board on the Child Development Center at Oxnard College. She introduced Linda Fintel and Christy Almeida-Bowin who work at the center. Ms. Manning pointed out that Trustee Nagel took a tour of the facility.
- **Deputy Chancellor’s Report**
  - **District Police/Security Services.** Michael Gregoryk indicated that an update would be provided at the March Board meeting.
  - **Banner Implementation.** Vic Belinski gave a brief update on the progress of the Banner implementation. He acknowledged staff within the District for their efforts in assisting in the Banner implementation. Chancellor Westin indicated that he was a co-chair for a SCT statewide users group.

FIRST READING ITEMS

- **Course Approvals: New Courses—Ventura and Moorpark Colleges** was approved for Second Reading.

TRUSTEE ISSUES

- **Governing Board Subcommittee Reports.** Trustee Nagel reported on the subcommittee on Planning meeting on February 2. He indicated that HA and Spencer Hoskins will do the Facilities Master Plan.
- Trustee Nagel thanked the Board and the district for allowing him to go to Sacramento to the Trustee Orientation and Legislative Conference. Dr. Nagel expressed his concerns regarding confidentiality in the following items in Closed Session: personnel issues, litigation issues and issues regarding negotiations and asked for an investigation. There was a discussion on this issue. It was decided to adjourn to Closed Session to discuss this issue further.

RECESS TO CLOSED SESSION

At 10:30 p.m. the meeting was adjourned to Closed Session.

RECONVENE IN OPEN SESSION

At 11:15 p.m. the meeting reconvened in Open Session.

CLOSED SESSION REPORT

None.

**TRUSTEE REPORTS**

Trustee Tafoya indicated that he would be submitting a governance policy from the Board of Governors and the leadership of the California Community College Trustees (CCCT) recommending changes to improve and strengthen the current structure.

**PUBLIC COMMENTS REGARDING NON-AGENDIZED ITEMS**

Cheryl Herrmann commented on the maintenance of the facilities at Ventura College.

**ADJOURNMENT**

At 11:25 p.m., Trustee Tafoya moved and Trustee Tallman seconded, to adjourn the meeting in recognition of the loss of Dee Tabor-King.

Min2-9.doc