

Board of Trustees Ventura County Community College District

MINUTES FOR THE MEETING OF JULY 13, 1999

The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, July 13, 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
John D. Tallman
Becky Lawson, Student Trustee

Absent:

Pete E. Tafoya

Management Present:

Philip Westin, Chancellor
Marion Boenheim, Vice Chancellor, Human Resources
James Walker, President, Moorpark College
Steven Arvizu, President, Oxnard College
Larry Calderón, President, Ventura College
Jack Lipton, General Counsel
Anthony Tricoli, Associate Vice Chancellor, Student Learning
Dennis Cabral, Executive Vice President, Student Learning, Oxnard College
Ruth Hemming, Vice President, College Services, Moorpark College
Susan Johnson, Executive Director, Business Services and Financial Management
Vic Belinski, Executive Director, Information Technology
Yvonne Bodle, Interim Director, Public Affairs
Harry Culotta, Director, College Budgets, Oxnard College
Cheryl Shearer, Dean, Economic Development

Faculty/Staff/Student Representatives:

Charlene Arnold, Moorpark College Academic Senate President
Carmen Guerrero-Calderón, Oxnard College Academic Senate President
Octavio Sifuentes, Ventura College Academic Senate President
Larry Miller, AFT President
Candace Peyton, SEIU President

CALL TO ORDER

President Jacobs called the meeting to order in the Cowan Conference Center – Ventura Room at 5:02 p.m., with Trustee Tafoya absent. Trustees Gonzales and Nagel arrived at 5:20 p.m.

RECESS TO CLOSED SESSION

The Board of Trustees recessed to Closed Session at 5:03 p.m. in the Cowan Conference Center – Ojai Room, to address the following items:

Pending Litigation [*Gov't. Code §54956.9(a)*]

- Hefferman v. VCCCD et al.
- Mundell v. VCCCD et al.
- Green v. VCCCD
- AFT v. VCCCD
- VCCCD v. AFT

Threatened Litigation [*Gov't. Code §54956.9(b)*]

Public Employee Discipline/Evaluation

RECONVENE IN OPEN SESSION

President Jacobs reconvened the meeting in Open Session at 7:00 p.m. in the Cowan Conference Center, Ventura Room.

PLEDGE TO THE FLAG

Charlene Arnold led the pledge to the flag.

CLOSED SESSION REPORT

Chancellor Westin read the following Closed Session report:

In the case of *Mundell v. VCCCD*, Ventura County Superior Court Case No. SC02136, the case has been dismissed as against Ventura College and the District.

PUBLIC NOTICE OF CHANGES TO THE AGENDA

Human Resources

5.6 Approval of Salary Increase for All Employees. This item was revised to change the wording from "all employees" to read, "faculty, SEIU classified Units A&B, and all managers, classified supervisors, and confidential employees."

Business Services

The following two items were changed on the agenda from Consent Agenda Items to Action Items:

- 6.7.11 Resolution Approving Police Officers Training Academy and
- 6.7.12 Ratification of Memorandum of Understanding and Empowerment of the Chancellor to Act on the Board's Behalf in Executing a Contract with the Ventura County Sheriff's Department

Trustees/Chancellor

- 7.1 Board of Trustees Absence Due to Illness. This item was revised to add the name Pete E. Tafoya who was ill.

PUBLIC COMMENTS REGARDING AGENDIZED ITEMS

Carmen Guerrero-Calderón asked that on page 11 of the minutes her statement be revised to reflect that she was concerned about the size of Oxnard College's budget and compared it to the District Office and District-wide services budgets.

Board Actions

Consent Calendar Items

It was moved by Trustee Gonzales, seconded by Trustee Nagel, and carried on a unanimous vote, with Trustee Tafoya absent, to approve the following Consent Calendar Items: (Lawson - yes)

Approval of Minutes

- 2.1 Action to Approve Minutes of the Regular Meeting of the Board of Trustees for June 29, 1999 was approved.

Instructional Services

- 3.1 Course Approvals: New, Revised and Deleted Courses—Oxnard and Ventura Colleges were approved.

- 3.2 New Program: Interpretation: American Sign Language & English --- Oxnard College** was approved for a new instructional program in Interpretation: American Sign Language & English at Oxnard College. The college will provide core instruction for interpreting between the languages of American Sign Language (ASL) and English, thereby facilitating communication between deaf and hearing people, and to recognize the cultural differences that exist among deaf and hearing people.

Human Resources

- 5.1 Academic Actions**
- 5.1.2 Declination of Sabbatical Leave for 1999-2000** was received from Michael Bowen, instructor in Physics and Math at Oxnard College.
- 5.2 Classified Actions**
- 5.2.1 Approval of Classifications** was granted to establish a Senior Budget Analyst classification, District Office.
- 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 Assignments** was granted.
- 5.2.5 Provisional Assignments** were approved.
- 5.2.6 Retirement of Permanent Personnel** was granted for David Abraham, Director of Construction & Special Projects, effective December 31, 2000.
- 5.2.7 Limited Term Assignment** was granted to Karen Bulger as a Human Resources Assistant at the District Office.
- 5.3 Proposed Revision to Board Policy Manual Section E.17 and F.22, Policy on Sexual Harassment** was approved to revise Board Policy Manual Sections E.17, Policy on Sexual Harassment – Employees, and F.22, Sexual Harassment of Students.

Business Services

- 6.2 Checks**
- 6.2.1 Ratification of Accounts Payable and Payroll for the Period of June 9, 1999 – June 21, 1999** was approved.
- 6.3 Purchase Orders**
- 6.3.1 Approval/Ratification of Purchase Order List #13 (FY 1998-99)** was granted for June 12, 1999 – June 21, 1999.
- 6.7 Contracts**
- 6.7.1 Approval of Change Order #1 for the Ventura College East Campus Remodel (Santa Paula Center)** was granted in the amount of \$8,794.88 for the Ventura College East Campus remodel (Santa Paula Center).

- 6.7.2 Approval of Change Order #1 for Parking Lot Renovation (S Lot) Project for Moorpark College** was granted in the amount of \$2,511 for the Parking Lot S renovations at Moorpark College.
- 6.7.3 Approval of Change Order #1 for Electrical Work on the Job and Career Center at Oxnard College** was granted in the amount of \$1,677.53 for the Oxnard College Job & Career Center electrical work.
- 6.7.4 Approval of Change Order #1 for the Ventura College Math and Science Complex Secondary Effects** was granted in the amount of \$24,079 for the Ventura College Math and Science Complex Secondary Effects.
- 6.7.5 Acceptance of Completion for the Fire Alarm System Project at Oxnard College** was granted to accept the completion for the Fire Alarm System project at Oxnard College.
- 6.7.6 Acceptance of Completion for the Math/Science Building at Moorpark College** was granted to accept the completion for the Math/Science Building at Moorpark College.
- 6.7.7 Approval of Substitution of Subcontractor for the Chemistry Lab Modification Project at Oxnard College** was granted to substitute a subcontractor for the Chemistry Lab Modification project at Oxnard College.
- 6.7.8 Approval of Change Order #1 for the Oxnard College Chemistry Lab Reconstruction** was granted in the amount of \$43,487 for the Oxnard College Chemistry Lab Reconstruction.
- 6.7.10 Modification and Extension of Contract Between Field Hockey Federation, Inc. ("FHF") and Ventura County Community College District - Moorpark College** was approved.

Trustees/Chancellor

- 7.1 Board of Trustees Absence Due to Illness.** Trustee Tafoya was absent due to illness.

Action Items

6.7 Contracts

- 6.7.11 Resolution Approving Police Officers Training Academy** was moved by Trustee Gonzales, seconded by Trustee Nagel, and carried on a unanimous vote, with Trustee Tafoya absent, to acknowledge the need for the police officers training academy. (Lawson - yes)
- 6.7.12 Ratification of Memorandum of Understanding and Empowerment of the Chancellor to Act on the Board's Behalf in Executing a Contract with the Ventura County Sheriff's Department** was moved by Trustee Gonzales, seconded by Trustee Nagel, and carried on a 3-1 vote, with President Jacobs, Trustees Gonzales and Nagel voting yes, Trustee Tallman voting no, and Trustee Tafoya absent, to ratify a Memorandum of Understanding and empower the Chancellor to act on the Board's behalf in executing an Institutional Services Agreement with the Ventura County Sheriff's Department. (Lawson - yes)

Trustee Tallman expressed his concerns about the contract and asked for a copy of the final Agreement. Chancellor Westin pointed out that the District's General Counsel wrote the Agreement and that County Counsel is currently reviewing it. Dr. Westin said that he would send the Agreement to the Board as soon as it is signed.

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

Human Resources

5.2 Academic Actions

5.1.1 Approval of Reassignment of full-time Academic Personnel – Oxnard College was moved by Trustee Gonzales, seconded by Student Trustee Lawson, and carried on a unanimous vote, with Trustee Tafoya absent, to approve the reassignment of Juan Hernandez, a full-time academic employee from an 11-month non-instructional position to a 10-month instructional position. (Lawson -yes)

The Board requested a legal opinion from General Counsel regarding procedures for reassignment of personnel and when Board approval is required. There was discussion regarding the role of the Board and administration in personnel-related matters and it was decided to place this issue on the agenda.

5.4 Approval of Change of Classified Position of Executive Director, Information Technology to Academic Position of Associate Vice Chancellor, Information Technology was moved by Trustee Gonzales, seconded by Student Trustee Lawson, and carried on a unanimous vote, with Trustee Tafoya absent, to change the classified position of Executive Director, Information Technology, to an academic position of Associate Vice Chancellor, Information Technology at the Management Salary Schedule Level 195, Step 5, effective July 1, 1999. (Lawson - yes)

Trustee Tallman asked for further clarification of the position. Chancellor Westin pointed out that this is a management position.

5.5 Approval of Adjustment to Salary for College Presidents and Vice Chancellor, Human Resources was moved by Trustee Nagel, seconded by Trustee Gonzales, and carried on a 3-0 vote, with Trustee Tallman abstaining, and Trustee Tafoya absent, to approve an adjustment to the salary schedule for College Presidents and the Vice Chancellor, Human Resources, effective July 1, 1999. (Lawson - yes)

It was moved by Trustee Tallman, seconded by Student Trustee Lawson, and denied on a 1-3 vote, with Trustee Tallman voting yes, President Jacobs, Trustees Gonzales and Nagel voting no, and Trustee Tafoya absent, to amend the original motion to provide that approval would be with the condition that the argument that the gap is too small will not be used to seek raises for the Chancellor and Deputy Chancellor for the next two years. (Lawson - yes)

Trustee Tallman expressed his concerns about this item. President Jacobs indicated that he asked the Chancellor for comparative figures. Chancellor Westin distributed a survey titled, "California Community College President Total Compensation - Multi College Districts, July 1999."

- 5.6 Approval of Salary Increase for All Employees** was moved by Trustee Tallman, seconded by Trustee Nagel, and carried on a unanimous vote, with Trustee Tafoya absent, to approve a salary increase of 2.4% for faculty, SEIU classified Units A&B, and all managers, classified supervisors, and confidential employees, effective July 1, 1999. (Lawson - yes)

Trustee Nagel pointed out that each level received the 2.4% increase.

- 5.7 Consideration of Extension of Contracts for Senior District Managers** was moved by Trustee Nagel, seconded by Trustee Gonzales, and carried on a 3-1 vote, with Trustee Tallman voting no, and Trustee Tafoya absent, to add one year to the employment contracts of the following senior District managers: (Lawson - yes)

Steven Arvizu	June 30, 2001 to June 30, 2002
Larry Calderón	June 30, 2001 to June 30, 2002
James Walker	June 30, 2001 to June 30, 2002
Michael Gregoryk	December 31, 2001 to December 31, 2002
Philip Westin	December 31, 2001 to December 31, 2002

Trustee Nagel expressed his support for this item. Trustee Tallman expressed his concerns and asked about additional recommendations for extension of contracts. Chancellor Westin pointed out that Marion Boenheim's contract also expires June 30, 2002. He indicated that he offered an additional year to the three Vice Presidents, Student Learning and the Associate Vice Chancellor, Student Learning, and that he will meet with the Vice Presidents of College Services.

Business Services

6.7 Contracts

- 6.7.9 Renewal of Contract Between School Services of California, Inc., and Ventura County Community College District to Provide Legislative Services for the Period July 1, 1999, Through June 30, 2000** was moved by Trustee Tallman, seconded by Trustee Gonzales, and carried on a 3-1 vote, with Trustee Gonzales voting no, and Trustee Tafoya absent, to renew the contract for legislative services to be provided by School Services of California, Inc., for the period beginning July 1, 1999, through June 30, 2000. (Lawson - yes)

There was a brief discussion regarding the contract renewal. Trustee Gonzales suggested that this item be pulled from the agenda. The Board asked for a presentation or report from Arnold Bray detailing what he has done on the District's behalf. It was decided to renew the contract with School Services Inc., and to develop a request for proposal for legislative services for next year.

End of Board Actions

REPORTS

STUDENT AND STAFF ORGANIZATIONS REPORTS

- **Student Government Representatives**

Student Trustee Lawson indicated that Ventura College students expressed an interest in a Program for Accelerated College Education (PACE) at Ventura College.

- **Academic Senate Representatives**

Charlene Arnold expressed the faculty's concerns about the reassignment of Eva Conrad and thanked Trustee Jacobs for his response to the letters from the faculty. She acknowledged Dr. Conrad for her efforts at Moorpark College.

Carmen Guerrero-Calderón announced that eight Oxnard College faculty members will be attending a Curriculum Institute on July 28 - 30, 1999, sponsored by the Academic Senate for California Community Colleges. Ms. Guerrero-Calderón expressed faculty's concerns about the reassignment of the Executive Vice Presidents and acknowledged Dr. Cabral for his efforts at Oxnard College.

Octavio Sifuentes expressed concerns from staff at Ventura College regarding the reassignment of Ron Dyste. Mr. Sifuentes acknowledged Mr. Dyste for his efforts at Ventura College.

CHANCELLOR'S REPORT

Chancellor Westin distributed information on enrollment, prepared by Dr. Yvonne Bodle. He handed out an e-mail from the Community College League of California Legislative office regarding Assembly Bill 1115. Chancellor Westin indicated that he wrote a letter to Governor Davis requesting that he consider a line item veto for those items that districts pursued their individual agendas directly through the legislative process rather than working through the state system.

- **Presidents' Reports**

- Larry Calderón invited the Board to attend "Stand Down 1999" on July 23-25 at Ventura College. He distributed the "Ventura College Report to the Community – 1997-98" and acknowledged Jeanette Villanueva-Walker for her efforts.
- James Walker thanked the Board for their support in the extension of the Field Hockey contract. He indicated that the golf driving range project at Moorpark College was almost completed.
- Steven Arvizu expressed his appreciation to the board for supporting the operations of Oxnard College and distributed an overview of the awarded and funded contracts. Dr. Arvizu announced that Ms. Velia Soto was awarded the Hispanic Association of Colleges and Universities and the United States Department of the Interior internship.

TRUSTEE ISSUES

- **Governing Board Subcommittee Reports** – Trustee Nagel reported on the July 9 Board Construction Subcommittee meeting.
- **Other District Issues**
 - Trustee Nagel thanked Dr. Arvizu for his presentation on grants and indicated that it is important to look for other ways to acquire money for the District.
 - John Tallman acknowledged members of the Board subcommittees for their efforts.

PUBLIC COMMENTS REGARDING NON-AGENDIZED ITEMS

- **Student and Staff Issues**
 - **Reorganization.** Carmen Guerrero-Calderón read a quotation from Peter Arbelá regarding reorganization.
 - Linda McDill addressed the Board regarding the reassignment of the Executive Vice Presidents.

ADJOURNMENT

The meeting was adjourned at 8:50 p.m. by a motion from Trustee Nagel, seconded by Student Trustee Lawson, and carried on a unanimous vote, with Trustee Tafoya absent. (Lawson - yes)