

Board of Trustees Ventura County Community College District

**MINUTES
FOR THE JOINT SPECIAL MEETING
OF THE
BOARD OF TRUSTEES
AND THE
PERSONNEL COMMISSION
NOVEMBER 30, 1999**

The joint special meeting of the Board of Trustees and the Personnel Commission of the Ventura County Community College District was held on Tuesday, November 30, 1999, in the District Administration Center Conference Room, Camarillo, California.

Roll Call

Board Members Present:

Allan W. Jacobs, President
Norman J. Nagel
Pete E. Tafoya
John D. Tallman
Becky Lawson, Student Trustee

Absent:

Robert S. Gonzales, Vice-President

Personnel Commissioners Present:

Barbara Harison, Chair
Tony Grey
Robert Saynay

Management Present:

Philip Westin, Chancellor
Michael Gregoryk, Deputy Chancellor
Jack Lipton, General Counsel
Patricia Parham, Director of Human Resources
Yvonne Bodle, Director of Public Affairs

CALL TO ORDER

President Jacobs called the meeting to order in the District Administration Center Conference

Room at 7:00 p.m. with Trustee Gonzales absent.
PLEDGE TO THE FLAG

Patricia Parham led the pledge to the flag.

Board Actions

- **Introductions – Allan W. Jacobs, President, Board of Trustees.** President Jacobs welcomed members of the Personnel Commission. He indicated that he met with Chancellor Westin and Barbara Harison to determine the agenda. Chancellor Westin announced that Chief Gonzales was on his honeymoon and would not be attending the meeting, and that Marion Boenheim was in Hong Kong for the holidays and would not return until December 1.
- **Overview of District Goals.** Barbara Harison asked for a summary of the Board of Trustees vision for the future. Chancellor Westin shared some of the formal goals that the Board had set for him, as part of his evaluation on June 29, 1999. Dr. Westin pointed out that he had selected goals that would be useful to the members of the Personnel Commission. He commented on the following goals:
 - Strategic Planning Process
 - Articulation Process
 - Implementation of the Information Technology System
 - Governmental and Public Relations Program

Student Trustee Lawson reported on the Futures Forum and the teamwork that she observed. Barbara Harison asked for periodic updates on the planning process. Dr. Jacobs suggested that periodically, the Personnel Commissioners may want to attend Board meetings as a way to develop an ongoing communication.

Robert Saynay asked for an organizational chart for the entire district, which included classified personnel. President Jacobs asked the Chancellor to update the chart and distribute it to the Personnel Commissioners.

- **Ongoing Communications.** Chancellor Westin indicated that Marion Boenheim, Vice Chancellor of Human Resources, would be able to provide to the Personnel Commissioners any additional information that they may need.

Trustee Tallman suggested that a standardized organizational chart be developed for the entire district. Dr. Jacobs asked Patricia Parham to work with Marion to develop an organizational chart format for the campuses to follow.

Trustee Tafoya commented on the classification study. There was a brief discussion regarding increasing competitiveness and performance-based increases.

Trustee Tafoya pointed out the need for a public relations person to present the best image for the district, lead the team of public relations officers and facilitate the Community Colleges of Ventura County philosophy.

There was discussion regarding the issue of equalization. Chancellor Westin pointed out that because of Proposition 13, the Community Colleges of Ventura County are 11th from bottom of 71 districts in terms of how they are funded in California community colleges.

- **Reclassification of Salary Equity.** Barbara Harison asked about the inconsistencies in titles among the three colleges for the same position. There was discussion regarding uniformity in titles and teamwork.
- **Process for Appointment/Reappointment**

Trustee Jacobs reported on Board discussions regarding the appointment/re-appointment of Personnel Commissioners, explained the current process, and asked for input from the Commissioners. There was a brief discussion regarding this issue. The following items were suggested:

- Preference to current Personnel Commissioner
- Serve two terms
- Allow to Reapply

Chancellor Westin reported on a random opinion survey regarding the Personnel Commissioner's term of office.

- **Other Issues**

Robert Saynay asked about the process for employees who disagree with Personnel Commission decisions. Jack Lipton explained the appeal process and the District's legal obligations.

Trustee Tafoya suggested that the Personnel Commissioners attend trustee conferences, such as the Community College League of California New Trustee Orientation, to develop an understanding of the Board.

ADJOURNMENT

At 8:50 p.m. it was moved by Trustee Tallman, seconded by Student Trustee Lawson, and carried on a unanimous vote to adjourn the meeting.

