



**Thursday, June 28, 2012
Chancellor's Consultation Council**

**Ventura County Community College District
Consultation Council
District Administrative Center
255 West Stanley Avenue, Suite 150
Ventura, CA 93001
8:30 a.m.**

1. Call to Order

1.01 Call to Order

2. Review of Consultation Council Notes

2.01 Review of the June 7, 2012 Consultation Council Notes

3. Board Meeting Agenda Review

3.01 Review and discuss Board of Trustees July 10, 2012 Board Meeting

4. Annual Board Self Evaluation

4.01 Annual Board Self Evaluation Survey

4.02 Annual Consultation Council Evaluation of the Board of Trustees

5. Board Goals

5.01 Board Goals

6. Other Items

6.01 Future Agenda Items

6.02 Future Meetings

7. Adjourn Meeting

7.01 Adjourn meeting



Agenda Item Details

Meeting	Jun 28, 2012 - Chancellor's Consultation Council
Category	1. Call to Order
Subject	1.01 Call to Order
Access	Public
Type	Information

Public Content

Administrative Content



Agenda Item Details

Meeting	Jun 28, 2012 - Chancellor's Consultation Council
Category	2. Review of Consultation Council Notes
Subject	2.01 Review of the June 7, 2012 Consultation Council Notes
Access	Public
Type	Discussion

Public Content

 [06.07.12 Consultation Council Notes.pdf \(102 KB\)](#)

Administrative Content

Ventura County Community College District
Consultation Council Notes
June 7, 2012
2:30 p.m.

Present: Pam Eddinger, Richard Duran, Steve Hall, Riley Dwyer, Peter Sezzi, Clare Geisen, Patricia Parham, Peder Nielsen, Johnson, Karen Bulger, Laura Brower, Handel Evans, Robert Cabral
Chair: James Meznik, Chancellor
Recorder: Patti Blair
Absent: Robin Calote, Maureen Rauchfuss, Karla Banks

Agenda Item	Summary of Discussion	Action (If Required or Information Provided)	Completion Timeline	Assigned to:
Opening of Meeting	Dr. Meznik welcomed everyone to the meeting.	N/A	N/A	James Meznik
Review of Consultation Council Notes	Consultation Council notes from May 10, 2012 were reviewed and approved.	N/A	N/A	
June 19, 2012 Board of Trustees Meeting Agenda Review	The Board of Trustees meeting will be held in the Thomas G. Lakin Board Room; the meeting will begin at 5:15 p.m., with a closed session scheduled and open meeting at 6:30 p.m. Ms. Riley requested adding a line in the review table to indicate academic senate review. Ms. Geisen indicated the review line will be added to the final agenda. Following discussion, Item 16.11, BP 5010 is being pulled for further review.	N/A	N/A	James Meznik
Participatory Governance Manual	Consultation Council reviewed the VCCCD Governance Chart, as part of the June 19, 2012 Board of Trustees meeting agenda. There was no constituent objection.	N/A	N/A	James Meznik

Agenda Item	Summary of Discussion	Action (If Required or Information Provided)	Completion Timeline	Assigned to:
<p>Consultation Council Governance Committee Survey Results</p>	<p>Dr. Meznik discussed the results of the Consultation Council Governance Committee Survey results.</p> <p>Standing item on agenda: future agenda items.</p> <p>DCAP work. DCAP membership will be expanded, as necessary. DCAP will provide full summaries to report to Consultation Council.</p> <p>Discussion included the possibility of using technology to eliminate the need for traveling to the District office.</p>			
<p>Oxnard College</p>	<p>Dr. Duran commented on the new library, opening June 18, 2012, college governance manual, and fall 2012.</p>			<p>Richard Duran</p>
<p>Moorpark College</p>	<p>Dr. Eddinger commented on preparation for the fall semester, SLOs, program planning and program reviews, and planning cycles.</p>	<p>N/A</p>	<p>N/A</p>	<p>Pam Eddinger</p>
<p>Ventura College</p>	<p>Mr. Sanchez announced the selection of a new CTE dean.</p>	<p>N/A</p>	<p>N/A</p>	<p>Ramiro Sanchez</p>
<p>Moopark College Academic Senate</p>	<p>Ms. Dwyer did not provide a report.</p>	<p>N/A</p>	<p>N/A</p>	<p>Riley Dwyer</p>
<p>Ventura College Academic Senate</p>	<p>Mr. Sezzi commented on DCAP and expressed concern about the manner in which recent changes were made.</p>	<p>N/A</p>	<p>N/A</p>	<p>Peter Sezzi</p>
<p>AFT</p>	<p>Dr. Hall requested information on the recent Grand Jury Report reported in the Ventura County Star. Dr. Meznik indicated the Grand Jury began researching the fire academy and moved</p>	<p>N/A</p>	<p>N/A</p>	<p>Steve Hall</p>


Agenda Item	Summary of Discussion	Action (If Required or Information Provided)	Completion Timeline	Assigned to:
	into matriculation.			
Oxnard College Academic Senate	Mr. Cabral indicated the June 19, 2012 Board meeting will be the last one as an academic senate president.	N/A	N/A	Robert Cabral
Ventura College Classified Senate	Mr. Nielsen congratulated the Ventura College Women's Soccer team as State Champions.	N/A	N/A	Peder Nielsen
Human Resources	Ms. Parham did not provide a report.	N/A	N/A	Patricia Parham
Classified Confidential	Ms. Brower did not provide a report.	N/A	N/A	Laura Brower
Classified Representative	Ms. Bulger did not provide a report.	N/A	N/A	Karen Bulger
Business Services	Ms. Johnson did not provide a report.	N/A	N/A	Sue Johnson
Capital Planning	Dr. Evans did not provide a report.	N/A	N/A	Handel Evans
Future Meetings	<p>Future Meetings</p> <ul style="list-style-type: none"> * June 28 29 Agenda Review * August 2 3 Agenda Review August 31 Agenda Review September 28 Agenda Review November 2 Agenda Review November 30 Agenda Review * Dates changed to accommodate 4/40 summer schedule. 			



Agenda Item Details

Meeting	Jun 28, 2012 - Chancellor's Consultation Council
Category	3. Board Meeting Agenda Review
Subject	3.01 Review and discuss Board of Trustees July 10, 2012 Board Meeting
Access	Public
Type	Discussion

Public Content

 [07.10.12 BoT Meeting Agenda for 06.28.12 Consultation Council.pdf \(879 KB\)](#)

Administrative Content



**Tuesday, July 10, 2012
Board of Trustees**

**Order of the Agenda
Ventura County Community College District
Thomas G. Lakin Boardroom
255 West Stanley Avenue, Suite 150
Ventura, CA 93001
5:30 p.m.**

1. Ventura County Community College District

- 1.01 Ventura County Community College District Mission
- 1.02 District Strategic Planning Vision Statement, adopted October 11, 2011.
- 1.03 Ventura County Community College District Board Objectives, adopted October 11, 2011.
- 1.04 Association of Community College Trustees: Code of Ethics
- 1.05 Ventura County Community College Governance Roles

2. Open Session: Call to Order

- 2.01 Call to order.

3. Public Comments Regarding Closed Session Agenda Items

3.01 Chair will ask for public comments. Pursuant to the federal Americans with Disabilities Act, if you need any special accommodation or assistance to attend or participate in the meeting, please direct your written request, as far in advance of the meeting as possible, to the Office of Interim Chancellor Sue Johnson, VCCCD, 255 W. Stanley Avenue, Suite 150, Ventura, CA.

4. Recess to Closed Session 5:30 p.m.

4.01 Existing Litigation: Government Code Section 54956.9(a). Philip C. Ames; Gary B. Hand; State of California; and the Ventura County Community College District v. Vratsinas Construction Company, et al., Ventura County Superior Court Case No. 56-2011-00409056-CU-MC-VTA.

5. Reconvene in Open Session and Closed Session Report 5:45 p.m.

5.01 Chair will reconvene and provide a closed session report.

6. Pledge to the Flag

6.01 Pledge to the Flag

7. Changes to the Agenda

7.01 Changes to the Agenda

8. Acknowledgement of Guests and Special Recognitions

8.01 Guests and Recognitions

9. Public Comments

9.01 Chair will ask for public comments. Pursuant to the federal Americans with Disabilities Act, if you need any special accommodation or assistance to attend or participate in the meeting, please direct your written request, as far in advance of the meeting as possible, to the Office of Interim Chancellor Sue Johnson, VCCCD, 255 W. Stanley Avenue, Suite 150, Ventura, CA.

10. Associated Student Government Reports

10.01 Associated Student Government

11. Senate President Business Report

11.01 Academic Senate

11.02 Classified Senate

12. Interim Chancellor's Recommendations of Board of Trustees Agenda

12.01 INTERIM CHANCELLOR'S RECOMMENDATION. The District's Consultation Council is the representative body designed to support the governance processes at each College and to assist in District governance through the review and analysis of the Board of Trustees agenda prior to action by the Trustees. The items presented to the Board of Trustees contained in the Consultation Council meeting agenda of June 28, 2012, have been reviewed within the District's Consultation Council and are hereby presented to the Trustees for action, without constituent objection.

13. Study Session: Accreditation Update

13.01 OPEN STUDY SESSION: Accreditation Update.

13.02 This item presents for discussion an accreditation update.

13.03 CLOSE STUDY SESSION.

14. Study Session: Professional Development

14.01 OPEN STUDY SESSION

14.02 Fiscal

14.03 Legal Affairs

14.04 CLOSE STUDY SESSION

15. Board Policy

15.01 The Policy Committee met on June 20, 2012. The Policy Committee provides recommendations to the Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to ensure uniform practice Districtwide and avoid impeding college operational effectiveness (Accreditation Standards III.A.3.a, III.A.4.c, IV.B.1.b-c; IV.B.1.e).

15.02 ACTION TO REAFFIRM BOARD POLICY (BP) 1100 VENTURA COUNTY COMMUNITY COLLEGE DISTRICT. This item presents for reaffirmation BP 1100 Ventura County Community College District. No administrative procedure is required.

16. Trustees/Chancellor's Office

16.01 STUDY SESSION. BOARD MEETING ASSESSMENT FROM THE June 19, 2012 REGULAR BOARD MEETING. This item presents for review a Board meeting assessment for the June 19, 2012 Regular Board of Trustees meeting.

16.02 ACTION TO APPROVE REVISED BOARD OF TRUSTEES MEETING CALENDAR 2012. This item presents for approval the revised Board of Trustees Meeting Calendar 2012.

16.03 ACTION TO APPOINT ALTERNATE BOARD COMMITTEE MEMBERS. This item presents for action the appointment of alternate members to serve on Board committees.

16.04 ACTION TO APPROVE GOVERNING BOARD MEMBER ABSENCE. This item presents for approval the absence of a Board of Trustees member.

17. Business Services

17.01 APPROVAL OF BUDGET AMENDMENT: This item requests approval to amend the General Fund Revenue and the General Fund Reserve account

18. Human Resources

18.01 There are no items.

19. Capital Planning

19.01 Trustees: Capital Planning & Facilities Committee met on June 19, 2012.

20. Student Learning

20.01 ACTION TO APPROVE OXNARD COLLEGE DENTAL CLINIC FEE SCHEDULE EFFECTIVE SEPTEMBER 1, 2012: This item presents for approval the fee schedule for the Dental Hygiene Clinic at Oxnard College, effective September 1, 2012.

20.02 APPROVAL OF A MEMORANDUM OF UNDERSTANDING WITH OXNARD UNION HIGH SCHOOL DISTRICT FOR CONDOR MIDDLE COLLEGE AT THE OXNARD COLLEGE CAMPUS: This item presents for approval the Memorandum of Understanding between Oxnard College and the Oxnard Union High School District for the Condor Middle College at Oxnard College.

21. Consent Calendar

21.01 APPROVAL OF CONSENT CALENDAR. This item presents for approval the Consent Calendar.

22. Consent Calendar: Approval of Minutes

22.01 APPROVAL OF MINUTES FOR THE REGULAR MEETING OF THE BOARD OF TRUSTEES FOR JUNE 19, 2012. This item presents for approval the minutes of the Board of Trustees Meeting of June 19, 2012.

23. Consent Calendar: Business Services

23.01 RATIFICATION OF ACCOUNTS PAYABLE AND PAYROLL FOR THE PERIOD OF MAY 30 TO JUNE 13, 2012: This item presents for ratification Accounts Payable and Payroll for the period of May 30, 2012 to June 13, 2012.

23.02 APPROVAL/RATIFICATION OF BOARD PURCHASE ORDER REPORT #14 FOR FY 2011-12: This item presents for approval/ratification of Board Purchase Order Report #14, for FY 2011-2012 from June 4, 2012 to June 25, 2012.

23.03 APPROVAL/RATIFICATION OF BOARD PURCHASE ORDER REPORT #2 FOR FY 2012-13: This item presents for approval/ratification of Board Purchase Order Report #02, for FY 2012-2013 from June 4, 2012 to June 25, 2012.

23.04 ACCEPTANCE OF GIFTS: This item presents for approval the acceptance of gifts.

23.05 APPROVAL OF BID 439, VENTURA COLLEGE ADMINISTRATION & ENGLISH LEARNING CENTER BUILDINGS ROOFING PROJECT: This item presents for approval the award of Bid 439, Ventura College Administration & English Learning Center Buildings Roofing Project to the lowest responsible bidder, RMC Construction and Roofing, Inc., in the amount of \$168,000.

23.06 APPROVAL OF BID 442, VENTURA COLLEGE RENOVATION OF ATHLETIC LOCKER AREAS: This item presents for approval award of Bid 442, Ventura College Renovation of Athletic Locker Areas to the lowest responsible bidder, Bottenfield Construction Inc., in the amount of \$119,680.

23.07 MONTHLY BUDGET TRANSFER SUMMARY & AMENDMENT: This item presents for ratification the monthly budget transfer summary and budget amendment for the months of June 2012.

24. Consent Calendar: Human Resources

24.01 EMPLOYMENT AND POSITION CONTROL: APPROVAL OF THE ABOLISHMENT AND ESTABLISHMENT OF A POSITIONS: This item presents for approval the abolishment and establishment of positions.

24.02 EMPLOYMENT AND POSITION CONTROL: APPROVAL OF PERMANENT INCREASE IN ASSIGNMENT

24.03 EMPLOYMENT AND POSITION CONTROL: APPROVAL OF RESCISSION OF SEPARATION OF EMPLOYMENT

24.04 EMPLOYMENT AND POSITION CONTROL: APPROVAL OF RESCISSION OF ACTION TO ELIMINATE A VACANT POSITION: This item presents for approval the rescission of an action that was previously approval by the Board of Trustees to eliminate a vacant position.

25. Consent Calendar: Capital Planning & Facilities

25.01 ACCEPTANCE OF CHANGE ORDER SUMMARY REPORTS FOR CAPITAL PROJECTS: This item presents for approval the Change Order Summary Reports for Capital Projects.

25.02 APPROVAL TO ISSUE AN ADDENDUM TO PAUL MURDOCH ARCHITECTS FOR CONSTRUCTION ADMINISTRATION SERVICES FOR THE OXNARD COLLEGE LEARNING RESOURCES CENTER RENOVATION/NEW CONSTRUCTION, PROJECT #29124: This item presents for approval an addendum to the Architectural Design Agreement with Paul Murdoch Architects, in the amount of \$66,385 for additional Construction Administration Phase Services for the Oxnard College Learning Resources Center Renovation/New Construction, project #29124.

25.03 ACCEPTANCE OF COMPLETION OF CONTRACT WITH SANTA BARBARA PLUMBING FOR THE OXNARD COLLEGE ROSE AVENUE CORRIDOR LANDSCAPE IMPROVEMENTS, PROJECT #29124: This item presents for approval the acceptance of completion of the contract with Santa Barbara Plumbing for the Oxnard College Rose Avenue Corridor Landscape Improvements, Project #29124.

26. Consent Calendar: Student Learning

26.01 MOORPARK COLLEGE REVISED DEGREE APPROVAL: This item presents for approval a revised degree at Moorpark College

27. Informational Items

27.01 There are no items.

28. Reports

28.01 Academic Senates

28.02 Trustees

28.03 Interim Chancellor

29. Adjournment

29.01 Chair will adjourn the meeting.



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	1. Ventura County Community College District
Subject	1.01 Ventura County Community College District Mission
Access	Public
Type	Information

Public Content

The Ventura County Community College District (VCCCD) is committed to assisting students in the attainment of its primary mission as a system of state supported two-year colleges.

The primary mission of the District is to produce student learning in lower division level academic transfer and career/vocational degree and certificate programs. Effective, efficient student support services are offered to assist in the accomplishment of the District's primary mission based on need and available resources.

Ventura County Community College District works to enhance state, regional, and local economic growth and global competitiveness within the pursuit of its primary mission. Additionally, workforce and economic development activities and services are offered based on need and available resources.

English as a Second Language instruction, remedial, adult education, and supplemental learning services that contribute to student success are offered and operated based on need and available resources. Ventura County Community College District improves the quality of community life by offering not-for-credit, recreational, vocational, cultural, and civic programming based on community demand and available resources.

All District programs, services, and activities operate within a framework of integrated planning and budgeting. Ongoing, student learning outcome assessment and systematic program review are used to ensure District-wide excellence through sustainable, continuous quality improvement in compliance with its mission.

Administrative Content



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	1. Ventura County Community College District
Subject	1.02 District Strategic Planning Vision Statement, adopted October 11, 2011.
Access	Public
Type	Information

Public Content

VCCCD Board Strategic Planning is committed to optimal student access and degree and certificate completion through the effective and efficient use, assessment, and improvement of its fiscal, human, and technological resources.

Administrative Content



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	1. Ventura County Community College District
Subject	1.03 Ventura County Community College District Board Objectives, adopted October 11, 2011.
Access	Public
Type	Information

Public Content

Board Goal One: Provide Access and Student Success

“Provide optimal student access to academic, career, and support programs through effective, efficient, and accountable operations. Provide quality educational programs and services without barriers to ensure student course, degree or certificate completion and successful four-year college transfer or employment.”

The goal and objectives are in no order of priority and are accomplished working through the District’s participatory governance structure and constituents. Progress and focus toward this goal will be measured by the following benchmarks/objectives:

- A. Students are served more efficiently by expedited movement through District programs resulting in associate, transfer, and CTE degree and certificate completion. Student learning opportunities are enhanced by implementing system-wide efficiencies. Associate degree programs contain no more than 60 units with an appropriate mix of general education, core discipline, and exploratory elective courses.
- B. Uniform collegiate level English, mathematics, and science course units and learning outcomes are established across the District consistent with equivalent courses at four-year California state universities or the transfer model curriculum (TMC).
- C. Uniform English, ESL and mathematics objectives for pre-collegiate courses are established and uniform student assessment and placement in such for both pre- collegiate and collegiate courses in these subject areas are implemented.
- D. Basic skills, ESL and all pre-collegiate programs are set no lower than two levels below collegiate level.
- E. Efficient and effective course coring and core sequences for academic programs and services are established and maintained and college catalogs accurately reflect curriculum and program offerings.
- F. Districtwide common-course numbering is established.

Board Goal Two: Maintain Instructional Quality Within Budgetary Limits

“Implement system-wide efficiencies to enhance institutional capacity to enroll students. Maximize student learning and success by allowing students to effectively achieve their educational goals.

Utilize student, course and program outcome information to continuously improve programs and services and enhance educational success. Improvement in student access, persistence, course completion, and degree/certificate completion will be emphasized as a benchmark for organizational

effectiveness.”

The goal and objectives are in no order of priority and are accomplished working through the District’s participatory governance structure and constituents. Progress and focus toward this goal will be measured by the following benchmarks/objectives:

- A. Technical and vocational college courses and programs are aligned with employer and market needs.
- B. Professional development activities for faculty and staff promote organizational best practices and technology activities that empower employees to work “smarter” allowing greater time to be expended on activities linked to student access, persistence, and success.
- C. Uniform policy and procedure for college program assessment, improvement, and discontinuance are established.

Board Goal Three: Prudent Fiscal Stewardship

“Ensure the budget process provides the foundation for sound planning, fiscal management, stability, sustainability, and accountability.”

The goal and objectives are in no order of priority and are accomplished working through the District’s participatory governance structure and constituents. Progress and focus toward this goal will be measured by the following benchmarks/objectives:

- A. The link between discretionary budgeting and strategic planning is strengthened.
- B. Expenditures linked to District planning are reviewed on an annual basis.
- C. The effectiveness and efficiency of all District operations, programs, and services are improved and associated cost savings are redirected to student learning and support.
- D. District long-term retirement obligations (GASB 45) are funded and adequate cash reserves are maintained to handle cash flow requirements, including state funding deferrals and unanticipated expenditures.
- E. Costs in areas such as healthcare, work-related injuries, facilities and operations, etc. are contained or reduced and cost savings are redirected to student learning and support.
- F. The state’s financial condition is monitored and assessed to allow for timely budgetary intervention to avoid crises and unanticipated disruptions in District operations and programs.
- G. A plan to fund budgetary structural deficits is developed and maintained.

Administrative Content



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	1. Ventura County Community College District
Subject	1.04 Association of Community College Trustees: Code of Ethics
Access	Public
Type	Information

Public Content

The following model code of ethics was developed by the Association of Community College Trustees.

As a community college governing board member, I am responsible to:

1. Devote time, thought, and study to the duties and responsibilities of a community college board member so that I may render effective and creditable service;
2. Work with my fellow board members in a spirit of harmony and cooperation in spite of differences of opinion that arise during vigorous debates on issues;
3. Base my personal decision upon all available facts in each situation; vote my honest conviction in every case, unswayed by partisan bias of any kind; therefore, to abide by and uphold the final majority decision of the board;
4. Remember at all times that as an individual I have no legal authority outside the meetings of the board, and to conduct my relationships with the community college staff, the local citizenry, and all media of the community on the basis of this fact;
5. Resist every temptation and outside pressure to use my position as a community college board member to benefit myself or any other individual or agency apart from the total interest of the community college district;
6. Recognize that it is as important for the board to understand and evaluate the educational program of the community college as well as to plan for the business of the college operations;
7. Bear in mind under all circumstances that the primary function of the board is to establish the policies by which the college is to be administered;
8. Welcome and encourage active participation of the community in helping to establish the policies guiding the operations of the college and proposed future developments;
9. Support the state and national community college organizations;
10. Finally, strive step by step toward ideal conditions for the most effective community college board service to my community, in a spirit of teamwork and devotion to public education as the greatest instrument for the preservation and the perpetuation of our representative democracy.

Administrative Content



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	1. Ventura County Community College District
Subject	1.05 Ventura County Community College Governance Roles
Access	Public
Type	Information

Public Content

Roles of Board, Chancellor, Faculty, Administrators, and Staff

Critical to the integrity of the College and District governance structure is that each member of the District community understands the roles, responsibilities, and accountability of each constituent group in the governance process.

Members of the District have the authority and responsibility to make recommendations in matters appropriate in scope. The scope for each constituent group outlined below is derived from several sources: the Government Code of California, California Code of Regulations (see relevant sections of Title 5 in Appendix III), VCCCD Board Policy, District practices and procedures, and job descriptions.

Role of the Board of Trustees

Trustees are guardians of the public's trust and are accountable to all county citizens although they are elected within subsections of Ventura County. The Board's primary responsibility is to establish District policies that align with the minimum standards set by the Board of Governors of the California Community Colleges.

The Board of Trustees, as elected representatives of the community, is the final voice in the District subject to the laws and appropriate regulations of the State Legislature and State Chancellor's Office. The Board completes work with a focus on the District mission. In these statements, most recently reviewed and adopted on July 14, 2009, and March 13, 2007, respectively, the members of the Board defined the end result of the efforts at the Colleges and District. The Board ensures that this mission and vision will be accomplished by assigning responsibilities to District employees through job descriptions. In this way, the Board remains outside the operations of the District.

As a legislative body, the VCCCD Board of Trustees conducts deliberations and actions openly within the realm of public scrutiny consistent with Government Code Section 54953, also known as the Ralph M. Brown Act (included in Appendix III). Minutes are prepared for all actions taken by the VCCCD Board of Trustees to serve as the District's public record.

Every regular Board meeting provides an opportunity for the public to address the Trustees on any item of interest to citizens within the jurisdiction of the Board. No action, however, can be taken on an issue unless it has first been noticed on the Board agenda.

In response to unagendized public comments, therefore, Board members may:

- Request clarification from those making public comments;
- Request staff to provide factual information on the comments being presented;

- Request staff to report back to the Board on the subject of comment at a later meeting; or
- Direct staff to place the matter on a future agenda.

The exception to the requirement for open meetings is when the Board confers in private on one of the following:

- Consideration of the appointment, employment, evaluation, discipline or dismissal of an employee;
- Consideration of charges brought against an employee by another;
- Consideration of national or public security;
- Confer with legal counsel regarding litigation;
- Consideration of student disciplinary actions;
- Consideration of real property transactions;
- Confer with District representatives within the scope of collective bargaining; or
- Consideration of honorary degrees or gifts from anonymous donors.

Items to be discussed in such a closed session are disclosed in open session through the printed and public Board agenda. Following a closed session, the Board reconvenes in open session and announces any action taken in closed session and the vote or abstentions of its members. Trustees do not disclose personnel, collective bargaining, or other discussions prohibited by law.

Role of District Chancellor

The Chancellor is the administrative agent of the Board of Trustees and, as such, is the District's only employee responsible directly to the Board. The Chancellor is accountable for the operation of the District and for providing policy recommendations to the Board. Further definition of the Chancellor's responsibilities is provided in the Participatory Governance Manual *Role of Administrators*.

The Chancellor has the right to accept, reject, or modify recommendations from the District Consultation Council. When the Chancellor rejects or modifies a recommendation from the District Consultation Council, he/she informs that group of the objections to their recommendation. The Academic Senates, Service Employees International Union (SEIU), Ventura County Federation of College Teachers (AFT), and/or Associated Student Governments (ASG) retains the right to present their comments on the Chancellor's recommendation directly to the Board of Trustees.

Role of Faculty

Faculty members perform duties as instructors, librarians, or counselors in areas for which they possess appropriate qualifications; assess, develop, and recommend articulation agreements; implement activities based on applicable recommendations and District/College goals; perform other contractually identified professional responsibilities; and provide advice and recommendations regarding relevant policies and procedures through active participation on District committees, councils, and task forces.

Full-time and part-time faculty members at each College are represented in governance by an Academic Senate. The Academic Senate at each College assumes primary responsibility for making recommendations in the areas of curriculum, academic standards, and other areas of professional and academic matters identified in Assembly Bill 1725.

The VCCCD Board of Trustees agreed in Board Policy 2510 to function with the Colleges' Academic Senates in academic and professional matters under the mutual agreement option. When the Board elects to provide for mutual agreement with the Academic Senates, and an agreement has not been reached, existing policy shall remain in effect unless such policy exposes the District to legal liability or fiscal hardship. In cases where there is no existing policy, or when legal liability or fiscal hardship requires existing policy to be changed, the Board may act, after a good faith effort to reach agreement, only for compelling legal, fiscal, or organizational reasons.

Through the three Academic Senates and their College governance structure, recommendations are made to the administration of its College and the District on the following specific academic and professional matters:

- Curriculum, including establishing prerequisites and placing courses within disciplines;
- Degree and certificate requirements;

- Grading policies;
- Educational program development;
- Standards or policies regarding student preparation and success;
- District and College governance structures, as related to faculty roles;
- Faculty roles and involvement in accreditation processes, including self-study and annual reports;
- Policies for faculty professional development activities;
- Processes for program review;
- Processes for institutional planning and budget development; and
- Other academic/professional matters, mutually agreed upon between the Board of Trustees and the Academic Senate (Not implemented at VCCCD).

The Board and Chancellor consult collegially with Academic Senates on the matters described above. Consultation on processes in program review, planning, and budgeting means exactly that: It is not required to consult collegially on the “content” of program review, planning, and budget documents (although many people may be involved in the development of those activities).

Full-time and part-time faculty members within the District are represented in collective bargaining by a chapter of the American Federation of Teachers, which operates under a contract negotiated and approved by its members.

The two bodies that represent District faculty are compatible; the Academic Senates are responsible for professional and academic matters, while the chapter of the American Federation of Teachers responds to matters within the scope of salary, benefits, and working conditions.

Academic Senates appoint faculty members to District groups; in addition, provisions of the negotiated contract include appointment of faculty members to specific District and College governance committees to represent the American Federation of Teachers.

Role of Classified Staff

Classified staff members include College and District employees in a wide range of positions including administrative assistants, clerks, custodians, and grounds workers. Classified staff members are provided with opportunities to participate in the formulation and development of District and College recommendations as well as in the processes for developing recommendations that have or will have a significant effect on them.

Classified staff members at each College are represented by the Service Employees International Union, Local 99, including all regular, permanent and probationary, full-time and part-time merit system classified employees in Units “A” and “B” as certified by the Los Angeles Regional Director of the Public Employment Relations Board.

This collective bargaining unit conducts elections to appoint classified staff to District and College governing councils in the areas that have or will have a significant effect on staff and that are outside the scope of collective bargaining. Prior to the Board of Trustees taking action on such matters, classified staff are provided with the opportunity to participate in the formulation of recommendations through committee participation in areas that affect them. The Board gives every reasonable consideration to recommendations and opinions of staff.

Role of Students

Students are the reason the District and its Colleges exist: Students learn through participation in and completion of approved courses and involvement in college life activities.

Students at each College are represented by an Associated Student Government organization composed of an elected Board of Directors. Each College’s student government organization operates in accordance with its own constitution and bylaws and is responsible for appointing student representatives to serve on District councils. In their role representing all students, they offer opinions and make recommendations to the administration of the College and to the Board of Trustees with regard to District and College policies and procedures that have or will have a significant effect on students. Those areas are specifically defined as:

- Grading policies;
- Codes of student conduct;

- Academic disciplinary policies;
- Curriculum development;
- Courses or programs which should be initiated or discontinued;
- Processes for institutional planning and budget development;
- Standards and policies regarding student preparation and success;
- Student services planning and development;
- Students fees within the authority of the District to adopt; and
- Any other District and College policy, procedure, or related matter that the District Board of Trustees determines will have a significant effect on students.

Generally, the VCCCD Board of Trustees shall not take action on a matter having a significant effect on students unless they have been provided with an opportunity to participate in the recommendation process. The Board of Trustees ensures that recommendations and positions developed by students are given every reasonable consideration. Similarly, the Academic Senate at each College will consult with their counterpart Associated Student Government prior to making recommendations that impact students' interests.

Role of Administrators

The job descriptions for College and District administrators assign specific governance roles for administrators and call for both successful processes and products.

Product: Administrators are held accountable to provide effective leadership for and support of faculty and staff in the planning, implementation, and monitoring of District and College activities while maintaining compliance with state regulations, laws, and District policies.

Process: Administrators are held accountable to carry out their responsibilities in styles that support and maintain the spirit and letter of participatory governance.

Drawing from job descriptions approved by the Board of Trustees for each administrative position, the roles for College and District administrators are to:

- Provide leadership and expertise in assessing, identifying, formulating, and aiding in implementing the overall academic direction for the College in conjunction with the Chancellor;
- Plan, organize, direct, and evaluate the activities of the College pursuant to District and College mission and goals as set forth by the Board of Trustees; report on College achievement of District and College goals;
- Plan and recommend the instructional and student services programs, College budget, and organizational structure of the College;
- Prepare and maintain an educational master plan and support institutional research related to student learning, development, and outcomes;
- Remain current on emerging services, methodologies, and technologies relevant to the College's educational programs and student services;
- Establish and maintain liaisons with business and community representatives as participants in the planning, development, and modification of division curriculum and programs;
- Serve as a resource to and collaborate with faculty and staff in developing, coordinating, and evaluating the Colleges' programs and services;
- Ensure that the colleges' educational programs and student services comply with the Education Code, state and federal regulations, accreditation standards, District policies, contractual agreements, and articulation agreements;
- Serve as a resource to the Chancellor, the Board of Trustees, and College faculty and staff for colleges' educational and student service programs; and
- Promote the appropriate inclusion of students, faculty, and staff in participatory decision-making processes.

Administrative Content



Agenda Item Details

Meeting Jul 10, 2012 - Board of Trustees
Category 2. Open Session: Call to Order
Subject 2.01 Call to order.
Access Public
Type Information

Public Content

Administrative Content



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	3. Public Comments Regarding Closed Session Agenda Items
Subject	3.01 Chair will ask for public comments. Pursuant to the federal Americans with Disabilities Act, if you need any special accommodation or assistance to attend or participate in the meeting, please direct your written request, as far in advance of the meeting as possible, to the Office of Interim Chancellor Sue Johnson, VCCCD, 255 W. Stanley Avenue, Suite 150, Ventura, CA.
Access	Public
Type	Information

Public Content

Administrative Content



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	4. Recess to Closed Session 5:30 p.m.
Subject	4.01 Existing Litigation: Government Code Section 54956.9(a). Philip C. Ames; Gary B. Hand; State of California; and the Ventura County Community College District v. Vratsinas Construction Company, et al., Ventura County Superior Court Case No. 56-2011-00409056-CU-MC-VTA.
Access	Public
Type	Discussion

Public Content

Existing Litigation: Government Code Section 54956.9(a):

Philip C. Ames; Gary B. Hand; State of California; and the Ventura County Community College District v. Vratsinas Construction Company, et al., Ventura County Superior Court Case No. 56-2011-00409056-CU-MC-VTA.

Administrative Content



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	5. Reconvene in Open Session and Closed Session Report 5:45 p.m.
Subject	5.01 Chair will reconvene and provide a closed session report.
Access	Public
Type	Report

Public Content

Administrative Content



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	6. Pledge to the Flag
Subject	6.01 Pledge to the Flag
Access	Public
Type	Information

Public Content

Administrative Content



Agenda Item Details

Meeting Jul 10, 2012 - Board of Trustees
Category 7. Changes to the Agenda
Subject 7.01 Changes to the Agenda
Access Public
Type

Public Content

Administrative Content



Agenda Item Details

Meeting Jul 10, 2012 - Board of Trustees
Category 8. Acknowledgement of Guests and Special Recognitions
Subject 8.01 Guests and Recognitions
Access Public
Type

Public Content

Administrative Content



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	9. Public Comments
Subject	9.01 Chair will ask for public comments. Pursuant to the federal Americans with Disabilities Act, if you need any special accommodation or assistance to attend or participate in the meeting, please direct your written request, as far in advance of the meeting as possible, to the Office of Interim Chancellor Sue Johnson, VCCCD, 255 W. Stanley Avenue, Suite 150, Ventura, CA.
Access	Public
Type	Report

Public Content

Pursuant to Ventura County Community College District Board Policy (BP) 2350:

Persons may speak to the Board either on an agenda item or on other matters of interest to the public that are within the subject matter jurisdiction of the Board.

Oral presentations relating to a matter on the agenda, including those on the consent agenda shall be heard before an item is addressed and voted on.

Persons wishing to speak to matters not on the agenda shall do so at the time designated at the meeting for public comment.

Those wishing to speak to the Board are subject to the following:

- The Chair of the Board may rule members of the public out of order if their remarks do not pertain to matters that are within the subject matter jurisdiction of the Board or if their remarks are unduly repetitive.
- Non-scheduled substitutes may not speak in place of scheduled speakers unless alternates have been submitted on the original request.
- Employees who are members of a bargaining unit represented by an exclusive bargaining agent may address the Board under this policy, but may not attempt to negotiate terms and conditions of their employment. This policy does not prohibit any employee from addressing a collective bargaining proposal pursuant to the public notice requirements of Government Code Section 3547 and the policies of this Board implementing that section.
- They shall complete a written request to address the Board at the beginning of the meeting at which they wish to speak.
- The request shall include the person's name and name of the organization or group represented, if any, and a statement noting the agenda item or topic to be addressed.
- No member of the public may speak without being recognized by the Chair of the Board.
- Each speaker will be allowed a maximum of three (3) minutes per topic; thirty (30) minutes shall be the maximum time allotment for public speakers on any one subject regardless of the number of speakers at any one board meeting. At the discretion of a majority of the Board, these time limits may be extended.
- Each speaker coming before the Board is limited to one (1) presentation per specific agenda item before the Board, and to one (1) presentation per meeting on non-agenda matters.

[Board Policy 2350 Speakers](#)



Agenda Item Details

Meeting Jul 10, 2012 - Board of Trustees
Category 10. Associated Student Government Reports
Subject 10.01 Associated Student Government
Access Public
Type Report

Public Content

- Moorpark College
- Oxnard College
- Ventura College

Administrative Content



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	11. Senate President Business Report
Subject	11.01 Academic Senate
Access	Public
Type	Information

Public Content

- Moorpark College
- Oxnard College
- Ventura College

Through the three Academic Senates and their College governance structure, recommendations are made to the administration of its College and the District on the following specific academic and professional matters:

- Curriculum, including establishing prerequisites and placing courses within disciplines;
- Degree and certificate requirements;
- Grading policies;
- Educational program development;
- Standards or policies regarding student preparation and success;
- District and College governance structures, as related to faculty roles;
- Faculty roles and involvement in accreditation processes, including self-study and annual reports;
- Policies for faculty professional development activities;
- Processes for program review;
- Processes for institutional planning and budget development

Administrative Content



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	11. Senate President Business Report
Subject	11.02 Classified Senate
Access	Public
Type	Report

Public Content

- Moorpark College
- Oxnard College
- Ventura College

Administrative Content



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	12. Interim Chancellor's Recommendations of Board of Trustees Agenda
Subject	12.01 INTERIM CHANCELLOR'S RECOMMENDATION. The District's Consultation Council is the representative body designed to support the governance processes at each College and to assist in District governance through the review and analysis of the Board of Trustees agenda prior to action by the Trustees. The items presented to the Board of Trustees contained in the Consultation Council meeting agenda of June 28, 2012, have been reviewed within the District's Consultation Council and are hereby presented to the Trustees for action, without constituent objection.
Access	Public
Type	Report

Public Content

The District's Consultation Council is the representative body designed to support the governance processes at each College and to assist in District governance through the review and analysis of the Board of Trustees agenda prior to action by the Trustees. The items presented to the Board of Trustees contained in the meeting agenda of July 10, 2012, have been reviewed within the District's Consultation Council on June 28, 2012, and are hereby presented to the Trustees for action, without constituent objection.

Administrative Content



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	13. Study Session: Accreditation Update
Subject	13.01 OPEN STUDY SESSION: Accreditation Update.
Access	Public
Type	Information

Public Content

Administrative Content



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	13. Study Session: Accreditation Update
Subject	13.02 This item presents for discussion an accreditation update.
Access	Public
Type	Discussion

Public Content

Administrative Content



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	13 Study Session: Accreditation Update
Subject	13.03 CLOSE STUDY SESSION.
Access	Public
Type	Information

Public Content

Administrative Content



Agenda Item Details

Meeting Jul 10, 2012 - Board of Trustees
Category 14. Study Session: Professional Development
Subject 14.01 OPEN STUDY SESSION
Access Public
Type

Public Content

Administrative Content



Agenda Item Details

Meeting Jul 10, 2012 - Board of Trustees
Category 14. Study Session: Professional Development
Subject 14.02 Fiscal
Access Public
Type

Public Content

Administrative Content



Agenda Item Details

Meeting Jul 10, 2012 - Board of Trustees
Category 14. Study Session: Professional Development
Subject 14.03 Legal Affairs
Access Public
Type

Public Content

Administrative Content



Agenda Item Details

Meeting Jul 10, 2012 - Board of Trustees
Category 14. Study Session: Professional Development
Subject 14.04 CLOSE STUDY SESSION
Access Public
Type

Public Content

Administrative Content



Agenda Item Details

Meeting Jul 10, 2012 - Board of Trustees

Category 15. Board Policy

Subject 15.01 The Policy Committee met on June 20, 2012. The Policy Committee provides recommendations to the Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to ensure uniform practice Districtwide and avoid impeding college operational effectiveness (Accreditation Standards III.A.3.a, III.A.4.c, IV.B.1.b-c; IV.B.1.e).

Access Public

Type Information

Public Content

The following Board policy has been reviewed as part of the District’s two-year review cycle (Accreditation Standard IV.B.1.e).

- 15.01 Board Policy (BP) 1100 Ventura County Community College District (reaffirm); no administrative procedure is required.

Staff Review	N/A	Date(s) Reviewed
President	X	
Academic Senate	X	
Legal Counsel	X	
Further Information	Clare Geisen	

Administrative Content



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	15. Board Policy
Subject	15.02 ACTION TO REAFFIRM BOARD POLICY (BP) 1100 VENTURA COUNTY COMMUNITY COLLEGE DISTRICT. This item presents for reaffirmation BP 1100 Ventura County Community College District. No administrative procedure is required.
Access	Public
Type	Action
Recommended Action	The Interim Chancellor recommends the Board of Trustees reaffirm BP 1100 Ventura County Community College District. No administrative procedure is required.

Public Content

Background

Existing BP 1100 Ventura County Community College District has been reviewed as part of the District's two-year review cycle (Accreditation Standard IV.B.1.e). No administrative procedure is required.

Analysis

The Policy Committee reviewed BP 1100 on June 20, 2012, and recommends the Board take action to reaffirm this policy as presented. No administrative procedure is required. BP 1100 does not appear to impede the operational effectiveness of the colleges.

Staff Review	N/A	Date(s) Reviewed
Chancellor's Cabinet	X	
President's Council	X	
Administrative Council	X	
Academic Senate	X	
District Council on Administrative Services (DCAS)	X	
District Council on Human Resources (DCHR)	X	
District Council on Student Learning (DCSL)	X	
District Technical Review Workgroup (DTRW)	X	
Consultation Council	X	
Legal Counsel	X	
Further Information	Clare Geisen	

[BP 1100.pdf \(46 KB\)](#)



Book	VCCCD Board Policy Manual
Section	Chapter 1 The District
Title	BP 1100 VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
Number	BP 1100
Status	Active
Legal	Education Code Section 72000(b)
Adopted	October 13, 2009
Last Revised	January 17, 2006
Last Reviewed	September 25, 2009

The District has been named Ventura County Community College District.

The name is the property of the District. No person shall, without the permission of the Chancellor, use this name or the name(s) of its college(s), department(s), subsidiary brands and mascots, facilities, or any abbreviation of them, to imply, indicate, or otherwise suggest that an organization, product, or service is connected or affiliated with, or is endorsed, favored, supported, or opposed by the District.

Ventura County Community College District consists of the Chancellor's Office, District Administrative Center and the following colleges:

- Moorpark College
- Oxnard College
- Ventura College

The Chancellor will notify the Board regarding the authorization of the use of District name(s) by an outside entity and the justification for such actions.



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	16. Trustees/Chancellor's Office
Subject	16.01 STUDY SESSION. BOARD MEETING ASSESSMENT FROM THE June 19, 2012 REGULAR BOARD MEETING. This item presents for review a Board meeting assessment for the June 19, 2012 Regular Board of Trustees meeting.
Access	Public
Type	Discussion

Public Content

Administrative Content

06.19.12 Board of Trustees Meeting Assessment




1. I was present for the June 19, 2012 Board of Trustees meeting.

		Response Percent	Response Count
Stephen P. Blum		20.0%	1
Arturo Hernandez		20.0%	1
Dianne B. McKay		20.0%	1
Larry O. Miller		20.0%	1
Bernardo M. Perez		20.0%	1
		answered question	5
		skipped question	0

2. The Board of Trustees meeting agenda was distributed and posted timely.

		Response Percent	Response Count
Agree		100.0%	5
Disagree		0.0%	0
Don't Know (please comment below)		0.0%	0
		Comments about the agenda distribution or content?	0
		answered question	5
		skipped question	0

3. Closed session items were explained and supported, either orally and/or through written reports, in a clear and concise manner.



		Response Percent	Response Count
N/A		0.0%	0
Agree		100.0%	5
Disagree		0.0%	0
Don't Know (please comment below)		0.0%	0

Comments and recommendations for improvement: 1

answered question 5

skipped question 0

4. Human Resources, Business Services, Capital Planning, and Student Learning items were explained and supported by clear and concise detail.


		Response Percent	Response Count
N/A		0.0%	0
Agree		80.0%	4
Disagree		20.0%	1
Don't Know (please comment below)		0.0%	0

If not, please comment on items not fully explained or supported. 3


answered question 5

skipped question 0


5. Chancellor's Office/Board of Trustees items were explained and supported by clear and concise detail.

		Response Percent	Response Count
N/A		0.0%	0
Agree		100.0%	5
Disagree		0.0%	0
Don't Know (please comment below)		0.0%	0
If not, please comment on items not fully explained or supported.			0
answered question			5
skipped question			0

6. Trustee sub-committee reports were explained and supported by clear and concise detail.

		Response Percent	Response Count
Agree		100.0%	5
Disagree		0.0%	0
Don't Know (please comment below)		0.0%	0
If not, please comment on items not fully explained or supported.			1
answered question			5
skipped question			0


7. Questions/concerns regarding specific items were adequately addressed prior to the Board of Trustees meeting.

		Response Percent	Response Count
Yes		100.0%	5
No		0.0%	0

If no, please provide detailed comments below related to unaddressed questions/concerns. 1

answered question	5
skipped question	0

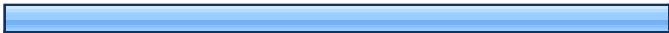
8. The Board of Trustees conducted themselves in accordance with its Code of Ethics/Standards of Practice (e.g., was prepared, read materials and raised questions prior to public meeting, respected divergent opinions and avoided the perception of conflicts of interest and involvement in institutional operations, and took actions in the best interest of the entire community. See Board Policy BP 2715 Code of Ethics/Standards of Practice).

		Response Percent	Response Count
Agree		100.0%	5
Disagree		0.0%	0
Don't Know (please comment below)		0.0%	0


Comments and recommendations for improvement: 0

answered question	5
skipped question	0

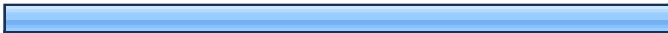
9. During the Board of Trustees public meeting, Trustees remained open-minded, courteous, and respectful of each other and staff.

		Response Percent	Response Count
Agree		100.0%	5
Disagree		0.0%	0
Don't Know (please comment below)		0.0%	0
Comments:			0
answered question			5
skipped question			0


10. The Board acted in a professional manner and communicated through focused and relevant discussion specific to the agenda.

		Response Percent	Response Count
Agree		100.0%	5
Disagree		0.0%	0
Don't Know (please comment below)		0.0%	0
Comments:			0
answered question			5
skipped question			0


11. The Board of Trustees followed appropriate Parliamentary Procedure in their public meeting.

		Response Percent	Response Count
Agree		100.0%	5
Disagree		0.0%	0
Don't Know (please comment below)		0.0%	0
Comments:			1
answered question			5
skipped question			0

12. The Board of Trustees managed public comment in a lawful, respectful, and efficient manner. Presenters completed public speaker cards. (e.g., speakers were allowed a maximum of three minutes per topic; speakers were limited to one (1) presentation per specific agenda item, and to one (1) presentation per meeting on non-agenda items; and the Board did not discuss unagendized business with speakers (see BP 2340 Speakers).

		Response Percent	Response Count
Agree		100.0%	5
Disagree		0.0%	0
Don't Know (please comment below)		0.0%	0
Comments and recommendations for improvement:			0
answered question			5
skipped question			0

13. The Board of Trustees meeting was led in a timely, organized manner? A balance was maintained among open exploration of opinions, running the meeting efficiently, and reaching closure on agenda items.

		Response Percent	Response Count
Agree		100.0%	5
Disagree		0.0%	0
Don't Know (please comment below)		0.0%	0






Comments and recommendations for improvement: 2

answered question	5
skipped question	0

14. To increase the effectiveness of the Board of Trustees in strengthening its activities in relation to its policy-making role, please provide any additional comments or recommendations.

	Response Count
	3
answered question	3
skipped question	2

15. I completed the June 19, 2012 Board of Trustees Meeting Assessment.

		Response Percent	Response Count
Stephen P. Blum		20.0%	1
Arturo Hernandez		20.0%	1
Dianne B. McKay		20.0%	1
Larry O. Miller		20.0%	1
Bernardo M. Perez		20.0%	1
		answered question	5
		skipped question	0

Q3. Closed session items were explained and supported, either orally and/or through written reports, in a clear and concise manner.

1 I appreciated how thoroughly the items were explained.

Q4. Human Resources, Business Services, Capital Planning, and Student Learning items were explained and supported by clear and concise detail.

1 The budget information was well presented, clear and easy to follow (though depressing).

2 More items appear to be appearing in consent agenda. Over time there are less Action items and a larger consent section.

3 Good and constant monitoring of CA Budget actions leading to preparation of Tentative Budget.

Q6. Trustee sub-committee reports were explained and supported by clear and concise detail.

1 We could use some work in this area.

Q7. Questions/concerns regarding specific items were adequately addressed prior to the Board of Trustees meeting.

1 Some were answered before the meeting and others were answered at the meeting. All question were addressed adequately.

Q11. The Board of Trustees followed appropriate Parliamentary Procedure in their public meeting.

1 There has been continued improvement in this area.

Q13. The Board of Trustees meeting was led in a timely, organized manner? A balance was maintained among open exploration of opinions, running the meeting efficiently, and reaching closure on agenda items.

1 It was a very long agenda to get through yet the right attention was given to all subjects.

Q13. The Board of Trustees meeting was led in a timely, organized manner? A balance was maintained among open exploration of opinions, running the meeting efficiently, and reaching closure on agenda items.

2 We moved through the lengthy agenda efficiently.

Q14. To increase the effectiveness of the Board of Trustees in strengthening its activities in relation to its policy-making role, please provide any additional comments or recommendations.

1 The policy schedule is appreciated.

2 Trustees raised good questions and general comments in anticipation of upcoming annual planning session.

3 We need to sustain our improvement by by continuing to work together as a team.



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	16. Trustees/Chancellor's Office
Subject	16.02 ACTION TO APPROVE REVISED BOARD OF TRUSTEES MEETING CALENDAR 2012. This item presents for approval the revised Board of Trustees Meeting Calendar 2012.
Access	Public
Type	Action
Recommended Action	The Interim Chancellor recommends the Board of Trustees approve this item.

Public Content

During the June 26, 2012 Board of Trustees Strategic Planning Session, Trustees revised the meeting schedule by adding an additional Board of Trustees Planning Session on August 9, 2012 at 5:00 p.m. The revised calendar reflects this change.

 [16.02.01 2012 Board Meetings Revised 07.10.12.pdf \(30 KB\)](#)

Administrative Content

Board of Trustees

Ventura County Community College District

Stephen P. Blum, Esq.
Chair
Arturo D. Hernandez
Vice Chair
Dianne B. McKay
Trustee
Larry O. Miller
Trustee
Bernardo M. Perez
Trustee
Arthur Valenzuela
Student Trustee



James M. Meznik
Chancellor/Secretary to the Board

2012 BOARD OF TRUSTEES MEETINGS Revised

District Administrative Center
255 West Stanley Avenue, Suite 150
Ventura, CA 93001

DATE	TIME	PURPOSE
<i>January 17, Tuesday</i>	<i>5:30 p.m. 7:00 p.m.</i>	<i>Closed Session General Purpose Meeting</i>
<i>February 14, Tuesday</i>	<i>5:30 p.m. 7:00 p.m.</i>	<i>Closed Session General Purpose Meeting</i>
<i>March 13, Tuesday</i>	<i>5:30 p.m. 7:00 p.m.</i>	<i>Closed Session General Purpose Meeting</i>
<i>April 10, Tuesday</i>	<i>5:30 p.m. 7:00 p.m.</i>	<i>Closed Session General Purpose Meeting</i>
<i>May 8, Tuesday</i>	<i>5:30 p.m. 7:00 p.m.</i>	<i>Closed Session General Purpose Meeting</i>
<i>June 19, Tuesday</i>	<i>5:30 p.m. 7:00 p.m.</i>	<i>Closed Session General Purpose Meeting</i>
<i>June 26, Tuesday</i>	<i>5:30 p.m.</i>	<i>Board Planning Session</i>
<i>July 10, Tuesday</i>	<i>5:30 p.m. 7:00 p.m.</i>	<i>Closed Session General Purpose Meeting</i>
<i>August 9, Thursday</i>	<i>5:00 p.m.</i>	<i>Board Planning Session</i>
<i>August 14, Tuesday</i>	<i>5:30 p.m. 7:00 p.m.</i>	<i>Closed Session General Purpose Meeting</i>
<i>September 11, Tuesday</i>	<i>5:30 p.m. 7:00 p.m.</i>	<i>Closed Session General Purpose Meeting</i>
<i>October 9, Tuesday</i>	<i>5:30 p.m. 7:00 p.m.</i>	<i>Closed Session General Purpose Meeting</i>
<i>November 13, Tuesday</i>	<i>5:30 p.m. 7:00 p.m.</i>	<i>Closed Session General Purpose/Planning Update</i>
<i>December 11, Tuesday</i>	<i>5:30 p.m. 7:00 p.m.</i>	<i>Closed Session Annual Organizational Meeting</i>

Revised: July 10, 2012



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	16. Trustees/Chancellor's Office
Subject	16.03 ACTION TO APPOINT ALTERNATE BOARD COMMITTEE MEMBERS. This item presents for action the appointment of alternate members to serve on Board committees.
Access	Public
Type	Action
Recommended Action	The Interim Chancellor recommends the Board of Trustees approve this item.

Public Content

Audit & Budget: Dr. Larry Miller, Chair. Mr. Arturo Hernández, Member.

The Audit & Budget Committee is responsible for the oversight of the District-wide budget development process through a review of Board priorities, budget assumptions, allocation model and the annual budget development calendar. The Committee recommends to the Board the selection of the District independent auditor, meets periodically with the auditor to ensure appropriate financial controls are in place and the annual financial reports are prepared timely and in accordance with State regulations. The Committee is also responsible for developing appropriate relations with the three College foundations, reviewing and recommending changes to the master agreements, and recommending policies that assist the foundations in supporting the Colleges. This committee meets monthly or on an as-needed basis (at least quarterly).

Capital Planning and Facilities: Dr. Larry Miller, Chair. Mr. Bernardo Perez, Member.

The Capital Planning and Facilities Committee examines the relationship of the campus facilities master plans to submitted proposals for the design and construction of buildings or other facilities or improvements, and review the fiduciary viability of any architectural or construction management firms recommended for Board approval. This committee meets monthly or on an as-needed basis (at least quarterly).

Legislative Program: Mr. Bernardo Perez, Chair. Ms. Dianne McKay, Member.

The Legislative Program Committee discusses responses to pending local, statewide, and federal legislative issues that may affect the community college district. This committee meets monthly or on an as-needed basis (at least quarterly).

Planning, Accreditation, and Communication: Mr. Stephen Blum, Chair, Ms. Dianne McKay, Member.

The Planning, Accreditation, and Communication Committee ensures that District and college planning is comprehensive and meets organizational and community needs, as well as Accrediting Commission Standards. The committee also reviews and tracks District and college practices and activities for alignment with Accrediting Commission Standards. The Planning, Accreditation, and Communication Committee ensures that the Board is informed regarding all accreditation matters within the District. The committee also ensures that instructional programs are effective and consistent with District and college policies, plans, strategies, and community needs. The committee ensures that internal and external Board communication is ongoing, timely, transparent, and meets both organizational and community needs. This committee meets monthly or on an as-needed basis (at least quarterly).

Policy: Mr. Stephen Blum, Chair. Mr. Arturo Hernández, Member.

The Policy Committee provides recommendations to the Board regarding policy for the Ventura County Community College District. This committee meets monthly or on an as-needed basis (at least quarterly).



Agenda Item Details

Meeting Jul 10, 2012 - Board of Trustees
 Category 16. Trustees/Chancellor's Office
 Subject 16.04 ACTION TO APPROVE GOVERNING BOARD MEMBER ABSENCE. This item presents for approval the absence of a Board of Trustees member.
 Access Public
 Type Action
 Fiscal Impact No
 Budgeted No
 Recommended Action That the Board of Trustees approve the absence of the Trustee(s) identified below.

Public Content

Background

In accordance with Education Code Section 72024(d):

“A member may be paid for any meeting when absent if the board, by resolution duly adopted and included in its minutes, finds that, at the time of the meeting, he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the Board.”

The Board of Trustees is to approve the absence of _____ who is absent from the _____ meeting due to the specified reason.

Staff Position Review	N/A	Primary	Advisory
President	X		
Academic Senate	X		
Legal Counsel	X		
Further Information	Sue Johnson/Patti Blair		

Administrative Content



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	17. Business Services
Subject	17.01 APPROVAL OF BUDGET AMENDMENT: This item requests approval to amend the General Fund Revenue and the General Fund Reserve account
Access	Public
Type	Action
Recommended Action	The Interim Chancellor recommends approval of this amendment to the General Fund-Unrestricted budget in the amounts indicated.

Public Content

Background/Analysis

Board Policy (BP 6250) provides that any increase or decrease in the General Fund – Unrestricted budget shall be presented to the Board for approval.

Unbudgeted FY12 revenues from a result of P2 have been identified as follows:

- a. FY12 reduction in state deficit factors \$332,154

In February (P1) the Chancellors office was projecting a \$148 million deficit (\$105 million enrollment fee, \$42 million property tax) at which time the District brought a P1 budget amendment for the use of reserves of \$3,200,000. At P2, the system deficit is now \$XXX million, \$2,867,846 to VCCCD. The above amount of \$332,154 reflects the difference between the P1 budget amendment and P2.

- b. FY11 prior year recal \$255,205

Total unbudgeted revenues \$587,362

Fiscal Impact

Increase of Reserves: \$587,362

Reserves as of June 30, 2011	\$25,181,591
Board approved use of reserves at Adoption	(\$551,463)
Budget Amendment October 2011	(\$302,000)
Tier I (\$670,037) and Tier II (\$1,716,633) mid-year reduction	(\$2,386,670)
P1 adjustment	(\$3,200,000)
Budget Amendment February 2012	(\$50,000)
P2/Recalc adjustment	<u>\$587,362</u>
Projected reserves at June 30, 2012	\$19,278,820

Staff Position Review	N/A	Primary	Advisory
President	X		
Academic Senate	X		
Legal Counsel	X		
Further Information	Sue Johnson		

Administrative Content



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	18. Human Resources
Subject	18.01 There are no items.
Access	Public
Type	Action

Public Content

Administrative Content



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	20. Student Learning
Subject	20.01 ACTION TO APPROVE OXNARD COLLEGE DENTAL CLINIC FEE SCHEDULE EFFECTIVE SEPTEMBER 1, 2012: This item presents for approval the fee schedule for the Dental Hygiene Clinic at Oxnard College, effective September 1, 2012.
Access	Public
Type	Action
Recommended Action	The Interim Chancellor recommends that the Board of Trustees approve the Oxnard College Dental Clinic Fee Schedule effective September 1, 2012.

Public Content

Background/ Analysis

Under the direction of a supervising dentist, who is also an instructor, Oxnard College operates a fee-based dental clinic. The Oxnard College Dental Clinic provides the student dental hygienist practical experience while providing selected low-cost dental services to the public.

Students solicit patients in the community, for example by attending a variety of community & public events and distributing flyers and through interviews on local radio shows. The Clinic is also identified on the California Dental Association website as a provider of low- cost dental services.

Some of the proposed fee increases are necessary in order to reflect the increased costs of supplies and materials associated with these procedures; some of the proposed increases are necessary to establish a set fee where none previously existed. The fees proposed are either similar to, or in some cases, lower than the fees generally charged by practitioners in private practice.

At a \$5 to \$10 increase per procedure, an effort has been made to keep the proposed fee increases reasonable because the Dental Clinic serves mainly people who are economically disadvantaged and who lack dental insurance. For most patients, the proposed fee increases would increase the total cost of treatment (assuming treatment consists of full-mouth radiographs + full-mouth cleaning) by \$15-\$35. The proposed fee schedule is attached as Exhibit 19.01.01.

The Clinic sees approximately 1,000 patients monthly and is estimated that it will realize approximately \$20,000 in annual fee revenues.

Fiscal Impact

Dental clinic fee revenues are accounted for in General Fund Unrestricted-Designated

Staff Position Review	N/A	Primary	Advisory
President	X		
Academic Senate	X		
Legal Counsel	X		
Further Information	Richard Duran/Sue Johnson		

 [Dental Clinic Fees.pdf \(470 KB\)](#)

Administrative Content

Dental Clinic Fee Schedule

PROCEDURE:	CURRENT:	PROPOSED:
Limited Oral Exam ("Free Dental Exam" or "Screening")	No Charge	No Charge
Dental Prophylaxis ("Regular Cleaning") or Periodontal Maintenance--includes complete oral exam, coronal polishing and topical fluoride treatment	\$15 (Calculus Code 1)	Adult \$25 (Calculus Code 1)
		Adolescent (13-17 yrs) \$20 (Code 1)
		Child (under 12 yrs) \$15 (Code 1)
Periodontal Scaling & Root Planing ("Deep Cleaning")-- includes complete oral exam, coronal polishing and topical fluoride treatment	\$15/half-mouth (Calculus Code 2)	\$20/half-mouth (Calculus Code 2)
	\$15/quadrant (Calculus Code 3)	\$20/quadrant (Calculus Code 3)
	\$10/sextant* (Calculus Code 4)	\$15/sextant* (Calculus Code 4)
Bitewing Radiographic Series (BWX, 4 films)	\$10	\$15
	\$10/copy (for patient to take)	\$12/copy (for patient to take)
Full-Mouth Radiographic Series (FMX, 18 films)	\$15/FMX	\$20/FMX
	\$10/copy (for patient to take)	\$15/copy (for patient to take)
Radiographs (single intraoral films)	\$2/film	\$4/film
	N/A	\$3/copy with \$15 max. (No Charge for copies of 3 or less films)
Panoramic Radiograph (extraoral film)	\$15	\$25
Sealants	\$10/tooth	\$15/tooth with \$75 max.
Nitrous Oxide	\$15/ appointment	\$80/3-hr. appointment
VCCCD Students (with current ASG ID)	No charge on first cleaning and radiographs	No charge on first cleaning and radiographs
VCCCD Faculty & Staff	\$7.50 (half off regular cleaning)	No charge on first cleaning and radiographs
Sapphire Professional Whitening (Full-Mouth)	N/A	\$90/treatment
Arestin (subgingival minocycline HCl)	N/A	\$25/cartridge

**waived for DH R040 Calculus Code 4 patients due to the extreme demands placed on the patients*

6/7/2012 1:37 PM

Dr. Christina Tafoya, Dental Coordinator
Oxnard College



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	20. Student Learning
Subject	20.02 APPROVAL OF A MEMORANDUM OF UNDERSTANDING WITH OXNARD UNION HIGH SCHOOL DISTRICT FOR CONDOR MIDDLE COLLEGE AT THE OXNARD COLLEGE CAMPUS: This item presents for approval the Memorandum of Understanding between Oxnard College and the Oxnard Union High School District for the Condor Middle College at Oxnard College.
Access	Public
Type	Action
Preferred Date	Jul 10, 2012
Absolute Date	Jul 10, 2012
Fiscal Impact	No
Recommended Action	The Interim Chancellor recommends that the Governing Board approve the Memorandum of Understanding with Oxnard Union High School District to jointly support the program entitled Condor Middle College at Oxnard College for the period of July 1, 2012 through June 30, 2015.

Public Content

Background/Analysis

In 2010, the Superintendent of the Oxnard Union High School District (OUHSD) approached Oxnard College with the idea of establishing a middle college so as to provide an opportunity for high school students to obtain college credit while completing high school graduation requirements. Benchmarking by the Superintendent and Oxnard College President occurred while visiting Moorpark and Ventura colleges. With the change of leadership in the OUSHD, the new Superintendent is eager to follow-up on the initial plans and to develop the Condor Middle College at Oxnard College. While helping the students get a jumpstart on their collegiate career, Oxnard College will benefit by having students enroll in Oxnard College classes which supports the Board goal of "Partnerships with Area High Schools."

The purpose of this Memorandum of Understanding (MOU) is to establish an effective working relationship between Oxnard College/Ventura County Community College District (VCCCD) and the Oxnard Union High School District (OUHSD) to jointly support the program entitled "Condor Middle College at Oxnard College." This MOU also provides the means by which VCCCD and OUHSD will collaborate to ensure a quality middle college high school that operates in accordance with Education Code sections 11300 and 11301. The Condor Middle College at Oxnard College is located on the campus of Oxnard College and shall be staffed by an education administrator, teachers and clerical staff from the OUHSD and serve students in the 9th, 10th, 11th and 12th grades. While completing high school diploma requirements via independent study, students must also take at least one college-level class each semester. The leased space will be 1,200 square feet on the Oxnard College campus at a rate of \$600 per month.

The MOU is effective July 1, 2012 through June 30, 2015, with either party having the ability to terminate the agreement with ninety (90) days notice.

Fiscal Impact

N/A

Staff Position Review	N/A	Primary	Advisory
President	X		
Academic Senate	X		
Legal Counsel	X		
Further Information	Richard Duran/Sue Johnson		

Administrative Content



Agenda Item Details

Meeting Jul 10, 2012 - Board of Trustees
 Category 21. Consent Calendar
 Subject 21.01 APPROVAL OF CONSENT CALENDAR. This item presents for approval the Consent Calendar.
 Access Public
 Type Action (Consent)
 Fiscal Impact No
 Budgeted No
 Recommended Action The Interim Chancellor recommends the Board of Trustees approve this item.

Public Content

Background

N/A

Analysis

N/A

Staff Position Review	N/A	Primary	Advisory
President	X		
Academic Senate	X		
Legal Counsel	X		
Further Information	Sue Johnson/Patti Blair		

Administrative Content



Agenda Item Details

Meeting Jul 10, 2012 - Board of Trustees

Category 22. Consent Calendar: Approval of Minutes

Subject 22.01 APPROVAL OF MINUTES FOR THE REGULAR MEETING OF THE BOARD OF TRUSTEES FOR JUNE 19, 2012. This item presents for approval the minutes of the Board of Trustees Meeting of June 19, 2012.

Access Public

Type Action (Consent), Minutes

Fiscal Impact No

Budgeted No

Recommended Action The Interim Chancellor recommends the approval of the June 19, 2012 minutes of the regular meeting of the Board of Trustees.

Public Content

This item presents for approval the minutes of the regular meeting of the Board of Trustees for June 21, 2012.

Staff Position Review	N/A	Primary	Advisory
President	X		
Academic Senate	X		
Legal Counsel	X		
Further Information	Sue Johnson, Patti Blair		

Administrative Content



Agenda Item Details

Meeting Jul 10, 2012 - Board of Trustees

Category 23. Consent Calendar: Business Services

Subject 23.01 RATIFICATION OF ACCOUNTS PAYABLE AND PAYROLL FOR THE PERIOD OF MAY 30 TO JUNE 13, 2012: This item presents for ratification Accounts Payable and Payroll for the period of May 30, 2012 to June 13, 2012.

Access Public

Type Action (Consent)

Fiscal Impact Yes

Budgeted Yes

Recommended Action The Interim Chancellor recommends the Board of Trustees ratify the checks as listed.

Public Content

Background

Education Code §85231 requires all payments from the funds of a community college district shall be made by written order of the governing board of the district. The Governing Board of the District ratifies the total payments made for accounts payable and payroll for the specified period.

Analysis

Accounts Payable	\$ 3,173,599.46
Payroll	\$ 8,142,877.30
TOTAL	\$11,316,486.76

Fiscal Impact

Included in approved budgets.

Staff Position Review	N/A	Primary	Advisory
President	X		
Academic Senate	X		
Legal Counsel	X		
Further Information	Sue Johnson		



Agenda Item Details

Meeting Jul 10, 2012 - Board of Trustees

Category 23. Consent Calendar: Business Services

Subject 23.02 APPROVAL/RATIFICATION OF BOARD PURCHASE ORDER REPORT #14 FOR FY 2011-12:
This item presents for approval/ratification of Board Purchase Order Report #14, for FY 2011-2012 from June 4, 2012 to June 25, 2012.

Access Public

Type Action (Consent)

Fiscal Impact Yes

Budgeted Yes

Recommended Action The Interim Chancellor recommends that the Board of Trustees approve/ratify the purchase orders listed in the attached exhibit.

Public Content

Background/Analysis

See attached

Fiscal Impact

In approved budgets

Staff Position Review	N/A	Primary	Advisory
President	X		
Academic Senate	X		
Legal Counsel	X		
Further Information	Pam Eddinger/Robin Calote/Richard Duran/ Sue Johnson		

[PO Board Report FY12 #14.pdf \(11 KB\)](#)

Administrative Content

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PO Board Report

June 25, 2012

PO NUMBER P0074153 **PO AMOUNT:** \$24,000

VENDOR NAME: Independent Solutions

PO REASON Inspector of Record Replacement for Theater Building

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
6/12/2012	\$24,000.00	Ventura College	4331	\$24,000.00

PO NUMBER P0081887 **PO AMOUNT:** \$10,518

VENDOR NAME: LBL Equipment Repair Inc

PO REASON Equipment Repair for MC Maintenance and Operations

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
6/20/2012	\$318.00	Moorpark College	111	\$10,518.00
6/14/2012	\$700.00			
4/20/2012	\$3,000.00			
4/12/2012	\$1,500.00			
7/1/2011	\$5,000.00			

PO NUMBER P0083184 **PO AMOUNT:** \$10,828

VENDOR NAME: CUSA CC LLC

PO REASON BPO - Bus Transportation for Athletic Teams

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
6/6/2012	\$1,685.00	Moorpark College	111	\$9,643.00
5/16/2012	\$3,143.00	Moorpark College	791	\$1,185.00
3/22/2012	\$6,000.00			

PO NUMBER P0086225 **PO AMOUNT:** \$15,000

VENDOR NAME: Rinsoft

PO REASON Tracking App for iPhone and iTouch

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
5/31/2012	\$15,000.00	Moorpark College	111	\$15,000.00

PO NUMBER P0086245 **PO AMOUNT:** \$32,600

VENDOR NAME: State of California

PO REASON Plan Check Fee for LRC Seismic Upgrade

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
6/5/2012	\$32,600.00	Oxnard College	4321	\$32,600.00

Tuesday, June 26, 2012

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PO Board Report

June 25, 2012

PO NUMBER P0086278 **PO AMOUNT:** \$14,646

VENDOR NAME: SARS Software Products Inc

PO REASON Appointment Scheduling Software for Counseling Department

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
6/11/2012	\$14,646.00	Ventura College	126	\$14,646.00

PO NUMBER P0086288 **PO AMOUNT:** \$36,750

VENDOR NAME: J & S Consulting Engineers Inc

PO REASON Engineering for the Math & Science HVAC Project

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
6/12/2012	\$36,750.00	Ventura College	419	\$36,750.00

PO NUMBER P0086289 **PO AMOUNT:** \$31,350

VENDOR NAME: KIS

PO REASON Backup Software to Support Network Infrastructure

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
6/12/2012	\$31,350.00	Moorpark College	4311	\$13,200.00
		Oxnard College	4321	\$9,900.00
		Ventura College	4331	\$8,250.00

PO NUMBER P0086447 **PO AMOUNT:** \$15,195

VENDOR NAME: Computerland of Silicon Valley

PO REASON Operating System Software for Server and Network Infrastructure

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
6/20/2012	\$15,195.00	Moorpark College	4311	\$10,130.00
		Oxnard College	4321	\$5,065.00

PO NUMBER P0086448 **PO AMOUNT:** \$10,788

VENDOR NAME: xByte Technologies

PO REASON Servers to Support Network Infrastructure

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
6/20/2012	\$10,788.00	Moorpark College	4311	\$10,788.00



Agenda Item Details

Meeting Jul 10, 2012 - Board of Trustees

Category 23. Consent Calendar: Business Services

Subject 23.03 APPROVAL/RATIFICATION OF BOARD PURCHASE ORDER REPORT #2 FOR FY 2012-13:
This item presents for approval/ratification of Board Purchase Order Report #02, for FY 2012-2013 from June 4, 2012 to June 25, 2012.

Access Public

Type Action (Consent)

Fiscal Impact Yes

Budgeted Yes

Recommended Action The Interim Chancellor recommends that the Board of Trustees approve/ratify the purchase orders listed in the attached exhibit.

Public Content

Background/Analysis

See attached

Fiscal Impact

In approved budgets

Staff Position Review	N/A	Primary	Advisory
President	X		
Academic Senate	X		
Legal Counsel	X		
Further Information	Pam Eddinger/Robin Calote/Richard Duran/ Sue Johnson		

[PO Board Report FY13 #2.pdf \(18 KB\)](#)

Administrative Content

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PO Board Report

June 25, 2012

PO NUMBER P0086363 **PO AMOUNT:** \$24,801

VENDOR NAME: Reliable Floor Covering

PO REASON Flooring for Student Center, Pricing per VCCCD Bid 415, Board Approved May 2011, Item 21.06

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
7/1/2012	\$24,801.00	Ventura College	419	\$24,801.00

PO NUMBER P0086406 **PO AMOUNT:** \$20,000

VENDOR NAME: Grainger Inc

PO REASON BPO - Supplies and Hardware for Maintenance & Operations Department

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
7/1/2012	\$20,000.00	Oxnard College	111	\$20,000.00

PO NUMBER P0086408 **PO AMOUNT:** \$10,000

VENDOR NAME: McMaster- Carr Supply Company

PO REASON BPO - Tools and Supplies for Maintenance & Operations Department

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
7/1/2012	\$10,000.00	Oxnard College	111	\$10,000.00

PO NUMBER P0086409 **PO AMOUNT:** \$10,000

VENDOR NAME: West-Lite Supply Co

PO REASON BPO - Electrical Supplies for Maintenance & Operations Department

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
7/1/2012	\$10,000.00	Oxnard College	111	\$10,000.00

PO NUMBER P0086410 **PO AMOUNT:** \$12,000

VENDOR NAME: Clean Source Inc

PO REASON BPO - Custodial Supplies for Maintenance & Operations Department

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
7/1/2012	\$12,000.00	Oxnard College	111	\$12,000.00

Wednesday, June 27, 2012

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PO Board Report

June 25, 2012

PO NUMBER P0086411 **PO AMOUNT:** \$32,000

VENDOR NAME: Waxie Sanitary Supply Inc

PO REASON BPO - Custodial Supplies

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
7/1/2012	\$32,000.00	Oxnard College	111	\$32,000.00

PO NUMBER P0086412 **PO AMOUNT:** \$28,000

VENDOR NAME: Maxum Petroleum

PO REASON BPO - Fuel for Maintenance, Campus Police, Physical Education, and Student Services

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
7/1/2012	\$28,000.00	Oxnard College	111	\$28,000.00

PO NUMBER P0086418 **PO AMOUNT:** \$21,000

VENDOR NAME: NACSCORP

PO REASON BPO - Textbooks

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
7/1/2012	\$21,000.00	Oxnard College	512	\$21,000.00

PO NUMBER P0086421 **PO AMOUNT:** \$10,000

VENDOR NAME: O'Brien Foods

PO REASON BPO - Bookstore Resale Supplies

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
7/1/2012	\$10,000.00	Oxnard College	512	\$10,000.00

PO NUMBER P0086424 **PO AMOUNT:** \$22,000

VENDOR NAME: Pens Etc Inc

PO REASON BPO - Bookstore Resale Supplies

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
7/1/2012	\$22,000.00	Oxnard College	512	\$22,000.00

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PO Board Report

June 25, 2012

PO NUMBER P0086429 **PO AMOUNT:** \$10,800

VENDOR NAME: Scantron Corporation

PO REASON BPO - Bookstore Resale Supplies

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
7/1/2012	\$10,800.00	Oxnard College	512	\$10,800.00

PO NUMBER P0086432 **PO AMOUNT:** \$16,438

VENDOR NAME: S P Richards Company

PO REASON BPO - Bookstore Resale Supplies

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
7/1/2012	\$16,438.00	Oxnard College	512	\$16,438.00

PO NUMBER P0086436 **PO AMOUNT:** \$22,000

VENDOR NAME: United Parcel Service

PO REASON BPO - Bookstore Freight

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
7/1/2012	\$22,000.00	Oxnard College	512	\$22,000.00

PO NUMBER P0086437 **PO AMOUNT:** \$26,000

VENDOR NAME: Uniform Warehouse

PO REASON BPO - Bookstore Resale Supplies

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
7/1/2012	\$26,000.00	Oxnard College	512	\$26,000.00

PO NUMBER P0086438 **PO AMOUNT:** \$12,000

VENDOR NAME: Veejer Enterprises

PO REASON BPO - Textbooks

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
7/1/2012	\$12,000.00	Oxnard College	512	\$12,000.00

Wednesday, June 27, 2012

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PO Board Report

June 25, 2012

PO NUMBER P0086439 **PO AMOUNT:** \$22,000

VENDOR NAME: VF Outdoor, Inc.

PO REASON BPO - Bookstore Resale Supplies

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
7/1/2012	\$22,000.00	Oxnard College	512	\$22,000.00

PO NUMBER P0086442 **PO AMOUNT:** \$22,700

VENDOR NAME: W W Norton & Company Incorporated

PO REASON BPO - Textbooks

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
7/1/2012	\$22,700.00	Oxnard College	512	\$22,700.00

PO NUMBER P0086445 **PO AMOUNT:** \$15,500

VENDOR NAME: YRC

PO REASON BPO - Bookstore Freight

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
7/1/2012	\$15,500.00	Oxnard College	512	\$15,500.00

PO NUMBER P0086480 **PO AMOUNT:** \$40,790

VENDOR NAME: Accuvant

PO REASON Network Firewall Maintenance & Support

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
7/1/2012	\$40,790.00	DistrictWide	111	\$40,790.00

PO NUMBER P0086489 **PO AMOUNT:** \$75,000

VENDOR NAME: California State University Channel Islands

PO REASON BPO - Radio Dispatch Services for Campus Police

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
7/1/2012	\$75,000.00	DistrictWide	124	\$75,000.00

Wednesday, June 27, 2012

PO Board Report

June 25, 2012

PO NUMBER P0086506 **PO AMOUNT:** \$10,000

VENDOR NAME: Jordano's Inc

PO REASON BPO - Supplies for Culinary Restaurant Management Program

<u>DATE</u>	<u>AMOUNT</u>	<u>LOCATION</u>	<u>FUND</u>	<u>LOC/FUND AMOUNT</u>
7/1/2012	\$10,000.00	Oxnard College	111	\$10,000.00



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	23. Consent Calendar: Business Services
Subject	23.04 ACCEPTANCE OF GIFTS: This item presents for approval the acceptance of gifts.
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Budgeted	Yes
Recommended Action	The Interim Chancellor recommends acceptance of the following gifts on behalf of the Ventura County Community College District and requests that an appropriate expression of the Board of Trustees appreciation be sent to the donor.

Public Content

Background/Analysis

The following items have been donated:

Donation of a Tire Balancing System

To be used by the Ventura College Automotive Program

Donated by: Toyota Motor Sales USA Inc. through the Ventura College Foundation

Cash Donation of \$18,818

To be used by the Ventura College Biotech CCBC, Chemistry Department, East Campus Student Activities, Textbook Lending Library, Health & Physical Education, Foreign Language, Nursing Program, Spirit Club, and various athletics programs.

Donated by: Various businesses and individuals through the Ventura College Foundation

Staff Position Review	N/A	Primary	Advisory
President	X		
Academic Senate	X		
Legal Counsel	X		
Further Information	Robin Calote/Sue Johnson		

Administrative Content



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	23. Consent Calendar: Business Services
Subject	23.05 APPROVAL OF BID 439, VENTURA COLLEGE ADMINISTRATION & ENGLISH LEARNING CENTER BUILDINGS ROOFING PROJECT: This item presents for approval the award of Bid 439, Ventura College Administration & English Learning Center Buildings Roofing Project to the lowest responsible bidder, RMC Construction and Roofing, Inc., in the amount of \$168,000.
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Budgeted	Yes
Recommended Action	The Interim Chancellor recommends that the Board of Trustees approve the award of Bid 439, Ventura College Administration & English Learning Center Buildings Roofing Project to the lowest responsible bidder, RMC Construction and Roofing, Inc., in the amount of \$168,000.

Public Content

Background and Analysis

The purpose of this bid is to install new roofing materials on the Administration building and the English Learning Center building at Ventura College.

As required by Education Code 81641, the bid was advertised in the local Ventura County Star newspaper for two consecutive weeks. The Purchasing Department posted the bid on the VCCCD website and sent notification to licensed contractors. Eighteen vendors attended the job walk, eleven bid responses were received. Recommendation of award is to the lowest responsible bidder, RMC Construction and Roofing, Inc. with a bid of \$168,000.

The award shall be subject to final agreement on terms, conditions and scope of work between VCCCD and the Bidder.

BIDDER	AMOUNT
RMC Construction & Roofing, Inc	\$168,000
Rey-Crest Roofing & Waterproofing Company	\$168,411
Cabral Roofing & Waterproofing Corporation	\$168,822
JDCM Roofing (J. Davis Construction Management, Inc)	\$185,000
WSP Roofing (Pacific Builders & Roofing, Inc)	\$213,800
Best Contracting Services, Inc	\$217,680
Commercial Roofing Systems, Inc	\$222,910
Cambron Roofing and Waterproofing, Inc	\$270,000
Channel Islands Roofing, Inc	\$271,770
Waterproofing Experts, Inc	\$285,000
Craig Roof Company, Inc	\$316,917

Fiscal Impact

This project is being funded from Internal Capital Projects Funds.

Staff Position Review	N/A	Primary	Advisory
President	X		
Academic Senate	X		
Legal Counsel	X		
Further Information	Robin Calote/Sue Johnson		

Administrative Content



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	23. Consent Calendar: Business Services
Subject	23.06 APPROVAL OF BID 442, VENTURA COLLEGE RENOVATION OF ATHLETIC LOCKER AREAS: This item presents for approval award of Bid 442, Ventura College Renovation of Athletic Locker Areas to the lowest responsible bidder, Bottenfield Construction Inc., in the amount of \$119,680.
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Budgeted	Yes
Recommended Action	The Interim Chancellor recommends that the Board of Trustees approve the award of Bid 442, Ventura College Renovation of Athletic Locker Areas to the lowest responsible bidder, Bottenfield Construction Inc., in the amount of \$119,680.

Public Content

Background/Analysis

This project consists of some demolition and reconstruction of the men’s, women’s and visiting team locker rooms at the Ventura College Athletic Event Center. Health, sanitation and safety issues have been discussed as concerns in these rooms as they have not been modified in over fifty years. The much needed improvements will address these health and safety concerns and also create a better use of space. The areas will be receiving new flooring, lighting, and wall and bench structures to replace and improve the existing structures.

The bid was posted on the Purchasing Department website and advertised for two consecutive weeks in the Ventura County Star. Eighteen vendors attended the mandatory job walk with eight vendors submitting bids as listed below. Recommendation of award is to the lowest responsible bidder, Bottenfield Construction Inc., in the amount of \$119,680.

The award shall be subject to final agreement on terms, conditions, and scope of work between VCCCD and bidder.

Vendor	Bid Amount
Bottenfield Construction	\$119,680
J.Davis Construction	\$121,323
Malibu Pacific Construction	\$129,880
Monet Construction	\$134,000
A.Bates Construction	\$164,900
T & G Construction	\$175,864
EJS Construction	\$184,000
Fast Track Construction	\$187,700

Fiscal Impact

Project will be funded from Internal Capital Projects Funds

Staff Position Review	N/A	Primary	Advisory
President	X		
Academic Senate	X		
Legal Counsel	X		
Further Information	Robin Calote/Sue Johnson		

Administrative Content



Agenda Item Details

Meeting Jul 10, 2012 - Board of Trustees

Category 23. Consent Calendar: Business Services

Subject 23.07 MONTHLY BUDGET TRANSFER SUMMARY & AMENDMENT: This item presents for ratification the monthly budget transfer summary and budget amendment for the months of June 2012.

Access Public

Type Action (Consent)

Fiscal Impact Yes

Budgeted Yes

Recommended Action The Interim Chancellor recommends ratification of the monthly budget transfers and budget amendment as presented.

Public Content

PLACEHOLDER

Staff Position Review	N/A	Primary	Advisory
President	X		
Academic Senate	X		
Legal Counsel			
Further Information	Sue Johnson		

Administrative Content



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	24. Consent Calendar: Human Resources
Subject	24.01 EMPLOYMENT AND POSITION CONTROL: APPROVAL OF THE ABOLISHMENT AND ESTABLISHMENT OF A POSITIONS: This item presents for approval the abolishment and establishment of positions.
Access	Public
Type	Action (Consent)
Recommended Action	The Interim Chancellor recommends the Board of Trustees approve the abolishment and establishment of the following positions:

Public Content

It is recommended that the following positions be abolished or established:

1.						
Action	Abolish	Classification	Location	Position Number	FTE	Effective
		Scholarship Technician	Moorpark	MCU430 (vacant)	12 months/60%	07/11/12
	Establish	Classification	Location	Position Number	FTE	Effective
		Administrative Assistant	Moorpark	MCU482	12 months/60%	07/11/12
Background/ Analysis	In October 2005, Moorpark College created a unique classification of Scholarship Technician. The Board of Trustees took action to reduce this position to 60% effective 6/30/12. The incumbent has retired leaving the position vacant. The abolishment of this position and the establishment of the Administrative Assistant position will provide greater flexibility in the assignment of administrative support responsibilities and support to the college plan to improve operational efficiencies in staffing.					
Fiscal Impact	There is no fiscal impact.					

2.						
Action	Abolish	Classification	Location	Position Number	FTE	Effective
		Television/Radio Production Specialist	Oxnard	XCU097 (vacant)	11 months/40%	07/11/12
	Establish	Classification	Location	Position Number	FTE	Effective
		Performing Arts Center Technician	Oxnard	XCU391	10 months/40%	07/11/12
Background/ Analysis	The Board took action effective 6/30/12 to reduce the Television/Radio Production Specialist position to 40%. The incumbent has retired and the position is vacant. Oxnard College no longer needs a staff person to create and manage content for OCTV, but rather needs to respond to the increased interest in use of the Performing Arts Building by staff, faculty, and community members. The proposed position will provide skilled and complex technical support for a variety of theatrical, dance, music, and related live events, including set design and construction, lighting and sound, and related functions.					
Fiscal Impact	Annual salary of \$17,000, benefits of \$4000; General Fund					

Staff Position Review	N/A	Primary	Advisory
President		X	
Academic Senate	X		
Legal Counsel	X		
Further Information	Sue Johnson, Patricia Parham, Pam Eddinger, Richard Duran		

Administrative Content



Agenda Item Details

Meeting Jul 10, 2012 - Board of Trustees
 Category 24. Consent Calendar: Human Resources
 Subject 24.02 EMPLOYMENT AND POSITION CONTROL: APPROVAL OF PERMANENT INCREASE IN ASSIGNMENT
 Access Public
 Type Action (Consent)
 Fiscal Impact Yes
 Recommended Action The Interim Chancellor recommends the Board of Trustees approve an increase in assignment for the position set forth below.

Public Content

Issue: This item presents for approval an increase in assignment for the position set forth below.

Incumbent	Classification	Location	Position	From	To	Effective Date
Elizabeth Burnett	Instructional Lab Technician I/Culinary Arts & Restaurant Management	Oxnard	XCU382	11 months/60%	11 months/75%	7/11/2012
Background/Analysis	The current 60% assignment for this position addresses the in-classroom needs of the lab sections assigned in the Condor Café but does not cover other duties such as lab set-up prior to the start of class, ordering food and supplies, maintenance of equipment, monitoring the kitchen area for pest control, and ensuring cleanliness in the dining room. This increase in assignment will ensure that these other important duties are completed outside of classroom instruction time and allow the incumbent to focus on student instruction during the lab sessions.					
Fiscal Impact	Additional salary of \$6,000, benefits of \$3,600-General Fund					

Staff Position Review	N/A	Primary	Advisory
President			X
Academic Senate	X		
Legal Counsel	X		
Further Information	Sue Johnson, Patricia Parham, Richard Duran		



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	24. Consent Calendar: Human Resources
Subject	24.03 EMPLOYMENT AND POSITION CONTROL: APPROVAL OF RESCISSION OF SEPARATION OF EMPLOYMENT
Access	Public
Type	Action (Consent)
Fiscal Impact	No

Recommended Action The Interim Chancellor recommends the Board of Trustees approve the rescission of separation of employment for the employees set forth below.

Public Content

Issue: This item presents for approval of the rescission of separation of employment for the following employees:

1. Incumbent	Classification	Location	Position	FTE	Effective
Patricia Bergman	Clerical Assistant II	Moorpark	MCU358	12 months/100%	6/30/12
Background/Analysis	Ms. Bergman's permanent position was approved for elimination on 4/10/12 and her layoff ratified effective 6/30/12. Ms. Bergman has since received a promotion to a higher level position effective 7/1/12. Her layoff should be rescinded.				
2. Incumbent	Classification	Location	Position	FTE	Effective
Sandra Mason	Clerical Assistant II	DAC	DCU068	12 months/100%	6/30/12
Background/Analysis	Ms. Mason was bumped by an employee with more seniority. Her layoff was ratified effective 6/30/12. Ms. Mason has since received a promotion to a higher level position effective 7/1/12. Her layoff should be rescinded.				

Staff Position Review	N/A	Primary	Advisory
President	X		
Academic Senate	X		
Legal Counsel	X		
Further Information	Susan Johnson, Patricia Parham		



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	24. Consent Calendar: Human Resources
Subject	24.04 EMPLOYMENT AND POSITION CONTROL: APPROVAL OF RESCISSION OF ACTION TO ELIMINATE A VACANT POSITION: This item presents for approval the rescission of an action that was previously approved by the Board of Trustees to eliminate a vacant position.
Access	Public
Type	Action (Consent)
Recommended Action	The Interim Chancellor recommends the Board of Trustees approve the rescission of the action to eliminate a vacant Administrative Assistant position at Ventura College.

Public Content

This item presents for approval the rescission of a previously approved action to eliminate the following position:

	Classification	Location	Position Number	FTE	Effective
Eliminate	Administrative Assistant	Ventura	VCU014	12 months/100%	06/30/12
Background/Analysis	On April 10, 2012, the Board of Trustees took action to eliminate a vacant Administrative Assistant position at Ventura College effective June 30, 2012. This item was presented as part of the reorganization that was intended to provide each Dean's office with one administrative assistant. Position VCU014 was vacant during the spring term and was identified as one of the positions to abolish. However, this position was abolished in error as it is the only administrative assistant assigned to the Dean of Math and Sciences.				
Fiscal Impact	Annual Salary of \$45,300, benefits of \$25,000; General Fund				

Staff Position Review	N/A	Primary	Advisory
President		X	
Academic Senate	X		
Legal Counsel	X		
Further Information	Sue Johnson, Patricia Parham, Robin Calote		



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	25. Consent Calendar: Capital Planning & Facilities
Subject	25.01 ACCEPTANCE OF CHANGE ORDER SUMMARY REPORTS FOR CAPITAL PROJECTS: This item presents for approval the Change Order Summary Reports for Capital Projects.
Access	Public
Type	Action (Consent)
Fiscal Impact	No
Budgeted	Yes
Budget Source	Funding provided by Bond Measure S Funds
Recommended Action	The Interim Chancellor recommends that the Board of Trustees ratify the action taken on the attached Change Order Summary reports.

Public Content

Background and Analysis

This item reports the most recent change orders in the Measure S bond capital construction program at Oxnard College. These change orders do not represent scope changes.

This item was presented and discussed at the Capital Planning and Facilities Committee meeting and recommended for approval.

Attached #	Project # Exhibit B #	Change Order	Contractor	College/Project	Total Amount	Reason
24.01.A	29124 26	25	GRD Construction	OC - LRC Reno/New Construction	\$10,230.90	See attached

Staff Position Review	N/A	Primary	Advisory
President	X		
Academic Senate	X		
Legal Counsel	X		
Further Information	Handel Evans/Leslie Dickey		

[25.01.A OC - CO 25 - GRD - LRC.pdf \(11 KB\)](#)

Ventura County Community College District
Oxnard College - Learning Resource Center Renovation/ New Construction
VCCCD Project #29124 / Exhibit B Ref. #26

CHANGE ORDER # 25 CONTINGENCY REPORT

[GRD Construction]

July 10, 2012

Original Construction Contract		\$11,920,000.00
Previously Approved Change Orders thru 24	\$ 555,813.11	
Change Order # 25	\$ <u>10,230.90</u>	
Total Increase to Construction Contract		\$ <u>566,044.01</u>
Revised Construction Contract Amount		\$ <u>12,486,044.01</u>
<hr/>		
Original Construction Contingency		\$ 1,192,000.00
Increase/ <decrease> Construction Contingency		<\$ 737,515.00>
12/01/11 Increase/<decrease> Const Contingency		\$ 88,178.00
02/01/12 Transfer from FF & E Budget		\$ <u>125,000.00</u>
Revised Construction Contingency		\$ 667,663.00
Approved Change Orders to Date: Thru 24	< \$ 555,813.11>	
GRD Const. Change Order # 25	<\$ 10,230.90>	
Santa Barbara Plumbing Contingency	<\$ <u>50,000.00</u> >	
Total Change Orders to this Project to Date		<\$ <u>616,044.01</u> >
Construction Contingency Balance		\$ <u>51,618.99</u>
Project Complete: 98% as of Apr-2012		
Project Budget: \$22,339,000.00		
Contingency utilized to-date: 93%		

CHANGE ORDER #25 EXPLANATION REPORT

COR #

162	Add Carpet at Room 108	823.17
164	Revise 14 F-8 Pendant Light Fixtures	9,107.65
166	Labor to Modify Acoustical Wall Panels as Needed in Room 101	<u>300.08</u>
	Total Change Order #25	<u>\$10,230.90</u>



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	25. Consent Calendar: Capital Planning & Facilities
Subject	25.02 APPROVAL TO ISSUE AN ADDENDUM TO PAUL MURDOCH ARCHITECTS FOR CONSTRUCTION ADMINISTRATION SERVICES FOR THE OXNARD COLLEGE LEARNING RESOURCES CENTER RENOVATION/NEW CONSTRUCTION, PROJECT #29124: This item presents for approval an addendum to the Architectural Design Agreement with Paul Murdoch Architects, in the amount of \$66,385 for additional Construction Administration Phase Services for the Oxnard College Learning Resources Center Renovation/New Construction, project #29124.
Access	Public
Type	Action (Consent)
Fiscal Impact	No
Dollar Amount	\$ 66,385.00
Budgeted	Yes
Budget Source	Funding provided by Measure S funds
Recommended Action	The Interim Chancellor recommends that the Board of Trustees approve an addendum to the agreement with Paul Murdoch Architects, in the amount of \$66,385.00 for additional Construction Administration Phase Services for the Oxnard College Learning Resources Center Renovation/New Construction, project #29124.

Public Content

Background and Analysis

The original Paul Murdoch contract for architectural services provided for 18 months of construction administration at \$16,282.22 per month. Additional work was required due to project delay. This will provide the necessary compensation to Paul Murdoch and his consultants in order for them to be able to complete the project in the current timeframe.

This item was presented and discussed at the Capital Planning and Facilities Committee meeting and recommended for approval.

Exhibit B reference #26: Construct additional classrooms, labs, lecture halls; replace old portables (Buildings A,B,C)

Staff Position Review	N/A	Primary	Advisory
President	X		
Academic Senate	X		
Legal Counsel	X		
Further Information	Handel Evans/Leslie Dickey		



Agenda Item Details

Meeting Jul 10, 2012 - Board of Trustees

Category 25. Consent Calendar: Capital Planning & Facilities

Subject 25.03 ACCEPTANCE OF COMPLETION OF CONTRACT WITH SANTA BARBARA PLUMBING FOR THE OXNARD COLLEGE ROSE AVENUE CORRIDOR LANDSCAPE IMPROVEMENTS, PROJECT #29124: This item presents for approval the acceptance of completion of the contract with Santa Barbara Plumbing for the Oxnard College Rose Avenue Corridor Landscape Improvements, Project #29124.

Access Public

Type Action (Consent)

Budget Source Funding provided by Bond Measure S funds

Recommended Action The Interim Chancellor recommends that the Board of Trustees approve the acceptance of completion of the contract with Santa Barbara Plumbing for the Oxnard College Rose Avenue Corridor Landscape Improvements, Project# 29124.

Public Content

Background and Analysis

This contract awarded to Santa Barbara Plumbing, is now complete. The contract was completed within budget, based on the final construction cost of \$219,985.10.

This item was presented and discussed at the Capital Planning and Facilities Committee meeting and recommended for approval.

Exhibit B Reference #26: Construct additional classrooms, labs, lecture halls; replace old portables (Buildings A,B,C)

Staff Position Review	N/A	Primary	Advisory
President	X		
Academic Senate	X		
Legal Counsel	X		
Further Information	Handel Evans/Leslie Dickey		

Administrative Content



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	26. Consent Calendar: Student Learning
Subject	26.01 MOORPARK COLLEGE REVISED DEGREE APPROVAL: This item presents for approval a revised degree at Moorpark College
Access	Public
Type	Action (Consent)
Preferred Date	Jul 10, 2012
Absolute Date	Jul 10, 2012
Fiscal Impact	No
Budgeted	No
Budget Source	N/A
Recommended Action	The Interim Chancellor recommends the Board of Trustees approve this item.

Public Content

Revised Degree: Associate in Arts in Journalism for Transfer (AA-T)
Degree Description:
The Associate in Arts in Journalism for Transfer (AA-T) is intended for students who plan to transfer and complete a bachelor's degree in Journalism, or a similar major at a CSU campus or for entry-level positions in the news/information industry. Students completing the AA-T degree in Journalism are guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their choice. Students should consult with a counselor for more information on university admission and transfer requirements as this AA-T in Journalism may not be the best option for students intending to transfer to a particular CSU campus or to a college or university that is not part of the CSU system.
To earn an AA-T in Journalism, students must complete the following:
<ol style="list-style-type: none"> 1. Minimum of 60 CSU transferable semester units. 2. Minimum grade point average (GPA) of at least 2.0 in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. 3. Completion of 18-19 specified major units. All courses in the major must be completed with a grade of C or better. 4. Certified completion of the California State University General Education-Breath pattern or the Intersegmental General Education Transfer Curriculum (IGETC) pattern.

Required Courses: Select and complete three courses (9 units)

Course I.D.:	Course Description:	Units
JOUR M01	Media and Society	3.0
JOUR M02	Reporting and Writing for the Media	3.0
JOUR M10A	Student News Media Staff	3.0

Journalism Electives: Select and complete one course (3-4 units)

Course I.D.:	Course Description:	Units
--------------	---------------------	-------

JOUR M03	Advanced Media Reporting and Presentation	3.0
JOUR M10B	Student News Media Staff Editing	4.0
JOUR M14	Introduction to Public Relations	3.0
JOUR M15	Digital Storytelling	3.0
PHTC M35	Basic Photojournalism	3.0

Journalism Prep Electives: Select and complete two courses (6 units)

Course I.D.:	Course Description:	Units
COMM M01	Introduction to Speech	3.0
COMM M07	Argumentation and Debate	3.0
ECON M01	Principles of Microeconomics	3.0
ENGL M01B	Literature: Critical Thinking and Composition	3.0
OR		
ENGL M01BH	Honors Literature: Critical Thinking and Composition	3.0
GR M10	Design and Society	3.0
PHOT M10	Beginning Photography	3.0
POLS M01	Introduction to Politics	3.0
POLS M03	American Government and Politics	3.0
OR		
POLS M03H	Honors: American Government and Politics	3.0

TOTAL UNITS

18.0-19.0

Staff Position Review	N/A	Primary Recommendation	Advisory Recommendation	Comments
Interim Chancellor			X	Endorses.
President			X	Reviewed and recommend.
Executive Vice President			X	Reviewed and recommended by Acting EVP.
Dean			X	Reviewed and recommend. Alignment with the new TMC.
Academic Senate President		X		Recommend approval. Consistent with BOT goals and objectives.
Legal Counsel	X			
Further Information	James Meznek, Pam Eddinger			

Administrative Content



Agenda Item Details

Meeting Jul 10, 2012 - Board of Trustees
Category 27. Informational Items
Subject 27.01 There are no items.
Access Public
Type

Public Content

Administrative Content



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	28. Reports
Subject	28.01 Academic Senates
Access	Public
Type	Report

Public Content

- Moorpark College
- Oxnard College
- Ventura College

Administrative Content



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	28. Reports
Subject	28.02 Trustees
Access	Public
Type	Report

Public Content

Administrative Content



Agenda Item Details

Meeting	Jul 10, 2012 - Board of Trustees
Category	28. Reports
Subject	28.03 Interim Chancellor
Access	Public
Type	Report

Public Content

Administrative Content



Agenda Item Details

Meeting Jul 10, 2012 - Board of Trustees
Category 29. Adjournment
Subject 29.01 Chair will adjourn the meeting.
Access Public
Type Information

Public Content

Administrative Content



Agenda Item Details

Meeting	Jun 28, 2012 - Chancellor's Consultation Council
Category	4. Annual Board Self Evaluation
Subject	4.01 Annual Board Self Evaluation Survey
Access	Public
Type	Discussion

Public Content


 [BOTSelfEvalResults2012.pdf \(119 KB\)](#)

Administrative Content

2012 Board Survey: Goals, General Evaluation, and Trustee Perspectives



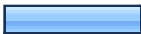

1. Strengthening Board Performance Goal 1: The Board demonstrated strengthened performance in its policy-role as a result of training provided by Accrediting Commission representatives.

		Response Percent	Response Count
Agree		100.0%	5
Partial Agreement		0.0%	0
Disagree		0.0%	0
Don't Know		0.0%	0



Comments: 2

answered question	5
skipped question	0




2. Strengthening Board Performance Goal 2: The Board demonstrated strengthened performance in its policy-role through reflective communication with the VCCCD Citizens Advisory Body in the development of District planning.

		Response Percent	Response Count
Agree		20.0%	1
Partial Agreement		80.0%	4
Disagree		0.0%	0
Don't Know		0.0%	0
the		0.0%	0
	Comments:		4
	answered question		5
	skipped question		0

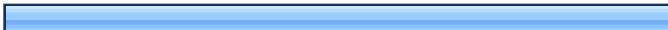
3. Strengthening Board Performance Goal 3: The Board demonstrated strengthened performance in its policy-role as an outcome of periodic staff reports (e.g., budget and finance, accreditation, human resources, technology, District planning, etc.).

		Response Percent	Response Count
Agree		80.0%	4
Partial Agreement		20.0%	1
Disagree		0.0%	0
Don't Know		0.0%	0
	Comments:		4
	answered question		5
	skipped question		0



4. Strengthening Board Performance Goal 4: The Board demonstrated strengthened performance in its policy-role through the absence of Trustee involvement in operational matters (e.g., directing staff or seeking preferential treatment for colleges, students, vendors, acquaintances, family members, associates and friends, or employees).

		Response Percent	Response Count
Agree		20.0%	1
Partial Agreement		60.0%	3
Disagree		0.0%	0
Don't Know		20.0%	1
	Comments:		3
	answered question		5
	skipped question		0

5. Strengthening Board Performance Goal 5: The Board demonstrated strengthened performance in its policy-role through its clear understanding of the Board agenda preparation process (Board Policy/Administrative Procedure 2340).

		Response Percent	Response Count
Agree		100.0%	5
Partial Agreement		0.0%	0
Disagree		0.0%	0
Don't Know		0.0%	0
	Comments:		2
	answered question		5
	skipped question		0

6. Strengthening Board Performance Goal 6: The Board demonstrated strengthened performance in its policy-role through consistent compliance with Board Policy 2715 Board Code of Ethics/Standards of Practice.


		Response Percent	Response Count
Agree		80.0%	4
Partial Agreement		20.0%	1
Disagree		0.0%	0
Don't Know		0.0%	0

Comments: 2

answered question 5

skipped question 0

7. Strengthening Board Performance Goal 7: The Board demonstrated strengthened performance in its policy-role as an outcome of the concurrent review and discussion of Board policies and administrative procedures at its public meetings.


		Response Percent	Response Count
Agree		100.0%	5
Partial Agreement		0.0%	0
Disagree		0.0%	0
Don't Know		0.0%	0

Comments: 2



answered question 5

skipped question 0


8. Strengthening Board Performance Goal 8: The Board demonstrated strengthened performance in its policy-role through the adoption of an annual professional development calendar and full Board participation in at least one Trustee conference.

		Response Percent	Response Count
Agree		100.0%	5
Partial Agreement		0.0%	0
Disagree		0.0%	0
Don't Know		0.0%	0
	Comments:		3
	answered question		5
	skipped question		0

9. Strengthening Board Performance Goal 9: The Board demonstrated strengthened performance in its policy-role through rigorous parliamentary practice as an outcome of professional development.

		Response Percent	Response Count
Agree		60.0%	3
Partial Agreement		40.0%	2
Disagree		0.0%	0
Don't Know		0.0%	0
	Comments:		3
	answered question		5
	skipped question		0

10. Strengthening Board Performance Goal 10: The Board demonstrated strengthened performance in its policy-role by distinguishing its role and activities from that of the Chancellor, consistent with BP 2430 Delegation of Authority to the Chancellor.



		Response Percent	Response Count
Agree		100.0%	5
Partial Agreement		0.0%	0
Disagree		0.0%	0
Don't Know		0.0%	0

Comments: 1

answered question 5

skipped question 0

11. Strengthening Board Performance Goal 11: The Board demonstrated strengthened performance in its policy-role through observance of formal channels of District communication consistent with BP 2715 Board Code of Ethics/Standards of Practice.



		Response Percent	Response Count
Agree		80.0%	4
Partial Agreement		20.0%	1
Disagree		0.0%	0
Don't Know		0.0%	0

Comments: 1

answered question 5

skipped question 0

12. The Board demonstrated strengthened performance in its policy-role through the establishment and implementation of policies to assure high quality, effective student learning programs, services, and District financial stability.



		Response Percent	Response Count
Agree		60.0%	3
Partial Agreement		40.0%	2
Disagree		0.0%	0
Don't Know		0.0%	0

Comments: 3

answered question 5

skipped question 0

13. The Board demonstrated strengthened performance in its policy leadership role through its focus on mission, quality, outcomes, improvement, and not operations as the means to achieve outcomes.



		Response Percent	Response Count
Agree		60.0%	3
Partial Agreement		40.0%	2
Disagree		0.0%	0
Don't Know		0.0%	0

Comments: 2

answered question 5

skipped question 0

14. The Board strictly adheres to its policy-making role in governing the District.



		Response Percent	Response Count
Agree		60.0%	3
Partial Agreement		40.0%	2
Disagree		0.0%	0
Don't Know		0.0%	0

Comments: 2

answered question 5

skipped question 0

15. The Board understands its authority rests with the Board as a whole, and not individual Trustees.


		Response Percent	Response Count
Agree		80.0%	4
Partial Agreement		20.0%	1
Disagree		0.0%	0
Don't Know		0.0%	0

Comments: 1

answered question 5

skipped question 0

16. The Board ensures its policies and procedures do not impede the timely, effective, and appropriate operations of the District and its colleges.


		Response Percent	Response Count
Agree		100.0%	5
Partial Agreement		0.0%	0
Disagree		0.0%	0
Don't Know		0.0%	0

Comments: 2

answered question 5

skipped question 0

17. The Board understands the District's participatory governance structure and adheres to its formal channel of communications.




		Response Percent	Response Count
Agree		100.0%	5
Partial Agreement		0.0%	0
Disagree		0.0%	0
Don't Know		0.0%	0

Comments: 1



answered question 5

skipped question 0



18. The Board ensures the assessment of formal District communication for its effectiveness and improvement with constituents and the community.

		Response Percent	Response Count
Agree		40.0%	2
Partial Agreement		40.0%	2
Disagree		20.0%	1
Don't Know		0.0%	0
Comments:			3
answered question			5
skipped question			0



19. The Board represents the interests and needs of the entire community to the District and its colleges.

		Response Percent	Response Count
Agree		60.0%	3
Partial Agreement		40.0%	2
Disagree		0.0%	0
Don't Know		0.0%	0
Comments:			3
answered question			5
skipped question			0



20. The Board involves the community in strategic planning and communicates its progress and success in the pursuit of excellence in student learning.

		Response Percent	Response Count
Agree		0.0%	0
Partial Agreement		80.0%	4
Disagree		20.0%	1
Don't Know		0.0%	0
	Comments:		3
	answered question		5
	skipped question		0

21. The Board advocates equitably for its community colleges.


		Response Percent	Response Count
Agree		75.0%	3
Partial Agreement		25.0%	1
Disagree		0.0%	0
Don't Know		0.0%	0
	Comments:		2
	answered question		4
	skipped question		1

22. The Board acts as a cohesive unit and takes responsibility for its collective performance.

		Response Percent	Response Count
Agree		60.0%	3
Partial Agreement		40.0%	2
Disagree		0.0%	0
Don't Know		0.0%	0
	Comments:		2

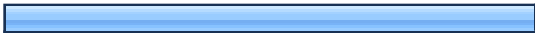

answered question	5
skipped question	0

23. The Board supports the Board Chair in the performance of his/her role.




		Response Percent	Response Count
Agree		100.0%	5
Partial Agreement		0.0%	0
Disagree		0.0%	0
Don't Know		0.0%	0
	Comments:		1

answered question	5
skipped question	0

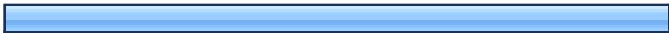
24. The Board complies with its Code of Ethics policy and corrects the conduct of Board members who violate its Code of Ethics policy.

		Response Percent	Response Count
Agree		80.0%	4
Partial Agreement		20.0%	1
Disagree		0.0%	0
Don't Know		0.0%	0
	Comments:		2
	answered question		5
	skipped question		0

25. The Board complies with its Conflict of Interest policy and corrects the conduct of Board members who violate its Conflict of Interest policy.

		Response Percent	Response Count
Agree		60.0%	3
Partial Agreement		20.0%	1
Disagree		0.0%	0
Don't Know		20.0%	1
	Comments:		2
	answered question		5
	skipped question		0

26. Board meetings are conducted in an orderly, time-efficient, productive manner.



		Response Percent	Response Count
Agree		100.0%	5
Partial Agreement		0.0%	0
Disagree		0.0%	0
Don't Know		0.0%	0

Comments: 1

answered question 5

skipped question 0

27. The Board conducts its meetings, through impartial discussion, in a dignified and professional manner, treating everyone with civility and respect.

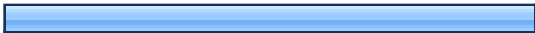

		Response Percent	Response Count
Agree		80.0%	4
Partial Agreement		20.0%	1
Disagree		0.0%	0
Don't Know		0.0%	0

Comments: 1

answered question 5

skipped question 0

28. Trustees come prepared for Board meetings (e.g., reading agendas and requesting additional information, as needed).


		Response Percent	Response Count
Agree		80.0%	4
Partial Agreement		20.0%	1
Disagree		0.0%	0
Don't Know		0.0%	0

Comments: 2

answered question 5

skipped question 0

29. The Board ensures its standing committees operate efficiently and effectively.



		Response Percent	Response Count
Agree		100.0%	5
Partial Agreement		0.0%	0
Disagree		0.0%	0
Don't Know		0.0%	0

Comments: 3

answered question 5

skipped question 0

30. The Board does not engage in the operations of the District.


		Response Percent	Response Count
Agree		80.0%	4
Partial Agreement		20.0%	1
Disagree		0.0%	0
Don't Know		0.0%	0

Comments: 1

answered question 5

skipped question 0

31. The Board fully complies with the Ralph M. Brown Act, "conducting the public's business in public." The Board operates openly, with trust and integrity.


		Response Percent	Response Count
Agreement		100.0%	5
Partial Agreement		0.0%	0
Disagree		0.0%	0
Don't Know		0.0%	0

Comments: 2

answered question 5

skipped question 0

32. The Board maintains closed session discussions and subject matter in confidence.


		Response Percent	Response Count
Agree		100.0%	5
Partial Agreement		0.0%	0
Disagree		0.0%	0
Don't Know		0.0%	0

Comments: 1

answered question 5

skipped question 0

33. Trustees do not privately consult with each other (or through an agent) to gain a majority concurrence prior to taking actions at public meetings.

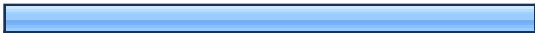

		Response Percent	Response Count
Agree		100.0%	5
Partial Agreement		0.0%	0
Disagree		0.0%	0
Don't Know		0.0%	0

Comments: 1


answered question 5

skipped question 0


34. Trustees attend professional development activities in order to remain informed, effective leaders.

		Response Percent	Response Count
Agree		80.0%	4
Partial Agreement		20.0%	1
Disagree		0.0%	0
Don't Know		0.0%	0
	Comments:		2
	answered question		5
	skipped question		0




35. The Board reviews and updates Board policies and procedures on an ongoing basis and according to its adopted Two-Year Board Policy and Procedure Review Calendar.

		Response Percent	Response Count
Agree		100.0%	5
Partial Agreement		0.0%	0
Disagree		0.0%	0
Don't Know		0.0%	0
	Comments:		2
	answered question		5
	skipped question		0


36. The Board has adopted a District mission statement that emphasizes student learning.

		Response Percent	Response Count
Agree		100.0%	5
Partial Agreement		0.0%	0
Disagree		0.0%	0
Don't Know		0.0%	0
	Comments:		0
	answered question		5
	skipped question		0



37. The college missions align and support the District mission statement.

		Response Percent	Response Count
Agree		60.0%	3
Partial Agreement		20.0%	1
Disagree		0.0%	0
Don't Know		20.0%	1
	Comments:		1
	answered question		5
	skipped question		0

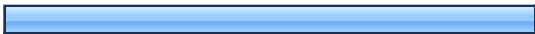

38. The Board's decision-making is guided by the District mission statement.

		Response Percent	Response Count
Agree		100.0%	5
Partial Agreement		0.0%	0
Disagree		0.0%	0
Don't Know		0.0%	0
Comments:			0
answered question			5
skipped question			0




39. District budgeting is guided by the District mission statement.

		Response Percent	Response Count
Agree		80.0%	4
Partial Agreement		20.0%	1
Disagree		0.0%	0
Don't Know		0.0%	0
Comments:			2
answered question			5
skipped question			0



40. The Board engages in District strategic planning and monitors progress in meeting its goals and objectives.

		Response Percent	Response Count
Agree		80.0%	4
Partial Agreement		20.0%	1
Disagree		0.0%	0
Don't Know		0.0%	0
	Comments:		2
	answered question		5
	skipped question		0



41. The Board evaluates its strategic planning and links outcomes to improvement in the process.

		Response Percent	Response Count
Agree		20.0%	1
Partial Agreement		60.0%	3
Disagree		0.0%	0
Don't Know		20.0%	1
	Comments:		2
	answered question		5
	skipped question		0

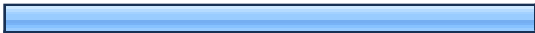

42. The Board supports the Chancellor and allows the Chancellor to do his/her job without interference in non-policy matters.

		Response Percent	Response Count
Agree		60.0%	3
Partial Agreement		40.0%	2
Disagree		0.0%	0
Don't Know		0.0%	0
Comments:			2
answered question			5
skipped question			0



43. The Board annually evaluates the Chancellor's performance in meeting the planning goals and objectives of the District.

		Response Percent	Response Count
Agree		60.0%	3
Partial Agreement		40.0%	2
Disagree		0.0%	0
Don't Know		0.0%	0
Comments:			1
answered question			5
skipped question			0



44. The Board understands the mechanics of accreditation and is involved in the District's accreditation processes.

		Response Percent	Response Count
Agree		80.0%	4
Partial Agreement		20.0%	1
Disagree		0.0%	0
Don't Know		0.0%	0
	Comments:		2
	answered question		5
	skipped question		0

45. The Board's adopted budget includes realistic revenue projections, expenditures, and adequate reserves sufficient to deliver quality educational programs and services.

		Response Percent	Response Count
Agree		80.0%	4
Partial Agreement		20.0%	1
Disagree		0.0%	0
Don't Know		0.0%	0
	Comments:		1
	answered question		5
	skipped question		0

46. The Board's adopted budget is fiscally responsible and serves as a policy document reflecting the District mission, planning goals, and objectives.


		Response Percent	Response Count
Agree		40.0%	2
Partial Agreement		60.0%	3
Disagree		0.0%	0
Don't Know		0.0%	0

Comments: 2

answered question 5

skipped question 0

47. I spend appropriate time preparing for each Board and Committee meeting, reviewing the agenda, minutes from previous meetings, and reading advance materials.

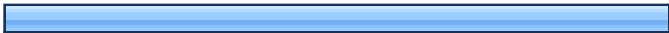
		Response Percent	Response Count
Agree		100.0%	5
Partial Agreement		0.0%	0
Disagree		0.0%	0
Don't Know		0.0%	0

Comments: 2

answered question 5

skipped question 0

48. I attend and actively participate in Board and Committee meetings.


		Response Percent	Response Count
Agree		100.0%	5
Partial Agreement		0.0%	0
Disagree		0.0%	0
Don't Know		0.0%	0

Comments: 1

answered question 5

skipped question 0

49. Once a decision is made at a Board meeting, I actively support the decision, even though I may have voted against the decision.


		Response Percent	Response Count
Agree		100.0%	5
Partial Agreement		0.0%	0
Disagree		0.0%	0
Don't Know		0.0%	0

Comments: 1

answered question 5

skipped question 0

50. I recognize that unless assigned by the Board, I act as an individual with no authority, and not on behalf of the Board.

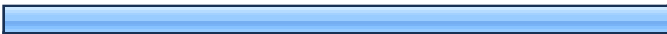
		Response Percent	Response Count
Agree		100.0%	5
Partial Agreement		0.0%	0
Disagree		0.0%	0
Don't Know		0.0%	0

Comments: 1

answered question 5

skipped question 0

51. I maintain confidentiality of Board deliberations.

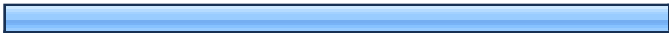
		Response Percent	Response Count
Agree		100.0%	5
Partial Agreement		0.0%	0
Disagree		0.0%	0
Don't Know		0.0%	0

Comments: 0

answered question 5

skipped question 0

52. I disclose all actual or perceived conflicts of interest.

		Response Percent	Response Count
Agree		100.0%	5
Partial Agreement		0.0%	0
Disagree		0.0%	0
Don't Know		0.0%	0

Comments: 1

answered question	5
skipped question	0

Page 2, Q1. Strengthening Board Performance Goal 1: The Board demonstrated strengthened performance in its policy-role as a result of training provided by Accrediting Commission representatives.

1	Each of our training opportunities have strengthened our performance as a board.	May 20, 2012 10:12 AM
2	The board has done considerable training and evaluation in this area and has made substantial improvement. We must be vigilant and continue the forward momentum.	May 16, 2012 8:55 AM

Page 2, Q2. Strengthening Board Performance Goal 2: The Board demonstrated strengthened performance in its policy-role through reflective communication with the VCCCD Citizens Advisory Body in the development of District planning.

1	The Citizens advisory committee was limited because they were brought in and briefed rapidly. If we are sincere about their involvement and input we need to have a continuing and consistent relationship with them.	May 23, 2012 1:46 PM
2	AND, the Board and CAB should meet on a more regular basis.	May 21, 2012 6:53 PM
3	The Advisory Committee needs to meet more regularly. The membership has valuable input for the board and we need to make time for it more often and with regularity the membership can schedule for participation.	May 20, 2012 10:12 AM
4	We have had one meeting. We need to do more in this area.	May 16, 2012 8:55 AM

Page 2, Q3. Strengthening Board Performance Goal 3: The Board demonstrated strengthened performance in its policy-role as an outcome of periodic staff reports (e.g., budget and finance, accreditation, human resources, technology, District planning, etc.).

1	Staff reports are often short and light on background and impacts. This then brings questions unanswered and I believe leaves us frustrated and wanting more information. Staff perceives the board as asking too much or gives perception of micro managing. The issue is often poor information from Staff.	May 23, 2012 1:46 PM
2	Board Policies are a regular Board agenda item.	May 21, 2012 6:53 PM
3	Comprehensive staff reports are critical to the board's understanding of how policies are being implemented throughout the organization and their effectiveness.	May 20, 2012 10:12 AM
4	We have had many reports in these areas in the past year. Especially in the area of Accreditation. They have been helpful in keeping us on task.	May 16, 2012 8:55 AM

Page 2, Q4. Strengthening Board Performance Goal 4: The Board demonstrated strengthened performance in its policy-role through the absence of Trustee involvement in operational matters (e.g., directing staff or seeking preferential treatment for colleges, students, vendors, acquaintances, family members, as...

1	I don't monitor activities of my Board colleagues but I also have not heard of any inappropriate activities.	May 21, 2012 6:53 PM
2	The board's performance was stronger in this area but the program discontinuance and budget cuts caused some difficulty in steering completely clear of operational inquiries. The students and general public were demanding our involvement without full understanding of the board's limitations.	May 20, 2012 10:12 AM
3	We are much more aware of board limitations in this area. We need to continue to exercise discretion.	May 16, 2012 8:55 AM

Page 2, Q5. Strengthening Board Performance Goal 5: The Board demonstrated strengthened performance in its policy-role through its clear understanding of the Board agenda preparation process (Board Policy/Administrative Procedure 2340).

1	The Chair has recognized and accepted future agenda items from Board members mentioned during regular Board meetings.	May 21, 2012 6:53 PM
2	This has been clarified and is not problem.	May 16, 2012 8:55 AM

Page 2, Q6. Strengthening Board Performance Goal 6: The Board demonstrated strengthened performance in its policy-role through consistent compliance with Board Policy 2715 Board Code of Ethics/Standards of Practice.

1	The board continues to strengthen this policy and its compliance with it.	May 20, 2012 10:12 AM
2	Since we have reviewed and revised this policy last February, this has been improved upon. We need to continue enforcing this policy and help each to do so.	May 16, 2012 8:55 AM

Page 2, Q7. Strengthening Board Performance Goal 7: The Board demonstrated strengthened performance in its policy-role as an outcome of the concurrent review and discussion of Board policies and administrative procedures at its public meetings.

1	Reviewing the policies has been helpful. We may need to bring some policies forward for review and even consider adding new policies as we work through both accreditation and budget challenges.	May 20, 2012 10:12 AM
2	We have reviewed and revised many of our policies. This has been very useful in defining the role of the board.	May 16, 2012 8:55 AM

Page 2, Q8. Strengthening Board Performance Goal 8: The Board demonstrated strengthened performance in its policy-role through the adoption of an annual professional development calendar and full Board participation in at least one Trustee conference.

1	I understand the reason for adopting goal of full Board participation in at least one Trustee conference but we should be able to understand that life happens and this may prove to be an impossible goal.	May 21, 2012 6:53 PM
2	Professional development has been important for the board. Having full participation gives more value since we have time together beyond the organized sessions, which is valuable in working together.	May 20, 2012 10:12 AM
3	Attending trainings has been helpful. Continued professional development is essential, even in tough financial times.	May 16, 2012 8:55 AM

Page 2, Q9. Strengthening Board Performance Goal 9: The Board demonstrated strengthened performance in its policy-role through rigorous parliamentary practice as an outcome of professional development.

1	We received training no I believe that effort has been made and that we are improving. To say that we received rigorous training or that we rigorsly practice it, I don't think has been the case.	May 23, 2012 1:46 PM
2	The board still needs to strengthen its parliamentary practice during meetings, though it's better.	May 20, 2012 10:12 AM
3	The training we had in December was helpful in clarifying procedures. We have done much better in adhering to these procedures that were reviewed.	May 16, 2012 8:55 AM

Page 2, Q10. Strengthening Board Performance Goal 10: The Board demonstrated strengthened performance in its policy-role by distinguishing its role and activities from that of the Chancellor, consistent with BP 2430 Delegation of Authority to the Chancellor.

1	This policy has been reviewed and discussed. We have a better understanding of it now.	May 16, 2012 8:55 AM
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Page 2, Q11. Strengthening Board Performance Goal 11: The Board demonstrated strengthened performance in its policy-role through observance of formal channels of District communication consistent with BP 2715 Board Code of Ethics/Standards of Practice.

1	We are more aware of the proper channels of communication now than before. They have been more clearly spelled out.	May 16, 2012 8:55 AM
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Page 3, Q1. The Board demonstrated strengthened performance in its policy-role through the establishment and implementation of policies to assure high quality, effective student learning programs, services, and District financial stability.

1	YES, and continued Board development should focus on the policy aspect of our role.	May 21, 2012 7:11 PM
2	The board has established and implemented policy that is consistent with the stated mission of the district, assuring high quality student learning and fiscal solvency. The coring of courses and other activities to increase student access will continue to be critical components of the number of students served and our completions rates.	May 20, 2012 11:37 AM
3	The board has done what it can through it's policy making role to ensure effective student learning is taking place while maintaining fiscal stability during tough times.	May 16, 2012 10:08 AM

Page 3, Q2. The Board demonstrated strengthened performance in its policy leadership role through its focus on mission, quality, outcomes, improvement, and not operations as the means to achieve outcomes.

1	The board goals were focused on outcomes and improvement, with some measurable objectives. This stayed within our policy leadership role.	May 20, 2012 11:37 AM
2	For the most the board has stuck to its policy making role, focused on this mission and stayed out operational areas. We have focused on student learning outcomes and tiried to provide as many educational opportunities as possible with the funds available.	May 16, 2012 10:08 AM

Page 3, Q3. The Board strictly adheres to its policy-making role in governing the District.

1	The question is a bit mis-leading since we are asked to do other things such as participate in some vendor selection commitees	May 20, 2012 11:37 AM
2	We are not perfect, but the board has done a great deal to ensure the board limits itself to this defined role.	May 16, 2012 10:08 AM

Page 3, Q4. The Board understands its authority rests with the Board as a whole, and not individual Trustees.

1	The board understands individual board do not have individual authority. We only can only make decisions as a board.	May 16, 2012 10:08 AM
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Page 3, Q5. The Board ensures its policies and procedures do not impede the timely, effective, and appropriate operations of the District and its colleges.

- | | | |
|---|--|-----------------------|
| 1 | But where is the timely analysis or reports of impacts of Board-adopted policies and procedures on the operations? | May 21, 2012 7:11 PM |
| 2 | We listen to concerns of staff before decisions are arrived upon. Our goal is for our colleges to run smoothly and effectively. We do not seek to impede this from happening. Our goal is to be helpful. | May 16, 2012 10:08 AM |

Page 3, Q6. The Board understands the District's participatory governance structure and adheres to its formal channel of communications.

- | | | |
|---|--|-----------------------|
| 1 | We understand how the governance structure is set up. This is an area the district needs to improve in. The definition of roles needs improvement and clarification. | May 16, 2012 10:08 AM |
|---|--|-----------------------|

Page 3, Q7. The Board ensures the assessment of formal District communication for its effectiveness and improvement with constituents and the community.

- | | | |
|---|--|-----------------------|
| 1 | I have not seen any such assessment. An effective proactive assessment requires commitment, time, energy and resources. | May 21, 2012 7:11 PM |
| 2 | The communications with the communities we serve needs to be improved especially when critical information is needed. We need to push information out rather than expect the public and constituencies to come looking for it. We need improvement in this area. | May 20, 2012 11:37 AM |
| 3 | This is an area we need to improve upon. | May 16, 2012 10:08 AM |

Page 3, Q8. The Board represents the interests and needs of the entire community to the District and its colleges.

- | | | |
|---|---|-----------------------|
| 1 | As Board members we try to do this but we need to better involve and engage the community. | May 21, 2012 7:11 PM |
| 2 | The board continues to balance the needs of our various communities within our district so ALL are represented. | May 20, 2012 11:37 AM |
| 3 | This is not as simple as it may sound. "The community" has many needs and interests. The board does it's best to weigh them all and make decisions that are in the best interest of the students it serves. | May 16, 2012 10:08 AM |

Page 3, Q9. The Board involves the community in strategic planning and communicates its progress and success in the pursuit of excellence in student learning.

1	I believe we have increased our attempts to involve the community and I would like to see significant efforts in this area.	May 21, 2012 7:11 PM
2	We need to utilize our Community Advisory Committee more in this area. One meeting is not enough for this group to feel engaged or informed.	May 20, 2012 11:37 AM
3	This is another task that is difficult. We need to solicit input on a more regular basis.	May 16, 2012 10:08 AM

Page 3, Q10. The Board advocates equitably for its community colleges.

1	Silence can also be a form of advocacy.	May 23, 2012 1:58 PM
2	We all want what is best for our colleges. The dramatic decrease in funds from the state has made this increasingly difficult. What is equitable is in the eye of the beholder. The board does its best to weigh the competing opinions and makes decisions as equitably as possible.	May 16, 2012 10:08 AM

Page 3, Q11. The Board acts as a cohesive unit and takes responsibility for its collective performance.

1	The board continues to help each other so we become more effective as a unit.	May 20, 2012 11:37 AM
2	For the most part we work together well. We have our differences. We are five different people with different backgrounds and ideas. We work together in spite of this.	May 16, 2012 10:08 AM

Page 3, Q12. The Board supports the Board Chair in the performance of his/her role.

1	The rest of the board has been very supportive of me in my role as chair. I am particularly grateful for how everyone stepped in my absence last fall. My fellow board members were all caring and kind to me while I dealt with cancer. I will always be very grateful and thankful for their support during this time. Thank you very much!	May 16, 2012 10:08 AM
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Page 3, Q13. The Board complies with its Code of Ethics policy and corrects the conduct of Board members who violate its Code of Ethics policy.

- | | | |
|---|--|-----------------------|
| 1 | The board needs to continue to provide each other with both formal and informal feedback. We need to be professional, courteous and consistent in this area. | May 20, 2012 11:37 AM |
| 2 | Now that policy has been revised and clarified we are doing a better job with this. We must continue to do so. | May 16, 2012 10:08 AM |

Page 3, Q14. The Board complies with its Conflict of Interest policy and corrects the conduct of Board members who violate its Conflict of Interest policy.

- | | | |
|---|--|-----------------------|
| 1 | I don't and would not necessarily know of any conflict of interest but have confidence in my colleagues to not violate the policy. | May 21, 2012 7:11 PM |
| 2 | This has not been a problem. | May 16, 2012 10:08 AM |

Page 3, Q15. Board meetings are conducted in an orderly, time-efficient, productive manner.

- | | | |
|---|--|-----------------------|
| 1 | Board meetings have been run smoothly in spite of all that has happened. | May 16, 2012 10:08 AM |
|---|--|-----------------------|

Page 3, Q16. The Board conducts its meetings, through impartial discussion, in a dignified and professional manner, treating everyone with civility and respect.

- | | | |
|---|---|-----------------------|
| 1 | The board treats each others and everyone with dignity and respect. We slipped occasionally, but perfection is not realistic. | May 16, 2012 10:08 AM |
|---|---|-----------------------|

Page 3, Q17. Trustees come prepared for Board meetings (e.g., reading agendas and requesting additional information, as needed).

- | | | |
|---|---|-----------------------|
| 1 | While I understand the need to save resources, some of the electronic documents are very long and should be printed for review. Not all trustees have access to high volume/speed printing. | May 20, 2012 11:37 AM |
| 2 | Board members comes prepared. Additional information requests usually occur before the meetings. The Chancellor is good about asking if we need any other information. | May 16, 2012 10:08 AM |

Page 3, Q18. The Board ensures its standing committees operate efficiently and effectively.

1	The Board respects the work of the Committees making for efficient Board meetings.	May 21, 2012 7:11 PM
2	We should evaluate the effectiveness of the current committees and consider any necessary changes.	May 20, 2012 11:37 AM
3	Committees run smoothly. Patti does a great job making sure this happens.	May 16, 2012 10:08 AM

Page 3, Q19. The Board does not engage in the operations of the District.

1	We need to be vigilant this does happen and if it does, we need to address it promptly.	May 16, 2012 10:08 AM
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Page 3, Q20. The Board fully complies with the Ralph M. Brown Act, "conducting the public's business in public." The Board operates openly, with trust and integrity.

1	The board is diligent in its Brown Act compliance.	May 20, 2012 11:37 AM
2	We are careful to stay within the rules. We operate openly and in public.	May 16, 2012 10:08 AM

Page 3, Q21. The Board maintains closed session discussions and subject matter in confidence.

1	This has been area of little to no problems to my knowledge.	May 16, 2012 10:08 AM
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Page 3, Q22. Trustees do not privately consult with each other (or through an agent) to gain a majority concurrence prior to taking actions at public meetings.

1	we are very careful to follow these guidelines.	May 16, 2012 10:08 AM
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Page 3, Q23. Trustees attend professional development activities in order to remain informed, effective leaders.

1	There are many activities that help us professionally, including events by other local groups.	May 20, 2012 11:37 AM
---	--	-----------------------

Page 3, Q23. Trustees attend professional development activities in order to remain informed, effective leaders.

- | | | |
|---|--|-----------------------|
| 2 | We have resumed attending conferences after we were told by the Accrediation Committee we needed to do so. We had stopped to save resources. This was an honest error. | May 16, 2012 10:08 AM |
|---|--|-----------------------|

Page 3, Q24. The Board reviews and updates Board policies and procedures on an ongoing basis and according to its adopted Two-Year Board Policy and Procedure Review Calendar.

- | | | |
|---|--|-----------------------|
| 1 | There is a schedule to keep this review on track. | May 20, 2012 11:37 AM |
| 2 | We have been doing this for a few years now. We should have been doing it all along. | May 16, 2012 10:08 AM |

Page 3, Q26. The college missions align and support the District mission statement.

- | | | |
|---|--|-----------------------|
| 1 | Some of the missions may be overly broad in a time of diminished resources. The community colleges can not longer be all things and we need to prioritize in order to best allocate resources. | May 20, 2012 11:37 AM |
|---|--|-----------------------|

Page 3, Q28. District budgeting is guided by the District mission statement.

- | | | |
|---|--|-----------------------|
| 1 | In these current constraints, we need to ensure fiscal decisions align with mission statement and/or strategic plan. | May 21, 2012 7:11 PM |
| 2 | This has been put to the test lately. | May 16, 2012 10:08 AM |

Page 3, Q29. The Board engages in District strategic planning and monitors progress in meeting its goals and objectives.

- | | | |
|---|---|-----------------------|
| 1 | The board needs to attach some quantifiable measurement to the goals and objectives to better monitor progress. | May 20, 2012 11:37 AM |
| 2 | We need to do more of this, especially now. | May 16, 2012 10:08 AM |

Page 3, Q30. The Board evaluates its strategic planning and links outcomes to improvement in the process.

- | | | |
|---|--|-----------------------|
| 1 | The board is continuing to work on this. | May 20, 2012 11:37 AM |
| 2 | This needs to be done a little more. | May 16, 2012 10:08 AM |

Page 3, Q31. The Board supports the Chancellor and allows the Chancellor to do his/her job without interference in non-policy matters.

- | | | |
|---|---|-----------------------|
| 1 | There have been challenges this year but the board supports the chancellor in his role. | May 20, 2012 11:37 AM |
| 2 | The entire board does not always support the Chancellor. | May 16, 2012 10:08 AM |

Page 3, Q32. The Board annually evaluates the Chancellor's performance in meeting the planning goals and objectives of the District.

- | | | |
|---|--|-----------------------|
| 1 | We have done this over the years on an annual basis. We were a little late this year because the Chancellor is retiring. | May 16, 2012 10:08 AM |
|---|--|-----------------------|

Page 3, Q33. The Board understands the mechanics of accreditation and is involved in the District's accreditation processes.

- | | | |
|---|---|-----------------------|
| 1 | The board understands the mechanics and the continuous performance improvement necessary. | May 20, 2012 11:37 AM |
| 2 | We understand it better now. | May 16, 2012 10:08 AM |

Page 3, Q34. The Board's adopted budget includes realistic revenue projections, expenditures, and adequate reserves sufficient to deliver quality educational programs and services.

- | | | |
|---|--|-----------------------|
| 1 | The board's projections have been realistic and accurate even though the state's have not been. Budgeting in the mist of such uncertainty is not easy. | May 16, 2012 10:08 AM |
|---|--|-----------------------|

Page 3, Q35. The Board's adopted budget is fiscally responsible and serves as a policy document reflecting the District mission, planning goals, and objectives.

- | | | |
|---|--|-----------------------|
| 1 | More Board discussion of policy implications of the Budget is in order | May 21, 2012 7:11 PM |
| 2 | The board should now begin looking several years out since our reserves are being heavily relied upon and will not be available for this kind of bridging in future years. | May 20, 2012 11:37 AM |

Page 4, Q1. I spend appropriate time preparing for each Board and Committee meeting, reviewing the agenda, minutes from previous meetings, and reading advance materials.

- | | | |
|---|--|-----------------------|
| 1 | The paper agenda works best for my preparation and would like to continue using it. | May 20, 2012 11:39 AM |
| 2 | I have spent a great deal of time reviewing and preparing for meetings. The role of Trustee has been very time consuming. But I have done it and always come prepared. | May 16, 2012 10:12 AM |

Page 4, Q2. I attend and actively participate in Board and Committee meetings.

- | | | |
|---|--|-----------------------|
| 1 | I have been at every meeting except when I was out with cancer. Everyone participates. | May 16, 2012 10:12 AM |
|---|--|-----------------------|

Page 4, Q3. Once a decision is made at a Board meeting, I actively support the decision, even though I may have voted against the decision.

- | | | |
|---|--|-----------------------|
| 1 | I have always supported board decisions, even if I did not vote in favor it. | May 16, 2012 10:12 AM |
|---|--|-----------------------|

Page 4, Q4. I recognize that unless assigned by the Board, I act as an individual with no authority, and not on behalf of the Board.

- | | | |
|---|---------------------------|-----------------------|
| 1 | This is very clear to me. | May 16, 2012 10:12 AM |
|---|---------------------------|-----------------------|

Page 4, Q6. I disclose all actual or perceived conflicts of interest.

- | | | |
|---|--|-----------------------|
| 1 | I err on the side caution in this one. | May 16, 2012 10:12 AM |
|---|--|-----------------------|

Page 4, Q6. I disclose all actual or perceived conflicts of interest.



Agenda Item Details

Meeting	Jun 28, 2012 - Chancellor's Consultation Council
Category	4. Annual Board Self Evaluation
Subject	4.02 Annual Consultation Council Evaluation of the Board of Trustees
Access	Public
Type	Discussion

Public Content

 [BOTSelfEvalConsultationCouncilInputSurveyResults2012.pdf \(108 KB\)](#)

Administrative Content

2012 Consultation Council: Board Evaluation






1. The Board demonstrated strengthened performance in its policy-role through the establishment and implementation of policies to assure high quality, effective student learning programs, services, and District financial stability.

		Response Percent	Response Count
Agree		38.9%	7
Partial Agreement		38.9%	7
Disagree		16.7%	3
Don't Know		5.6%	1
Comments:			6
answered question			18
skipped question			0




2. The Board demonstrated strengthened performance in its policy leadership role through its focus on mission, quality, outcomes, improvement, and not operations as the means to achieve outcomes.

		Response Percent	Response Count
Agree		33.3%	6
Partial Agreement		33.3%	6
Disagree		33.3%	6
Don't Know		0.0%	0
Comments:			7
answered question			18
skipped question			0

3. The Board strictly adheres to its policy-making role in governing the District.

		Response Percent	Response Count
Agree		5.9%	1
Partial Agreement		41.2%	7
Disagree		52.9%	9
Don't Know		0.0%	0
	Comments:		5
	answered question		17
	skipped question		1

4. The Board understands its authority rests with the Board as a whole, and not individual Trustees.

		Response Percent	Response Count
Agree		22.2%	4
Partial Agreement		50.0%	9
Disagree		27.8%	5
Don't Know		0.0%	0
	Comments:		5
	answered question		18
	skipped question		0





5. The Board ensures its policies and procedures do not impede the timely, effective, and appropriate operations of the District and its colleges.

		Response Percent	Response Count
Agree		55.6%	10
Partial Agreement		27.8%	5
Disagree		11.1%	2
Don't Know		5.6%	1
	Comments:		5
	answered question		18
	skipped question		0

6. The Board understands the District's participatory governance structure and adheres to its formal channel of communications.

		Response Percent	Response Count
Agree		5.6%	1
Partial Agreement		50.0%	9
Disagree		33.3%	6
Don't Know		11.1%	2
	Comments:		7
	answered question		18
	skipped question		0

7. The Board ensures the assessment of formal District communication for its effectiveness and improvement with constituents and the community.




		Response Percent	Response Count
Agree		23.5%	4
Partial Agreement		29.4%	5
Disagree		23.5%	4
Don't Know		23.5%	4

Comments: 4

answered question 17

skipped question 1

8. The Board represents the interests and needs of the entire community to the District and its colleges.

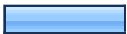



		Response Percent	Response Count
Agree		5.6%	1
Partial Agreement		72.2%	13
Disagree		22.2%	4
Don't Know		0.0%	0

Comments: 9

answered question 18

skipped question 0

9. The Board involves the community in strategic planning and communicates its progress and success in the pursuit of excellence in student learning.





		Response Percent	Response Count
Agree		17.6%	3
Partial Agreement		35.3%	6
Disagree		35.3%	6
Don't Know		11.8%	2

Comments: 6

answered question 17

skipped question 1

10. The Board advocates equitably for its community colleges.

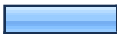


		Response Percent	Response Count
Agree		22.2%	4
Partial Agreement		50.0%	9
Disagree		22.2%	4
Don't Know		5.6%	1

Comments: 7

answered question 18

skipped question 0

11. The Board acts as a cohesive unit and takes responsibility for its collective performance.





		Response Percent	Response Count
Agree		16.7%	3
Partial Agreement		33.3%	6
Disagree		50.0%	9
Don't Know		0.0%	0

Comments: 5

answered question 18

skipped question 0

12. The Board supports the Board Chair in the performance of his/her role.

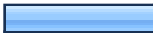



		Response Percent	Response Count
Agree		44.4%	8
Partial Agreement		33.3%	6
Disagree		5.6%	1
Don't Know		16.7%	3

Comments: 3





answered question 18

skipped question 0




13. The Board complies with its Code of Ethics policy and corrects the conduct of Board members who violate its Code of Ethics policy.

		Response Percent	Response Count
Agree		22.2%	4
Partial Agreement		22.2%	4
Disagree		33.3%	6
Don't Know		22.2%	4
	Comments:		6
	answered question		18
	skipped question		0

14. The Board complies with its Conflict of Interest policy and corrects the conduct of Board members who violate its Conflict of Interest policy.

		Response Percent	Response Count
Agree		11.1%	2
Partial Agreement		11.1%	2
Disagree		5.6%	1
Don't Know		72.2%	13
	Comments:		2
	answered question		18
	skipped question		0

15. Board meetings are conducted in an orderly, time-efficient, productive manner.

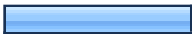



		Response Percent	Response Count
Agree		27.8%	5
Partial Agreement		44.4%	8
Disagree		27.8%	5
Don't Know		0.0%	0

Comments: 8

answered question 18

skipped question 0

16. The Board conducts its meetings, through impartial discussion, in a dignified and professional manner, treating everyone with civility and respect.

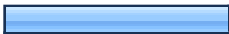



		Response Percent	Response Count
Agree		27.8%	5
Partial Agreement		55.6%	10
Disagree		11.1%	2
Don't Know		5.6%	1

Comments: 7

answered question 18





skipped question 0

17. Trustees come prepared for Board meetings (e.g., reading agendas and requesting additional information, as needed).

		Response Percent	Response Count
Agree		33.3%	6
Partial Agreement		44.4%	8
Disagree		11.1%	2
Don't Know		11.1%	2
	Comments:		7





answered question	18
skipped question	0

18. The Board ensures its standing committees operate efficiently and effectively.

		Response Percent	Response Count
Agree		38.9%	7
Partial Agreement		11.1%	2
Disagree		16.7%	3
Don't Know		33.3%	6
	Comments:		4

answered question	18
skipped question	0

19. The Board does not engage in the operations of the District.





		Response Percent	Response Count
Agree		22.2%	4
Partial Agreement		27.8%	5
Disagree		33.3%	6
Don't Know		16.7%	3

Comments: 5

answered question 18

skipped question 0

20. The Board fully complies with the Ralph M. Brown Act, "conducting the public's business in public." The Board operates openly, with trust and integrity.



		Response Percent	Response Count
Agreement		55.6%	10
Partial Agreement		27.8%	5
Disagree		11.1%	2
Don't Know		5.6%	1

Comments: 3

answered question 18

skipped question 0

21. The Board maintains closed session discussions and subject matter in confidence.




		Response Percent	Response Count
Agree		50.0%	9
Partial Agreement		0.0%	0
Disagree		0.0%	0
Don't Know		50.0%	9

Comments: 3

answered question 18

skipped question 0

22. Trustees do not privately consult with each other (or through an agent) to gain a majority concurrence prior to taking actions at public meetings.




		Response Percent	Response Count
Agree		0.0%	0
Partial Agreement		5.6%	1
Disagree		5.6%	1
Don't Know		88.9%	16

Comments: 4




answered question 18

skipped question 0

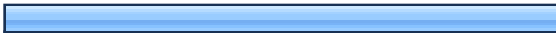


23. Trustees attend professional development activities in order to remain informed, effective leaders.

		Response Percent	Response Count
Agree		38.9%	7
Partial Agreement		38.9%	7
Disagree		0.0%	0
Don't Know		22.2%	4
	Comments:		3
	answered question		18
	skipped question		0

24. The Board reviews and updates Board policies and procedures on an ongoing basis and according to its adopted Two-Year Board Policy and Procedure Review Calendar.

		Response Percent	Response Count
Agree		82.4%	14
Partial Agreement		11.8%	2
Disagree		5.9%	1
Don't Know		0.0%	0
	Comments:		6
	answered question		17
	skipped question		1

25. The Board has adopted a District mission statement that emphasizes student learning.




		Response Percent	Response Count
Agree		83.3%	15
Partial Agreement		11.1%	2
Disagree		0.0%	0
Don't Know		5.6%	1

Comments: 3

answered question 18

skipped question 0

26. The college missions align and support the District mission statement.

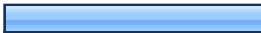



		Response Percent	Response Count
Agree		77.8%	14
Partial Agreement		16.7%	3
Disagree		0.0%	0
Don't Know		5.6%	1

Comments: 2

answered question 18

skipped question 0

27. The Board's decision-making is guided by the District mission statement.





		Response Percent	Response Count
Agree		38.9%	7
Partial Agreement		44.4%	8
Disagree		11.1%	2
Don't Know		5.6%	1

Comments: 2

answered question 18

skipped question 0

28. District budgeting is guided by the District mission statement.

		Response Percent	Response Count
Agree		33.3%	6
Partial Agreement		38.9%	7
Disagree		11.1%	2
Don't Know		16.7%	3

Comments: 3

answered question 18

skipped question 0

29. The Board engages in District strategic planning and monitors progress in meeting its goals and objectives.

		Response Percent	Response Count
Agree		38.9%	7
Partial Agreement		44.4%	8
Disagree		11.1%	2
Don't Know		5.6%	1
	Comments:		3
	answered question		18
	skipped question		0

30. The Board evaluates its strategic planning and links outcomes to improvement in the process.

		Response Percent	Response Count
Agree		27.8%	5
Partial Agreement		27.8%	5
Disagree		16.7%	3
Don't Know		27.8%	5
	Comments:		2
	answered question		18
	skipped question		0

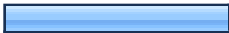



31. The Board supports the Chancellor and allows the Chancellor to do his/her job without interference in non-policy matters.

		Response Percent	Response Count
Agree		5.6%	1
Partial Agreement		44.4%	8
Disagree		22.2%	4
Don't Know		27.8%	5
	Comments:		3
	answered question		18
	skipped question		0




32. The Board annually evaluates the Chancellor's performance in meeting the planning goals and objectives of the District.

		Response Percent	Response Count
Agree		58.8%	10
Partial Agreement		5.9%	1
Disagree		5.9%	1
Don't Know		29.4%	5
	Comments:		1
	answered question		17
	skipped question		1

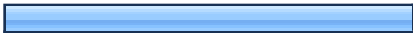



33. The Board understands the mechanics of accreditation and is involved in the District's accreditation processes.

		Response Percent	Response Count
Agree		33.3%	6
Partial Agreement		38.9%	7
Disagree		22.2%	4
Don't Know		5.6%	1
	Comments:		5
	answered question		18
	skipped question		0


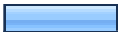


34. The Board's adopted budget includes realistic revenue projections, expenditures, and adequate reserves sufficient to deliver quality educational programs and services.

		Response Percent	Response Count
Agree		77.8%	14
Partial Agreement		16.7%	3
Disagree		0.0%	0
Don't Know		5.6%	1
	Comments:		3
	answered question		18
	skipped question		0

35. The Board's adopted budget is fiscally responsible and serves as a policy document reflecting the District mission, planning goals, and objectives.

		Response Percent	Response Count
Agree		61.1%	11
Partial Agreement		22.2%	4
Disagree		5.6%	1
Don't Know		11.1%	2
	Comments:		1
answered question			18
skipped question			0

36. Your constituent category:

		Response Percent	Response Count
Student Representative		5.6%	1
Classified Senate/Representative		0.0%	0
Academic Senate		16.7%	3
Union Representative		0.0%	0
Administrators		11.1%	2
Decline to identify		66.7%	12
	Other (please specify)		2
answered question			18
skipped question			0

Q1. The Board demonstrated strengthened performance in its policy-role through the establishment and implementation of policies to assure high quality, effective student learning programs, services, and District financial stability.

1	The Board is reviewing all policies and procedures.	May 27, 2012 1:30 PM
2	Partial agreement because the Board SEEMS to be on the right track. Only recently was a document produced during the meeting demonstrating tracking in two-year accreditation recommended review process. Will they continue tracking or will it fall by the wayside... remains to be seen.	May 25, 2012 9:49 AM
3	Compared to previous years, yes, I am in partial agreement. Compared to ACCJC Standard IV, I am *marginally* in partial agreement.	May 24, 2012 4:02 PM
4	Board has done quite a bit of work on Chapter 2 and 3. Not much on Chapter 4 except program discontinuance and that took way too long and a "consultant" to get done. Why the holdup? Almost nothing completed in HR and Business Services chapters. Why?	May 21, 2012 11:04 AM
5	the "implementation" is still in its infancy	May 14, 2012 12:38 PM
6	I think its strength lay in the establishment of these policies rather than their implementation. They rely totally on the chancellor and his staff for implementation.	May 11, 2012 9:26 AM

Q2. The Board demonstrated strengthened performance in its policy leadership role through its focus on mission, quality, outcomes, improvement, and not operations as the means to achieve outcomes.

1	Sometimes Board members speak to operations at Board meetings.	May 27, 2012 1:30 PM
2	Aren't we on probation for one trustees involvement in operations and the others lack of holding him accountable?	May 25, 2012 9:49 AM
3	The Commission's report indicates otherwise and I would agree. Hopefully, at this year's planning meeting the BoT will only establish goals and allow the PG process to work to allow relevant committees to make recommendations on outcomes and objectives in support of the Board's goals.	May 24, 2012 4:02 PM
4	You have to be joking - we're on probation! Lived in the community a long time. One trustee still acts the same way as he always has for us and on other school boards. Nothings new. Other trustees keep looking the other way.	May 21, 2012 11:04 AM
5	"Strengthened," yes there has been a little improvement, but much more is need to be effective	May 15, 2012 11:36 AM
6	getting better but a long way to go	May 14, 2012 12:38 PM
7	Has improved in the last two meetings.	May 10, 2012 8:26 PM

Q3. The Board strictly adheres to its policy-making role in governing the District.

1	The board clearly does not understand its policy-making role as it continually involves itself (whether individually or whole) in operations.	May 25, 2012 9:49 AM
2	Unfortunately not. They try but oftentimes constituent groups -- and necessarily so, at times -- make the above statement an unrealistic goal 100% for sometimes (program discontinuance, for example) a policy-decision becomes or is at the same time an operational decision. The ACCJC has unfairly set up Boards this way.	May 24, 2012 4:02 PM
3	If it did we wouldn't be on probation right now.	May 21, 2012 11:04 AM
4	there is still "operational" involvement	May 14, 2012 12:38 PM
5	Has acknowledged policy role and has demonstrated willingness to comply.	May 10, 2012 8:26 PM

Q4. The Board understands its authority rests with the Board as a whole, and not individual Trustees.

1	Personal interests sometimes appear at Board meetings.	May 27, 2012 1:30 PM
2	The accreditation report states one trustee is involved in operations so the board does not understand it must act as a whole.	May 25, 2012 9:49 AM
3	Yes, but even the most apolitical of Board members sometimes forgets this while others forget to remember this most of the time!	May 24, 2012 4:02 PM
4	Most appear to - one enjoys being on his soapbox.	May 21, 2012 11:04 AM
5	It appears that not all trustees understand this or even agree with it	May 14, 2012 12:38 PM

Q5. The Board ensures its policies and procedures do not impede the timely, effective, and appropriate operations of the District and its colleges.

1	The Chair seems very informed about policies at Board meetings. We review policies and procedures at Consultation Council after other committees have reviewed them so the colleges can point out any problems.	May 27, 2012 1:30 PM
2	yes, the board has done alot of policy work in the last year and should be commended for staying on its two-year review cycle but we are not making the same progress as we initially were and they don't all seem to read and understand the policies.	May 25, 2012 9:49 AM
3	This was a bizarre recommendation from ACCJC and I think our attempts to satisfy the Commission's recommendation border on the bizarre themselves. I think we provide lip service to address a commission recommendation that was only surface-level to begin with.	May 24, 2012 4:02 PM
4	Getting much better - still a ways to go as policies are still coming forward.	May 21, 2012 11:04 AM
5	The "review" process for policies and procedures does not ensure this.	May 15, 2012 11:36 AM

Q6. The Board understands the District's participatory governance structure and adheres to its formal channel of communications.

1	Is there a formal channel of communication?	May 27, 2012 1:30 PM
2	The board does not understand this as it constantly questions the review process and items presented during board meetings. Trustees question expenditures, policy, and curriculum and undermine administrators, senates, and faculty work through numerous governance review meetings. Questioning curriculum and not approving one program speaks to a lack of following and understanding formal channels and plays to the public and politics.	May 25, 2012 9:49 AM
3	I think the BoT needs continual reminders of PG and why it is necessary -- and even more importantly -- valuable and worthwhile. I think the Board professional development activities that the Academic Senates did in Feb & March were a good start. Now it is time for other groups (Classified Senates, Administration, Student Senates) to present their roles in PG to the BoT.	May 24, 2012 4:02 PM
4	At our campus one trustee told us to communicate directly to trustees. Not sure if this is "formal channel of communications" - does seem right.	May 21, 2012 11:04 AM
5	No evidence to demonstrate board knows AFT from PG from Administration	May 15, 2012 11:36 AM
6	As long as individual Board members meet seperatly with Unions, senates , individual faculty etc to discuss District Business etc this will never be resolved	May 14, 2012 12:38 PM
7	The board is not really involved in participatory governance at the lower levels	May 11, 2012 9:26 AM

Q7. The Board ensures the assessment of formal District communication for its effectiveness and improvement with constituents and the community.

1	Really, what does this question mean? How does the board ensure assessment of formal District communication? The board speaks individually to community, students, staff, and even public speakers at board meetings. A formal communication process should be established and followed so trustees don't create their own forms of communication with community, union, employees, and public.	May 25, 2012 9:49 AM
2	I think a survey would best serve this statement. DCAP should create and administer it.	May 24, 2012 4:02 PM
3	What is the assessment process? I don't think this is well-known if there is one.	May 21, 2012 11:04 AM
4	Has agreed to constituent suvery. It is encouraging.	May 10, 2012 8:26 PM

Q8. The Board represents the interests and needs of the entire community to the District and its colleges.

1	Some Board members have personal interests that often come through at Board meetings.	May 27, 2012 1:30 PM
2	Not consistently - the board seems to be swayed by popular opinion and not the ENTIRE community.	May 25, 2012 9:49 AM
3	Almost all the board members at times have had difficulties remembering if they are at-large members or representatives of the areas that elected them. By no means are they the only BoT with this issue.	May 24, 2012 4:02 PM
4	This is obviously not happening - see commission report.	May 21, 2012 11:04 AM
5	I believe one board member forgets sometimes he is their to support all the colleges	May 19, 2012 11:25 AM
6	It is almost impossible to represent the interests and needs of the "entire" community. The best that can be hoped for is to serve the greatest mission-related need within available resources.	May 14, 2012 2:42 PM
7	again, it does not appear that everyone agrees with this statement	May 14, 2012 12:38 PM
8	I don't believe this is possible under the current budget constraints. Everybody seems to be dissatisfied with the board in this respect.	May 11, 2012 9:26 AM
9	Most of the board articulated this sentiment; rest of the board is silent. The lack of board response to open advocacy for individual colleges in public comments seen as a sign that there is tacit consent to these sentiments. Each Board member needs to articulate this clearly, in response to opposing public sentiments. Silence is not compliance.	May 10, 2012 8:26 PM

Q9. The Board involves the community in strategic planning and communicates its progress and success in the pursuit of excellence in student learning.

1	The Board seems very open to including the community. Perhaps Board members could meet more with community members.	May 27, 2012 1:30 PM
2	The board should have one than one community meeting a year and should include members of consultation council in those community meetings.	May 25, 2012 9:49 AM
3	The Board's commuity involvement seems superficial at best unless they want one of the Citizen's Oversight Committee to bless what they the Board have already decided upon. If the Board members were elected to represent the community, what need is there is further community involvement? On the other hand, if Board members act without representing the areas that elected them, are the Board members truly doing their jobs as elected officials?	May 24, 2012 4:02 PM
4	Only once last year that I know of.	May 21, 2012 11:04 AM
5	Board involves community but not "in the pursuit of excellence in student learning."	May 15, 2012 11:36 AM
6	lip service	May 14, 2012 12:38 PM

Q10. The Board advocates equitably for its community colleges.

1	Some Board members appear to have personal interests that favor one college over another.	May 27, 2012 1:30 PM
2	Not really - there appears to be some favoritism to Oxnard College.	May 25, 2012 9:49 AM
3	This will always be a continual rub in a multi-college district whenever resources are few or a-plenty.	May 24, 2012 4:02 PM
4	We're on probation. Trustees are quoted in local newspapers that OC should not have cuts.	May 21, 2012 11:04 AM
5	This is true for the majority of Board Members	May 14, 2012 12:38 PM
6	Advocates in what arena? I think some of them advocate for the colleges at county board and the state legislative level, but I rarely see more than two of them advocating for the colleges at their board meetings.	May 11, 2012 9:26 AM
7	Each board member needs to clearly articulate this. Silence is not a sign of agreement.	May 10, 2012 8:26 PM

Q11. The Board acts as a cohesive unit and takes responsibility for its collective performance.

1	Accreditation reports there's a problem here.	May 27, 2012 1:30 PM
2	Trustees don't hold each other accountable.	May 25, 2012 9:49 AM
3	Votes on controversial measures are often highly political. However, most of the time, prior votes are not used to shame or undermine the integrity of another Board members' vote. At least not in public during open session.	May 24, 2012 4:02 PM
4	No - see commission repot.	May 21, 2012 11:04 AM
5	The board's response to the commission concern demonstrates the potential for this; it is encouraging	May 10, 2012 8:26 PM

Q12. The Board supports the Board Chair in the performance of his/her role.

1	Board chair does a good job during very, very difficult times and should take his old seat in the center. It is inappropriate for a non-voting, non-chair student trustee to be in the middle.	May 25, 2012 9:49 AM
2	The Board Chair has done yeoman's work this year and the thanks he has received has been minimal from his fellow Board members.	May 24, 2012 4:02 PM
3	Chair does a good job trying to control the meeting but sometimes one trustee takes floor and you just wonder what he said when he finally stops talking.	May 21, 2012 11:04 AM

Q13. The Board complies with its Code of Ethics policy and corrects the conduct of Board members who violate its Code of Ethics policy.

1	The colleges are on probation because of Board problems.	May 27, 2012 1:30 PM
2	No, this is not happening.	May 25, 2012 9:49 AM
3	However, deficiencies still remain. I find it hard to believe that this Board will ever sanction one of its own. Setting norms was a step in the right direction. The Board needs to learn how to police its own short/in addition to imposition of formal action.	May 24, 2012 4:02 PM
4	We are all worried about the next accreditation report. Lots of bad feelings about trustees not fixing the problem and the colleges have fixed theirs.	May 21, 2012 11:04 AM
5	The Board has not had a report of an ethics violation since the policy was adopted.	May 14, 2012 2:42 PM
6	There is no public demonstration of this; nor is there any public disclosure when any correction is done. This is not something that the viewing public can observe.	May 10, 2012 8:26 PM

Q14. The Board complies with its Conflict of Interest policy and corrects the conduct of Board members who violate its Conflict of Interest policy.

1	I hope that we have a system in place to monitor this.	May 25, 2012 9:49 AM
2	This is not disclosed in public, so it is not possible to tell if there is possible conflict or not.	May 10, 2012 8:26 PM

Q15. Board meetings are conducted in an orderly, time-efficient, productive manner.

1	The Chair does a good job at Board meetings but one board member always wants to have the last word.	May 27, 2012 1:30 PM
2	The board does not follow their own policy related to public speakers and Roberts Rules. Trustees should not speak the public - no matter how much the public appeals to the Board. We have a process in place but it is rarely followed. Also, speakers and subject matter frequently go beyond what is called for in the policy. Trustees should review the policy and Roberts Rules.	May 25, 2012 9:49 AM
3	getting better thanks to the board chair. He seems to be trying but don't know why he is sitting off in the corner. Shouldn't a chair be in the center?	May 21, 2012 11:04 AM
4	They are better than before but still need improving. Frogging and bogging.	May 15, 2012 11:36 AM
5	Given the volume of public comment when programs were slated to be discontinued, the Board has done a remarkable job of keeping the meetings on track.	May 14, 2012 2:42 PM
6	The Board Chair could resolve this issue quite easily	May 14, 2012 12:38 PM
7	I think that in order for the Board meetings to be conducted in an orderly, time-efficient, and productive manner it would be beneficial to have them maybe twice a month but shorter meetings that way everyone is not so tired at the end of the night after a 6 hour meeting and can really make great sound decisions for the district.	May 11, 2012 10:30 AM
8	Last two meetings were run well, with fewer outburst or monopoly of conversation. Getting lots better.	May 10, 2012 8:26 PM

Q16. The Board conducts its meetings, through impartial discussion, in a dignified and professional manner, treating everyone with civility and respect.

1	Sometimes staff or other board members are disrespected by Board members, staff, and the public. It should not be allowed.	May 27, 2012 1:30 PM
2	Trustees make inappropriate comments, jokes, personal references that reveal bias and personal agendas.	May 25, 2012 9:49 AM
3	An overview of why the Board cant comment on Public Comments might be especialyl helpful when there are lots of public comment from non-regular attendees at a given BoT meeting.	May 24, 2012 4:02 PM
4	Some do and one doesn't.	May 21, 2012 11:04 AM
5	There have been significant improvements in this arena.	May 14, 2012 2:42 PM
6	There is an underlying atmosphere of certain trustee(s) still running for office. The role of the board transcends comparison with local government but as long as members continue a political rather than an eductaional stance this District will suffer	May 14, 2012 12:38 PM
7	Much better last two meetings.	May 10, 2012 8:26 PM

Q17. Trustees come prepared for Board meetings (e.g., reading agendas and requesting additional information, as needed).

1	Most of the Board members are prepared but one and sometimes two are always asking for more information. Not sure why this happens.	May 27, 2012 1:30 PM
2	Three trustees almost never ask for more information and seem to be better prepared than the other two who often ask for more information. Agendas seem to contain all the answers...	May 25, 2012 9:49 AM
3	Sometimes more often than others and some certainly moreso than others.	May 24, 2012 4:02 PM
4	Some do and some don't. Seems like one doesn't want to vote on sensitive items and hides behind "need more information." Doesn't make sense. They get the same agenda we get!!!	May 21, 2012 11:04 AM
5	Agendas should be read and understood prior to the meeting	May 15, 2012 11:36 AM
6	most do , one never seems to have the information unlike his /her colleagues	May 14, 2012 12:38 PM
7	Not all appear to be ready to discuss agenda items.	May 13, 2012 11:29 PM

Q18. The Board ensures its standing committees operate efficiently and effectively.

1	Trustees could do a better job at speaking about their committee work.	May 25, 2012 9:49 AM
2	Frankly, the BoT needs to pare down its subcommittees.	May 24, 2012 4:02 PM
3	But wouldn't mind a more formal report from the meetings. Trustee McKay takes her position seriously - well prepared. Others could do the same.	May 21, 2012 11:04 AM
4	Too many cancelled meetings and changed dates disrupt other committees' work	May 15, 2012 11:36 AM

Q19. The Board does not engage in the operations of the District.

1	Commission report reveals board is involved in operations.	May 25, 2012 9:49 AM
2	Things are not as bad as they were a few years ago but we are still far from perfect. Partial agreement because we at the college often ask them to become involved. Living in a democracy, I just dont know if this will ever be solved completely and that is not necessarily a bad thing.	May 24, 2012 4:02 PM
3	No see accreditation report. One trustee seems to be in the operations. How is it going to change?	May 21, 2012 11:04 AM
4	A major fault	May 14, 2012 12:38 PM
5	While "agree" was checked, there is no way for the causal observer to know if there are indirect engagement through other parties.	May 10, 2012 8:26 PM

Q20. The Board fully complies with the Ralph M. Brown Act, "conducting the public's business in public." The Board operates openly, with trust and integrity.

1	I believe the board complies with the Brown Act and meetings are open and accessible.	May 25, 2012 9:49 AM
2	Sometimes the agendas seem to come out remarkably close to the 72-hour deadline.	May 24, 2012 4:02 PM
3	No problem here.	May 21, 2012 11:04 AM

Q21. The Board maintains closed session discussions and subject matter in confidence.

1	I don't know if this is true. So maybe that is a good thing.	May 25, 2012 9:49 AM
2	Not being present during Closed Sessions, it is difficult for me to judge this fully.	May 24, 2012 4:02 PM
3	Personnel things are discussed on campus and probably shouldn't be.	May 21, 2012 11:04 AM

Q22. Trustees do not privately consult with each other (or through an agent) to gain a majority concurrence prior to taking actions at public meetings.

1	Some seem to parrot each other which makes one wonder if the opinions are original or rehearsed.	May 25, 2012 9:49 AM
2	I dont think so and I certainly hope not. Frankly, this is impossible to judge. Sometimes it does seem like consensus has been reached in advance of a meeting but that could just be me.	May 24, 2012 4:02 PM
3	I hope not.	May 21, 2012 11:04 AM
4	They have in the past. Do they still now hat the colleges are on probation?	May 15, 2012 11:36 AM

Q23. Trustees attend professional development activities in order to remain informed, effective leaders.

1	I believe they are.	May 25, 2012 9:49 AM
2	Thankfully, yes, now they all do. Or at least they now attend everything that they say they will.	May 24, 2012 4:02 PM
3	they say they are.	May 21, 2012 11:04 AM

Q24. The Board reviews and updates Board policies and procedures on an ongoing basis and according to its adopted Two-Year Board Policy and Procedure Review Calendar.

1	It looks like lots of progress made in the Board area but work needs to be done in other areas.	May 27, 2012 1:30 PM
2	The recent review schedule was helpful and will provide accrediting commission with proof that review is happening however progress seems to have tapered off so I question the ability of administrators and governance groups to stay on track.	May 25, 2012 9:49 AM
3	Yes, although at times this process seems extremely superficial.	May 24, 2012 4:02 PM
4	Getting better with this but seems to have slowed down lately.	May 21, 2012 11:04 AM
5	Some have been "reviewed" at least two sections have been left behind	May 15, 2012 11:36 AM
6	This was consistently done and very orderly.	May 10, 2012 8:26 PM

Q25. The Board has adopted a District mission statement that emphasizes student learning.

1	Yes. However, the objectives are in the vein of micro-managing.	May 24, 2012 4:02 PM
2	Good.	May 21, 2012 11:04 AM
3	Apparently not an overriding concern	May 14, 2012 12:38 PM

Q26. The college missions align and support the District mission statement.

1	The college missions are broader, which is not necessarily a bad thing as the District's is very pro forma and essentially a re-wording of Ed Code.	May 24, 2012 4:02 PM
2	Seems to.	May 21, 2012 11:04 AM

Q27. The Board's decision-making is guided by the District mission statement.

1	I honestly dont see the BoT keeping the District mission statement in mind as they make decisions.	May 24, 2012 4:02 PM
2	At least one instance of decision-making that went against committee recommendation without a valid rebuttal. Discarding a potential vendor because the vendor is too empathetic with management is not a valid rebuttal against the recommendation of a valid committee with good process.	May 10, 2012 8:26 PM

Q28. District budgeting is guided by the District mission statement.

1	One group of employees supporting students has taken big hits because of budget cuts. The Board should take a closer look at all the restructurings. No one questions them.	May 27, 2012 1:30 PM
2	Once again, I honestly dont see the BoT keeping the District mission statement in mind as they make decissions.	May 24, 2012 4:02 PM
3	"English as a Second Language instruction, remedial, adult education, and supplemental learning services that contribute to student success are offered and operated based on need and available resources" but because of the budget cuts that the district is facing a lot of these are being cut which therefore the District mission statement might need to be revised to show not only the mission of the district but the reality in which the district can function.	May 11, 2012 10:30 AM

Q29. The Board engages in District strategic planning and monitors progress in meeting its goals and objectives.

1	Not formally.	May 25, 2012 9:49 AM
2	Unfortunately, this Board does no real strategic planning. DCAP's attempts are long-overdue and at present only in the very beginning of the integrated planning that our District sorely needs.	May 24, 2012 4:02 PM
3	Seems to be doing a good job with this.	May 21, 2012 11:04 AM

Q30. The Board evaluates its strategic planning and links outcomes to improvement in the process.

1	No. Not even close.	May 24, 2012 4:02 PM
2	yes this is done at their meeting in June. could change date to the fall to include more people.	May 21, 2012 11:04 AM

Q31. The Board supports the Chancellor and allows the Chancellor to do his/her job without interference in non-policy matters.

1	I honestly think that the Chancellor's job is most likely the hardest one in Ventura County. At times he is the whipping boy for the Board, at other times he serves as a supplicant to them and their whims.	May 24, 2012 4:02 PM
2	I personally don't know but the commission report suggests interference and we are on probation--- so.....	May 21, 2012 11:04 AM
3	One would need to ask the chancellor this question.	May 10, 2012 8:26 PM

Q32. The Board annually evaluates the Chancellor's performance in meeting the planning goals and objectives of the District.

1	Ill be generous and say "Partial Agreement."	May 24, 2012 4:02 PM
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Q33. The Board understands the mechanics of accreditation and is involved in the District's accreditation processes.

1	The Board receives reports on accreditation. Perhaps the Board could report out on its own progress.	May 27, 2012 1:30 PM
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2	not thoroughly.	May 25, 2012 9:49 AM
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3	Well, I think they understand it much better now but their full comprehension will be measured in how we do in the near future. Ask me this question again in early Feb 2013.	May 24, 2012 4:02 PM
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4	We get reports every month and trustees seems to be taking it more seriously - especially since there has been so much in the papers.	May 21, 2012 11:04 AM
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5	They are begging to come to term with it.	May 13, 2012 11:29 PM
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Q34. The Board's adopted budget includes realistic revenue projections, expenditures, and adequate reserves sufficient to deliver quality educational programs and services.

1	Yes. Thank Sue Johnson for this.	May 24, 2012 4:02 PM
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2	We seem to do a good job with the budget.	May 21, 2012 11:04 AM
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3	Budget is well conceived. There is no possible way to deliver adequate program and services, but the quality of what is delivered is protected.	May 10, 2012 8:26 PM
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Q35. The Board's adopted budget is fiscally responsible and serves as a policy document reflecting the District mission, planning goals, and objectives.

1	Yes. Although as I stated in some previous responses, I honestly dont see the BoT keeping the District mission statement/planning goals or objectives in mind when they adopt the budget. Too bad because the budget does fulfill and reflect these adopted policy statements.	May 24, 2012 4:02 PM
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Q36. Your constituent category:

- | | | |
|---|--|-----------------------|
| 1 | Thank you for allowing consultation council to be a part of your evaluation. I would like to be involved with the community meetings and bringing information back to my campus. We are in very difficult times and I thank the board for forging ahead and keeping the district on track. It would be good if the board attended a consultation council meeting to understand our work and support of them. | May 25, 2012 9:49 AM |
| 2 | Thanks to trustees for giving me an opportunity to complete the survey. I think this was a good thing. | May 21, 2012 11:04 AM |



Agenda Item Details

Meeting	Jun 28, 2012 - Chancellor's Consultation Council
Category	5. Board Goals
Subject	5.01 Board Goals
Access	Public
Type	

Public Content

1. Strengthen Board performance through training in best practices by Dr. Barbara Beno, President, ACCJC.
2. Strengthen Board decision making through improved communication with county constituents through the Citizens Advisory Body.
3. Strengthen understanding and performance through staff reports on:
 - o Budget and Finance
 - o Accreditation Processes
 - o Student Success, Transfer, Certificate Completion, Employment
 - o Program Performance
 - o Human Resource Planning
 - o Facilities Planning
 - o Technology Planning
 - o Fiscal Planning
 - o District Allocation Model
 - o Organizational efficiency and effectiveness
 - o District goals and objectives progress
 - o Accreditation recommendations updates
 - o Recruitment and hiring
4. Refrain from direct Trustee involvement in operational matters, especially seeking any type of preferential treatment for students, vendors, acquaintances, family members, associates and friends, or employees.
5. Strengthen Board understanding of procedure for agendaizing matters to be brought before the Board (BP 2340 – Agendas and AP 2340 – Agendas).
6. Develop a common vision statement regarding the Board's role as an effective and efficient policy making body. This role is to be clearly articulated in writing and affirmed through its adoption as a policy statement. The vision statement will guide Trustees in their role as policymakers.
7. Thoroughly review new or modified policies and/or procedures as the first item of business during public meetings. Board policy and corresponding procedure will be reviewed concurrently to enhance Board understanding.
8. Have prepared an annual calendar of professional development opportunities from which Board members might benefit.
9. Trustees will attend at least one conference annually as a full Board.
10. Strengthen Board understanding of Robert's Rules and the Brown Act to ensure meetings run efficiently and effectively. Review and further clarify areas of operational interest to Trustees and amend the Chancellor's delegated authority to operate the District, if necessary.

11. Discussion and understanding of District formal communication channels.

Administrative Content



Agenda Item Details

Meeting Jun 28, 2012 - Chancellor's Consultation Council
Category 6. Other Items
Subject 6.01 Future Agenda Items
Access Public
Type

Public Content

Administrative Content



Agenda Item Details

Meeting	Jun 28, 2012 - Chancellor's Consultation Council
Category	6. Other Items
Subject	6.02 Future Meetings
Access	Public
Type	Information

Public Content

Future Meetings

August 2 Agenda Review
August 31 Agenda Review
September 28 Agenda Review
November 2 Agenda Review
November 30 Agenda Review

Administrative Content



Agenda Item Details

Meeting	Jun 28, 2012 - Chancellor's Consultation Council
Category	7. Adjourn Meeting
Subject	7.01 Adjourn meeting
Access	Public
Type	Information

Public Content

Administrative Content
