

Board of Trustees

Ventura County Community College District

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Stephen P. Blum, Esq.
Vice Chair

Cheryl Heitmann
Trustee

Arturo D. Hernández
Trustee

Larry O. Miller
Trustee

Nick Turner
Student Member



James M. Meznik
Chancellor/Secretary to the Board

MINUTES FOR THE MEETING OF TUESDAY, AUGUST 4, 2009

Ventura County Community College District
District Administrative Center
Multi-Purpose Room
255 W. Stanley Avenue, Suite 150
Ventura, CA 93001

The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, August 4, 2009, at the District Administrative Center Multi-Purpose Room, Ventura, California.

ROLL CALL

Board Members Present:

Robert O. Huber, Chair
Stephen P. Blum, Esq., Vice Chair
Cheryl Heitmann, Trustee
Arturo D. Hernández, Trustee
Larry O. Miller, Trustee

Management Present:

James Meznik, Chancellor
Robin Calote, President, Ventura College
Richard Durán, President, Oxnard College
Pam Eddinger, President, Moorpark College
Sue Johnson, Vice Chancellor, Business and Administrative Services
Patricia Parham, Vice Chancellor, Human Resources
Dave Fuhrman, Associate Vice Chancellor, Information Technology
Edward Knudson, Executive Vice President, Student Learning
Iris Ingram, Vice President, Business Services
David Keebler, Vice President, Business Services
John al-Amin, Vice President, Business Services
Richard DeLaO, Chief of Police

Board Member Absent:

Nick Turner, Student Trustee

Michael Arnoldus, Director
Lori Bennett, Dean
David Bransky, Assistant Dean
Dan Brown, Dean
Jaime Casillas, Dean
Terry Cobos, Director
Patricia Ewins, Dean
Kay Faulconer, Dean
Clare Geisen, Director
Karen Gorback, Assistant Dean
Carmen Guerrero, Dean
Tim Harrison, Dean
Carolyn Inouye, Dean
Victoria Lugo, Dean
Mary Anne McNeil, Director
Darlene Melby, Business Manager
Lisa Miller, Dean
Alex Miranda, Dean
Jerry Mortensen, Assistant Dean
Inajane Nicklas, Dean
Rick Shaw, Director
Julius Sokenu, Dean
John Sinutko, Director
Robert Taylor, Dean
Heather Untalan, Assistant Dean
Jay Wysard, Director

Faculty/Staff/Student Representatives

Robert Cabral, Academic Senate President, Oxnard College
Peter Sezzi, Academic Senate President, Ventura College
Jeff Baker, Academic Senate President, Moorpark College
Kathleen Sage, AFT Executive Director
John Wagner, AFT President
Dan Casey, SEIU Chief Steward
Handel Evans, Bond Measure S Program Director
Patti Blair, Interim Executive Assistant to the Chancellor

The meeting was called to order at 5:35 p.m.

PLEDGE TO THE FLAG

Jeff Baker led the Pledge to the Flag.

ACKNOWLEDGEMENT OF GUESTS AND SPECIAL RECOGNITIONS

There were no acknowledgements of guest or special recognitions.

PUBLIC COMMENTS

Peter Sezzi, Jennifer Otani, Robert R. Martinez, Karen Harrison, Dan Casey, Steven Turner, Rachel Uffer, Nancy Latham, Carol Fricke, Joaquin Flores, and John Wagner addressed the Board.

OPEN STUDY SESSION

Chair Huber opened the Study Session at 6:17 p.m.

Dr. Robin Calote, President, Ventura College, and Dr. Pam Eddinger, President, Moorpark College, discussed the need to approve Substantive Change Proposals for both Ventura College and Moorpark College.

Heather Untalan, Assistant Dean of Distance Education, provided a brief overview of Online Education at Ventura College. Trustee Hernández asked about students possibly experiencing difficulty seeking assistance within the online environment. Dr. Calote and Ms. Untalan explained types of assistance available to online students, including online assistance and faculty availability through email, office visits, or telephone conferencing.

Trustee Hernández inquired as to an online plan and revenue projections and requested additional information about future plans. Chair Huber agreed. Trustee Heitmann asked about additional support offered to special needs students and the availability of online classes offered to members of the military. Trustee Miller expressed concern about burdening staff with Board requests for information. Vice Chair Blum suggested online education be discussed in the Academic Affairs Committee.

The Board reached consensus in requesting staff present an online education plan to the Board at a future meeting.

CLOSE STUDY SESSION

Chair Huber closed the Study Session at 6:42 p.m.

A-1 Action to Accept the Substantive Change Proposal [Page 7] was moved by Trustee Miller, seconded by Trustee Heitmann, and carried on a unanimous vote to accept the Substantive Change Proposal.

Chair Huber reopened Public Comments at 6:45 p.m.

Public comments were presented by Linda Loisewe.

REPORTS

- **Student Representatives**
None

- **Chancellor**
None

- **Academic Senates**

Peter Sezzi, Academic Senate President, commented on students returning to school and experiencing possible impacts from budget cuts.

Robert Cabral, Academic Senate President, Oxnard College, spoke about the challenge of serving students and community at the same time.
- **Classified Senates**

None
- **Trustees**
 - **Committees**
 - Capital Planning and Facilities – July 22, 2009

Trustee Hernández reported the committee met, reviewed the capital planning and facilities items, and recommended approval of all items.
 - Audit, Budget, Foundation Relations – July 23, 2009

Trustee Heitmann, along with Trustee Hernández, met with the Audit, Budget, Foundation Relations Committee and recommended approval of the Tentative Budget brought forward as Item A-2.
 - **Reports/Announcements/Correspondence**
 - Trustee Hernández expressed his appreciation for the work of the Chancellor and staff in accommodating Trustee requests for information.
 - Trustee Miller shared his experience at a Youth Conference and how proud he was of the students' work.

CHANGES TO THE AGENDA

Business Services

A-2 Approval of Fiscal Year 2009-10 Tentative Budget [Page 171]

This item requests Board of Trustee approval of the 2009-2010 Tentative Budget for all funds of the District. Approval of the Tentative Budget authorizes expenditures as proposed within various Fund categories of this budget and estimates revenue for each program that supports such expenditures.

Pages 31 through 39 were inadvertently omitted from the printed FY10 Tentative Budget Book. These should be inserted into the back of each FY10 Tentative Budget Book. The Table of Contents page has been updated to reflect these additional pages.

A-9 Approval of Increase of Fines for Parking Violations Committed on VCCCD Community College Campuses [Page 195]

This item presents for approval the increase of fines for parking violations committed on the VCCCD college campuses. The recent passage of SB-1407 requires an increase in taxes paid to the county treasurer on all parking

citations issued, by increasing the state court construction fee from the current rate of \$1.50 to \$4.50 per violation.

The "Survey of Fine Amounts" has been updated to include the City of Simi Valley fine amounts, and the "High", "Low", and "Average" columns have been corrected.

Human Resources

C-3 Employment and Position Control

Approval/Ratification of Separation from Employment [Page 92] is being revised to change the following item:

- 2) **Incumbent:** Sherry Williams **Classification:** Media Services Specialist I
Location: OC **Position Number:** XCU083 **Effective Date:** 08/10/09
Background/Analysis: Ms. Williams position was approved for elimination 6/23/09. She chose not to exercise bumping rights. ~~She will be laid off and will be placed on the 39-month reemployment list for the job classification.~~ She has submitted her resignation and will retire.
- ~~8) **Incumbent:** Eloisa Limon **Classification:** Instructional Assistant/Language Lab
Location: MC **Position Number:** MCU096 **Effective Date:** 08/10/09
Background/Analysis: Ms. Limon's permanent position was approved for elimination 6/23/09. She is currently pursuing voluntary demotions. If the options are not acceptable she will be laid off and placed on the 39-month reemployment list.~~

CONSENT CALENDAR ITEMS

It was moved by Trustee Miller, seconded by Trustee Heitmann and carried on a unanimous vote, to approve the Consent Calendar Items.

Approval of Minutes

C-1 Meeting Minutes

- A. Action to Approve the Minutes of the Regular Meeting of the Board of Trustees for July 14, 2009** was approved.

Human Resources

C-2 Employment and Position Control [Page 94]

- A. Approval of Abolishment and Establishment of Positions** was approved.

C-3 Employment and Position Control [Page 96]

- A. Approval/Ratification of Separation from Employment** was approved, with the changes noted to Item 2 and the deletion of Item 8.

- C-4 Changes in Personnel/Employment Status**
- A. Reassignment in Lieu of Layoff [Page 98]** was approved, with noted changes to Item 2.
 - B. Approval of Extension of Full-Time Temporary and/or Grant Funded Non-Tenure Track Academic Positions/Employee Assignments [Page 99]** was approved.

Business Services

- C-5 Ratification of Accounts Payable and Payroll for the Period of June 19, 2009 to July 14, 2009 [Page 100]** was approved.
- C-6 Approval/Ratification of Board Purchase Order Report #15 for FY 2008-09 [Page 101]** was approved.
- C-7 Approval/Ratification of Board Purchase Order Report #3 for FY 2009-10 [Page 104]** was approved.
- C-8 Surplus/Disposal of Equipment [Page 117]** was approved.
- C-9 Approval of New Grant for Fiscal Year 2009-10 [Page 118]** was approved.
- C-10 Monthly Budget Transfer [Page 120]** was approved.
- C-11 Quarterly Financial Status Report, General Fund-Unrestricted (CCFS-311Q) [Page 122]** was approved.

Capital Planning and Facilities

- C-12 Capital Planning and Facilities**
- A. Approval to Execute a Contract to Golden State Labor Compliance for the Oxnard College Learning Resources Center Renovation/New Construction, Project #29124 [Page 127]** was approved.
 - B. Approval to Reduce the Scope of the APP, S & DP Renovation Project and to Reject the State Capital Outlay Construction Funds, Project #39082 [Page 128]** was approved.
 - C. Approval of Subcontractor Substitution for Electrical Subcontractor for the Fire, Sheriff & Police Education and Training Academy, Project #89106 [Page 130]** was approved.
 - D. Acceptance of Change Order Summary Report for Capital Projects [Page 131]** was approved.

Student Learning

- C-13 Summer 2009 Candidates for Graduation and Certificates at Moorpark, Oxnard, and Ventura Colleges [Page 148]** was approved.

Action on Items Listed on the Consent Calendar but Pulled to be Considered Individually

ACTION ITEMS/SECOND READING ITEMS

Business Services

OPEN STUDY SESSION

Chair Huber opened the Study Session at 6:59 p.m.

Vice Chancellor Sue Johnson presented the Tentative Budget for Fiscal Year 2009 – 2010 and responded to Board questions.

CLOSE STUDY SESSION

Chair Huber closed the Study Session at 7:50 p.m.

- A-2 Approval of Fiscal Year 2009-10 Tentative Budget [Page 171]** was moved by Trustee Miller, seconded by Trustee Heitmann, and carried on a unanimous vote to approve the 2009-2010 Tentative Budget for all funds of the District, with the insertion of pages 31 through 39. Approval of the Tentative Budget authorizes expenditures as proposed within various Fund categories of this budget and estimates revenue for each program that supports such expenditures.

Human Resources

- A-3 Approval of Abolishment or Reductions in Positions (Categorical Funds) [Page 173].** was moved by Trustee Miller, seconded by Vice Chair Blum, and carried on a 4-1 vote to approve the Abolishment or Reductions in Position (Categorical Funds).

There was discussion regarding continuation of services for students. College presidents outlined staffing plans and opportunities for increased efficiencies. Trustees requested clarification regarding ESL non-credit and credit classes. Trustee Hernández expressed gratitude to staff for efforts, but could not support item and requested larger discussion including unions and staff to discuss other programs, such as nursing and athletics. Trustee Heitmann expressed concern regarding cuts and commented on satisfaction with staff's work regarding students' needs, with hope for program growth again in the future. Trustee Miller shared concern for the future and thanked staff for continued focus on student services. Vice Chair Blum commented on the dire situation of the state budget and its impact. Chair Huber ended discussion regarding this item with appreciation for working to deliver core services in light of an unfavorable economy.

- A-4 Approval of Abolishment or Reductions in Positions (General Fund) [Page 179]** was moved by Trustee Heitmann, seconded by Vice Chair Blum, and carried on a unanimous vote to approve the Abolishment or Reductions in Positions (General Fund).

Business Services

- A-5 Approval to Extend the Contract for Legal Services with Atkinson, Andelson, Loya, Ruud, And Romo [Page 183]** was moved by Vice Chair Blum, seconded by Trustee Miller, and carried on a unanimous vote to approve the extension of a professional services contract with the law firm of Atkinson, Andelson, Loya, Ruud, and Romo for the period September 1, 2009 through June 30, 2010.
- A-6 Approval to Extend the Contract for General Legal Services with Fagen, Friedman & Fulfrost [Page 185]** was moved by Trustee Miller, seconded by Trustee Hernández, and carried on a unanimous vote to approve the extension of a professional services contract with the law firm of Fagen, Friedman & Fulfrost for the period September 1, 2009 through June 30, 2010.
- A-7 Approval to Extend the Contract for Legal Services with Orbach, Huff & Suarez, LLP [Page 187]** was moved by Vice Chair Blum, seconded by Trustee Miller, and carried on a unanimous vote to approve the extension of a professional services contract with the law firm of Orbach, Huff & Suarez LLP for period September 1, 2009 through June 30, 2010.
- A-8 Approval of Increase of Daily Parking Fees on VCCCD Campuses [Page 190]** was moved by Vice Chair Blum, seconded by Trustee Heitmann, and carried on a 4-1 vote to approve to the increase of daily parking fees from \$1.00 to \$2.00 on all VCCCD college campuses.
- A-9 Approval of Increase of Fines for Parking Violations Committed on VCCCD Community College Campuses [Page 195]** was moved by Trustee Heitmann, seconded by Vice Chair Blum, and carried on a 4-1 vote to approve the increase of fines for parking violations committed on the VCCCD college campuses, with the noted changes. The recent passage of SB-1407 requires an increase in taxes paid to the county treasurer on all parking citations issued, by increasing the state court construction fee from the current rate of \$1.50 to \$4.50 per violation.

The meeting was adjourned at 9:15 p.m.

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 Chancellor James Meznek, Ph.D., VCCCD, 255 W. Stanley Avenue, Suite 150, Ventura, CA.