

Board of Trustees

Ventura County Community College District

MINUTES FOR THE BOARD OF TRUSTEES RETREAT

MARCH 11, 2000

The Board of Trustees Retreat of the Ventura County Community College District was held on Saturday, March 11, 2000, in the Ventura College, Campus Center Conference Room, Ventura, California.

Roll Call

Board Members Present:

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

Management Present:

Philip Westin, Chancellor
Michael Gregoryk, Deputy Chancellor
Marion Boenheim, Vice Chancellor, Human Resources
James Walker, President, Moorpark College
Steven Arvizu, President, Oxnard College
Jack Lipton, General Counsel
Vic Belinski, Associate Vice Chancellor, Information Technology
Patricia Parham, Human Resources Director

Faculty/Staff/Student Representatives:

Charlene Arnold, Moorpark College Academic Senate President
Carmen Guerrero-Calderón, Oxnard College Academic Senate President
Candace Peyton, SEIU President
Antonio Murillo, President, Ventura College Associated Students

CALL TO ORDER

President Jacobs called the meeting to order in the Ventura College Campus Center Conference Room at 9:00 a.m., with Trustee Tallman and Student Trustee Lawson absent.

PUBLIC COMMENTS REGARDING CLOSED SESSION AGENDA ITEMS

There were no requests to speak.

RECESS TO CLOSED SESSION

The Board of Trustees recessed to Closed Session at 9:01 a.m. to address the following items:

- **Chancellor's Evaluation**

RECONVENE IN OPEN SESSION

President Jacobs reconvened the meeting in Open Session at 11:21 a.m., with Trustee Tallman present.

PUBLIC COMMENTS REGARDING AGENDIZED ITEMS

There were no public comments regarding agendized items.

- **Discussion Regarding Board Meeting Operations**

There was extensive discussion regarding the Board Meeting agenda format. It was recommended that the agenda format be reviewed and revised, possibly to place public issues first. Chancellor Westin explained the current agenda process. It was decided that the Rules, Operations & Procedures Subcommittee (Trustees Nagel and Tallman) would meet to discuss the Board meeting operations.

The following suggestions were made:

- Have a location on the web for items to be placed on the agenda.
- Stating the agenda policy on the web page.
- Publishing the agenda in a local newspaper.

Jack Lipton indicated that public participation in the agenda was not mandated by The *Brown Act*, but by the Education Code and that community college districts must allow public participation. He pointed out that the Order of Business is pursuant to Board Policy and an amendment to Board Policy requires a First and Second Reading.

There was a brief discussion regarding the audience addressing the Board during discussions. It was decided that it was up to the discretion of the Board Chair. There was further discussion regarding the representatives to the Board addressing the Board during discussion and it was suggested that additional microphones be added to accommodate them.

Dr. Westin introduced Patricia Kistler, the new Director of Governmental and Public Affairs. He indicated that Ms. Kistler will begin work on April 10.

- **Policy Governance**

Trustee Tafoya commented on the *Trustee Handbook* prepared by the Community College League of California. He distributed a book titled, *A New Vision of Board Leadership — Governing the Community Colleges* by John Carver and Mirium Mahew and showed a video titled, "Reinventing Governance" with Dr. John Carver. Mr. Tafoya suggested that the Board invite Cindra Smith, CCCT/ACCT, to discuss policy governance procedures. President Jacobs suggested that this item be agendized for a future Board Retreat.

- **Technology Update**

Chancellor Westin updated the Board on discussions he had with Ed Lynch from the Cisco Academy, and Vic Belinski of the Information Technology Department, regarding the Cisco Academy and indicated that they reached an agreement. Ed Lynch addressed the Board and gave a brief history of the Cisco Academy and explained the issue. Chancellor Westin made a decision to split the network and indicated that the details would be worked out.

Vic Belinski gave a brief history of the program and explained the network issue. He pointed out the need to build a Cisco learning environment at Oxnard College. He indicated that he needed four students for a wiring project at Seaside Park on Tuesday and Mr. Lynch said that he would let the students know. Chancellor Westin explained the reporting structure for the program. Trustee Tafoya thanked Dr. Westin for resolving this issue. The Board asked for an update at the next Board meeting.

Vic Belinski provided an update on the Technology Migration Project. He pointed out some major Information Technology projects and gave a brief background on the Banner implementation. He explained the Banner successes, challenges, and issues.

The meeting was recessed at 1:40 p.m. and reconvened at 1:45 p.m.

- **Human Resources/Personnel Commission Departmental Structure and Responsibilities**

President Jacobs welcomed Robert Saynay, Tony Grey, and Barbara Harison, members of the Personnel Commission, and pointed out that this meeting was scheduled to have an open discussion regarding Personnel Commission issues.

Robert Saynay, Personnel Commission Chair, explained his concerns and indicated that the Personnel Commission would like to resolve this issue without legal action. He handed out an outline of expected results from the restructure of the Human Resources program relating to the Personnel Commission and pointed out that the Personnel Commission had not discussed this outline. Mr. Saynay distributed reporting structures from other community college districts (Santa Monica, Long Beach, and Los Angeles Community College District). He commented on a chronology of events leading up to this issue and read the last paragraph of a letter that he received from Jack Lipton. The Board and the Commission agreed to form an adhoc task force comprised of Allan Jacobs and John Tallman, representing the Board, and Robert Saynay, representing the Commission, to study the issues and report back to their respective boards.

PUBLIC COMMENTS REGARDING AGENDIZED ITEMS

Candace Peyton addressed the Board and the Commission. She expressed her concerns about the reorganization of the Human Resources department.

- **Human Resources/Personnel Commission Departmental Structure and Responsibilities**

Tony Grey expressed his concerns and indicated that he would like to get the issue resolved. Barbara Harison reported on the February 17, 2000, Personnel Commission meeting and gave a brief overview of the minutes. She pointed out that she asked the Commissioners for an urgency item,

which was passed, to place the Human Resources Department restructuring on the Personnel Commission agenda for action.

Members of the Board gave a brief history regarding previous attempts made to clarify the reporting structure of the Human Resources Director, as it relates to the Personnel Commission.

It was moved by Trustee Tallman, seconded by Trustee Nagel, and carried on a unanimous vote, to form an adhoc committee to discuss this issue. It was decided that Allan Jacobs, John Tallman, Robert Saynay, and Jack Lipton as General Counsel would be on the task force.

There was further discussion regarding dual reporting and the current duties of the Personnel Director. It was suggested that the following issues be addressed:

- Reporting Structure
- Functions of Personnel Director
- Personnel Commission Budget
- Budgetary Aspects

Chancellor Westin pointed out that the personnel that are doing Personnel Commission work should be reporting to Patricia Parham and if not, should be reporting to Marion Boenheim. He indicated that he would meet with Marion Boenheim, Patricia Parham, and Mike Gregoryk to develop an interim reporting structure for the Human Resources Department.

Mike Gregoryk commented on the implementation of Banner as it is related to the Human Resources Director. Patricia Parham pointed out that over the last several years, additional functions have been added to her job, such as Banner, which have taken her away from her work for the Personnel Commission. She indicated that the Personnel Commission budget would be adopted in May.

There was a brief discussion regarding those who would be invited to the task force meeting.

Chancellor Westin invited the board to the internal and external scanning for the Futures Forum on April 6.

ADJOURNMENT

At 3:00 p.m., it was moved by Trustee Gonzales, seconded by Trustee Tallman, and carried on a unanimous vote, to adjourn the meeting.