

Board of Trustees

Ventura County Community College District

<p>MINUTES FOR THE ANNUAL ORGANIZATIONAL MEETING DECEMBER 5, 2000</p>
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The Annual Organizational Meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, December 5, 2000, in the Cowan Conference Center – Ventura Room, Camarillo, California.

Roll Call

Board Members Present:

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

Management Present:

Philip Westin, Chancellor
Michael Gregoryk, Deputy Chancellor
Marion Boenheim, Vice Chancellor, Human Resources
Anthony Tricoli, Executive Vice President, for Steven Arvizu, President, Oxnard College
James Walker, President, Moorpark College
Larry Calderón, President, Ventura College
Jack Lipton, General Counsel
Dennis Cabral, Associate Vice Chancellor, Student Learning
Vic Belinski, Associate Vice Chancellor, Information Technology
Harry Culotta, Director, College Budgets, Oxnard College
Patricia Kistler, Director of Governmental and Public Affairs
Patricia Parham, Director of Personnel, Office of Personnel Commission and CMA President
Gil Putnam, Director, Facilities Planning and Construction
Cheryl Shearer, Dean, Economic Development

Faculty/Staff/Student Representatives:

Charlene Arnold, Moorpark College Academic Senate President
Carmen Guerrero-Calderón, Oxnard College Academic Senate President
Lydia Cosentino, Ventura College Academic Senate President
Carol Allen, CSA Representative
Eric Huambachano, Moorpark College Associated Student Body President
Jose Leon, Ventura College Associated Student Government President

CALL TO ORDER

President Jacobs called the meeting to order in the Cowan Conference Center – Ventura Room at 5:10 p.m. Trustee Nagel arrived at 5:25 p.m. and Trustee Gonzales arrived at 5:35 p.m.

PUBLIC COMMENTS REGARDING CLOSED SESSION AGENDA ITEMS

- **Official Administration of the Oath of Office to and seating of new trustees by Board President.** Chancellor Philip Westin administered the Oath of Office to the following Trustees:
 - **Arturo D. Hernández**
 - **Allan W. Jacobs**

There were no requests to speak.

Trustee Jacobs pointed out that there was one correction to the agenda. He said that in the Closed Session agenda, the eighth item under "Pending Litigation," the correct case number was LA-CE-4170.

RECESS TO CLOSED SESSION

The Board of Trustees recessed to Closed Session at 5:12 p.m. in the Cowan Conference Center – Ojai Room, to address the following items.

- **Employer/Employee Relations**
 - **AFT**

Chancellor's Report on Public Employee Performance Discipline/Evaluation**Pending Litigation [Gov't Code §54956(a)]**

- *AFT vs. VCCCD ("facilitator" grievance)*
- *AFT vs. VCCCD ("previous assigned load" grievance)*
- *AFT vs. VCCCD (Paula Muñoz reassignment)*
- *AFT vs. VCCCD (Paula Muñoz union discrimination)*
- *AFT vs. VCCCD (Paula Muñoz evaluation)*
- *AFT vs. VCCCD (Paula Muñoz summer assignment)*
- *AFT vs. VCCCD (Muñoz/Carrasco/Suel tenure review participation)*
- *AFT and Paula Muñoz vs. VCCCD (PERB Case No. LA-CE 4170)*
- *AFT vs. VCCCD (Philip Anderson)*
- *AFT vs. VCCCD (Korn/Doyle/Frick grievances)*
- *AFT vs. VCCCD (PERB Case No. LA-CE4082) (Ventura College Sheriff Academy)*
- *AFT vs. VCCCD (Ventura County Superior Court Case No. CIV190492)*
- *Dow vs. VCCCD*
- *Matsui vs. VCCCD*
- *Beard vs. VCCCD*
- *Cantu vs. VCCCD*
- *Goldberg vs. VCCCD*

Threatened Litigation [Gov't Code §54956(b)]

Possible Initiation of Litigation [Gov't Code §54956.9(c)]

RECONVENE IN OPEN SESSION

President Jacobs reconvened the meeting in Open Session at 7:15 p.m. in the Cowan Conference Center, Ventura Room.

PLEDGE TO THE FLAG

Harry Culotta led the pledge to the flag.

Chancellor Westin announced that he received the certified results for the Trustee election and indicated that Robert Gonzales was re-elected and that Arturo Hernández was elected to the Board of Trustees of the Ventura County Community College District.

- **Ceremonial Administration of the Oath of Office to and seating of new trustees by Board President.** Chancellor Westin administered the Oath of Office to the following individuals:
 - **Robert S. Gonzales**
 - **Arturo D. Hernández**
 - **Allan W. Jacobs**

President Jacobs congratulated Trustee Gonzales and welcomed Trustee Hernández.

Trustee Hernández expressed his appreciation to his supporters and introduced his wife, sons, daughter, mother, and brother; and thanked members of his committee.

CLOSED SESSION REPORT

Chancellor Westin read the following Closed Session report:

“In the case of *Hajoca Corporation vs. VCCCD et al.*, Ventura County Superior Court Case No. CIV 199960, the Board unanimously voted to consider this non-agendized item, pursuant to Section 54954.2(b)(2) of the *Government Code*. The Board will discuss this case when it reconvenes in Closed Session.”

PUBLIC NOTICE OF CHANGES TO THE AGENDA

Student Learning

- 4.4 Annual Transfer Center Plans – Moorpark, Oxnard, and Ventura Colleges** were pulled from the agenda.

Business Services

6.3 Purchase Orders

6.3.1 Approval/Ratification of Board Purchase Order Report #5 (FY2000-2001) was revised to include additional purchase orders.

Board Actions

Trustees/Chancellor

7.1 Election of President of the Board of Trustees was moved by Trustee Nagel, seconded by Trustee Tallman, and carried on a unanimous vote, to elect Trustee Gonzales as President of the Board of Trustees. (Lawson - yes)

- **Presentation of Plaque in Recognition of Outstanding Service and Commitment to the Ventura County Community College District to the outgoing President of the Board of Trustees.** President Gonzales presented the plaque to Dr. Jacobs.
- **Presentation of President's "Diamond Awards" by outgoing President of the Board of Trustees.** Dr. Jacobs presented *The Diamond Award* to the following individuals:
 - **Christopher Valenzano, Student Recognition**
 - **Janet Andriese, Coordinator, DSP&S, Faculty Recognition**
 - **Diane Moore, Dean, Liberal Arts & Learning Resources, College Manager Recognition**
 - **Jesus C. Gomez, Custodian, Classified Staff Recognition**
 - **Victor Belinski, Associate Vice Chancellor, Information Technology, District Service Center Staff Recognition**

7.2 Election of Vice-President of the Board of Trustees was moved by Trustee Jacobs, seconded by Trustee Hernández, and carried on a unanimous vote, to elect Trustee Nagel as Vice-President of the Board of Trustees. (Lawson - yes)

7.3 Appointment of Secretary to the Board of Trustees was moved by Trustee Jacobs, seconded by Trustee Hernández, and carried on a unanimous vote, to appoint Dr. Philip Westin as Secretary to the Board of Trustees. (Lawson - yes)

7.4 Certification of School Board Representative to Vote in Election for Members of the County Committee on School District Organization was moved by Trustee Jacobs, seconded by Trustee Nagel, and carried on a unanimous vote, to elect Trustee Hernández as the representative who shall have one vote for each member to be elected to the Ventura County Committee on School District Organization at its annual meeting. (Lawson - yes)

- 7.5 Board of Trustees 2001 Schedule of Meetings** was moved by Trustee Nagel, seconded by Trustee Tallman to change the February 20th Board meeting to February 27th. It was moved by Trustee Jacobs, seconded by Trustee Hernández, and carried on a unanimous vote, to approve the 2001 Schedule of Meetings for the Board of Trustees as amended. (Lawson - yes)

Trustee Jacobs pointed out that the Saturday retreat will be held on March 24, 2001.

7.6 Review and Assignment of Board of Trustees Subcommittees and Ad Hoc Committees -- Appointments to Serve for 2001.

It was decided that members of the Board will submit their subcommittee preferences to Chancellor Westin, and that President Gonzales will make appointments prior at the next board meeting.

- **Presidents' Reports**
College Presentation – Ventura College

Yvonne Bodle introduced the delegates from the trip to Cuba. She pointed out that Ventura College was the first community college that has been to Cuba. There was a brief overview by the delegates and a brief slide show was shown.

At 8:10 p.m. the meeting was recessed to hold a brief reception to welcome the new trustee, recognize newly elected officers, and honor the past Board officers and the *Diamond Award* recipients.

At 8:24 p.m. the meeting reconvened.

Consent Calendar Items

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

Approval of Minutes

- 2.1 Action to Approve Minutes of the Regular Meeting of the Board of Trustees for November 14, 2000** was approved.

Student Learning

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

- 3.2 **Study Abroad Program Ventura College “The Art of Italy” Summer 2001** was approved.
- 4.1 **Proposed Adoption of a Ventura County Community College District Plan for Cooperative Work Experience Education** was approved.
- 4.3 **Fall 2000 Candidates for Certificate of Achievement at Moorpark, Oxnard, and Ventura Colleges** were approved.

Human Resources

- 5.1 **Establishment of Position**
 - 5.1.1 **Establishment of position – Ventura College** was approved to establish a full-time, non-tenure track academic position of Multimedia Project Coordinator, PCN #VFN325, Ventura College, effective December 6, 2000.
 - 5.1.2 **Establishment of position – Oxnard College** was approved to establish a full-time, tenure track academic position of PACE Coordinator/Instructor in Mathematics or English, PCN #XFT224, Oxnard College, effective December 6, 2000.
- 5.2 **Academic Actions**
 - 5.2.1 **Acceptance of Retirement – Full-time Academic Personnel – Moorpark College** was granted to accept the retirement of Judy L. Alexander, a full-time Instructor in Nutritional Science at Moorpark College, effective January 1, 2001.
 - 5.2.2 **Acceptance of Retirement – Full-time Academic Personnel – Oxnard College** was granted to accept the retirement of Desmond Jones, a full-time Instructor in Economics at Oxnard College, effective January 1, 2001.

Business Services

- 6.2 **Checks**
 - 6.2.1 **Ratification of Accounts Payable and Payroll for the Period of October 26, 2000 – November 15, 2000** was approved.
- 6.3 **Purchase Orders**
 - 6.3.1 **Approval/Ratification of Board Purchase Order Report #5 (FY 2000 - 2001)** was granted to ratify Board Purchase Order Report #5 for October 31, 2000 –

November 15, 2000.

6.5 Budget Amendments

6.5.1 Approval of Contract/Grant Amendments of existing contract/grants was granted.

6.5.2 Budget Amendment: General Fund – Restricted (State Categorical) was granted to amend the 2000-2001 General Fund – Restricted (State Categorical) budget as presented.

6.6 Budget Transfers

6.6.1 Monthly Budget Transfer Summary was approved for the month ending October 31, 2000, for the General Fund-Unrestricted and General Fund-Restricted.

6.7 Contracts

6.7.1 Approval of 2000-2001 Grants – General Fund Restricted was granted for acceptance of new grants.

6.8 Other

6.8.2 Certification of Signatures for 2000/2001 was granted to approve the Certification of Signatures as required by the Ventura County Superintendent of Schools (VCSS).

Trustees/Chancellor

7.7 Action to Approve Governing Board Member Absence. No absences were reported.

7.8 Second Reading: Proposed Revision to Board Policy Manual Section E.12: Evaluation of Chancellor was granted to approve the proposed revision to Board Policy Manual Section E.12: Evaluation of Chancellor.

*Action on Items Listed on the
Consent Calendar but Pulled to be Considered Individually
End of Board Actions*

Student Learning

4.2 Second Reading: Proposed Adoption of a Transfer Admission Guarantee (TAG) Agreement between California State University Channel Islands and the Ventura County Community College District was moved by Trustee Tallman, seconded by Trustee Nagel, and carried on a unanimous vote. (Lawson – no)

Chancellor Westin gave a brief overview of the Agreement and recommended approval.

Student Trustee Lawson expressed her concerns about the proposed grade point average requirement. The Board asked the Chancellor to write a letter to California State University, Channel Islands expressing their support of the agreement and communicating their concerns. It was pointed out that this agreement would be reviewed next year.

6.8 Other

6.8.1 Quarterly Financial Status Report, General Fund – Combined (CCFS-311Q) was moved by Trustee Tallman, seconded by Student Trustee Lawson, and carried on a unanimous vote. (Lawson – yes)

Action Items

Business Services

1. **Acceptance of the Audited Financial Statements for the Fiscal Year Ending June 30, 2000 (Action 6.8.3)** was moved by Trustee Nagel, seconded by Trustee Tallman, and carried on a unanimous vote, to accept the Audited Financial Statements for the Fiscal Year Ending June 30, 2000. (Lawson - yes)

Trustee Tallman reported on the November 16 Audit Subcommittee meeting. Michael Gregoryk introduced Heidi Ross, Vavrinek, Trine, Day & Co. Mr. Gregoryk acknowledged Susan Johnson, her staff and the three college fiscal offices for their efforts in this process.

2. **Renaming of the Child Care Center at Ventura College (Action 7.9)** was moved by Trustee Tallman, seconded by Student Trustee Lawson, and carried on a unanimous vote, to rename the Child Care Center to "Kinko's Child Development Center for Ventura College dedicated to Robert W. Long." (Lawson - yes)

Larry Calderón gave a brief update on this item and acknowledged Marti De LaO, Ventura College Foundation, for her efforts.

Reports

STUDENT AND STAFF ORGANIZATIONS REPORTS

- **Student Government representatives**
 - Student Trustee Lawson reported that she would meet with the college ASB presidents to discuss a plan of action for next year.
 - Jose Leon reported on the Kwanzaa event, the breakfast during flex day for faculty, and other events at Ventura College.
 - Eric Huambachano commented on the talent show, Relay for Life, and other events at Moorpark College.

- **Academic Senate representatives**
 - Lydia Cosentino congratulated President Gonzales on his reelection to the Board and welcomed Trustee Hernandez. She expressed her concerns about the TAG agreement with California State University, Channel Islands.
 - Carmen Guerrero-Calderón welcomed Trustee Hernández. She commented on the TAG Agreement. Ms. Guerrero-Calderón pointed out that this was her last meeting as Academic Senate President, thanked the Board of Trustees, members of staff and those who helped her during her term and introduced Mary Jones the new president. President Gonzales acknowledged Ms. Guerrero-Calderón for her work as academic senate president.
 - Char Arnold read a resolution acknowledging Carmen Guerrero-Calderón and her work as academic senate president.

CHANCELLOR'S REPORT

Chancellor Westin thanked Carmen Guerrero-Calderón for her hard work.

Chancellor Westin announced that Chancellor Nussbaum appointed Mr. James King as Personnel Commissioner.

- **Presidents' Reports**
 - Larry Calderón commented on the Ventura College 75th Anniversary Gala. He reported on the Chamber Music Festival, construction of the new Learning Resource Center, and the creation of a Senior Citizen Educational Center. He indicated that Tom O'Neill was back from Cuba and currently at a rehabilitation center in Santa Barbara.
 - Anthony Tricoli acknowledged Carmen Guerrero-Calderón and welcomed Mary Jones. Dr. Tricoli thanked Carmen Guerrero-Calderón, Linda Porter, and Sandy Pack for all their work in the accreditation process. He commented on the progress that has been made to hire the dean positions and vice-president for college services. Dr. Tricoli reported on the student ceramic art sale, President's Recognition Breakfast, Geography Bowl, Holiday Basketball camp and the President's Holiday Reception.

- James Walker announced that the Moorpark College wrestling team won their second state championship.
- **Deputy Chancellor's Report**
 - **Update on Board Policy Manual Revision (Steven Pollock and Deborah Ventura)**

Deborah Ventura gave a brief overview of the assumptions, process, and remaining work on the Board Policy Manual revision. She commented on the Community College League of California's recommended policies and procedures process. John Tallman acknowledged the work that has been done and asked about the shared governance process. Ms. Ventura explained the process and pointed out that the academic senates have received copies of each revision.

Steve Pollock gave a brief overview of the process for review of the Board Policy Manual. Trustee Jacobs commended Ms. Ventura and Dr. Pollock for their work on the Board Policy Manual revision.
- **Vice Chancellor's Report**
 - Marion Boenheim welcomed Trustee Hernandez, thanked Carmen Guerrero-Calderón, and welcomed Mary Jones as the new academic senate president at Oxnard College. Dr. Boenheim reported on Human Resources activities
- **Governmental and Public Affairs Report**
 - Patricia Kistler welcomed Trustee Hernandez and congratulated President Gonzales on his reelection. Ms. Kistler commented on the SEMS training.

Trustee Issues

- **Governing Board Subcommittee Reports**
 - Trustee Nagel pointed out that there was no Construction Subcommittee meeting. He indicated that the subcommittee met with the Ventura County Board of Education and Marlene Imirzian to discuss the proposed Camarillo site.

PUBLIC COMMENTS REGARDING NON-AGENDIZED ITEMS

- **Student and Staff Issues**
 - Chris Valenzano announced that he would continue with CalSACC as parliamentarian.

RECESS TO CLOSED SESSION

At 10:00 p.m. the meeting was recessed to Closed Session.

RECONVENE IN OPEN SESSION

At 11:50 p.m. the meeting was reconvened in Open Session.

CLOSED SESSION REPORT

Chancellor Westin read the following Closed Session report:

“In the case of *Hajoca Corporation vs. VCCCD et al.*, Ventura County Superior Court Case No. CIV 199960, the Board unanimously voted to respond to the lawsuit.”

ADJOURNMENT

At 11:51 p.m., it was moved by Trustee Nagel, seconded by President Gonzales, and carried on a unanimous vote, to adjourn the meeting. (Lawson – yes)