

# Board of Trustees Ventura County Community College District

## MINUTES FOR THE MEETING OF APRIL 3, 2001

The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, April 3, 2001, 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  
Marion Boehm, Vice Chancellor, Human Resources  
Gene Farrell, Acting Vice Chancellor, Administrative Services  
James Walker, President, Moorpark College  
Larry Calderón, President, Ventura College  
Eloy Oakley, Vice President College Services, for Michael Gregoryk, Interim President, Oxnard 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 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  
Mary Jones, Oxnard College Academic Senate President  
Lydia Cosentino, Ventura College Academic Senate President  
Jorge Pongo, Moorpark College Associated Student Body Representative  
Maria Arenas, Ventura College Associated Student Body Representative  
Larry Miller, AFT President

### CALL TO ORDER

President Gonzales called the meeting to order in the Cowan Conference Center, Ventura Room,

at 5:05 p.m. Trustee Nagel arrived at 5:30 p.m.

**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 5:07 p.m. in the Cowan Conference Center, Ojai Room, to address the following items.

**Chancellor's Report on Public Employee Performance Discipline/Evaluation**

**Public Employee Performance Evaluation/Tenure Review**

- **Instructor(s)**

**Pending Litigation [Gov't Code §54956(a)]**

- *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 vs. VCCCD (Muñoz/Carrasco/Suel unfair practice charge)*
- *Muñoz vs. VCCCD (DFEH)*
- *AFT vs. VCCCD (Ventura College Sheriff Academy)*
- *AFT vs. VCCCD (Anderson)*
- *AFT vs. VCCCD (previous assigned load)*
- *AFT vs. VCCCD (McHargue)*
- *AFT vs. VCCCD (work experience)*
- *Office of Civil Rights vs. VCCCD*
- *Cantu vs. VCCCD*
- *Beard vs. VCCCD*
- *Gallardo vs. VCCCD*
- *Kraige vs. VCCCD*
- *Gasperi vs. VCCCD*

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

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

**RECONVENE IN OPEN SESSION**

President Gonzales reconvened the meeting in Open Session at 7:10 p.m. in the Cowan Conference Center, Ventura Room.

PLEDGE TO THE FLAG

Trustee Jacobs led the pledge to the flag.

Trustee Nagel pointed out the need to conserve energy.

CLOSED SESSION REPORT

Chancellor Westin read the following Closed Session report:

**The Board voted to grant tenure to an instructor at Oxnard College. The vote was 4-0, with Trustee Nagel absent.**

**In the case of *AFT, Paula Muñoz, Tim Suel, and Marian Carrasco vs. VCCCD, Public Employment Relations Board Case No. LA-CE-4282-E*, the Board voted 4 - 1, with Trustees Gonzales, Hernández, Jacobs, and Nagel voting yes and Trustee Tallman voting no, to respond to the Unfair Practice Charge.**

**In the case of *Paula Muñoz vs. VCCCD, California Department of Fair Employment & Housing Case No. E2000-01-L0465-00-r*, the Board unanimously voted to respond to the Charge of Discrimination.**

**In the case of *Eva Gallardo vs. VCCCD, EEOC Case No. 340A11671*, the Board unanimously voted to respond to the Charge of Discrimination.**

**In the AFT Grievance involving "work experience," the Board unanimously voted to defend the District at Arbitration.**

PUBLIC NOTICE OF CHANGES TO THE AGENDA

***Human Resources***

**5.1.9 Abolishment of Position - Ventura College** was revised to change the effective date to August 31, 2001.

**Establishment of Position – Ventura College** was revised to change the effective date to September 1, 2001.

***Business Services***

**6.3 Purchase Orders**

**6.3.1 Approval/Ratification of Board Purchase Order Report #9 (FY2000-2001)**  
was revised to include additional purchase orders.

- **Presidents' Reports**
  - **Presentation - Ventura College** was postponed until the May Board meeting.

PUBLIC COMMENTS REGARDING AGENDIZED ITEMS

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*Consent Calendar Items*

It was moved by Trustee Jacobs, seconded by Trustee Nagel, 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 March 6, 2001** was approved.

*Student Learning*

- 4.1 Destruction of Student Records – Ventura College** was approved to destroy unneeded admission and registration records dated prior to and including Spring 1994 which have been reclassified as Class 3 – Disposable, at Ventura College.
- 4.2 Request to Waive Non-Resident Tuition Fee for Student – Ventura College** was granted to approve the waiver of non-resident tuition fee for the Spring Semester, 2001, for a student at Ventura College.

*Human Resources*

- 5.1 Abolishment/Establishment of Positions**
- 5.1.1 Establishment of Position – Moorpark College** was granted to establish a classified position of Teaching Zoo Operations Supervisor, PCN #MSC130, Moorpark College EATM, effective April 4, 2001.
- 5.1.2 Abolishment of Position – Moorpark College and Establishment of Position – Moorpark College** were granted to abolish a classified position of Clerical Assistant I, PCN #MCU320, Moorpark College, and

to establish a classified position of Accounting Clerk I, PCN #MCU398, Moorpark College, College Services, effective April 4, 2001.

- 5.1.3 Establishment of Position – Oxnard College** was granted to establish a management position of Director of Institutional Research & Learning, PCN #XMA204, Oxnard College, effective April 4, 2001.
- 5.1.4 Establishment of Position – Oxnard College** was granted to establish a management position of Director, Center for International Trade (CITD), PCN #XMA205, Oxnard College, effective April 4, 2001.
- 5.1.5 Abolishment of Position – Oxnard College and Establishment of Position – Oxnard College** were granted to abolish a classified position of Grant Developer/Writer, PCN #XCU272, Oxnard College, and to establish a classified position of Resource Development Coordinator, PCN #XCU293, Oxnard College Economic Development, effective April 4, 2001.
- 5.1.6 Establishment of Position – Ventura College** was granted to establish a classified position of Theater Technician, PCN #VCU430, Ventura College Liberal Arts, effective April 4, 2001.
- 5.1.7 Establishment of Position – Ventura College** was granted to establish a classified position of Administrative Assistant II, PCN #VCU429, Ventura College Sciences, effective April 4, 2001.
- 5.1.8 Establishment of Position – Ventura College** was granted to establish a classified position of Community Education Program Specialist, PCN #VCU432, Ventura College Community and Resource Development, effective April 4, 2001.
- 5.1.9 Abolishment of Position - Ventura College and Establishment of Position – Ventura College** were granted to abolish a classified manager position of College Business Manager, PCN #VMC048, Ventura College, effective August 31, 2001, and to establish a classified supervisor position of College Bookstore Manager, PCN #VSC145, Ventura College, effective September 1, 2001.
- 5.1.10 Establishment of Position – Ventura College** was granted to establish a classified position of Public Relations/Marketing Specialist II, PCN #VCU431, Ventura College, effective April 4, 2001.

## **5.2 Academic Actions**

- 5.2.1 Approval of Employment under Special Pre-Retirement Program – Oxnard College** was granted to approve a request from Robert Chatenever, a full-time instructor, Air Conditioning/Refrigeration at Oxnard College to participate in the Special Pre-Retirement Program per Section 4.13 of the VCCCD/AFT Agreement.
- 5.2.2 Granting of Sick Leave Day from Established Sick Leave Pool for Full-time Faculty Member – Ventura College** was approved to grant 65 days of half-pay sick leave days from the sick leave pool to Paulette Freedenberg Johnson, a full-time counselor at Ventura College.

## *Business Services*

### 6.2 Checks

**6.2.1 Ratification of Accounts Payable and Payroll for the Period of February 14, 2001 - March 9, 2001** was approved.

### 6.3 Purchase Orders

**6.3.2 Approval/Ratification of Board Purchase Order Report #9 (FY 2000 - 2001)** was granted for the period February 15, 2001 - March 12, 2001.

### 6.4 Award of Bids

**6.4.1 Award of Bid to Lowest Responsible Bidder for Project #36035: Interior Painting of Large Gym at Ventura College** was granted to authorize management to execute the contract with the lowest responsible bidder for Project #36035: Interior Painting of Large Gym at Ventura College.

### 6.5 Budget Amendments

**6.5.1 Approval of Categorical Budget Amendments - General Fund Restricted (State Categorical)** was granted to amend the 2000-2001 General Fund Restricted (State Categorical) budget as presented.

**6.5.2 Approval of Contract/Grant Amendments - General Fund Restricted and General Fund Designated** was granted to accept amendments to existing contracts and grants for FY 2000-2001.

### 6.6 Budget Transfers

**6.6.1 Monthly Budget Transfer Summary** was ratified for the month ending February 28, 2001, for the General Fund-Unrestricted and General Fund-Restricted.

### 6.7 Contracts

**6.7.1 2000-2001 Restricted Funds Budget Amendment - General Fund Restricted** was approved to accept new contracts and amendment to the General Fund Restricted budget as presented.

**6.7.2 Approval of Contract for Fiscal Year 2001-2002** was granted to accept a contract with the State of California Department of Youth Authority for the FY 2001-2002.

**6.7.3 Approval of Change Order #1 for Project #19082: Math/Science - Secondary Effects/FEMA at Moorpark College** was granted to approve Change Order #1 in the amount of \$51,543 for Project #19082: Math/Science - Secondary Effects/FEMA at Moorpark College.

**6.7.4 Approval of Change Order #1 for Project #19388: Replace/Repair Air Handlers in "A" Building, Technology Building and "AA" Buildings at Moorpark College** was granted to approve Change Order #1 in the amount of \$2,428.21 for Project #19388: Replace/Repair Air Handlers in "A" Building,

Technology Building and "AA" Buildings at Moorpark College.

- 6.7.5 Acceptance of Completion for Project #19370: Replace Cooling Towers in the Applied Arts Building at Moorpark College** was granted to accept the completion of Project #19370: Replace Cooling Towers - Applied Arts Building at Moorpark College.
  - 6.7.6 Acceptance of Completion for Project #39358: Re-Roof of "A" Building at Ventura College** was granted to accept the completion of Project #39358: Re-roof of "A" Building at Ventura College.
  - 6.7.7 Approval of Change Order #1 for Project #39360: Re-roof of "D" Building at Ventura College** was granted to approve Change Order #1, in the amount of \$6,615 for Project #39360: Re-roof of "D" Building at Ventura College.
  - 6.7.8 Acceptance of Completion for Project #39360: Re-Roof of "D" Building at Ventura College** was granted to accept the completion of Project #39360: Re-roof of "D" Building at Ventura College.
  - 6.7.9 Approval of Change Order #1 for Project #39359: Re-roof of "Q" Building at Ventura College** was granted to approve Change Order #1, in the amount of \$3,779.50 for Project #39359: Re-roof of "Q" Building at Ventura College.
  - 6.7.10 Acceptance of Completion for Project #39359: Re-roof of "Q" Building at Ventura College** was granted to accept the completion of Project #39359: Re-roof of "Q" Building at Ventura College.
  - 6.7.11 Approval of Sub-contractor Substitution for Project #29026: Community/Student Services Center at Oxnard College** was granted to approve the substitution of subcontractor Louis Todd Corporation with Exeni Paving & Grading for Project #29026: Community/Student Services Center at Oxnard College.
- 6.8 Other**
- 6.8.1 Adoption of 2001-2002 Student Health Services Fee** was approved in the amount of \$12 per semester unit, \$9 for summer session and \$9 for each intersession of at least 4 weeks.
  - 6.8.2 Declaration of Surplus Property at Ventura College** was approved as listed.

### *Trustees/Chancellor*

- 7.1 Action to Approve Governing Board Member Absence.** No absences were reported.
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# Action Items

## *Resolution*

1. **Resolution to Honor Randy Feltman (1.1)** was moved by Trustee Nagel, seconded by Student Trustee Lawson, and carried on a unanimous vote, to approve a Resolution to honor Randy Feltman for his commitment to the health and welfare of the citizens of Ventura County for the past 30 years. (Lawson - yes)

Trustee Hernández presented the *Resolution to Honor Randy Feltman* to Nancy Feltman who accepted the Resolution on his behalf. She indicated that Mr. Feltman was unable to attend the meeting.

2. **Resolution to Acknowledge the Ventura County Community College District Board of Trustees' Support for the Implementation of \$100 Million Plan to Ensure Student Success for All California Community Colleges (1.2)** was amended by a motion from Trustee Tallman, seconded by Trustee Nagel, and carried on a unanimous vote, to revise the second paragraph. It was moved by Trustee Nagel, seconded by Trustee Jacobs, and carried on a unanimous vote, to approve the Resolution, as amended, in support of the \$100 Million Dymally Plan for Ensuring Student Success," presented by former Congressman Dr. Melvyn Dymally and his statewide working group, appointed in the fall of 2000 by Assembly Speaker Robert Herzberg to address on-going unequal funding issues within the California Community College system. (Lawson - yes)

There was a brief discussion regarding the Resolution. Trustee Tallman suggested that the second paragraph be reworded. Chancellor Westin indicated that the final resolution would be hand delivered to legislators. Trustee Hernández asked to be notified when these letters will be delivered. There was a brief discussion regarding the Legislative Committee and it was suggested that a meeting be set to discuss the equalization issue.

## *Business Services*

2. **Acceptance of Gifts (6.1.1)** was moved by Trustee Nagel, seconded by Trustee Jacobs, and carried on a unanimous vote, to accept the following gifts: (Lawson - yes)

The following items have been donated to Moorpark College.

Old vinyl records/albums from the 1930's

Donated by: Ms. Linda McDill  
4023 Napoli Place  
Moorpark, California



The following items have been donated to all campuses.

Miscellaneous telephone equipment (see attached list)

Donated by: AMGEN Inc.  
One Amgen Center Dr.  
Moorpark, California

The following items have been donated to Moorpark College.

Miscellaneous computer hardware (see attached list)

Donated by: Nordx/CDT (Mel Nowlin  
30280 Centro Vista  
East Highland, California

*Trustees/Chancellor*

3. **Action to Vote for up to 11 Nominees in the California Community College Trustees Board of Directors Election (7.2)** was moved by Trustee Nagel, seconded by Student Trustee Lawson, and carried on a unanimous vote, to approval the following nominees in the California Community College Trustees Board of Directors election. (Lawson - yes)

Michael R. Adams, Antelope Valley Community College District  
Maria Nieto Senour, San Diego Community College District  
Mark Takano, Riverside Community College District  
Luis Villegas, Santa Barbara Community College District  
Charles H. Hayden, Jr., Desert Community College District  
Walter G. Howald, Coast Community College District  
Marie Kiersch, San Luis Obispo Community College District  
Fernando R. Baca, Barstow Community College District  
Judi Beck, Shasta-Tehama-Trinity Joint Community College District

4. **Revision to the Board of Trustees 2001 Schedule of Meetings (7.3)** was moved by Trustee Nagel, seconded by Student Trustee Lawson, and carried on a unanimous vote, to revise the Board of Trustees 2001 Schedule of Meetings to change the Board Retreat to June 16. (Lawson - yes)

*End of Board Actions*

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## Reports

### STUDENT AND STAFF ORGANIZATIONS REPORTS

- **Student Government representatives**

- Jorge Pongo reported on the Moorpark College Associated Students Government elections and commented on *Moorpark College Night*.
- Maria Arenas invited the Board members to the *World Music Fair* on April 23-26 and the *Associated Students Banquet* on May 4.
- Student Trustee Lawson reported that she has been working with student governments throughout the state to change the date of the student trustee election.

Trustee Jacobs acknowledged Student Trustee Lawson's leadership throughout the state.

- **Academic Senate representatives**

- Mary Jones gave a brief update on the Oxnard College presidential search. She commented on the *Celebrity Waiters' Dinner* and the *Scholarship Awards Banquet*.
- Charlene Arnold indicated that the *Great Teachers' Seminar* requests would be on the next Academic Senate agenda. She invited Board members to the *Faculty/Staff Brunch* on May 11 at 9 a.m.
- Lydia Cosentino commented on graduation at Ventura College. She expressed her concerns about the process used for the student trustee election. Ms. Cosentino pointed out that the League of Women Voters would run the Ventura College Academic Senate Elections.

- **Personnel Commission representative**

- Patricia Parham announced that the public hearing for the Personnel Commission Budget would be held in May.

### CHANCELLOR'S REPORT

- **Presidents' Reports**

- Chancellor Westin introduced Eloy Oakley, Vice President of College Services at Oxnard College. Mr. Oakley announced that the Groundbreaking Ceremony for the *Community/Student Services Center* would be held on April 30 at 4 p.m. He congratulated Oxnard College Classified Senate President Lucy Paez, the recipient of the *Classified Leadership Institute Scholarship* and acknowledged Linda Chaparro, who was honored at the La Raza Alumni Association Scholarship Banquet. Mr. Oakley pointed out that Oxnard College would benefit from a NASA grant, "Proyecto Access," a summer program for middle and high school students. He said that Oxnard College would participate in the Interactive Science & Math Career Expo to be held on April 24-26 at the Ventura County Fairgrounds.

- Dr. Walker commented on an accreditation visit that he was on in Sacramento. He mentioned *Parents' Night*, and indicated that the *Night Before Nationals*, would be held by the Moorpark College Forensics Team on April 3 at 7 pm. Dr. Walker distributed the Summer Schedule advertisement that was designed by one of the students at Moorpark College and pointed out that all covers were designed by students.
- Larry Calderón announced that the Ventura College presentation regarding the East Campus would be given at the May Board meeting. He said that Friends of the High Tech Center for Students with Disabilities, an affiliate of the Ventura College Foundation, would hold its annual "Walk-and-Roll-a-thon" on Saturday, April 28. Dr. Calderon said that on Thursday, April 5, Ventura College would dedicate and re-name its child development center. He pointed out that Ventura College is currently reviewing models to modify the accreditation process and announced that David Wolf, Executive Director, Western Association of Schools and Colleges, agreed to visit the college to discuss accreditation standards. He indicated that the Ventura College Foundation retreat is scheduled for April 29 and 30.
- **Deputy Chancellor's Report**
  - Gene Farrell introduced Brian Lynch, Dick Good, and Dan Feld, representatives from the Siemens Company, and pointed out that they were working with Gil Putnam for an energy audit. Brian Lynch gave a short presentation and distributed their report. The Board expressed their concerns about the report.
  - **Vice Chancellor's Report**
    - Marion Boenheim announced that the Human Resources staff was preparing for the rollover of payroll from the County Superintendent of Schools office and that a survey was being sent to employees to update their addresses. She commented on a seminar on power hiring and workshops in sexual harassment. Dr. Boenheim reported on the *1<sup>st</sup> Annual Welcome to the VCCCD Family Celebration*.

## First Reading Items

- **Course Approvals: New and Revised Courses – Oxnard and Ventura Colleges** was accepted for Second Reading.

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## Trustee Issues

- **Governing Board Subcommittee Reports**
  - **Trustee Issues**
    - Trustee Nagel reported on the March 20<sup>th</sup> Construction Subcommittee meeting.
    - Trustee Jacobs commented on an accreditation visit that he was on and pointed out that it was a valuable experience. He suggested that any board member who would like to be a representative on an accrediting team should let Dr. Westin know.

- Trustee Hernández congratulated Becky Lawson on her reelection as Student Trustee, and suggested that there should be discussion regarding a term limit for Student Trustee. He commented on the Caesar Chavez March in Oxnard. Mr. Hernández pointed out that the Oxnard College campus has a temporary look.
  
  - **Events**
    - **Moorpark College**
      - **May 17** - Moorpark College Graduation (5 p.m.)
    - **Oxnard College**
      - **May 16** - Oxnard College Graduation (4 p.m.)
      - **May 17** - Oxnard College Certificate Ceremony (6 p.m.)
    - **Ventura College**
      - **May 17** - Ventura College Graduation (1:30 p.m.)
    - **District Service Center**
      - **May 4** - Community Colleges of Ventura County *Golf Classic*
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#### PUBLIC COMMENTS REGARDING NON-AGENDIZED ITEMS

- **Student and Staff Issues**
  - Alma Rodriguez addressed the Board regarding the Financial Aid Department at Ventura College.

#### ADJOURNMENT

At 8:45 p.m., it was moved by Trustee Tallman, seconded by Nagel, and carried on a unanimous vote, to adjourn the meeting. (Lawson – yes)