

# Board of Trustees

## Ventura County Community College District

<p><b>MINUTES FOR THE MEETING OF JUNE 26, 2001</b></p>
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The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, June 26, 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  
Michael Gregoryk, Deputy Chancellor and Interim President, Oxnard College  
Marion Boenheim, Vice Chancellor, Human Resources  
Gene Farrell, Acting Vice-Chancellor, Administrative Services  
James Walker, President, Moorpark College  
Dennis Cabral, Associate Vice Chancellor, Student Learning  
Jack Lipton, General Counsel  
Vic Belinski, Associate Vice Chancellor, Information Technology  
Susan Johnson, Assistant Vice Chancellor, Business Services and Financial Management  
Patricia Kistler, Director of Governmental and Public Affairs  
Harry Culotta, Director, College Budgets, Oxnard College  
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  
Stephanie Porter, Oxnard College Associated Student Government Public Relations Officer  
Rosalinda Gutierrez, Oxnard College Associated Student Government Representative  
Ruth Hunt, AFT  
Susan Brent, CSA

### **CALL TO ORDER**

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

Revision Date: August 8, 2001

5:10 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 5:12 p.m. in the Cowan Conference Center, Ojai Room, to address the following items.

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

**Employer/Employee Relations**

- AFT
- CMA
- CSA
- Confidential
- SEIU

**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, Muñoz, Carrasco, and Suel vs. VCCCD (PERB unfair practice charge)*
- *Muñoz vs. VCCCD (DFEH)*
- *Muñoz vs. VCCCD (EEOC)*
- *AFT vs. VCCCD (work experience)*
- *AFT vs. VCCCD (Ventura College Sheriff Academy)*
- *Brazil vs. VCCCD*
- *Ameli vs. VCCCD*

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

RECONVENE IN OPEN SESSION

President Gonzales reconvened the meeting in Open Session at 7:00 p.m. in the Cowan Conference Center, Ventura Room.

PLEDGE TO THE FLAG

Charlene Arnold led the pledge to the flag.

CLOSED SESSION REPORT

Chancellor Westin read the following Closed Session report:

**In the Verified Claim filed by Michael Brazil, the Board unanimously voted to reject the claim.**

**In the Verified Claim filed by Nima Ameli, the Board unanimously voted to reject the claim.**

ACKNOWLEDGEMENT OF GUESTS & SPECIAL RECOGNITIONS

President Gonzales welcomed Ed Robings, former president of Oxnard College.

Student Trustee Lawson introduced Rosalinda Gutierrez and Stephanie Porter, Oxnard College Student Government.

Trustee Tallman presented a Resolution to Acknowledge the Ventura College Women's Basketball Team to Ned Mircetic who accepted on behalf of the women's basketball team.

Trustee Jacobs presented a Resolution to Acknowledge the Moorpark College Men's Wrestling Team to James Walker who accepted on behalf of the men's wrestling team.

PUBLIC NOTICE OF CHANGES TO THE AGENDA

***Human Resources***

- 5.3 Ratification of VCCCD-SEIU Agreement for July 1, 2001 - June 30, 2004** was revised to include Background/Analysis.

***Business Services***

**6.3 Purchase Orders**

**6.3.1 Approval/Ratification of Board Purchase Order Report #12 (FY 2000 - 2001)** was revised to include additional purchase orders.

**6.3.2 Approval/Ratification of Board Purchase Order Report #2 (FY 2001 - 2002)** was revised to include additional purchase orders.

PUBLIC COMMENTS REGARDING AGENDIZED ITEMS

Ed Robings addressed the Board regarding Item 5.8 - *Approval of Salary Increase for Faculty, SEIU Classified Units A&B, Managers, Classified Supervisors, and Confidential Employees*. He congratulated the negotiating team and expressed his support for James Walker, Larry Calderón,

Michael Gregoryk, and Philip Westin.

Patricia Navarro expressed her concerns regarding Item 5.9 - *Consideration of Extension of Employment Contract for District Chancellor*.

There was a brief discussion regarding the order of the agenda. Trustees Nagel and Tallman gave a brief history on the current arrangement of the agenda.

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## ***Consent Calendar Items***

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

### ***Approval of Minutes***

- 2.2 Action to Approve Minutes of the Retreat of the Board of Trustees for June 16, 2001** was granted.

### ***Human Resources***

**5.1 Decrease of Classified Position**

- 5.1.1 Decrease of Classified Position** was approved to decrease a currently-filled classified position from 10 months to 9 months, Child Development Associate, PCN #VCU036, 75%, Ventura College Child Development Center, effective July 1, 2001.

**5.2 Academic Actions**

- 5.2.1 Acceptance of Resignation – Full-time Academic Personnel – Moorpark College** was granted to accept the resignation of Gary Izumo, a full-time Instructor in Business at Moorpark College, effective May 16, 2001.
- 5.2.2 Acceptance of Resignation/Retirement – Full-time Academic Personnel – Ventura College** was granted to accept the retirement of Dr. Chad Ishikawa, a full-time Counselor at Ventura College, effective June 14, 2001.
- 5.2.3 Acceptance of Resignation/Retirement – Full-time Academic Personnel – Moorpark College** was granted to accept the retirement of Michael Strumpf, a full-time Instructor in English/Reading at Moorpark College, effective June 14, 2001.

- 5.3 Ratification of VCCCD-SEIU Agreement for July 1, 2001 – June 30, 2004** was approved.

- 5.4 Ratification of VCCCD-SEIU Side Letter of Agreement** was approved to ratify the VCCCD-SEIU Side Letter of Agreement on the subject of domestic partner benefits.

- 5.5 **Ratification of VCCCD-SEIU Side Letter of Agreement** was approved to ratify the VCCCD-SEIU Side Letter of Agreement on the subject of safety retirement.
- 5.6 **Ratification of VCCCD-SEIU Side Letter of Agreement** was approved to ratify the VCCCD-SEIU Side Letter of Agreement on the subject of establishing a job classification appropriate for a substitute or on-call list for custodians.
- 5.8 **Approval of Salary Increase for Faculty, SEIU Classified Units A&B, Managers, Classified Supervisors, and Confidential Employees** was granted to approve a salary increase effective July 1, 2001, for all District employees of the State COLA and a portion of funded prior year growth currently estimated to be between 5.2% - 5.6%.

### *Business Services*

- 6.2 **Checks**
- 6.2.1 **Ratification of Accounts Payable and Payroll for the Period of May 17, 2001 - June 6, 2001** was approved.
- 6.3 **Purchase Orders**
- 6.3.1 **Approval/Ratification of Board Purchase Order Report #12 (FY 2000 - 2001)** was granted to ratify Board Purchase Order Report #12 (FY 2000 - 2001), May 24, 2001 - June 7, 2001.
- 6.5 **Budget Amendments**
- 6.5.1 **Approval of Contracts/Grant and Categorical Amendments - General Fund Restricted** was granted to accept amendments to existing contracts, grants and categorical programs for FY 2000-2001.
- 6.7 **Contracts**
- 6.7.1 **Acceptance of Completion for Project #39065: Math/Science - Secondary Effects (Reflective Ceilings and Chemical Storage Ventilation) at Ventura College** was granted to accept completion of Project #39065: Math/Science - Secondary Effects (Reflective Ceilings and Chemical Storage Ventilation) at Ventura College.
- 6.7.2 **Acceptance of Completion for Project #19385: Replace Energy Management System (EMS) - Campus Wide at Moorpark College** was granted to accept completion of Project #19385: Replace Energy Management System (EMS) - Campus Wide at Moorpark College.
- 6.7.3 **Approval of Sub-Contractor Substitution for Project #29026: Community/Student Services Center at Oxnard College** was granted to substitute the subcontractor Exeni Paving & Grading with Nye & Nelson for Project #29026: Community/Student Services Center at Oxnard College.
- 6.7.5 **Approval of Change Order #1 for Project #18509: Paving of 'A' Parking Lot at Moorpark College** was granted to approve Change Order #1 for Project #18509:

Paving of 'A' Parking Lot at Moorpark College.

- 6.7.6 **Acceptance of Completion for Project #18509: Paving of 'A' Parking Lot at Moorpark College** was granted to accept the completion of Project #18509: Paving of 'A' Parking Lot at Moorpark College.
  - 6.7.7 **Acceptance of Completion for Project #38524: Paving of Gym Staff Parking Lot at Ventura College** was granted to accept the completion of Project #38524: Paving of Gym Staff Parking Lot at Ventura College.
  - 6.7.8 **Approval of Change Order #1 for Project #36035: Interior Painting of Gymnasium at Ventura College** was granted to approve Change Order #1 for Project #36035: Interior Painting of Gymnasium at Ventura College.
  - 6.7.9 **Acceptance of Completion for Project #36035: Interior Painting of Gymnasium at Ventura College** was granted to accept completion of Project #36035: Interior Painting of Gymnasium at Ventura College.
  - 6.7.10 **Approval of New 2000-2001 Contracts/Grants - General Fund Restricted** was granted to accept a new contract and amendment to the General Fund budget as presented.
- 6.8 **Other**
- 6.8.2 **Second Reading: Proposed Revision to Board Policy Section D.20 - Purchasing Policy** was approved.

### *Trustees/Chancellor*

- 7.1 **Action to Approve Governing Board Member Absence** was granted to approve the absence of Student Trustee Lawson from the June 16, 2001, Board Retreat. No absences were reported at the June 26 meeting.

## **Action Items**

### *Resolutions*

1. **Resolution to Acknowledge the Moorpark College Men's Wrestling Team (1.1)** was moved by Trustee Jacobs, seconded by Student Trustee Lawson, and carried on a unanimous vote, to approve a Resolution to Acknowledge the Moorpark College Men's Wrestling Team. (Lawson - yes)
2. **Resolution to Acknowledge the Ventura College Women's Basketball Team (1.2)** was moved by Trustee Jacobs, seconded by Trustee Hernández, and carried on a unanimous vote, to approve a Resolution to Acknowledge the Ventura College Women's Basketball Team. (Lawson - yes)

### *Business Services*

3. **Adoption of 2001-2002 Tentative Budget (6.8.3)** was moved by Trustee Nagel, seconded by Student Trustee Lawson, and carried on a 3-2 vote, with President Gonzales, Trustees Hernández and Nagel voting yes, and Trustees Jacobs and Tallman voting no, to adopt the 2001-2002 Tentative Budget for all funds of the District and to establish September 11, 2001, at 7:00 p.m., in the Cowan Conference Center, as the date, time, and location of the public hearing for adoption of the 2001-2002 Adopted Budget. Adoption 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. (Lawson - no)

There was a brief discussion regarding the reserve. It was explained that the recommended 4% reserve was a tentative number, that the tentative budget allows the District to pay bills, and that that pending Board change, the adopted budget would have a 5% reserve.

### *Trustees/Chancellor*

4. **Authorize an Election Regarding Appointment of Personnel Commissioners in Compliance with Education Code Section 88069 and Authorize Chancellor to Represent the Governing Board to Comply with this Statute (7.2)** was moved by Trustee Tallman, seconded by Trustee Hernández, and carried on a unanimous vote, to authorize an election regarding appointment of Personnel Commissioners in compliance with Education Code Section 88069 and to authorize the Chancellor to represent the Governing Board to comply with this Statute.
5. **Authorize the Transmittal of a Letter to the Ventura County Board of Supervisors Regarding Redistricting (7.3)** was moved by Trustee Nagel, seconded by Trustee Jacobs, and carried on a unanimous vote, to transmit a letter to the Ventura County Board of Supervisors regarding redistricting. (Lawson - yes)

Trustee Tallman gave a brief update on the Redistricting Task Force meeting. It was suggested that the task force meet to review the letter to the Board of Supervisors.

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

At 8:25 Trustee Nagel left the dais.

### *Approval of Minutes*

- 2.1 **Action to Approve Minutes of the Regular Meeting of the Board of Trustees for June 12, 2001** was revised as follows by a motion from Trustee Tallman, second from

Trustee Jacobs, and carried on a 4-0 vote, with Trustee Nagel absent. (Lawson - yes)

**Under Item 6.5.1 - Year End Budget Amendment - General Fund - Unrestricted:**  
**"Trustee Tallman asked for information on the increase of FTE this year and what the District generated."**

At 8:30 Trustee Nagel returned.

### *Student Learning*

- 3.1 Second Reading: Course Approvals: New and Revised Courses – Moorpark, Oxnard, and Ventura Colleges** was moved by Trustee Tallman, seconded by Trustee Nagel, and carried on a unanimous vote. (Lawson - yes)

Trustee Tallman expressed his concerns about the type of courses being added and pointed out the need to offer courses that meet the needs of students. He asked that the course designations on the report be similar at all three colleges. Dr. Cabral indicated that the course designations of M, R, and V were designators selected to identify courses by the college at which they are being offered. These are part of the alphanumeric designators programmed within the new Banner System.

### *Human Resources*

- 5.7 Ratification of VCCCD-AFT Agreement for July 1, 2001 - June 30, 2004** was amended by Trustee Tallman, seconded by Trustee Nagel, and carried on a unanimous vote, to divide the item into two parts. The first part separated was a separate question dealing only with the amendments to the collective bargaining agreement pertaining to benefits for domestic partners. The second part was a separate question on everything else in the collective bargaining agreement.

- 1. The first part dealing only with the amendments to the collective bargaining agreement pertaining to benefits for domestic partners** was moved by Trustee Tallman, seconded by Trustee Hernández, and carried on a 3-2 vote, with Trustees Hernández, Jacobs, and Tallman voting yes, and President Gonzales and Trustee Nagel voting no. (Lawson - no )
- 2. Ratification of VCCCD-AFT Agreement for July 1, 2001 - June 30, 2004** as amended was moved by Trustee Tallman, seconded by Trustee Jacobs, and carried on a unanimous vote. (Lawson - yes)

The Board acknowledged the negotiating team for their efforts.



- 5.9 Consideration of Extension of Employment Contract for District Chancellor** was moved by Trustee Nagel, seconded by Trustee Jacobs and carried on a 4-1 vote, with President Gonzales and Trustees Hernández, Jacobs and Nagel voting yes, and Trustee Tallman voting no, to approve adding one year to the employment contract of the District Chancellor, Philip Westin from December 31, 2003, to December 31, 2004. (Lawson - yes)

Trustee Tallman expressed his concerns regarding this item.

### *Business Services*

#### **6.3 Purchase Orders**

- 6.3.2 Approval/Ratification of Board Purchase Order Report #2 (FY 2001 - 2002)** was amended to pull Purchase Order No. 0017775 - BHC Associates Inc., by a motion from Trustee Tallman, seconded by Trustee Nagel, and carried on a unanimous vote. (Lawson - yes) It was moved by Trustee Nagel, seconded by Trustee Jacobs, and carried on a unanimous vote, to ratify Board Purchase Order Report #2 (FY 2001 - 2002), May 24, 2001 - June 7, 2001 as amended. (Lawson - yes)

There was a brief discussion regarding the International Students Program. It was decided to pull Purchase Order No. 0017775 - BHC Associates, Inc., until after the Board has received an update on the Program.

At 8:50 p.m. Trustee Tallman left the dais.

#### **6.4 Award of Bids**

- 6.4.1 Delegation of Authority to Chancellor or Designee to Award Bids and Approve Purchase Orders between June 26, 2001 and August 6, 2001**, was moved by Trustee Hernández, seconded by Trustee Nagel, and carried on a 4-0 vote, with Trustee Tallman absent, to delegate authority by the Governing Board to the Chancellor or designee to award bids and approve purchase orders over \$25,000 as needed between June 26, 2001, and August 6, 2001.

At 8:55 p.m. Trustee Tallman returned.

#### **6.6 Budget Transfers**

- 6.6.1 Monthly Budget Transfer Summary** was moved by Trustee Tallman, seconded by Trustee Nagel, and carried on a unanimous vote, to ratify the monthly budget transfer summary for the months ending April 30, 2001, and May 31, 2001, for the General Fund-Unrestricted and General Fund-Restricted. (Lawson - yes)

Trustee Tallman asked the colleges to review their budget transfers to ensure they were appropriate.

## 6.8 Contracts

**6.7.4 Acceptance of Completion for Project #88501: Pavement of Roadways at Camarillo Airport** was moved by Trustee Hernández, seconded by Trustee Nagel, and carried on a unanimous vote, to accept the completion of Project #88501: Pavement of Roadways at Camarillo Airport. (Lawson - yes)

Trustee Tallman expressed his concerns regarding this item. He asked for clarification on the use of parking funds generated by students. There was a brief discussion regarding parking and scheduled maintenance and the Board requested an update from staff.

**6.7.11 Approval of 2001-2002 Contracts/Grants - General Fund Restricted** was moved by Trustee Tallman, seconded by Trustee Jacobs, and carried on a unanimous vote, to accept contracts and grants for the FY 2001-2002.

Trustee Tallman acknowledged the efforts of staff in obtaining these grants.

At 9:07 p.m. Trustee Hernández left the dais.

## 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 4-0 vote, with Trustee Hernández absent, to accept the quarterly financial status report (CCFS-311Q) for the General Fund-Combined as required by law. (Lawson - yes)

At 9:10 p.m. Trustee Hernández returned.

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# Reports

## STUDENT AND STAFF ORGANIZATIONS REPORTS

### • Student Government representatives

- Student Trustee Lawson introduced Stephanie Porter, Oxnard College Public Relations Officer and Rosalinda Gutierrez, Oxnard College Associated Student Government Representative. Ms. Porter addressed the Board and gave an update on upcoming activities.
- Student Trustee Lawson pointed out that she would be working at the Student Trustee Workshop in August helping with orientation meetings. She commented on common course numbering and student identification numbers. Trustee Hernández asked for a calendar of meetings with student representatives and expressed his interest in attending some of the meetings. There was a brief discussion regarding changing student identification numbers.

- **Academic Senate representatives**
  - Charlene Arnold addressed the Board regarding the 4% reserve.
  - Lydia Cosentino commented on hiring full-time faculty, the International Student Program, the Moorpark College summer schedule, and an article in the *Community College Week*.
  - Mary Jones commented on student government, enrollment, and the Oxnard College President search.

#### CHANCELLOR'S REPORT

- **Presidents' Reports**
  - Chancellor Westin said that Larry Calderón had to leave for a conference.
  - James Walker commented on the EATM Program, the four-day workweek to save energy, and the Moorpark College Chorale.
  - Michael Gregoryk announced that enrollment was up at Oxnard College and commented on the Oxnard College Consultation Council.
- **Deputy Chancellor's Report**
  - Michael Gregoryk acknowledged Ms. Arnold's comments regarding the tentative budget. He commented on NASA's "Proyecto Access" Program and pointed out that Anthony Tricoli was named Oxnard College "Administrator of the Year."

At 10:40 p.m. Trustee Nagel left the dais.

- ❖ **Report of Student Success Committee**
- ❖ **Report on full time equivalent students**
  - ❖ Mr. Gregoryk said that in August he would provide the student success committee report and FTES information requested by the Board.

At 10:45 p.m. Trustee Nagel returned to the dais.

- **Vice Chancellor's Report**
  - Marion Boenheim gave a brief update on the progress in the Banner implementation and pointed out that payroll will be on line soon. Dr. Boenheim commented on identification tags at the District Service Center, a diversity grant, and the four-day workweek.

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## Trustee Issues

- **Governing Board Subcommittee Reports**
  - Trustee Nagel reported on the June 5 Construction Subcommittee meeting.
  - Trustee Tallman reported on the June 13 Redistricting Task Force meeting.

- **Trustee Issues**

- Trustee Hernández commented on working with the Oxnard Union High School District. He mentioned that his son was participating in the "Proyecto Access" Program at Oxnard College.
- President Gonzáles suggested that an additional Board meeting be scheduled in August to interview candidates for the Oxnard College Presidency. It was decided by consensus to add a Closed Session on August 14 to the Board of Trustees Schedule of Meetings. The Board directed staff to place this item on the August 7 agenda for approval.

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ADJOURNMENT

At 9:50 p.m., it was moved by Trustee Tallman, seconded by Trustee Nagel, and carried on a unanimous vote, to adjourn the meeting. (Lawson - yes)

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