

Board of Trustees

Ventura County Community College District

<p style="text-align: center;">MINUTES FOR THE MEETING OF JUNE 24, 2002</p>
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The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Monday, June 24, 2002, in the City of Camarillo Council Chambers, Camarillo, California.

Roll Call

Board Members Present:

Norman J. Nagel, President
Robert S. Gonzales
Allan W. Jacobs
John D. Tallman
Holly McRoberts, Student Trustee

Absent:

Arturo D. Hernández, Vice-President

Management Present:

Philip Westin, Chancellor
Michael Gregoryk, Deputy Chancellor
James Walker, President, Moorpark College
Tom Harris, Jr., Interim President, Oxnard College
Joan Smith, Executive Vice President, Student Learning for Larry Calderón, President, Ventura College
Jack Lipton, General Counsel
William Studt Vice-Chancellor, Human Resources
Vic Belinski, Associate Vice Chancellor, Information Technology
Dennis Cabral, Associate Vice Chancellor, Student Learning
Eloy Oakley, Vice President, College Services, Oxnard College
Sue Johnson, Acting Vice President of College Services, Moorpark College
Patricia Kistler, Director of Governmental and Public Affairs
Patricia Parham, Director of Personnel, Office of Personnel Commission and CMA President
Carolyn Inouye, Director, Institutional Research
Harry Culotta, Director, College Budgets, Oxnard College

Faculty/Staff/Student Representatives:

Jack Miller, Moorpark College Academic Senate President
Mary Jones, Oxnard College Academic Senate President
Richard Goff, Ventura College Academic Senate President
Susan Brent, Classified Supervisors' Representative

CALL TO ORDER

President Nagel called the meeting to order in the City of Camarillo Council Chambers at 6:05 p.m. with Trustee Hernández absent.

PUBLIC COMMENTS REGARDING CLOSED SESSION AGENDA ITEMS

Messrs. Bill Little and Gregory Ramirez expressed their concerns about recent articles concerning the chancellor's reimbursements.

RECESS TO CLOSED SESSION

The Board of Trustees recessed to Closed Session at 6:14 p.m. in the City of Camarillo conference room to address the following items:

Chancellor's Report on Public Employee Performance Discipline/Evaluation

Public Employee Evaluation

- **Chancellor**

AFT

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)*
- *Muñoz vs. VCCCD (PERB)*
- *Muñoz vs. VCCCD (Superior Court)*
- *Muñoz, Suel, Carrasco, and Herrera vs. VCCCD (Ed. Code §87673)*
- *Hilton vs. VCCCD (Personnel Commission)*
- *AFT vs. VCCCD (Hosek)*
- *AFT vs. VCCCD (Ventura County Sheriff Academy)*
- *Castillo vs. VCCCD*
- *Reeves vs. VCCCD*
- *Hosseini vs. VCCCD*
- *Mandras vs. VCCCD*
- *Donaldson vs. VCCCD*
- *Sempre Energy Solutions v. San Francisco Community College District and VCCCD*

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

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

Public Employee Performance Evaluation/Tenure Review

- **Faculty Member(s)**

RECONVENE IN OPEN SESSION

President Nagel reconvened the meeting in Open Session at 7:14 p.m. in the City of Camarillo Council Chambers with Trustee Hernández absent.

PLEDGE TO THE FLAG

Vic Belinski led the pledge to the flag.

CLOSED SESSION REPORT

There was no Closed Session Report.

ACKNOWLEDGEMENT OF GUESTS & SPECIAL RECOGNITIONS

Recognition of Retirees

Moorpark College

Connie Bosso	Carole Ginet	Shay Collier
John Davie	Bona Dillon	James Ferguson
Sally Hermele	Al Nordquist	Frank Sardisco
Wilhelmina Van Dyk	James Walker	

Oxnard College

Gary Brinkman	Priscilla Garcia	June Graham
Merri Ann Harbert	Ernie Villa	

Ventura College

McCallian Blain	William Donaldson	Judith Heard
Gary Johnson	Vivian Lockard	Betty True
Susan Webster		

District Service Center

Gilbert Putnam

Trustee Nagel acknowledged the retirees and presented Dr. Walker with a retirement plaque.

Trustees/Chancellor

- 7.1 **Public Swearing in and Seating of Student Trustee** was moved by Trustee Gonzales, seconded by Trustee Jacobs, and carried on a unanimous vote, with Trustee Hernández absent, to approve the public swearing in and seating of Holly McRoberts as Student Trustee to serve

for the term from June 1, 2002, to May 31, 2003. (McRoberts – abstain)

- **Oath of Office Administered to and Seating of New Student Trustee:**
 - **Holly McRoberts** – President Nagel administered the Oath of Office to Student Trustee McRoberts.

PUBLIC NOTICE OF CHANGES TO THE AGENDA

Chancellor Westin read the following changes to the agenda:

Business Services

6.3 Purchase Orders

- 6.3.1 Approval/Ratification of Board Purchase Order Report #13.** This item was revised to include additional purchase orders.

The Board decided to revise the agenda to hear Public Comments Regarding Non-Agendized Items next.

PUBLIC COMMENTS REGARDING NON-AGENDIZED ITEMS

President Nagel read the June 21, 2002, letter from Art Hernandez.

President Nagel announced that all travel by managers and above, including the chancellor and deputy chancellor, was suspended for 90 days. He indicated that he would review any travel requests from managers, and that a subcommittee of the Board (Trustees Gonzales and Jacobs) would review travel and expenditures, and study of other districts' policies.

David Maron, Don Facciano from the Ventura County Taxpayers' Association, Gary Johnson, Lydia Cosentino, John Flynn, Ed Robings, Ron Dyste, Patricia Navarro, Gerard Kapuscik, Diane Volz, and John Wagner expressed their concerns about District expenditures and Board Policies.

Greg Ramirez and John R. Hatcher, III, expressed their concerns regarding personnel issues.

Trustee Gonzales asked for a transcription of the public comments for the Board.

Consent Calendar Items

It was moved by Trustee Gonzales, seconded by Trustee Jacobs, and carried on a unanimous vote, with Trustee Hernández absent, to approve the following Consent Calendar Items: (McRoberts – yes)

Approval of Minutes

- 2.1 Action to Approve Minutes of the Regular Meeting of the Board of Trustees for May 28, 2002** was approved.

Student Learning

- 3.1 Course Approvals: New and Revised Courses – Moorpark, Oxnard, and Ventura Colleges** was granted.

Human Resources

5.2 Academic Actions

5.2.1 Acceptance of Resignation/Retirement of Full-time Academic Personnel – Oxnard College was granted to accept the retirement of Dr. Priscilla Partridge de Garcia, Counselor at Oxnard College, effective July 18, 2002.

5.2.2 Acceptance of Resignation/Retirement of Full-time Academic Personnel – Moorpark College was granted to accept the retirement of Dr. Sergio Monteiro, Instructor at Moorpark College, effective at the close of 2003-2004 Academic Year.

- 5.3 Designation of Representatives and Alternates to the Board of Directors of the Coastal Schools Employee Benefits Organization** was approved to designate Michael Gregoryk and William Studt as representatives; and Irene Pinkard and Shelley Signor as alternates to the Board of Directors of the Coastal Schools Employee Benefits Organization.

Business Services

6.2 Checks

6.2.1 Ratification of Accounts Payable and Payroll for the Period of May 3, 2002 – June 5, 2002 was approved.

6.3 Purchase Orders

6.3.2 Approval/Ratification of Board Purchase Order Report #13 (FY 2002 - 2003) was granted to ratify Board Purchase Order Report #13, for the period of July 1, 2002.

6.4 Award of Bids

6.4.1 Approval of Lease Agreement for the Ventura College Santa Paula Center was granted to approve the Agreement to renew the lease with Martha Gardner Horning for the Ventura College Santa Paula Center.

6.5 Budget Amendments**6.5.1 Approval of Contracts & Grants Budget Amendments – General Fund**

Restricted was granted to accept budget amendments to existing contracts, grants and categorical programs for FY 2002-2002.

6.6 Budget Transfers

6.6.1 Monthly Budget Transfer Summary was granted to ratify the monthly budget transfer summary for the month ending May 31, 2002 for the General Fund-Unrestricted and General Fund-Restricted.

6.7 Contracts

6.7.1 Approval of New Contracts and Grants for Fiscal Year 2001-2002 was granted.

6.7.2 Approval of New Contracts For Fiscal Year 2002-2003 was granted to accept the new contracts and grants for FY 2002-2003.

6.7.3 Approval of Sub-Contractor Substitution for Project #19058: Learning Resource/Telecommunications Center at Moorpark College was granted to approve the substitution of sub-contractor C.E.S.M., Land Surveying & Mapping with Adkan Engineers for Project #19058: Learning Resource/ Telecommunication Center at Moorpark College.

6.7.4 Authorization For Chancellor to Award Bid to the Lowest Responsible Bidder for the Re-striping of Exits and Entrances of Parking Lot – Phase I at Moorpark College was approved to authorize the Chancellor to execute a contract with the lowest responsible bidder for the re-striping of exits and entrances of the parking lot – Phase I at Moorpark College if the bids are within budget for this project.

6.8 Other

6.8.1 Approval of Ventura College Student Center Fee was granted to approve a student center fee for Ventura College, effective Fall Semester, 2002.

6.8.2 Quarterly Report of Investments for Ventura County Community College District was accepted.

Action Items

Resolutions

1. **Resolution to Acknowledge the Amgen Corporation as a “Friend” of the Ventura County Community College District (1.1)** was moved by Trustee Tallman, seconded by Trustee Gonzales, and carried on a unanimous vote, with Trustee Hernández absent, to acknowledge the Amgen Corporation as a “Friend” of the Ventura County Community College District. (McRoberts – yes)

President Nagel read and presented the Resolution to Vic Belinski, who accepted on behalf of Amgen. The Board acknowledged Amgen for their contributions to the Ventura County Community College District.

2. **Resolution to Acknowledge 2001-2002 Oxnard College Student as a Junior College All-American (1.2)** was moved by Trustee Gonzales, seconded by Trustee Jacobs, and carried on a unanimous vote, with Trustee Hernández absent, to approve the Resolution to acknowledge Oxnard College student athlete Jeremiah Massey who was named a “Junior College All American.” (McRoberts – yes)

President Nagel presented the Resolution to Richard Harris, who accepted on behalf of Jeremiah Massey.

Business Services

3. **Adoption of 2002-2003 Tentative Budget (6.8.4)** was moved by Trustee Gonzales, seconded by Trustee Jacobs, and carried on a unanimous vote, with Trustee Hernández absent, to adopt the 2002-2003 Tentative Budget for all funds of the District; establish September 10, 2002, at 7:00 p.m. in the City of Camarillo Council Chambers as the date, time and location of the public hearing for adoption of the 2002-2003 Adopted Budget, and a discussion of the Reserves. Adoption of the Tentative Budget authorized expenditures as proposed within various Fund categories of this budget and estimates revenue for each program that supports such expenditures. (McRoberts – yes)

Sue Johnson, Assistant Vice Chancellor of Business Services, distributed and explained the Tentative Budget Executive Summary.

Chief Gonzales noted that 6% of the budget is used at the District Service Center for services such as personnel, payroll, accounts payable and purchasing. Sue Johnson said that centralizing operational services maximizes economies of scale. President Nagel pointed out that all

employees who have retired from the Ventura County Community College District until this past year and those employed prior to last contract negotiations have lifetime medical benefits. Trustee Jacobs commented on the 5% reserve. Sue Johnson pointed out that this was a tentative budget. It was moved by Trustee Tallman to reduce travel accounts for the District Service Center to \$5,000, Trustee Gonzales seconded for purposes of discussion. Trustee Gonzales indicated that the 90-day moratorium on travel was sufficient.

- 4. **Acceptance of Gifts (6.8.5)** was moved by Trustee Gonzales, seconded by Trustee Jacobs, and carried on a unanimous vote, with Trustee Hernández absent, to accept the following items that were donated to Moorpark College for sole use at the American’s Teaching Zoo: (McRoberts – yes)

Sign for America’s Teaching Zoo
Turtle Statue
Crocodile Statue
Trash Receptacles (5)

Donated by: Durz Art Stone
11010 Live Oak Ave.,
Fontana, CA 92337

Trustees/Chancellor

- 4. **Appointment of Members to the Citizens’ Oversight Committee (7.3)** was moved by Trustee Gonzales, seconded by Trustee Tallman, and carried on a unanimous vote, with Trustee Hernández absent, to appoint the following members to the Citizens’ Oversight Committee, to include the two additional names presented by Trustee Hernández and to delete Bob Pinkerton from the list. (McRoberts – yes)

Randy Churchill	Albert Mendez
Jack Dickerson	Charlie Meyers
Don Facciano	Ashlee Omary
Gerald Gooss	Jere Robings
Mary Howard	Sandra Rosales
Bob Huber	Jane Rozanski
Lee Ingraham	William Steinmeyer
Hank La Cayo	Richard Taylor
Rex Laird	Connie Tushla
Theodore Martens	Michael Wesner
Mary Anne McCabe	Kay Wilson Bolton

President Nagel distributed to the Board a memorandum from Trustee Hernández with two additional names, and the Board removed Bob Pinkerton from the list, because there was no appointment confirmation. It was pointed out that the Committee would meet and determine who would serve a one-year term and who would serve a two-year term. President Nagel said that the Committee would be rotated every year and that the members would decide the Chair for the group.

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

6.8 Other

6.8.3 Resolution: Authorization of the Issuance of Election of 2002 General Obligation Bonds, Series A was moved by Trustee Tallman, seconded by Trustee Gonzales, and carried on a unanimous vote, with Trustee Hernández absent, to adopt a resolution authorizing the issuance of Election of 2002 General Obligation Bonds, Series A. (McRoberts – yes)

Trustee Tallman asked about the determination of the bonds. Michael Gregoryk explained the process.

Trustees/Chancellor

7.2 Action to Approve Governing Board Member Absence was moved by Trustee Tallman, seconded by Trustee Gonzales, and carried on a unanimous vote, with Trustee Hernández absent, to approve the absence of Trustee Hernández. (McRoberts – yes)

Reports

STUDENT AND STAFF ORGANIZATIONS REPORTS

- **Student Government representatives**
 - Student Trustee McRoberts announced that she would move into her office at Moorpark College on July 1.
- **Academic Senate representatives**
 - Richard Goff distributed and read comments from the faculty.
 - Mary Jones commented on the articles in the newspaper. Ms. Jones acknowledged Dr. Harris as Interim President at Oxnard College, wished Dr. Walker continued success in his retirement, and congratulated Joan Smith, the new Executive Vice President of Student Learning at Ventura College.
 - Jack Miller commented on Measure S. He acknowledged Dr. Walker, the retiring President of

Moorpark College, and Dr. Conrad, the new President of Moorpark College.

DISCUSSION

- **Disciplinary Process for Ventura County Community College District Full-Time Faculty and Permanent Classified Employees.** The Board of Trustees discussed the *Education Code* disciplinary processes for the Ventura County Community College District full-time faculty and permanent classified employees.

Chancellor Westin introduced Mr. Bill Studt, the new Vice Chancellor of Human Resources. Mr. Studt gave a brief overview of the disciplinary process for full-time faculty and permanent classified employees. He commented on the flow chart he developed on the disciplinary process in the *Education Code*. Mr. Studt said that he will work with the academic senate presidents, Personnel Commission, Moorpark College president, and union members to form a committee to develop a Personnel Procedure Manual for the district.

CHANCELLOR'S REPORT

- **Presidents' Reports**
 - Chancellor Westin acknowledged Tom Harris. Dr. Harris thanked the Board for the opportunity to work as the president of Oxnard College.
 - Joan Smith distributed and read the Ventura College *President's Report*. Trustee Tallman commented on the list of grants and complimented those involved.
 - James Walker commented on the group of people that work at the Ventura County Community College District at all levels. He expressed his appreciation to the current trustees, Pete Tafoya, Chancellor Thomas Lakin, and Chancellor Westin for giving him the authority to do his job and trusting him to do it.
- **College Presentation – Ventura College.** This item will be presented in July.
- **Deputy Chancellor's Report**
 - **Report on Districtwide Foundation**
 - Michael Gregoryk reported on the districtwide foundation and pointed out the advantages. Mr. Gregoryk commented on the golf tournament.
 - **State Budget**
 - Sue Johnson gave a brief overview of the state budget.
 - **Enrollment Update**
 - Carolyn Inouye updated the Board on enrollment and enrollment projections. She distributed the *FTEs Projection for 2001-2002*.
- **Report on Districtwide Travel**

- There was a brief discussion regarding the format of the travel report. Sue Johnson indicated that future reports would be in a more desirable format.
 - **Vice Chancellor's Report**
 - Bill Studt commented on the Workers' Compensation experience level within the District. He indicated that a plan was being developed to reduce Workers' Compensation claims.
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Trustee Issues

- **Governing Board Subcommittee Reports**
 - Trustee Jacobs reported on the June 18th Construction Subcommittee meeting. He pointed out that Handel Evans would keep the District on track with the Bond issue. Trustee Tallman complimented members of the subcommittee on the work they did on determining the Oversight Committee members.
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PUBLIC COMMENTS REGARDING NON-AGENDIZED ITEMS

- **Community Issues**

Miriam Noorzai expressed her concerns about an issue at Ventura College.

RECESS TO CLOSED SESSION

At 10:19 p.m. the Board recessed to Closed Session.

RECONVENE IN OPEN SESSION

At 11:05 p.m. the Board reconvened.

CLOSED SESSION REPORT

Chancellor Westin read the following Closed Session Report:

In the case of *Sempra Energy Solutions vs. San Francisco Community College District and Ventura County Community College District*, San Diego County Superior Court Case No. 786707, on May 31, 2002, the Plaintiff dismissed the lawsuit.

The Board unanimously, with Trustee Hernández absent, voted to grant tenure to Greg

Winslow, a faculty member at Ventura College.

The Board unanimously, with Trustee Hernández absent, voted to continue with Dr. Jim Walker as the District's Chief Negotiator with the AFT.

In the Grievance filed by the AFT on behalf of Jeanette Hosek, the Board unanimously on a 3-0 vote, with Trustee Hernández absent and Trustee Jacobs abstaining, to ratify the Memorandum of Understanding reached by the parties, and the Grievance has been withdrawn. Copies of the MOU are available through the Chancellor's Office.

Regarding the Claim filed by Lucas Dominguez, the Board unanimously voted, with Trustee Hernández absent, to deny the Claim.

Regarding the Claim filed by Cristobal Osorio, the Board unanimously voted, with Trustee Hernández absent, to deny the Claim.

Regarding the Claim filed by Wood & Bender, LLP, the Board unanimously voted, with Trustee Hernández absent, to deny the Claim.

ADJOURNMENT

At 11:08 p.m. the meeting was adjourned, with Trustee Hernández absent.