

Board of Trustees Ventura County Community College District

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| <p style="text-align: center;">MINUTES FOR THE SPECIAL MEETING OF MARCH 26, 2003</p> |
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The Special Meeting of the Board of Trustees of the Ventura County Community College District was held on Wednesday, March 26, 2003, in the District Service Center, Camarillo, California.

Roll Call

Board Members Present: **Absent:** Holly McRoberts, Student Trustee (Excused)

Arturo D. Hernández, President
Cheryl Heitmann, Vice-President
Robert S. Gonzales
Allan W. Jacobs
Mary Anne Rooney

Management Present:

James Walker, Interim Chancellor
Mike Gregoryk, Deputy Chancellor
Eva Conrad, President, Moorpark College
Romero Sanchez, Executive Vice President, Student Learning for Lydia Ledesma-Reese,
President, Oxnard College
Larry Calderón, President, Ventura College
Jack Lipton, General Counsel
William Studdt, Vice-Chancellor, Human Resources
Patricia Kistler, Director of Governmental and Public Affairs
Patricia Parham, Director of Personnel, Office of Personnel Commission and CMA President

Faculty/Staff/Student Representatives:

Jack Miller, Moorpark College Academic Senate President
Mary Jones, Oxnard College Academic Senate President
Fenix Pleitez, Ventura College Associated Student Government President

CALL TO ORDER

President Hernández called the meeting to order in the District Service Center at 4:16 p.m., with Trustee Gonzales absent. Trustee Gonzales arrived at 5:00 p.m.

PUBLIC COMMENTS

Dora Perez, Doreen Juarez, and Fenix Pleitez expressed their support of Aurora de la Selva and her work at Ventura College.

Patricia Parham addressed the Board on behalf of the College Management Association. She distributed a chart regarding the Managers' contribution to district cost reduction measures. Ms. Parham indicated that the managers voted to make medical premium payments totaling \$3,000 per manager over a 15-month period, beginning April 1, 2003 through June 30, 2004. Cheryl Heitmann thanked the management team for their contribution to the district.

Action Item

Human Resources

- 1. Designation of Board's Representatives to Negotiate Contracts with Academic Administrators (5.1)** was moved by Trustee Jacobs, seconded by Trustee Heitmann, and carried on a 4-0 vote, with Trustee Gonzales absent, to designate James Walker to negotiate the contracts of the District's academic administrators. It was stated that in Closed Session, the Board would give instructions to the representative. (McRoberts – absent)

There was a brief discussion regarding this item. It was suggested that there may be a conflict of interest and Dr. Walker said that if there was a conflict, he would ask the Board to appoint another negotiator.

RECESS TO CLOSED SESSION

At 4:45 p.m. the Board recessed to Closed Session to consider the following items:

CONFERENCE WITH LABOR NEGOTIATOR [Gov't Code § 54957.6]. The District's negotiator is Dr. James Walker and the employees are the academic administrators.

CONFERENCE WITH LABOR NEGOTIATOR [Gov't Code § 54957.6]. The District's negotiator is Vice-Chancellor of Human Resources William Studt and the employee organizations are AFT and SEIU

CONFERENCE WITH LEGAL COUNSEL -- EXISTING LITIGATION [Gov't Code § 54956.9(a)]

- *Paula Muñoz vs. VCCCD, Philip Westin, and Larry Calderón* (Ventura County Superior Court Case No. CIV206043)
- *Wood & Bender, LLP vs. VCCCD* (Ventura County Superior Court Case No. CIV216408)

CONFERENCE WITH LEGAL COUNSEL -- ANTICIPATED LITIGATION [*Gov't Code* § 54956.9(b)]. The existing facts and circumstances that might result in litigation against the District arise from the following:

Beatriz Herrera, a counselor at Ventura College, filed a Complaint of Discrimination against the District on September 17, 2002, with the California Department of Fair Employment and Housing which issued a Right-to-Sue Notice on September 19, 2002. Ms. Herrera has not filed a lawsuit against the District. Copies of the Right-to-Sue Notice are available from Pat Kistler.

At 6:00 p.m. President Hernández announced that the Board would be in Closed Session for another hour. Trustee Gonzales left at 7:15 p.m.

RECONVENE IN OPEN SESSION

The meeting reconvened in Open Session at 8:01 p.m.

PLEDGE TO THE FLAG

Jack Miller led the pledge to the flag.

CLOSED SESSION REPORT

There was no Closed Session Report.

PUBLIC COMMENTS REGARDING AGENDA ITEMS

There were no public comments.

Action Items

Human Resources

1. **Approval of VCCCD-SEIU Side Letter Agreement (5.2)** was moved by Trustee Rooney, seconded by Trustee Heitmann, and carried on a 4-0 vote, with Trustee Gonzales absent, to approve a Side Letter Agreement between the Ventura County Community College District (“VCCCD”) and Service Employees International Union, Local 535 (“SEIU”) pertaining to cost reduction proposals. (McRoberts – absent)
2. **Approval of VCCCD-SEIU Side Letter Agreement (5.3)** was moved by Trustee Rooney, seconded by Trustee Jacobs, and carried on a 4-0 vote, with Trustee Gonzales absent, to approve a Side Letter Agreement between the Ventura County Community College District (“VCCCD”) and Service Employees International Union, Local 535 (“SEIU”) pertaining to cost reduction proposals. (McRoberts – absent)

3. **Action to Approve Governing Board Member Absence (7.1)** was moved by Trustee Rooney, seconded by Trustee Heitmann, and carried on a 4-0 vote, with Trustee Gonzales absent, to approve the absence of Student Trustee Holly McRoberts because of classes. (McRoberts – absent)

The Board decided to revise the order of the agenda.

ITEMS FOR DISCUSSION

➤ **Budget Update**

Michael Gregoryk distributed and reviewed the 2002-2003 mid-year reductions signed by the Governor. There was a brief discussion. Mr. Gregoryk mentioned that recommendations for budget cuts would be provided to the Board at the April 8th Board meeting.

James Walker said that Lydia Ledesma-Reese was on an accreditation team visit and thanked Ramiro Sanchez for attending the meeting in her place.

➤ **Districtwide Accreditation Self Study**

James Walker distributed the Accreditation Standards and commented on the districtwide accreditation process and timeline. Michael Gregoryk updated the Board on the Board Policy Manual revision. It was decided to form an accreditation ad hoc committee to participate in the self-study and ensure that the accreditation standards are addressed.

➤ **Board Self Evaluation**

Dr. Walker distributed information on self-evaluations from other colleges. It was decided that he would forward a suggested instrument for self-evaluation to the Board's Rules, Operations and Procedures ad hoc committee for review.

➤ **Board Goals**

James Walker distributed goals suggested by the District Executive Team. President Hernández acknowledged the District Executive Team for their suggestions, and welcomed the facilitator, Cheryl Shearer. Ms. Shearer explained the ground rules and facilitated the discussion. During the discussion the following items were suggested:

Goals

- *Educational Master Plan
 - As driver of Facilities Master Plan
 - Coordination districtwide
- Defining Autonomy
 - Campuses and district office engage in discussion with leadership and campus constituencies
- Active Review and Update of Goals
- Develop Parameters of Allocation Model
- Relate Parameters to Constituencies in Community
- Integrating Role as Representative of College with Role as Districtwide Trustee (discuss)
- Develop Relationship with Individual Communities
- Develop Sense of Trust and Credibility with the Community
- Communicate Board Goals
- Address Board Development
 - Mentoring
 - Procedural needs
 - Developing relationships with presidents
 - Orientation
 - Protocol issues
 - Training
 - Communication
- Review Board Subcommittees and Formalize Job Descriptions
 - Proactive
 - Look long-term
 - Responsibility of Board members
- Accreditation
- Board Policy Manual
- Board Self-Evaluation

- Budget
 - Foundation
 - Economic development
- Review Legal Counsel
- Safety
- Hire Chancellor
 - Build good CEO/Board relations
- Develop Relationships with Legislators
- Address Image of District
 - Presence at state, city, county and national level
 - Public relations

*Number one priority at this point.

ADJOURNMENT

At 9:39 p.m. it was moved by Trustee Rooney, seconded by Trustee Jacobs, and carried on a 4-0 vote, with Trustee Gonzales absent, to adjourn the meeting, with Trustee Gonzales absent. (McRoberts – absent)