

Board of Trustees

Ventura County Community College District

<p>MINUTES FOR THE MEETING OF MAY 13, 2003</p>
--

The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, May 13, 2003, in the Cowan Conference Center – Ventura Room, Camarillo, California.

Roll Call

Board Members Present:

Arturo D. Hernández, President
Cheryl Heitmann, Vice-President
Mary Anne Rooney
Holly McRoberts, Student Trustee

Absent: (Excused)

Robert S. Gonzales
Allan W. Jacobs

Management Present:

James Walker, Interim Chancellor
Mike Gregoryk, Deputy Chancellor
Eva Conrad, President, Moorpark College
Lydia Ledesma-Reese, President, Oxnard College
Larry Calderón, President, Ventura College
Roberta Sistos, General Counsel
William Studt, Vice-Chancellor, Human Resources
Vic Belinski, Associate Vice-Chancellor, Information Technology
Ruth Hemming, Executive Vice President, Student Learning, Moorpark College
Rene Rodriguez, Vice President of College Services, Oxnard College
Sue Johnson, Assistant Vice Chancellor, Business Services
Irene Pinkard, Assistant Vice Chancellor, Human Resources
Patricia Parham, Director of Personnel, Office of Personnel Commission and CMA President
Patricia Kistler, Director of Governmental and Public Affairs
Carolyn Inouye, Director of Institutional Research
Harry Culotta, Director, College Budgets, Oxnard College

Faculty/Staff/Student Representatives:

Mary Jones, Oxnard College Academic Senate President
Richard Goff, Ventura College Academic Senate President
Jack Miller, Moorpark College Academic Senate President
Dennis Marletti, Oxnard College Classified Senate Representative
Larry Miller, AFT
Elena Nua, SEIU

CALL TO ORDER

President Hernández called the meeting to order in the Cowan Conference Center – Ventura Room at

4:05 p.m., with Trustees Gonzales and Jacobs absent.

PUBLIC COMMENTS REGARDING CLOSED SESSION AGENDA ITEMS

There were no requests to speak.

RECESS TO CLOSED SESSION

At 4:10 p.m. President Hernández recessed the meeting to Closed Session in the Cowan Conference Center, Ojai Room to consider the following items:

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)]

- *Marian A. Carrasco vs. VCCCD, Board of Trustees, Philip Westin, Larry Calderón, Becky Hull, and Guadalupe Guillén* (Ventura County Superior Court Case No. CIV217710)
- *Timothy Suel vs. VCCCD, Board of Trustees, Philip Westin, Larry Calderón, Becky Hull, and Guadalupe Guillén* (Ventura County Superior Court Case No. CIV217711)
- *Custom Metal & Air Conditioning vs. VCCCD, et al.* (Ventura County Superior Court Case No. CIV218825)
- *Ronald Segovia Dyste vs. VCCCD, Philip Westin, and Larry Calderón* (Ventura County Superior Court Case No. CIV214921)

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:

1. William Mandras filed a Claim against the District on April 10, 2003. Copies of the Claim are available from Pat Kistler.
2. A Claim was filed against the District on February 21, 2003. Because the claim involves an allegation of tortious sexual conduct, the name of the claimant is not being released pursuant to the *Brown Act*, Section 54961(b) of the *Government Code*. Redacted copies of the Claim are available from Pat Kistler.

PUBLIC EMPLOYEE PERFORMANCE EVALUATIONS [*Gov't Code* § 54957] The Board will consider all academic administrators.

RECONVENE IN OPEN SESSION

President Hernández reconvened the meeting in Open Session at 7:25 p.m. in the Cowan Conference Center, Ventura Room, with Trustees Gonzales and Jacobs absent.

PLEDGE TO THE FLAG

Student Trustee McRoberts led the pledge to the flag.

CLOSED SESSION REPORT

President Hernández read the following Closed Session Report:

In the case of *Custom Metal & Air Conditioning vs. the District, et. al.* (Ventura County Superior Court Case No. CIV218825), on May 13, 2003, the Board voted unanimously, with Trustees Gonzales and Jacobs absent, to respond to the Complaint.

Regarding the Claim filed by William Mandras on April 10, 2003, the Board voted unanimously, with Trustees Gonzales and Jacobs absent, to reject the Claim.

Reports

- **Oxnard College** – Mary Jones introduced Steve Hall who showed a video highlighting the Oxnard College Science Department. The Board complimented Oxnard College on the presentation.
- **Reports from Other Colleges (Optional)** – Richard Goff announced that this was his last meeting and that Becky Hull, the new academic senate president, would be at the next Board meeting. He thanked Trustees Rooney and Heitmann for attending an academic senate meeting at Ventura College.
- **Classified Senate Representative** – Dennis Marletti updated the Board on the Oxnard College Classified Senate activities.
- **Chancellor** – James Walker commented on graduations at the three colleges on May 15. He acknowledged the Trustees, college presidents, staff, and students.
- **Deputy Chancellor** – Michael Gregoryk pointed out that the May revise from the Governor's office would be available on May 14th.
 - **Banner Update** – Vic Belinski reported on summer web activities and student grades on the web.
- **Vice Chancellor** – William Studt acknowledged AFT and SEIU for their bargaining efforts.
- **Governmental and Public Affairs** – Patricia Kistler distributed a Legislative Advocacy Report dated May 8, 2003.

- **Trustees**
 - **Subcommittees** – Trustee Rooney reported on the Construction Subcommittee.

President Hernández introduced his son.

ACKNOWLEDGEMENT OF GUESTS & SPECIAL RECOGNITIONS

- **Presentation of Plaque**
Holly McRoberts, Outgoing Student Trustee

Trustee Hernández presented the plaque to Holly McRoberts and the Board acknowledged Ms. McRoberts for her efforts as Student Trustee. She thanked the Board and staff.

Ceremonial Resolutions

1. **Resolution to Honor the City of Oxnard on its 100th Birthday (1.1)** was moved by Trustee Rooney, seconded by Trustee Heitmann, and carried on a unanimous vote, with Trustees Gonzales and Jacobs absent, to approve a resolution to honor the City of Oxnard as it celebrates its 100th Birthday. (McRoberts – yes)

2. **Resolution to Honor Instructor and Counselor Ronald Jackson Posthumously (1.2)** was moved by Trustee Rooney, seconded by Trustee Heitmann, and carried on a unanimous vote, with Trustees Gonzales and Jacobs absent, to approve a resolution to honor Ronald Jackson for his service as a career, academic and personal counselor, and instructor for the Ventura County Community College District. (McRoberts – yes)

President Hernández read and presented the Resolution to Mr. Jackson’s family. Mrs. Jackson thanked the Board and introduced her family.

Student McRoberts presented a Certificate of Acknowledgement to the following student:

- Ursula Johnson, Moorpark College

PUBLIC COMMENTS

Elena Nua addressed the Board regarding Agenda Item 5.3.

CHANGES TO THE AGENDA

CONSENT CALENDAR

Human Resources

- 5.3 **Salary Placement Correction** was amended for the Assistant Vice Chancellor, Business Services position, to a reclassification and title change to the level recommended, without a retroactive component, at a step equivalent to the current compensation. This revision changed the fiscal impact to \$9,235. Sue Johnson, Assistant Vice Chancellor, Business Services requested the change

CHANGES TO THE AGENDA (Continued)

ACTION ITEMS

Human Resources

- 1. **Resolution Rescinding March 15th Notices for Faculty Positions (5.4)** was revised under Background to change the title of Chancellor to Interim Chancellor.

Business Services

- 3. **Approval of Contract with Strata Information Group to Supply Ongoing Specialized Banner and Project Management Services for Banner Administrative System (6.5.3)** was pulled from the agenda.

Consent Calendar Items

It was moved by Trustee Rooney, seconded by Trustee Heitmann, and carried on a unanimous vote, with Trustees Gonzales and Jacobs 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 April 8, 2003** was approved.
- 2.2 **Action to Approve Minutes of the Special Meeting of the Board of Trustees for April 23, 2003** was approved.

Student Learning

- 3.1 **Second Reading: Course Approvals: New and Revised Courses – Moorpark and Ventura Colleges** was approved.
- 3.2 **Ventura College Study Abroad Program – Costume Tour of Europe** was approved to revise the Ventura College Study Abroad Costume Tour of Europe, Summer 2003, to change the date from May 21 – June 9, 2003, to May 21 – June 11, 2003.
- 4.1 **Spring 2003 Candidates for Associate Degree at Moorpark, Oxnard, and Ventura Colleges** were accepted.
- 4.2 **Spring 2003 Candidates for Certificates of Achievement at Moorpark, Oxnard, and Ventura Colleges** were accepted.

Human Resources

5.1 **Classified Actions**

5.1.1 **Reassignments of Classified Personnel** were approved as follows:

<u>Name</u>	<u>Classification/Location</u>	<u>Effective Date</u>
Driscoll, Sandra	Administrative Assistant I/OC	07/01/03

Ms. Driscoll was reassigned from the position of Administrative Assistant I, PCN #VCU409, Ventura College, to Administrative Assistant I, PCN #XCU220, Oxnard College.

Earl, Patricia	Disabled Student Services Technician/OC	07/01/03
----------------	---	----------

Ms. Earl was reassigned from the position of Tutorial Services Specialist, PCN #VCU137, Ventura College, to Disabled Student Services Technician, PCN #XCU049, Oxnard College.

Hough, Elizabeth	Administrative Assistant IV/OC	07/01/03
------------------	--------------------------------	----------

Ms. Hough was reassigned from the position of Administrative Assistant IV, PCN #DCU086, District Service Center, to Administrative Assistant IV, PCN #XCU017, Oxnard College.

LaPaglia, Richard	Student Activities Specialist/OC	07/01/03
-------------------	----------------------------------	----------

Mr. LaPaglia was reassigned from the position of Student Activities Specialist, PCN #VCU122, Ventura College, to Student Activities Specialist, PCN #XCU089, Oxnard College.

Kinney, Peggy	Student Services Assistant I/VC	07/01/03
---------------	---------------------------------	----------

Ms. Kinney was reassigned from the position of Student Services Assistant I, PCN #XCU250, Oxnard College, to Student Services Assistant I, PCN #VCU125, Ventura College.

Porter, Linda	Administrative Assistant III/MC	07/01/03
---------------	---------------------------------	----------

Ms. Porter was reassigned from the position of Administrative Assistant IV, PCN #XCU017, Oxnard College, to Administrative Assistant III, PCN #MCU023, Moorpark College.

Taylor, Barbara Acctg. Tech. I/Accts. Payable/DSC 07/01/03
Ms. Taylor was reassigned from the position of Administrative Assistant I, PCN #XCU220, Oxnard College to Accounting Technician I/Accounts Payable, PCN #DCU002, District Service Center.

5.1.2 Voluntary Demotion was approved as follows:

<u>Name</u>	<u>Classification/Loc.</u>	<u>Effective Date</u>
Reznak, Joseph	Instructional Lab Tech. I/Office Tech./VC	07/01/03

Mr. Reznak requested a voluntary demotion in lieu of lay-off from his previous position of Instructional Lab Tech. II/Info. Systems, PCN #VCU145, Ventura College, to Instructional Lab Tech. I/Office Technology, PCN #VCU145, Ventura College.

5.1.3 Probationary to Permanent Personnel was approved as follows:

<u>Name</u>	<u>Classification/Location</u>	<u>Rate</u>	<u>Eff. Date</u>
Ayala, Lisa	Clerical Assistant I/MC	\$2728.00/mo	04/07/03
Mariscal, Michael	Grounds Maint Wkr/OC	\$2728.00/mo.	04/21/03
Taylor, Barbara	Administrative Assist I/OC	\$2879.00/mo.	04/23/03
Tomasetti, Noemi	Family Devlp Asst./Bil./OC	\$2732.00/mo.	04/07/03

5.1.4 Change of Assignment was approved as follows:

<u>Name</u>	<u>Classification</u>	<u>Rate</u>	<u>Eff. Date</u>
Kittrell, Karen	Instructional Asst./Nursing	\$1624.80/mo	05/14/03

(Health Science/VC – increase from 6 months, 35%, to 10 months, 48%)

Owens, Connie Comm. Dev. & Inst.Adv. \$2904.00/mo. 05/14/03
 (President’s Office/OC – increase from 50% to 75%)

5.1.5 Resignation of Permanent Personnel was approved to accept the following resignations of permanent personnel:

<u>Name</u>	<u>Classification</u>	<u>Dept/Loc</u>	<u>Eff. Date</u>
Kistler, Patricia	Dir., Gov. & Public Affairs	Chanc./DSC	06/30/03
Tyson, Deborah	Admissions & Records Asst. II,	A&R/OC	04/17/03

5.1.6 Reduction of Classified Position was approved for the reduction of the following classified position from twelve months to eleven months, effective June 30, 2003.

<u>PCN</u>	<u>Position Title</u>
XCU234	PE/Athletic Equipment Manager

5.1.7 Provisional Assignment was approved as follows:

<u>Hourly Provisional and/or Hourly Limited Term</u>		
<u>Name/Classification</u>	<u>Loc.</u>	<u>Eff. Date</u>
Zozula, Kerby/Fire Technician Asst.	OC	05/14/03 – 06/30/03

5.2 Academic Actions

- 5.2.1 Granting of Sick Leave Days from Established Sick Leave Pool for Full-time Academic Employee – Oxnard College** was approved to grant 7 days of half-pay sick leave from the sick leave pool per the VCCCD/AFT Agreement, Article 8.9(C) to Ron Jackson, full-time counselor at Oxnard College, for the month of April 2003.
- 5.2.2 Granting of Sick Leave Days from Established Sick Leave Pool for Part-time Academic Employee – Moorpark College** was approved to grant 40.12 hours of half-pay sick leave from the sick leave pool per the VCCCD/AFT Agreement, Article 8.9(D) to Jeff Brown, part-time Instructor at Moorpark College.
- 5.2.3 Granting of Sick Leave Days from Established Sick Leave Pool for Full-time Academic Employee – Moorpark College** was approved to grant 20 days of half-pay sick leave from the sick leave pool per the VCCCD/AFT Agreement, Article 8.9(C) to Edna Ingram, full-time Counselor at Moorpark College.
- 5.2.4 Granting of Sick Leave Days from Established Sick Leave Pool for Part-time Academic Employee – Moorpark College** was approved to grant 52 hours of half-pay sick leave from the sick leave pool per the VCCCD/AFT Agreement, Article 8.9(D) to Terry Kipp, part-time Instructor at Moorpark College.
- 5.2.5 Granting of Sick Leave Days from Established Sick Leave Pool for Part-time Academic Employee – Moorpark College** was approved to grant 13.5 hours of half-pay sick leave from the sick leave pool per the VCCCD/AFT Agreement, Article 8.9(C or D) to Elvia Rivero, full-time Instructor at Oxnard College.
- 5.2.6 Establishment of Full-time Temporary Non-tenure Track Instructor Position – Moorpark College** was approved to establish a full-time temporary non-tenure track position of Instructor in Nursing, PCN #MFZ019, at Moorpark College, effective August 12, 2003.
- 5.2.7 Extension of Temporary Grant Funded Non-tenure Track Academic Position/Employee Assignment – Moorpark College** was approved to extend the temporary grant-funded non-tenure track position/assignment for Shara Chess, Instructor in Nursing, PCN #MFZ011, at Moorpark College, effective August 12, 2003 through May 19, 2004.
- 5.2.8 Extension of Temporary Grant Funded Non-tenure Track Academic Position/Employee Assignment – Moorpark College** was approved to extend the temporary grant-funded non-tenure track position/assignment for Andrea Mallen, Project Manager/Principal MCHS, 11 mos., PCN #MFZ014, at Moorpark College, effective August 1, 2003 through June 2004.
- 5.2.9 Extension of Temporary Grant Funded Non-tenure Track Academic Position/Employee Assignment – Oxnard College** was approved to extend the temporary grant-funded non-tenure track position/assignment for Danelle Fallert, Counselor CalWORKS/Bilingual, Spanish, 11 mos., PCN #XFZ009, at Oxnard College, effective July 1, 2003 through May 19, 2004.

- 5.2.10 Extension of Temporary Grant Funded Non-tenure Track Academic Position/Employee Assignment – Oxnard College** was approved to extend the temporary grant-funded non-tenure track position/assignment for Dr. Lillian Manning, Coordinator Child Development Careers, 11 mos., PCN #XFZ001, at Oxnard College, effective July 1, 2003 through May 19, 2004.
- 5.2.11 Extension of Temporary Grant Funded Non-tenure Track Academic Position/Employee Assignment – Oxnard College** was approved to extend the temporary grant-funded non-tenure track position/assignment for Judy McArthur, Counselor DSP&S, 80%, 11 mos., PCN #XFZ013, at Oxnard College, effective July 1, 2003 through May 19, 2004.
- 5.2.12 Extension of Temporary Grant-Funded Non-tenure Track Academic Position/Employee Assignment – Ventura College** was approved to extend the temporary grant-funded non-tenure track position/assignment for Virginia Estrella, Coordinator MESA Program, 75%, 10 mos., PCN #VFZ005, at Ventura College, effective August 12, 2003 through May 19, 2004.
- 5.2.13 Extension of Temporary Grant-Funded Non-tenure Track Academic Position/Employee Assignment – Ventura College** was approved to extend the temporary grant-funded non-tenure track position/assignment for Karen Gorback, CalWorks Specialist/Title V Program, PCN #VFZ122, at Ventura College, effective August 12, 2003 through May 19, 2004.
- 5.2.14 Extension of Temporary Grant-Funded Non-tenure Track Academic Position/Employee Assignment – Ventura College** was approved to extend the temporary grant-funded non-tenure track position/assignment for James Harber, Biotechnology Trainer/Program Developer, 50%, PCN #VFZ008, at Ventura College, effective August 12, 2003 through October 31, 2003. The percent of assignment will be 50% for the time period indicated.
- 5.2.15 Approval of Part-time Academic Management Assignment – Moorpark College** was approved to employ Dr. Ruth Hemming at Moorpark College as Chief Budget Officer on a part-time basis, effective July 1, 2003 through June 30, 2004.
- 5.2.16 Approval of Part-time Academic Management Assignment - Moorpark College** was approved to employ Alvyn Nordquist at Moorpark College as Chief Facilities Officer on a part-time basis, effective July 1, 2003 through June 30, 2004.
- 5.3 Salary Placement Correction** was approved as follows:
- Assistant Vice Chancellor, Business Services position to a reclassification and title change to the level recommended, without a retroactive component, at a step equivalent to the current compensation.
 - Assistant Vice Chancellor, Human Resources position to correct the salary level placement to Level 195, Step 6 and a budget adjustment retroactive to July 1, 2002.

Business Services

6.2 Checks

6.2.1 Ratification of Accounts Payable and Payroll for the Period of March 22, 2003 – April 25, 2003 was approved.

6.4. Award of Bids

6.4.1 Approval of Bid #207: Slurry of Parking Lots at Moorpark, Oxnard and Ventura Colleges was granted to authorize management to execute a contract, for \$97,845, with Mission Paving and Sealing, Inc. for Bid #207: Slurry of Parking Lots at Moorpark, Oxnard and Ventura Colleges.

6.6 Budget Transfers

6.6.1 Monthly Budget Transfer Summary was approved to ratify the monthly budget transfer summary for the month ending March 31, 2003 for the General Fund-Unrestricted and General Fund-Restricted.

6.7 Contracts

6.7.2 Approval of New Contracts and Grants – General Fund Restricted was granted to accept a new contract for FY 2002-2003 and continuing into Fiscal Year 2003-2004.

6.9 Capital Planning, Design and Construction

6.9.1 Approval of Credit Change Order #4 for Project #19058: Moorpark College Learning Resources/Telecommunications Center was granted to approve Change Order #4 in the credited amount of (\$3,665) for Project #19058: Moorpark College Learning Resources/ Telecommunications Center.

6.9.2 Approval of Contracts with Rincon Consultants for Environmental Impact Consulting at Ventura, Moorpark and Oxnard Colleges and the Camarillo Site was granted to approve the contracts totaling \$327,953 for environmental work responding to the California Environmental Quality Act (CEQA) for master plan work at Ventura, Moorpark and Oxnard Colleges, and the Camarillo site.

6.9.3 Approval of Increase to Fugro West Contract for Extra Services in Relation to the Child Development Center at Moorpark College was granted to approve an increase to the existing contract with Fugro West for extra services in the amount of \$11,500 for Project #19059: Child Development Center at Moorpark College.

6.9.4 Approval of Contract with Marlene Imirzian and Associates for Master Plan Services for the Camarillo Airport Site was granted to approve the contract with Marlene Imirzian and Associates in the amount of \$28,380 for master plan services for the Camarillo Airport site.

- 6.9.5 Approval of Contract with Lauterbach and Associates for Project #19111: Moorpark College Maintenance Warehouse** was granted to approve the contract with Lauterbach and Associates for architectural services in the amount of \$36,000 for Project #19111: Moorpark College Maintenance Warehouse.
- 6.9.6 Approval of Change Orders to Contracts with Information Technology Design for Telephone/Data Consulting for Ventura College LRC and Buildings ‘D’ and ‘CR’ Remodels and the Moorpark College LRTC** was granted to approve change orders to the contracts with Information Technology Design for telephone/data consulting at the Ventura College Learning Resources Center and Buildings ‘D’ and ‘CR’ remodels (Project #39066) and the Moorpark College Learning Resources/Telecommunications Center (Project #19058) for a total amount of \$66,386.

*Action on Items Listed on the
Consent Calendar but Pulled to be Considered Individually*

Business Services

6.3 Purchase Orders

- 6.3.1 Approval/Ratification of Board Purchase Order Report #12** was moved by Trustee Rooney, seconded by Trustee Heitmann, and carried on a unanimous vote, with Trustees Gonzales and Jacobs absent, to ratify Board Purchase Order Report #12 (FY 02/03), from March 25, 2003 to April 28, 2003. (McRoberts – yes)

Trustee Rooney asked about Sirius Computer Solutions. Vic Belinski explained that the purchase order was for maintenance and license renewal.

- 6.3.2 Approval/Ratification of Board Purchase Order Report #1 (FY 03/04)** was moved by Trustee Heitmann, seconded by Student Trustee McRoberts, and carried on a unanimous vote, with Trustees Gonzales and Jacobs absent, to ratify Board Purchase Order Report #1 (FY 03/04), from March 25, 2003 to April 28, 2003. (McRoberts – yes)

Trustee Rooney asked about temporary staffing services.

6.5 Budget Amendments

- 6.5.1 Approval of Contracts & Grants Budget Amendments – General Fund Restricted** was moved by Trustee Rooney, seconded by Student Trustee McRoberts, and carried on a unanimous vote, with Trustees Gonzales and Jacobs absent, granted to accept budget amendments to existing contracts, grants and restricted programs for FY 2002-2003. (McRoberts – yes)

The college presidents explained how the funds would be used.

6.7 Contracts

6.7.1 Approval of Contract for Fiscal Year 2003-2004 was moved by Trustee Heitmann, seconded by Trustee Rooney, and carried on a unanimous vote, with Trustees Gonzales and Jacobs absent, to accept a contract with the State of California Department of Youth Authority for the FY 2003-2004. (McRoberts – yes)

Trustee Heitmann asked about the services that are provided to the California Youth Authority.

6.8 Other

6.8.1 Quarterly Financial Status Report, General Fund – Combined (CCFS-311Q) was moved by Trustee Rooney, seconded by Student Trustee McRoberts, and carried on a unanimous vote, with Trustees Gonzales and Jacobs absent, to accept the quarterly financial status report (CCFS-311Q) for the General Fund-Combined as required by law. (McRoberts – yes)

Trustee Rooney asked for information on the report and how it was prepared. Michael Gregoryk explained.

First Reading Items

- **First Reading: Course Approvals: New and Revised Courses – Moorpark and Oxnard Colleges**
- **Addition to Board Policy Manual Section C: Academic Honors and Recognition**
- **Update to the Ventura County Community College District's Student Election Policy and Code Handbook**

There was a brief discussion regarding this item. It was decided to return the update of the handbook to DCSL to address the time allotted for campaigning. It was also suggested that the new identification number be used on the petitions instead of the social security number. Ursula Johnson commented on the item.

Action Items/Second Reading Items

Human Resources

- 1. Resolution Rescinding March 15th Notices for Faculty Positions (5.4)** was moved by Trustee Rooney, seconded by Trustee Heitmann, and carried on a unanimous vote, with Trustees Gonzales and Jacobs absent, to approve a Resolution rescinding March 15th Notices for faculty positions. (McRoberts – yes)

Business Services

- 2. Budget Amendment General Fund – Unrestricted (6.5.2)** was moved by Student Trustee McRoberts, seconded by Trustee Rooney, and carried on a unanimous vote, with Trustees Gonzales and Jacobs absent, to amend Revenue and Expenditure accounts. (McRoberts – yes)

- 4. Acceptance of Gifts (6.8.2)** was moved by Trustee Rooney, seconded by Trustee Heitmann, and carried on a unanimous vote, with Trustees Gonzales and Jacobs absent, to accept the following gifts: (McRoberts – yes)

To be used by the Moorpark College Observatory.

Celestron & Lensas 8” Telescope

Donated by: Charles Temple
629 Cantara Ln
Vista, CA 92083

To be used by the Moorpark College Biology Dept.

Human Skeleton

Donated by: Patrick T. Cotter
531 Lantana St #10
Camarillo, CA 93010

To be used by the Oxnard College Fire Technology/Fire Academy Program

Ford Think Neighbor 2-Dr Electric Cart Vin #1FABP205720102545

Donated by: Oxnard College Foundation
via Barber Ford
3440 E. Main St
Ventura, CA 93003

To be used by the Oxnard College Engineering Technology Program

11 Used Pentium 133 Personal Computers and 11 Used Monitors

Donated by: Oxnard College Foundation
via Baxter Healthcare Corporation
1700 Rancho Conejo Blvd.

Thousand Oaks, CA 91320

- 5. Surplus/Disposal of Equipment (6.8.3)** was moved by Trustee Heitmann, seconded by Trustee Rooney, and carried on a unanimous vote, with Trustees Gonzales and Jacobs absent, to approve the surplus/disposal of equipment and materials. (McRoberts – yes)
- A. Items less than a \$2,500 value to be disposed per Ed Code 81452
2 Refrigerators from the Oxnard Cafeteria
- B. Items exceeding \$2,500 value to be sold per procedures outlined in Ed Code 81450
Miscellaneous Instructional Machine Shop Equipment

Trustee Rooney asked about the procedure used to notify colleges of surplus equipment. Michael Gregory and Vic Belinski explained the process.

- 6. Request for Approval of the Re-Establishment of the Remote Registration Fee (6.8.4)** was moved by Student Trustee McRoberts, seconded by Trustee Heitmann, and carried on a unanimous vote, with Trustees Gonzales and Jacobs absent, to re-establish a \$3.00 remote registration fee to be assessed to students who utilize Web registration or Star (telephone) registration, effective Fall 2003. (McRoberts – yes)

Trustees/Chancellor

- 7. Action to Approve Governing Board Member Absence (7.1)** was moved by Trustee Heitmann, seconded by Student Trustee McRoberts, and carried on a unanimous vote, with Trustees Gonzales and Jacobs absent, to approve the absence of Trustees Gonzales and Jacobs. (McRoberts – yes)
- 8. Approval of 2003-2004 Board of Trustees Goals (7.2)** was amended to include the goal to explore hiring an internal auditor under Number II, Item C. It was moved by Trustee Rooney, seconded by Student Trustee McRoberts, and carried on a unanimous vote, with Trustees Gonzales and Jacobs absent, to approve the 2003-2004 Ventura County Community College District Board goals. (McRoberts – yes)

End of Board Actions

ITEMS FOR DISCUSSION

- General Counsel - Trustee Heitmann updated the Board on the ad hoc committee review of the legal RFPs. She asked for any additional input.

There was discussion regarding late arrival of an RFP and Michael Gregoryk asked if the Board would like to reopen the RFP. This item will be discussed at the next legal services adhoc committee meeting.

Trustee Issues

- **Trustee Reports/Announcements/Correspondence**

Trustee Heitmann reported on the VCSBA Dinner meeting.

Trustee Rooney reported on her activities, which included the dedication of five rooms at Ventura College, Ventura College Academic Senate Meeting, and the Ventura College Scholarship Dinner.

Michael Gregoryk announced that Dr. Paul Dougherty has agreed to once again donate eye laser surgery services to an eligible student at Moorpark, Oxnard and Ventura Colleges.

Trustee Rooney commended Oxnard College on the memorial service for Ron Jackson.

Trustee Rooney expressed her concerns about Item 6.5.3 – **Approval of Contract with Strata Information Group to Supply Ongoing Specialized Banner and Project Management Services for Banner Administrative System.** The Board asked that this item be placed out to bid and to include the following information:

- Include items to reduce costs
- Impact on hiring consultants vs. the use of employees
- Options
- Cost to cut back

There was a brief discussion regarding this item.

President Hernández commented on graduation and announced that one of his sons would be transferring and thanked all the presidents, staff, and faculty for being involved in the education of students and the impact that it made on his son.

ADJOURNMENT

At 8:30 p.m., the meeting was adjourned.