

Board of Trustees

Ventura County Community College District

<p style="text-align:center">MINUTES FOR THE SPECIAL MEETING OF JUNE 27, 2003</p>
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The Special Meeting of the Board of Trustees of the Ventura County Community College District was held on Friday, June 27, 2003, in the Cowan Conference Center, Camarillo, California.

Roll Call

Board Members Present:

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

Management Present:

James Walker, Interim Chancellor
Michael Gregoryk, Deputy Chancellor
Eva Conrad, President, Moorpark College
Ramiro Sanchez, Executive Vice President, Student Learning, for Lydia Ledesma-Reese, President, Oxnard College
Larry Calderón, President, Ventura College
William Studt, Vice-Chancellor, Human Resources
Roberta Sistos, General Counsel
Ruth Hemming, Executive Vice President, Student Learning, Moorpark College
Rene Rodriguez, Vice President, College Services, Oxnard College
Sue Johnson, Assistant Vice Chancellor, Business Services
Patricia Parham, Director of Personnel, Office of Personnel Commission and CMA President
Jim Botting, Police Chief

Faculty/Staff/Student Representatives:

Becky Santillian-Hull, Ventura College Academic Senate President
Ruth Hunt, AFT
Elena Nua, SEIU

CALL TO ORDER

President Hernández called the meeting to order in the Cowan Conference Center – Hueneme Room, at 8:25 a.m.

PLEDGE TO THE FLAG

Ramiro Sanchez led the pledge to the flag.

PUBLIC COMMENTS REGARDING AGENDA ITEMS

Elena Nua addressed the Board regarding the reduction of the classified work schedule.

CHANGES TO THE AGENDA

Human Resources

5.1 Classified Actions

5.1.5 – Probationary Personnel and **5.1.6 – Retirement of Permanent Personnel** were pulled from the agenda.

5.2 Re-designation of the District’s Standard Workweek for Classified Employees and Confidential Employees from 40 Hours to 37 ½ Hours (5.2) was pulled from the agenda.

James Walker said that the college presidents would address the issues regarding the 37-½ hour workweek to ensure that everyone was treated fairly.

ITEMS FOR DISCUSSION

- **Budget Presentation** – James Walker thanked those who were involved in the preparation of the budget. Michael Gregoryk distributed and explained the *Tentative Budget Executive Summary*. He acknowledged AFT, SEIU, and the non-represented employee groups for assisting in the budget reductions.

Trustee Heitmann acknowledged staff for their efforts in facilitating placement of the classified employees. Ramiro Sanchez, Eva Conrad, Larry Calderón, and Michael Gregoryk explained the effect that the budget reductions would have on operations at the colleges and the District Service Center. Sue Johnson explained the budget process for the lease of the Day Road facility. Dr. Jacobs asked about the effect on enrollment.

Michael Gregoryk and James Walker thanked the assistant vice chancellor of business services, the vice presidents of college services, and their staff. Dr. Walker expressed his concerns about the effect that the budget reductions would have on the colleges. President Hernández acknowledged staff.



Consent Calendar Items

It was moved by Trustee Gonzales, seconded by Trustee Rooney, and carried on a unanimous vote, to approve the following Consent Calendar Items: (Wolfel – yes)

Human Resources

5.1 Classified Actions

5.1.1 Temporary Change of Assignments was granted to approve the voluntary temporary change of assignments as follows:

- Linda Callaway, Administrative Assistant I, Oxnard College from 12 months to 11 months assignment, effective July 1, 2003 – June 30, 2004.
- Zenaida Pena, Clerical Assistant I, Oxnard College, effective July 1, 2003 – June 30, 2004.

5.1.2 Resignation of Permanent Personnel was approved to accept the resignation of Guselle Aguilar, Clerical Assistant I, Seasonal, Moorpark College.

5.1.3 Provisional Assignments was granted to approve provisional assignments as follows:

- Brenda Keefer, Zoo Day Camp Technician, Moorpark College, effective June 9, 2003 – June 20, 2003.
- Rashad Taylor, Bookstore Stock Assistant, Ventura College, effective July 1, 2003 – July 31, 2003.

5.1.4 Approval of Request for Voluntary Leave of Absence Without Pay was granted to approve a request for a voluntary leave of absence without pay for Leanne Colvin, Administrative Assistant II, effective July 7, 2003 – July 18, 2003.

Business Services

6.8.1 Adoption of 2003-2004 Tentative Budget was approved to adopt the 2003-2004 Tentative Budget for all funds at the District; and to establish September 16 at 7:00 p.m. at the Cowan Conference Center as the date, time, and location of the public hearing for adoption of the 2003-2004 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.

The meeting was recessed at 10:15 a.m. and reconvened at 10:30 a.m.

➤ Legal Firm Interviews

Trustee Gonzales pointed out that he had a conflict of interest and excused himself from participation in the process. At 10:44 a.m. Trustee Gonzales left the dais.

- **Atkinson, Andelson, Loya, Ruud & Romo** – Mr. Warren S. Kinsler, Esq., and Mr. Terry Tao, AIA, Esq., distributed the following documents: *Brown Act* and *Reviewing Contracts Associated with School Construction*. Mr. Kinsler gave a brief overview on the services of the Law Firm of Atkinson, Andelson, Loya, Ruud & Romo.
- **Stutz, Gallagher, Artiano, Shinoff & Holtz** – Ray Artiano distributed information on the Law Firm of Stutz, Gallagher, Artiano, Shinoff & Holtz. He introduced the proposed team of lawyers, Christina Dyer, Jack Slathe, and Lesa Wilson, who gave a brief overview of their education and experience.

At 12:21 p.m. Trustee Gonzales returned.

RECESS TO CLOSED SESSION

At 12:22 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, SEIU, and Non-Represented Groups (Classified Supervisors, Confidential, and Management)

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 1:30 p.m. in the Cowan Conference Center, Hueneme Room, with Trustee Gonzales and Student Trustee Wolfel absent.

CLOSED SESSION REPORT

There was no Closed Session Report.

ITEMS FOR DISCUSSION

Student Trustee Wolfel arrived at 1:50 p.m.

➤ **Legal Firm Interviews (Continued)**

- **Curiale, Dellaverson, Hirschfeld, Kraemer & Sloan** – Jeffrey Sloan and Carmen Plaza de Jennings gave a brief summary of the services provided by the Law Firm Curiale, Dellaverson, Hirschfeld, Kraemer & Sloan.

The Board recessed at 2:15 p.m. and reconvened at 2:30 p.m.

- **Lozano Smith** – Howard Friedman, James Fernow, Robert Piacente, and Steven Napolitano provided information on the Law Firm of Lozano Smith.

There was a brief discussion regarding this item. It was decided to request for reference checks on the following firms:

- Atkinson, Andelson, Loya, Ruud & Romo
- Stutz, Gallagher, Artiano, Shinoff & Holtz
- Lozano Smith

Action Items

Business Services

1. **Appointment of a Primary Law Firm to Provide Legal Services for the District (6.4.1)** was postponed until the July 8 Board meeting.

At 3:20 p.m. Trustee Gonzales returned.

Reports

REPORTS

- **Trustees**
 - **Report on “Center Criteria” Meeting** – President Hernández updated the Board on the June 20th meeting regarding the Conejo Center and the Santa Paula Center. It was decided that staff would prepare a detailed plan, based upon State guidelines, for presentation to the Board in late summer.
- **Chancellor**
 - **Update on Interim Chancellor Search** – Chancellor Walker reported on the status of the Interim Chancellor Search. He announced that the State Chancellor's Office authorized the District to hire an interim chancellor for a second year and to fill the position internally. Dr. Walker said that a request for letters of application was sent and that the interviews would be done during the Closed Session of the July 8 Board meeting.

RECESS TO CLOSED SESSION

At 3:30 p.m. President Hernández recessed the meeting to Closed Session in the Cowan Conference Center, Ojai Room.

RECONVENE IN OPEN SESSION

At 5:12 p.m. the Board reconvened in Open Session.

CLOSED SESSION REPORT

President Hernández read the following Closed Session Report:

The Board voted unanimously to award a 3-year Employment Contract to the Ventura County Community College District's Deputy Chancellor, to expire on June 30, 2006.

The Board voted 4-0-0, with Trustee Gonzales absent, to award a 2-year Employment Contract to the Ventura College President of the Ventura County Community College District, to expire on June 30, 2005.

ADJOURNMENT

At 5:16 p.m. it was moved by Trustee Heitmann, seconded by Trustee Rooney, and carried on a unanimous vote, with Trustee Gonzales absent, to adjourn the meeting.