

Board of Trustees

Ventura County Community College District

Cheryl Heitmann

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Vice-President

Robert S. Gonzales

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Arturo D. Hernández

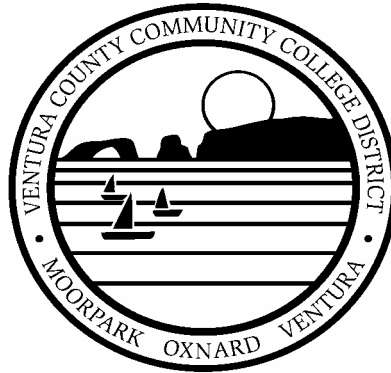
Trustee

Allan W. Jacobs

Trustee

Doreen Juarez

Student Trustee



William Studt

Interim Chancellor/

Secretary to the Board

MINUTES FOR THE REGULAR MEETING OF TUESDAY, JULY 13, 2004

CALL TO ORDER

The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, July 13, 2004, at Oxnard College in CSSC 101-102.

Roll Call

Board Members Present:

Cheryl Heitmann, President

Mary Anne Rooney, Vice-President

Robert S. Gonzales

Arturo D. Hernández

Allan W. Jacobs

Doreen Juarez, Student Trustee

Management Present:

William Studt, Interim Chancellor

Eva Conrad, President, Moorpark College

Michael Gregoryk, Acting President, Ventura College

Lydia Ledesma-Reese, President, Oxnard College

Patricia Parham, Interim Vice-Chancellor, Human Resources

Ramiro Sanchez, Executive Vice President, Student Learning, Oxnard College

Cheryl Shearer, Dean of Business Technology, Oxnard College

Sue Johnson, Associate Vice Chancellor, Business Services

Vic Belinski, Associate Vice Chancellor, Information Technology

Carolyn Inouye, Director of Institutional Research

Harry Culotta, Director of College Budgets, Oxnard College

Faculty/Staff/Student Representatives:

Jack Miller, Moorpark College Academic Senate President

Lynn Fauth, Oxnard College Academic Senate President

Becky Hull, Ventura College Academic Senate President

Felicia Torres, Oxnard College Classified Senate President

Larry Miller, AFT
Eileen Welser, Executive Assistant to the Chancellor

President Heitmann called the meeting to order at 4:10 p.m. Trustee Gonzales arrived at 4:30 p.m.

PUBLIC COMMENTS REGARDING CLOSED SESSION AGENDA ITEMS

Greg Cross, representative for SEIU Local 535, addressed the Board regarding an extension to the agreement between SEIU and the Ventura County Community College District.

RECESS TO CLOSED SESSION

At 4:15 p.m. President Heitmann recessed the meeting to Closed Session in the CSSC Main Lobby Conference Room.

The following items were considered during Closed Session:

CONFERENCE WITH LEGAL COUNSEL -- EXISTING LITIGATION [*Gov't Code* § 54956.9(a)] The Board considered the following cases:

- *Ronald Segovia Dyste vs. VCCCD, Philip Westin, and Larry Calderón* (Ventura County Superior Court Case No. CIV214921)
- *Marian A. Carrasco vs. VCCCD, Board of Trustees, Philip Westin, Larry Calderón, Becky Hull, and Guadalupe Guillén* (Ventura County Superior Court Case No. CIV217710)
- *Laura Hilton vs. VCCCD* (Ventura County Superior Court Case No. CIV219896)
- *Stephanie Ruef vs. VCCCD, et al.* (Ventura County Superior Court Case No. CIV223739)
- *Gasperi vs. VCCCD, et al.* (Ventura County Superior Court Case No. CIV225291)
- *Ann DeReus vs. VCCCD, et al.* (Ventura County Superior Court Case No. SC037389)
- *Peter Holmes vs. VCCCD, et al.* (Ventura County Superior Court Case No. CIV227266)
- *County of Ventura vs. VCCCD, et al.* (Ventura County Superior Court Case No. CIV227648)

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 arose from the following:

1. The Board convened into Closed Session to review the claim of William Swanson against the Ventura County Community College District.
2. The Board convened into Closed Session to review the claim of Lillian Manning against the Ventura County Community College District.

CONFERENCE WITH LABOR NEGOTIATOR [*Gov't Code* § 54957.6]

- Employee organizations: SEIU/AFT

STUDENT SUSPENSION/DISCIPLINE/EXPULSION [*Education Code* §66300]

- The Board considered two student expulsions.

RECONVENE IN OPEN SESSION

President Heitmann reconvened the meeting in Open Session at 7:00 p.m. at Oxnard College in CSSC 101.

PLEDGE TO THE FLAG

Gary Morgan led the pledge to the flag.

CLOSED SESSION REPORT

President Heitmann read the following Closed Session Report:

- It was moved by Trustee Rooney, seconded by Trustee Jacobs, and carried on a 4-0 vote, with Trustee Gonzales absent, to deny the claim of William Swanson.
- It was moved by Trustee Jacobs, seconded by Trustee Rooney, and carried on a 4-0-1 vote, with Trustee Hernández abstaining, to deny the claim of Lillian Manning.
- It was moved by Trustee Jacobs, seconded by Trustee Gonzales, and carried on a 5-0 vote, to expel student ID #900-09-5257 from all colleges of the Ventura County Community College District, until July 1, 2015.
- It was moved by Trustee Rooney, seconded by Trustee Gonzales, and carried on a 5-0 vote, to expel student ID #900-01-7079 from all colleges of the Ventura County Community College District, until July 1, 2015.

ACKNOWLEDGEMENT OF GUESTS & SPECIAL RECOGNITIONS

Ceremonial Resolutions

- R-1 Resolution to Recognize Dr. Richard Duarte** was moved by Trustee Hernández, seconded by Trustee Jacobs, and carried on a unanimous vote, to approve the *Resolution to Recognize Dr. Richard Duarte*. (Juarez – yes)

Trustee Hernández thanked Alisa Moore, Ventura College, for her assistance in developing the Resolution.

Reports

- **Chancellor**
 - **Ventura County Energy Alliance** – Bill Studt commented on the Ventura County Community College District's participation in the Ventura County Energy Alliance. He said this item will be placed on the August 10th Board agenda.
 - **Budget Update** – Bill Studt and Sue Johnson gave a brief update on the budget.

- **Unfunded Liabilities** – Bill Studt commented on the proposed plan to address unfunded liabilities. Sue Johnson reviewed and distributed a report titled, *Unfunded Long-Term Liabilities*. Trustees Hernández and Rooney thanked staff for developing the plan. Sue Johnson commented on the development and implementation of the plan and asked the Board for direction to take to the budget allocation review process. It was decided to place this item on the August 10th Board meeting agenda.
- **Vice Chancellor, Human Resources** – Patricia Parham reported on faculty hiring.

Trustee Rooney acknowledged Oxnard College for hosting the Board meeting.

- **Trustees**
 - **Subcommittees** – Trustee Rooney gave a brief overview of the Construction Subcommittee meeting and asked the Board to review the subcommittee minutes regarding the safety issues surrounding the renovation of the Moorpark College Library. She congratulated Trustee Hernández' son for his election to the Oxnard Union High School District Board of Trustees as the Student Representative.
- **Academic Senate Reports** – Lynn Fauth distributed and reviewed, "*Tenure: Theoretical Statements*." He expressed his concerns regarding a tenure template and explained the tenure process. There was a brief discussion regarding the process.
- **Classified Senate Reports** – Felicia Torres welcomed Student Trustee Juarez and reported on the classified senate Board. She announced that the *John Milton Award* was awarded to Linda Fittel and the *Quality Service Award* was awarded to Sharon Starr. She invited the Board members to the Oxnard College Classified Senate's monthly meetings. Ms. Torres thanked Dr. Ledesma-Rees for including the classified senate in the shared governance meetings.

PUBLIC NOTICE OF CHANGES TO THE AGENDA

Chancellor Studt read the following changes to the agenda:

C-5 Classified Actions

- A. **Approval/Ratification of Hourly Limited Term/Provisional Assignments** was revised to remove Margaret Sych, Interpreter at Moorpark College – June 21, 2004-July 27, 2004.
- G. **Approval of Reassignment of Classified Personnel** was revised to remove Deborah Biggie, Child Development Assistant (VCU 314), 11-month/100% MCU421, 10-mo/47.5% - August 1, 2004.
- H. **Approval of Lay-Off of Permanent Personnel** was revised to add Deborah Biggie, Child Development Assistant (VCU 314) Ventura College, 11-month/100% - August 1, 2004.

C-6 Academic Actions

- E. **Approval of Appointment of Full-Time Tenure Track Academic Personnel – Moorpark and Oxnard College** was revised to reflect the names of the candidates recommended for the positions at Moorpark and Oxnard Colleges.

C-12 Award of Bid #237, Football/Soccer/Track Scoreboard for Moorpark College was pulled from the agenda.

C-22 Capital Planning and Design Construction

G. Approval to Execute a Contract to Provide Civil Engineering Design Services for the Campus Infrastructure Improvements Project at Oxnard College was revised to include the firm of Penfield & Smith in the amount of \$174,555.

J. Approval to Execute a Contract for Geotechnical and Materials Testing Services for the Advanced Technology, General Purpose Classroom, Health Services Complex and Science and Arts Center Construction at Ventura College was revised to include the geotechnical consulting firm of Fugro West in the amount of \$15,850.

- **Student Trustee Report** – Student Trustee Juarez reported on the meeting with the Student Body Presidents and pointed out that monthly meetings would be held on the Friday before the Board meeting at 3:00 p.m.

Ms. Juarez indicated that she was working on the following items:

- Student Health Centers
- Districtwide Student ID's
- Student Trustee Newsletter.

Student Trustee Juarez commented on the CalSACC meeting. President Heitmann encouraged the Board members to meet with the Student Trustee and the Student Body Presidents.

President Heitmann commented on the Community College League of California Newsletter article regarding BOG Waivers.

PUBLIC COMMENTS

There were no Public Comments

Consent Calendar Items

It was moved by Trustee Gonzales, seconded by Trustee Hernández, and carried on a unanimous vote, to approve the following Consent Calendar items. (Juarez – yes)

Approval of Minutes

- C-1 Action to Approve Minutes of the Special Meeting of the Board of Trustees for June 9, 2004** was approved.
- C-2 Action to Approve Minutes of the Regular Meeting of the Board of Trustees for June 15, 2004** was approved.
- C-3 Action to Approve Minutes of the Adjourned Regular Meeting of the Board of Trustees for June 17, 2004** was approved.
- C-4 Action to Approve Minutes of the Study Session of the Board of Trustees for June 29, 2004** was approved.

Human Resources

C-5 Classified Actions

- A. Approval/Ratification of Hourly Limited Term/Provisional Assignments** was granted as listed.
- B. Approval of Increase in Position/Assignment** was granted to increase the assignment for Loreto Hill, Clerical Assistant I/Bilingual at Ventura College.
- C. Approval of Temporary Increase in Assignment** was granted to approve a temporary increase in assignment for Lisa Ayala, Clerical Assistant I at Moorpark College.
- D. Approval of Request for Long-Term Leave** was granted to Melinda Deits, Moorpark College, for a six-month leave of absence without pay or benefits.
- E. Approval of Probationary to Permanent Personnel** was granted as listed.
- F. Approval of Probationary Personnel** was granted as listed.
- G. Approval of Reassignment of Classified Personnel** was granted as listed to approve the reassignment of classified personnel in lieu of layoff.
- H. Approval of Lay-Off of Permanent Personnel** was granted to approve the layoff of permanent classified personnel as listed.
- I. Approval of Voluntary Demotion** was granted to approve the voluntary demotion in lieu of layoff for Micaela Aguilar, from Child Development Assistant at Ventura College (VCU441) to Clerical Assistant I-Bilingual at Oxnard College (XCU047), effective July 6, 2004.
- I. Approval of Employment of Relative** was pulled for discussion.

C-6 Academic Actions

- A. Acceptance of Resignation/Retirement of Full-time Faculty – Ventura College** was approved to accept the resignation of Dr. Nikola (Nick) Vrajich, Instructor of Machine Technology (VFT345) at Ventura College, effective June 30, 2004. Dr. Vrajich has been at Ventura College since May of 1999 and will be retiring and moving out of state.
- B. Termination of full-time academic employee due to exhaustion of all paid and unpaid leave of absence - Ventura College** was approved to terminate Mark Glover, Instructor in Speech (VFT202) at Ventura College, effective July 14, 2004, due to exhaustion of all of his paid leaves. The leave of absence without pay approved by the Board in October 2003 ended on May 19, 2004. No request for extension of additional leave without pay has been received.
- C. Reassignment of full-time academic employee – Oxnard College** was granted to approve the voluntary reassignment of Graciela Casillas from her current position of Counselor – EOPS/CARE (11 mos.) (XFN116) to the full-time tenure track Instruction, Physical Education (10 mos.) position (XFT255) at Oxnard College, effective August 10, 2004.
- D. Rescission of appointment to full-time tenure track position – Moorpark College** was approved to rescind the appointment that was Board approved on May 26, 2004, of Marva Meadows to the full-time tenure track position of Instructor in Biology (MFT388) at Moorpark College.

- E. Approval of appointment of full-time tenure track academic personnel – Moorpark and Oxnard College** was granted to appoint five new full-time faculty members at Moorpark College and one at Oxnard College, as listed, effective August 10, 2004.
- F. Ratification and approval of part-time faculty – Oxnard College** was approved to ratify and approve the list of part-time faculty employees at Oxnard College for the Fall of 2004.
- G. Reassignment of full-time academic employee – Ventura College** was granted to approve the voluntary reassignment of Bill Thieman from his current position of Instructor Biological Sciences (10 mos.) (VFT301) to the full-time temporary non-tenure track position of Coordinator, Institutional Development (11 mos.) (VFZ003) at Ventura College, effective August 1, 2004.
- H. Correction to position number of a new full-time academic position/employee – Ventura College** was approved to correct the position number assigned to the Instructor ESL position (Karen Harrison) at Ventura College at the June 15 meeting. The correct number should be VFT383.

Administrative Services

- C-7 Ratification of Accounts Payable and Payroll for the Period of May 25, 2004 – June 22, 2004** was approved to ratify Accounts Payable and Payroll for the period of May 25, 2004 – June 22, 2004.
- C-8 Approval/Ratification of Board Purchase Order Report #2 FY 2003/04** was pulled for discussion.
- C-9 Approval/Ratification of Board Purchase Order Report #15 FY 2003/04** was pulled for discussion.
- C-10 Monthly Budget Transfer** was approved to ratify the monthly budget transfer summary for the month of May 2004 for the General Fund-Unrestricted and General Fund-Restricted.
- C-11 Award of Bid #236, Audio Visual Equipment for Moorpark College** was approved to the award of contract for Bid #236, Audio Visual Equipment for Moorpark College to the lowest responsible bidder.
- C-12 Award of Bid #237, Football/Soccer/Track Scoreboard for Moorpark College** was pulled from the agenda.
- C-13 Approval of Contract for Fiscal Year 2004-2005** was approved to accept a renewal contract for FY 2004-2005.
- C-14 Subcontract with Casa Pacifica to Provide Technical Expertise and Training Service to its Employees** was approved to renew a subcontract for FY05, in an amount not to exceed \$232,800 with Casa Pacifica for the provision of highly technical and specialized training to support and enhance the basic training provided by Ventura College to employees of Casa Pacifica.
- C-15 Surplus/Disposal of Equipment** was granted to approve the surplus/disposal of equipment and materials as listed.

- C-16 Bid 215, Furniture for Ventura College Learning Resource Center** was approved to purchase and install new furniture for the Ventura College Learning Resource Center Building.
- C-17 Approval of Subcontract for FY 2004-2005 with Simi Valley Hospital for the Moorpark/Simi Valley Neighborhood for Learning (NfL) Grant** was granted to approve a renewal subcontract for FY 2004-2005 in the amount of \$25,000 with Simi Valley Hospital for the administration of the Twilight Infant Program.
- C-18 Approval of Contract for Fiscal Year 2004-2005** was granted to accept a renewal contract with the State of California Department of Youth Authority for the FY 2004-2005.
- C-19 Approval of Contract for Fiscal Year 2004-2005** was granted to accept a renewal contract with the State of California Department of Rehabilitation for FY 2004-2005.
- C-20 Subcontract with the County of Ventura Employee Assistance Program (EAP) to Provide the LCSW/MFT Training Practicum** was granted to renew a subcontract for FY05, in the amount of \$46,200, with County of Ventura Employee Assistance Program (EAP) for the provision of the Licensed Clinical Social Worker/Marriage and Family Therapist (LCSW/MFT) Training Practicum.
- C-21 Approval of Institutional Agreement Between Ventura County Community College District and XAP Corporation for the California Community College (CCCApply) On-Line Application for Admission Portal** was granted to approve the Institutional Agreement Between Ventura County Community College District and XAP Corporation.
- C-22 Capital Planning and Design Construction**
- A. Award of Bid #225, Re-Roofing Oxnard College OE #12 and Fire Technology #7** was approved to award Bid #225, Re-Roofing Oxnard College OE #12 and Fire Technology #7, to the lowest responsible bidder.
 - B. Award of Bid #235: Seal Coating of Parking Lots at Moorpark, Oxnard and Ventura Colleges** was approved to award a contract for Bid #235, Slurry of Parking Lots at Moorpark, Oxnard and Ventura Colleges to the lowest responsible bidder following the July bid opening.
 - C. Approval of Increase to CM West Contract for Project Management Services for the Learning Resource/Telecommunications Center at Moorpark College** was granted to authorize management to increase the contract amount with CM West by \$48,000 for project management services for the Learning Resources/Telecommunications Center at Moorpark College.
 - D. Approval of Increase to Contract with Douglas Manzelli, Inspector of Record, for the Learning Resource/Telecommunications Center at Moorpark College** was granted to authorize management to increase the contract amount with Douglas Manzelli by \$48,000 for inspector of record services, as required by the Division of the State Architect, for the Learning Resources/Telecommunications Center at Moorpark College.
 - E. Approval to Execute a Contract with Gensler Architects as the Architect for the New Academic Center Building at Moorpark College** was granted to authorize management to execute a professional service contract in the amount of \$1,308,270 with Gensler Architects to provide architectural services for the design and construction of the new Academic Center Building at Moorpark College.

- F. Approval to Execute a Contract with AC Martin Partners, Inc., as the Architect for the Arts Complex and Communications Building Remodel at Moorpark College** was granted to authorize management to execute a professional services contract in the amount of \$1,180,625 with AC Martin Partners, Inc., to provide architectural services for the design and construction of the Arts Complex and Communications Building Remodel at Moorpark College.
- G. Approval to Execute a Contract to Provide Civil Engineering Design Services for the Campus Infrastructure Improvements Project at Oxnard College** was granted to authorize management to execute a professional services contract in the amount of \$174,555, with the firm of Penfield & Smith to provide Civil Engineering Design Services for the design of the proposed campus infrastructure upgrade project at Oxnard College. The contract amount includes an allowance for reimbursable expenses.
- H. Approval of Contract Increase with Gonzalez/Goodale Architects for Additional Services at the Oxnard College Athletic Field Renovation Project** was pulled for discussion.
- I. Approval to Execute a Contract with Leo A Daly, Architects as the Architect for the Science and Arts Center (Planetarium and Art Gallery) at Ventura College** was granted to authorize management to execute a professional service contract in the amount of \$63,120 with Leo A Daly, Architects to provide architectural services for the pre-design, site analysis and schematic design of the new Science and Arts Center (Planetarium and Art Gallery) at Ventura College.
- J. Approval to Execute a Contract for Geotechnical and Materials Testing Services for the Advanced Technology, General Purpose Classroom, Health Services Complex and Science and Arts Center Construction at Ventura College** was granted to authorize management to execute a professional services contract in the amount of \$15,850, with the geotechnical-consulting firm of Fugro West to provide soils engineering/testing services for the Advanced Technology, General Purpose Classroom, Health Sciences Complex, and the Science and Arts Center construction project at Ventura College.
- K. Approval to Execute a Contract with Leo A Daly, Architects as the Architect for the Advanced Technology, General Purpose Classrooms and Health Science Complex at Ventura College** was granted to authorize management to execute a professional service contract in the amount of \$2,337,122 (including reimbursables) with Leo A Daly, Architects to provide architectural services for the new Advanced Technology, General Purpose Classrooms & Health Sciences Complex at Ventura College.
- L. Acceptance of Change Order Summary Report for Capital Projects** was approved.

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

Human Resources

C-5 Classified Actions

- J. Approval of Employment of Relative** was moved by Trustee Jacobs, seconded by Trustee Rooney, and carried on a unanimous vote, to approve Sharon Oxford, Tutor/Provisional at the Learning Resources Center at Ventura College. (Juarez – yes)

Trustee Jacobs asked about the process used to employ relatives. Patricia Parham indicated that this was a campus process.

Administrative Services

- C-8 Approval/Ratification of Board Purchase Order Report #2 FY 2003/04** was moved by President Heitmann, seconded by Trustee Jacobs, and carried on a unanimous vote, to approve/ratify Board Purchase Order Report #2, FY 2003/04, from May 26, 2004 to June 23, 2004. (Juarez – yes)

- C-9 Approval/Ratification of Board Purchase Order Report #15 FY 2003/04** was moved by President Heitmann, seconded by Trustee Rooney, and carried on a 4-0-1 vote, with Trustee Gonzales' abstaining, to approve/ratify Board Purchase Order Report #15, FY 2003/04, from May 26, 2004 to June 23, 2004. (Juarez – yes)

President Heitmann asked how many students were served at Santa Clara High School. Lydia Ledesma-Reese and Ramiro Sanchez gave a brief explanation.

C-22 Capital Planning and Design Construction

- H. Approval of Contract Increase with Gonzalez/Goodale Architects for Additional Services at the Oxnard College Athletic Field Renovation Project** was moved by Trustee Hernández, seconded by Trustee Gonzales, and carried on a unanimous vote, to increase the design contract with Gonzalez/Goodale Architects in the amount of \$32,000 for changes to the plans, as requested by the Athletic Department at Oxnard College.

Trustee Jacobs expressed his concerns about the Press Box. There was a brief discussion regarding this project. Dr. Ledesma-Reese and Les Dickey gave a brief overview of the project.

First Reading Items

- **Course Approvals: New Courses – Oxnard College** was accepted for Second Reading.
- **Revision to Board Policy Manual Section D: Business and Fiscal Affairs** was accepted for Second Reading.

President Heitmann said that this item was reviewed by the Rules, Operations & Procedure subcommittee. The Board acknowledged Mike Gregoryk, Sue Johnson and her staff for their efforts in developing this policy.

- **Acceptance of Accreditation Self Studies** was granted for Second Reading. President Heitmann indicated that the Board received an addendum from Oxnard College. Trustee Jacobs said that he did not agree with all of the comments and indicated that he would address this issue when the accreditation team arrives.

Trustee Rooney asked each president if they had read the self-study and if they agreed to all aspects of it. Mike Gregoryk indicated that he had read the Ventura College Self Study. He acknowledged Becky Hull, Richard Goff, and Joan Smith for their efforts in developing the self-study. Eva Conrad said she had been very involved in the group's decision to do a non-traditional format, that she had read every word of the self-study, and that she agrees with everything in it. Lydia Ledesma-Reese said that she had read it and was involved in various levels. Dr. Ledesma-Reese said she does not agree with everything in the report, but respects their opinions. Trustee Rooney pointed out inaccuracies in the Oxnard College report.

Action Items/Second Reading Items

Administrative Services

- A-1 Budget Amendment General Fund – Unrestricted** was moved by Trustee Gonzales, seconded by Trustee Rooney, and carried on a unanimous vote, to amend the General Fund Unrestricted Reserve and Revenue and Expenditure accounts. (Juarez – yes)
- A-2 Approval of Resolution Authorizing the Ventura County Community College District to Grant an Easement Across Moorpark College Property for an Access Road to the Ventura County Watershed Protection District** was moved by Trustee Rooney, seconded by Trustee Jacobs, and carried on a unanimous vote, to approve a resolution authorizing the Ventura County Community College District to grant an easement across Moorpark College property for an access road to the Ventura County Watershed Protection District, pursuant to Education Code §81430. (Juarez – yes)
- A-3 Reduction in the Membership of the Citizens Oversight Committee and the Re-Appointment of Six Members to a Second Term** was moved by Trustee Rooney, seconded by Student Trustee Juarez, and carried on a unanimous vote, to approve the reduction in the membership of the Citizens Oversight Committee and to re-appoint six committee members to a second two-year term. (Juarez – yes)

There was discussion regarding the following items:

- Reduced membership
- Representation at All Service Areas
- Role of the Citizens Oversight Committee
- Student Representation

- A-4 Approval of Execution of Contract for General Legal Services for FY 2004-2005** was moved by Trustee Jacobs, seconded by Trustee Rooney, and carried on a unanimous vote, to approve the execution of a professional services contract for FY 2004-2005 with the law firm of Lozano Smith for general legal matters. (Juarez – yes)
- A-5 Approval to Execute a Contract with Vicenti, Lloyd & Stutzman, LLP for the Audit of the FY 2003-2004 Bond Construction Funds** was moved by Trustee Gonzales, seconded by Trustee Rooney, and carried on a unanimous vote, to authorize management to execute a second year contract with the public accounting firm of Vicenti, Lloyd & Stutzman, LLP, for the audit of the Bond Construction Funds (Measure S) for the fiscal year ending June 30, 2004. (Juarez – yes)
- A-6 Approval of the Agreement to Lease Real Property to the Ventura County Fire Protection District** was moved by Trustee Rooney, seconded by Trustee Gonzales, and carried on a unanimous vote, to approve the lease agreement between the Ventura County Community College District and the Ventura County Fire Protection District for certain property presently held by the District on the former Oxnard Army/Air Force Base as described in detail in the lease. (Juarez – yes)

The Board commented on the contract and there was discussion regarding the name of the property. Interim Chancellor Studt will check on the name. This item will be sent to the United States Department of Education for their authorization.

Human Resources

- A-7 Approval of Request for Long-Term Leave** was moved by Trustee Gonzales, seconded by Trustee Hernández, and carried on a unanimous vote, to deny the request of Maria C. Perez, Oxnard College, for a six-month leave of absence without pay or benefits. (Juarez – no)

Interim Chancellor Studt explained why he did not support the request.

Trustees/Chancellor

- A-8 Acceptance of the Educational Master Plan for Oxnard College** was moved by Trustee Hernández, seconded by Trustee Gonzales, and carried on a unanimous vote, to accept the Educational Master Plan for Oxnard College. (Juarez – yes)

Trustee Jacobs asked about FTES and enrollment. Lydia Ledesma-Reese gave a brief presentation on the Oxnard College Educational Master Plan. Dr. Ledesma-Reese and Ramiro Sanchez distributed and reviewed an Executive Summary. Interim Chancellor Studt commented on enrollment at the Oxnard Union High School District.

- A-9 Action to Approve Governing Board Member Absence.** No absences were reported.

A-10 Revision to Board of Trustees 2004 Schedule of Meetings was moved by Trustee Rooney, seconded by Trustee Gonzales, and carried on a unanimous vote, to approve the following revisions to the 2004 Schedule of Meetings: (Juarez – yes)

It was decided to conduct a Study Session at 2 p.m. on August 10, 2004. Mr. Fred Harris from the State Chancellor's Office on Facilities will be invited. There was a brief discussion regarding the reports on August 10th and Mr. Studt indicated that a presentation would be made regarding the North Park Development and the impact on Moorpark College. Bill Studt indicated that an item would also be placed on the agenda regarding the Ventura County Regional Energy Alliance. It was decided to hold a study session in September regarding the Board of Trustee Self Evaluations.

End of Board Actions

ITEMS FOR DISCUSSION

- **Project Management for State and Measure S Funded Projects** – was deferred until the August 10, 2004, meeting for discussion. Trustee Rooney distributed and commented on the document titled, *Ventura County Community College District Office of Capital Planning, Design and Construction Measure S – Project Management Process*.

RECESS TO CLOSED SESSION

At 10:10 pm. the meeting was adjourned to Closed Session.

ADJOURNMENT

At 11:05 p.m. the meeting was adjourned.