

Board of Trustees Ventura County Community College District

Cheryl Heitmann

President

Mary Anne Rooney

Vice-President

Robert S. Gonzales

Trustee

Arturo D. Hernández

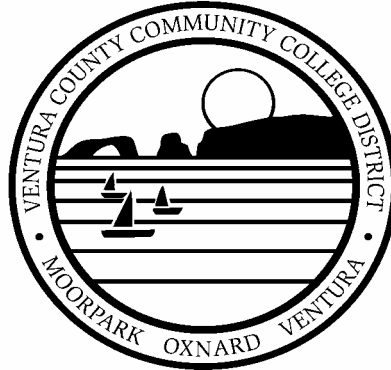
Trustee

Allan W. Jacobs

Trustee

Doreen Juarez

Student Trustee



James M. Meznik, Ph.D.

Chancellor/

Secretary to the Board

MINUTES FOR THE MEETING OF SEPTEMBER 22, 2004

CALL TO ORDER

The meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, September 22, 2004, at the District Service Center Conference Room.

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:

James Meznik, Chancellor

William Studt, Vice Chancellor, Human Resources

Eva Conrad, President, Moorpark College

Michael Gregoryk, Acting President, Ventura College

Lydia Ledesma-Reese, President, Oxnard College

Sue Johnson, Associate Vice Chancellor, Business Services

Carolyn Inouye, Director of Institutional Research

Faculty/Staff/Student Representatives:

Becky Hull, Ventura College Academic Senate President

Larry Miller, AFT

Eileen Welser, Executive Assistant to the Chancellor

President Heitmann called the meeting to order at 6:00 p.m.

PUBLIC COMMENTS REGARDING CLOSED SESSION AGENDA ITEMS

There were no public comments.

RECESS TO CLOSED SESSION

At 6:01 p.m., President Heitmann recessed the meeting to Closed Session.

PUBLIC EMPLOYEE PERFORMANCE EVALUATION [*Gov't Code* § 54957]

The Board considered the following academic administrator:

- Chancellor

RECONVENE IN OPEN SESSION

President Heitmann reconvened the meeting in Open Session at 7:05 p.m.

PLEDGE TO THE FLAG

Becky Hull led the pledge to the flag.

CLOSED SESSION REPORT

There was no Closed Session Report

PUBLIC NOTICE OF CHANGES TO THE AGENDA

A-1 Revision to Human Resources-Employment Position Management was revised to change the item from Consent to Action and to indicate that it was a ratification instead of approval.

C. Approval of Change of Position – Oxnard College. This item was changed to reflect the deletion of the existing action and present for approval the change in position.

D. Approval of Appointment of Part-Time Academic Personnel at Ventura College. This item was revised to reflect that this appointment was an Emergency Hire.

A-2 Changes in Personnel/Employment Status was revised to change the item from Consent to Action.

B. The Fiscal Impact was revised to reflect funding by Ventura College with categorical funds for the additional 50% of the position in the amount of \$21,547.

PUBLIC COMMENTS

There were no Public Comments

Ceremonial Resolutions

R-1 Resolution in Opposition to Proposition 68 was moved by Trustee Gonzales, seconded by Trustee Jacobs, and carried on a unanimous vote. (Juarez – Abstain)

Chancellor Meznek provided a brief overview of Proposition 68.

- R-2 Resolution in Opposition to California Performance Review (CPR) Commission** was revised to highlight *opposes* in the last sentence of the Resolution. It was moved by Trustee Jacobs, seconded by Trustee Rooney, and carried on a unanimous vote, to approve the *Resolution in Opposition to California Performance Review* as revised. (Juarez – Yes)

Chancellor Meznek thanked Student Trustee Juarez for her efforts in preparing the resolution. The Board asked for a Press Release acknowledging the students. Student Trustee Juarez expressed concerns about the California Performance Review Commission.

Trustee Heitmann updated the Board on this item and indicated that the Advisory Committee on Legislation suggested that the Board adopt a resolution developed by the Community College League of California. This item will be placed on the next Board agenda.

Reports

- **Chancellor**
- **Trustees**
 - **Subcommittees** – President Heitmann distributed information on Propositions that will be on the ballot in November. She reported on the meeting of the Advisory Committee on Legislation she attended.

Trustee Hernández acknowledged President Heitmann and Trustee Rooney for their committee work.

Action Items

Human Resources

- A-1 Employment & Position Management** was moved by Trustee Rooney, seconded by Trustee Gonzales, and carried on a unanimous vote. (Juarez – Yes)
- A. Approval of Probationary Personnel** was granted as listed.
 - B. Approval of Establishment of a Temporary Full-time Academic Position and Employment of Academic Personnel** was granted to establish a temporary full-time academic position of Instructor in Speech (MFZ023) at Moorpark College and to employ a part-time instructor as a full-time temporary long-term substitute, effective August 25, 2004 through December 15, 2004.
 - C. Approval of Change of Position – Oxnard College** was granted to change a Student Health Center Assistant-Bilingual (XCU090) to Student Health Center Assistant at Oxnard College, effective September 23, 2004.
 - D. Approval of Appointment of Part-time Academic Personnel – Ventura College** was granted as listed.

- A-2 Changes in Personnel/Employment Status** was moved by Trustee Rooney, seconded by Trustee Hernández, and carried on a unanimous vote. (Juarez – Yes)
- A. **Revision of Employment Under Special Pre-retirement Program** was approved to revise the percent of assignment initially approved from 60% to 80% for AY 2004-05 for Dr. Norman Bruce Garber at Moorpark College, effective August 10, 2004.
- B. **Approval of Increase of Position Assignment** was granted to increase the position/assignment of Network/Internet Administrator (DCU090), from 50% to 100% effective September 23, 2004.

STUDY SESSION

ITEMS FOR DISCUSSION

➤ **Board of Trustees Self-Evaluations**

Carolyn Inouye distributed and reviewed a document titled, *Governing Board Annual Self-Evaluation*. The Board acknowledged Dr. Inouye for her presentation.

Trustee Rooney commented on the *Trusteeship at a Glance* document from the Community College League of California. There was a brief discussion regarding the Trustee's role.

There was dialogue regarding expanding the self-evaluation form. Student Trustee Juarez asked about the student trustee self-evaluation. The Rules, Operations, and Procedures Subcommittee will review the Board of Trustee Self-Evaluation Format.

➤ **District-Wide Foundation and College Foundation Agreement**

Sue Johnson distributed a copy of the *Agreement between District and Foundations* and provided a brief summary. Chancellor Meznek asked the Board to forward any questions regarding this item to the Chancellor's Office. There was a brief discussion regarding liability insurance and Board staff development regarding Foundations. This item will be returned to the Board for a vote.

At 8:55 p.m., the meeting was recessed and reconvened at 9:00 p.m.

➤ **Recommended Process for College Presidency Search**

Bill Studt made a presentation on the Ventura County Community College District college presidency search. There was a brief discussion on the following items:

- Membership on the Committee
- Statement of Confidentiality
- Concerns about the Process
- Community Representatives on the Committee
- Diversity
- Human Resources Procedures
- Consultant

Following discussion, Trustees were assured that the process would begin

immediately. It was agreed that the Ventura College campus would develop language that describes the college for the brochure.

➤ **Proposed Board Policy Regarding Dedication Plaques on District Buildings**

Chancellor Meznek reviewed the Draft Board Policy regarding dedication plaques on District buildings. This item was referred to the Rules, Operations, and Procedures subcommittee for review. It was suggested that for buildings that were funded through Measure S Funds, to include language regarding the generosity of the community.

➤ **RFP for Districtwide Management Audit**

At 10 p.m., Trustee Rooney left the meeting.

Sue Johnson distributed a first draft on the proposed Management Audit to maximize efficiency of the overall district. This item will be returned to the Board for action.

➤ **Discussion of District Enrollment**

- Carolyn Inouye distributed information on Student Headcount Enrollment –Fall 2004 and provided an overview of district enrollment. There was a brief discussion regarding the reasons for the decline in enrollment and enrollment management.

ADJOURNMENT

At 10:36 p.m., the meeting was adjourned.