

Board of Trustees Ventura County Community College District

Cheryl Heitmann

President

Mary Anne Rooney

Vice-President

Arturo D. Hernández

Trustee

Robert O. Huber

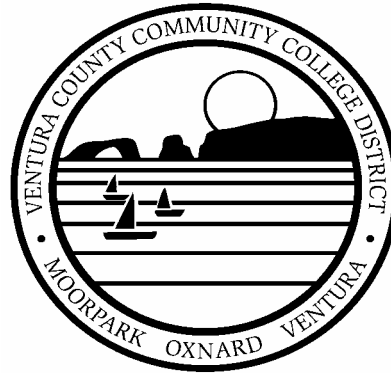
Trustee

Larry O. Miller

Trustee

Doreen Juarez

Student Trustee



James M. Meznick

Chancellor/Secretary to the Board

MINUTES FOR THE MEETING OF TUESDAY, FEBRUARY 8, 2005

CALL TO ORDER

The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, February 8, 2005, in the Ventura County Superintendent of Schools Conejo Room.

Roll Call

Board Members Present:

Cheryl Heitmann, President

Mary Anne Rooney, Vice-President

Arturo D. Hernández

Robert O. Huber

Larry O. Miller

Doreen Juarez, Student Trustee

Management Present:

James M. Meznick, Chancellor

William Studdt, Vice Chancellor, Human Resources

Eva Conrad, President, Moorpark College

Michael Gregoryk, Interim President, Ventura College

Lydia Ledesma-Reese, President, Oxnard College

Dennis Cabral, Executive Vice President, Student Learning

Ramiro Sanchez, Executive Vice President, Student Learning

Patricia Parham, Associate Vice-Chancellor, Human Resources

Sue Johnson, Associate Vice Chancellor, Business Services

Vic Belinski, Associate Vice Chancellor, Information Technology

Carolyn Inouye, Director of Institutional Research

Jim Botting, Chief of Police

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
Harry Korn, AFT
Eileen Welser, Executive Assistant to the Chancellor

President Heitmann called the meeting to order at 5:35 p.m.

PUBLIC COMMENTS REGARDING CLOSED SESSION AGENDA ITEMS

There were no public comments.

RECESS TO CLOSED SESSION

At 5:36 p.m., President Heitmann recessed the meeting to 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)
- *Gasperi vs. VCCCD, et al.* (Ventura County Superior Court Case No. CIV225291)
- *Peter Holmes vs. VCCCD, et al.* (Ventura County Superior Court Case No. CIV227266)
- *Kathryn Kelly vs. VCCCD* (Superior Court of the State of California Case No. SCO39647)
- *VCCCD vs. Atkinson & Associates, Inc.; SAFECO Insurance Company of America; HPS Plumbing Services, Inc., et al.* (Ventura County Superior Court Case No. CIV227210)
- *Rita Martinez and Raymond Brie vs. Board of Trustees of the VCCCD* (Ventura County Superior Court Case No. CIV227997)
- *Patricia Kistler vs. VCCCD, et al.* (Ventura County Superior Court Case No. CIV231014)
- *Jacqueline Cooper vs. VCCCD, et al.* (Ventura County Superior Court Case No. CIV230706)

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

- Employee organizations: SEIU/AFT

PUBLIC EMPLOYEE PERFORMANCE EVALUATION/TENURE REVIEW

- Oxnard/Moorpark/Ventura

RECONVENE IN OPEN SESSION

The meeting reconvened in Open Session at 7:05 p.m.

PLEDGE TO THE FLAG

Lydia Ledesma-Reese led the pledge to the flag.

CLOSED SESSION REPORT

The Board Chair read the following Closed Session Report:

1. It was moved by Trustee Miller, seconded by Trustee Huber, and carried on a 5-0 vote, to deny the lawsuit filed by Jacqueline Cooper against the District.
2. In the case ***Ronald Segovia Dyste vs. VCCCD, Philip Westin, and Larry Calderón*** (Ventura County Superior Court Case No. CIV214921), the Ventura County Community College District Board approved the settlement in the sum of \$422,500 (\$350,000 for attorney fees).

Reports

- **Campus Report – Eva Conrad**
 - Eva Conrad distributed and reviewed the document, “New Faculty Orientation Spring 2005 Agenda.”
- **Academic Senates’ Reports**
 - Lyn Fauth reported on budget concerns and faculty morale.
 - Becky Hull commented on the impact of budget cuts on Ventura College. She invited the Board to the awards banquet on April 29.
 - Jack Miller announced that Moorpark College received a good accreditation report.
- **Budget Report – Sue Johnson**
 - Sue Johnson commented on the state Budget cuts. She said that she would provide a report at the March Board meeting.
- **Update on Charter Oaks Agreement – College Presidents**
 - Mike Gregoryk gave an update on the Charter Oaks Agreement and reported that it meets the requirements for private institutions.
- **Trustees**
 - **Trustee Reports/Announcements/Correspondence**
 - Trustee Rooney reported on the Community College League of California Legislative Conference and New Trustee Orientation. She indicated that President Heitmann, Trustee Miller and herself met with the legislators to advocate for equalization. Trustee Rooney said the California Community College Trustees (CCCT) Board endorsed equalization funding. Trustee Miller pointed out that Trustee Rooney was a candidate for the CCCT Board.
 - President Heitmann reported on the Community College League of California Legislative Committee meeting. She indicated that the district would send a letter to the Board of Governors. Ms. Heitmann commented on the Moorpark play, “The Story of Sojourner Truth.” She pointed out that Professor Weider researched and wrote this play, while he was on sabbatical. Ms. Heitmann announced that Moorpark College was No. 1 in the state for transfers to CSU and UC for colleges of their size.
 - Trustee Hernández invited the Board to a 211 Referral Services reception at the Tower Club, sponsored by the United Way. Trustee Heitmann indicated that Eva Conrad and her would be staffing the 211 Booth at the Thousand Oaks Mall.

- Chancellor Meznick announced that the Association of Community and Junior Colleges reaffirmed the accreditations for Moorpark, Oxnard, and Ventura Colleges. He acknowledged faculty, classified, students, managers and district staff for their efforts. The Board acknowledged the colleges.

PUBLIC NOTICE OF CHANGES TO THE AGENDA

Approval of Minutes

C-1 Action to Approve Minutes of the Regular Meeting of the Board of Trustees for January 18, 2005 – Page 5 was revised as follows:

"Ms. Rooney asked the Board to consider a policy or philosophy statement regarding contracting with **small** local **emerging** businesses in Ventura County."

First Reading Items

Trustees/Chancellor

- **First Reading: Board Policy Manual – Chapter 1: Page 3 The District: BP 1100** was revised to delete the Santa Paula Center.

PUBLIC COMMENTS

Harry Korn addressed the Board regarding Item C-17 and A-1.

Consent Calendar Items

It was moved by Trustee Rooney seconded by Huber and carried on a unanimous vote to approve the consent agenda. (Juarez - absent)

Approval of Minutes

- C-1 Action to Approve Minutes of the Study Session of the Board of Trustees for January 15, 2005** was granted.
- C-2 Action to Approve Minutes of the Regular Meeting of the Board of Trustees for January 18, 2005** was granted.
- C-3 Action to Approve Minutes of the Special Meeting of the Board of Trustees for January 20, 2005** was granted.

*Human Resources***C-4 Employment & Position Management**

- A. Approval/Ratification of Hourly Limited Term/Provisional Assignments** was granted as listed.
- B. Approval of Equivalency, Ratification and Approval of Part-time Faculty** was granted to approve an equivalency to the listed part-time instructors and to ratify and approve the list of part-time hourly faculty employees for the spring of 2005.
- C. Approval of Probationary Personnel** was granted.
- D. Approval and Ratification of Establishment of Position** was granted to approve and ratify the establishment of a Temporary Nursing Instructor position (VFZ128) at Ventura College, effective January 18, 2005 – May 18, 2005.
- E. Approval and Ratification of Appointment of Temporary Academic Personnel** was granted as listed.
- F. Approval of Change in Step Placement – Ventura College** was granted to change from Step 1 to Step 3 for Shane Miller, Bookstore Stock Assistant (VCU029) at Ventura College, effective December 8, 2004. The Governing Board previously approved his appointment, which was effective December 8, 2004.

C-5 Changes in Personnel-Employment Status

- A. Approval of Resignation/Retirement of Academic and Classified Employees** was granted as listed.
- B. Approval of Re-Assignments** was granted as listed.
- C. Approval of Probationary to Permanent Personnel** was granted as listed.
- D. Approval of Employment under Special Pre-Retirement Program** was granted to two full-time faculty members at Oxnard College to participate in the Special Pre-Retirement Program beginning with the 2005-2006 Academic Year.
- E. Approval of Automatic Resignation of Classified Employee** was granted to Hakeem Abdul Hasan, Community College Police Officer I (WCU003), effective February 8, 2005, per P.C. Rule 352.
- F. Lay-off of Permanent Personnel** was approved as listed, effective March 4, 2005.

Administrative Services

- C-6 Ratification of Accounts Payable and Payroll for the Period of December 17, 2004 – January 14, 2005** was approved.
- C-7 Approval/Ratification of Board Purchase Order Report #9 FY 2004/05** was pulled for discussion.
- C-8 Approval of New Contracts, Grants and Designated Programs for Fiscal Year 2004-2005** was granted.
- C-9 Approval of Amendments to Grants, Contracts, Designated and Categorical Programs for Fiscal Year 2004-2005** was granted to accept budget amendments to existing grants, contracts, designated and categorical programs for FY 2004-2005.

- C-10 Monthly Budget Transfer Summary** was approved to ratify the monthly budget transfer summary for the month of December 2004 for the General Fund-Unrestricted and General Fund-Restricted.
- C-11 Surplus/Disposal of Equipment** was approved.
- C-12 Acceptance of Gifts** was pulled for discussion.
- C-13 Quarterly Financial Status Report, General Fund – Combined (CCFS-311Q)** was accepted as required by law.
- C-14 Bid #254, Musical Instruments and Equipment for Ventura College** was pulled for discussion.
- C-15 Award of Bid #252, Replacement of Substations, Buildings B and C, Ventura College** was approved to authorize management to execute a contract with the lowest responsible bidder for Bid #252, Replacement of Substations, Buildings B and C, Ventura College, after the bid opening.
- C-16 Approval of Addendum to Institutional Agreement Between Ventura County Community College District and XAP Corporation for the California Community College BOGG On-Line Application** was granted to approve an Addendum to supplement the existing Institution Agreement by and between XAP Corporation and Ventura County Community College District.
- C-17 Approval to Execute a Contract with Top Gun Network, Inc. for Professional Development Consultation for Management of the Ventura County Community College District** was granted to authorize management to execute professional services contract in the amount of \$30,000 with the professional management consulting firm of Top-Gun Network, Inc. to provide VCCCD management with leadership development training.

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

Administrative Services

- C-7 Approval/Ratification of Board Purchase Order Report #9 FY 2004/05** was moved by Trustee Rooney, seconded by Trustee Huber, and carried on a unanimous vote, to approve/ratify Board Purchase Order Report #9, FY 2004/05, from December 15, 2004 to January 14, 2005. (Juarez – absent)

Eva Conrad explained the NfL Grant. Trustee Huber suggested coordinating printing costs.

- C-12 Acceptance of Gifts** was moved by Trustee Huber, seconded by Trustee Rooney, and carried on a unanimous vote, to the acceptance of gifts as listed. (Juarez – absent)

Trustee Huber acknowledged the following donation from the Ventura College Foundation:

- Cash donation in the amount of \$66,707.05 to be used by Ventura College Educational Assistance Center for equipping and furnishing the Assistive Technology Training Center, which is being relocated into the new Learning Resource Center.

- C-14 Bid #254, Musical Instruments and Equipment for Ventura College** was moved by Trustee Huber, seconded by Trustee Rooney, and carried on a unanimous vote, to approve Bid #254 to purchase digital pianos, Music Lab equipment and a Conservatory Grand Piano. (Juarez – absent)

Trustee Huber asked about the status of this item. It was explained that the gift would be accepted at the next Board meeting. Trustee Huber thanked the Foundation for funding this item.

First Reading Items

Student Learning

- **Course Approvals: New and Revised Courses – Moorpark College** was accepted for Second Reading.

President Heitmann commented on an editorial regarding the First Amendment.

Trustees/Chancellor

- **First Reading: Board Policy Manual – Chapter 1: The District** was referred to the Rules, Operations and Procedures ad hoc committee for review.

The following change was made to the document:

- Include District Office under BP 1100

It was pointed out that procedures needed to be developed.

At 8:10 p.m., the meeting recessed and reconvened at 8:15 p.m.

Action Items

Business Services

- A-1 Action to Approve to Authorize the Chancellor to Contract With A Firm To Perform an Organizational Development Review** was moved by Trustee Rooney, seconded by Trustee Hernández, and carried on a 4-1 vote, with Trustee Miller voting no, to authorize the Chancellor to contract with a firm to perform an organizational development review, which will consist of a management audit, program review, and market assessment, with the objective of improving organizational performance. (Juarez – absent)

Trustee Miller expressed his concerns regarding this item. It was pointed out that the chancellor was directed by the Board to do training and organizational review. Chancellor Meznek explained the item and pointed out that his goal is to build the finest district in California.

Human Resources

- A-2 Action to Approve the Designation of Chief Business Officer** was moved by Trustee Rooney, seconded by Trustee Hernández and carried on a unanimous vote to designate Sue Johnson as the Chief Business Officer. (Juarez – absent)

Trustees/Chancellor

- A-3 Action to Approve Governing Board Member Absence** was moved by Trustee Hernández, seconded by Trustee Rooney, and carried on a unanimous vote, to approve the absence of Doreen Juarez. (Juarez – absent)
- A-4 Revision of Resolution to Participate in the Joint Powers Agreement for Creation and Operation of the Ventura County Regional Energy Alliance** was moved by Trustee Hernández, seconded by Trustee Huber, and carried on a unanimous vote, to revise the *Resolution to Participate in the Joint Powers Agreement for Creation and Operation of the Ventura County Regional Energy Alliance* to appoint Trustee Rooney as the alternate to serve as the District's member of the Board of Directors of the Alliance. (Juarez – absent)

End of Board Actions

ADJOURNMENT

At 8:35 p.m., the meeting was adjourned.