

Board of Trustees

Ventura County Community College District

Mary Anne Rooney

Chair

Larry O. Miller

Vice-Chair

Cheryl Heitmann

Trustee

Arturo D. Hernández

Trustee

Robert O. Huber

Trustee

Brian Lovatt

Student Trustee



James M. Meznik

Chancellor/Secretary to the Board

MINUTES FOR THE MEETING OF TUESDAY, JANUARY 17, 2006

The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, January 17, 2006, at Ventura College Campus Center.

Roll Call

Board Members Present:

Mary Anne Rooney, Chair

Larry O. Miller, Vice-Chair

Cheryl Heitmann

Arturo D. Hernández

Robert O. Huber

Brian Lovatt, Student Trustee

Management Present:

James Meznik, Chancellor

William Studdt, Vice Chancellor, Human Resources

Eva Conrad, President, Moorpark College

Lydia Ledesma-Reese, President, Oxnard College

Robin Calote, President, Ventura College

Sue Johnson, Vice Chancellor, Business and Administrative Services

Patricia Parham, Associate Vice-Chancellor, Human Resources

Vic Belinski, Associate Vice-Chancellor, Information Technology

Carolyn Inouye, Director of Institutional Research

Faculty/Staff/Student Representatives:

Jeff Baker, Moorpark College Academic Senate President

Jeanette Redding, Oxnard College Academic Senate President

Kathryn Schoenrock, Ventura College Academic Senate President

Kasey Crispin, Moorpark College Associated Student Representative

Michael Wilsa, Ventura College Associated Student Representative

Harry Korn, AFT

Eileen Welser, Executive Assistant to the Chancellor

RECESS TO CLOSED SESSION

Chair Rooney called the meeting to order at 6:15 p.m.

PUBLIC COMMENTS REGARDING CLOSED SESSION AGENDA ITEMS

There were no public comments.

RECESS TO CLOSED SESSION

Chair Rooney recessed the meeting to Closed Session at 6:17 p.m. to discuss the following items:

PUBLIC EMPLOYEE APPOINTMENT

- Title: Vice Chancellor, Business and Administrative Services

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

- Chancellor

RECONVENE IN OPEN SESSION

At 7:05 p.m. the meeting reconvened into Open Session.

PLEDGE TO THE FLAG

Robin Calote led the pledge to the flag.

ACKNOWLEDGEMENT OF GUESTS & SPECIAL RECOGNITIONS

- **Ventura College – 80th Anniversary**
 - **Certificates**

Robin Calote presented to Rocio Alemán and Ali Raygoza Ventura College Certificates of Recognition. Trustee Hernández introduced Ms. Alemán's and Mr. Raygoza's parents.
 - **Reception**

At 7:15 p.m., the meeting recessed to celebrate Ventura College's 80th Anniversary. The meeting was reconvened at 7:29 p.m.

PUBLIC COMMENTS

Harry Korn, Manual Lopez, Richard Flowers, Denis O'Leary, Nina Duarte, César Hernández, Trudy Tuttle Arriaga, Irma Lopez, Michael Wilsa, Edward Castillo, and Cameron Draine, addressed the Board regarding the budget, grants, Ventura College agriculture/horticulture programs, League of Latin American Citizens, resignation of Oxnard College president, Oxnard College EOPS, relocation of the District Administrative Center, Ventura College programs, and the expansion of Oxnard College.

There was a brief discussion regarding Mr. Draine's proposal regarding the relocation of the District Administrative Center.

Reports

- **Reports**

- **Chancellor's Report.** Chancellor Meznik asked the Board for direction on the presidential search process. Dr. Meznik reported on the concerns raised by the League of Latin American Citizens.
- **Enrollment/Budget Update.** Sue Johnson gave a brief overview of enrollment and budget activities. She distributed and reviewed the *Fiscal Year 2000 Projection*.

Trustee Heitmann encouraged the Board to contact their legislators regarding the budget.

Bill Studt reported that the Health Benefits Committee is meeting to discuss other benefit packages to decrease costs. There was a brief discussion regarding a request for proposal to decrease costs and the budget development process to address state mandated funds.

- **Campus Update from College Presidents.** Robin Calote reported on Ventura College's 80 Acts of Kindness and the Foundation's gift to underwrite enrollment fees for lower income high school students.

Eva Conrad pointed out that there had been an enrollment decline statewide and commented on recruiting efforts at Moorpark College to increase enrollment.

Lydia Ledesma-Reese asked for a moment of silence for Ed Robings, past president of Oxnard College.

- **Student Government Representatives' Reports**

Kasey Crispen reported on Snow Day, the talent show, lending library, and activities at Moorpark College.

Student Trustee Lovatt acknowledged Ms. Crispen.

- **Academic Senates' Reports**

Katheryn Schoenrock reported on enrollment, Title 5 symposium, student learning outcomes, PASS, accreditation and participatory governance.

Jeanette Redding expressed concerns regarding Dr. Ledesma-Reese's resignation.

Jeff Baker reported on discussion regarding the reorganization of disciplines and divisions on campus, and the governance process.

- **Trustees**
 - **Trustee Reports/Announcements/Correspondence**

Trustee Hernandez asked about the Technical Assistance Visit and Shared Governance. Chancellor Meznik said the visit will be held before the end of the academic year. He indicated that a Participatory Governance Handbook was being developed.

Trustee Hernández asked the Chair to adjourn the meeting in Mr. Robing's memory.

Trustee Heitmann acknowledged Ventura College's 80th Anniversary and their incentive scholarships.

Trustee Huber asked the Board to discuss the Journalism Program and Trustee Hernández asked the Board to review last year's budget cuts. It was decided to address the Trustees concerns at a Study Session.

The meeting was recessed a 9:50 p.m. and reconvened at 10:05 p.m.

PUBLIC NOTICES OF CHANGES TO THE AGENDA

Human Resources

- C-3 Employment & Position Management**
 - B. Approval of Establishment of Positions [22]** was revised to add the establishment of a temporary Art Instructor to substitute for an employee on medical leave.
- A-3 Certification of the Final Environmental Impact Report and Adoption of Findings and Statement of Overriding Considerations for the Facilities Master Plan at Moorpark College [125]** and Public Hearing were pulled from the agenda.

Consent Calendar Items

It was moved by Trustee Miller, seconded by Trustee Huber, and carried on a unanimous vote, to approve the Consent Calendar Items. (Lovatt – yes)

Approval of Minutes

- C-1 Action to Approve Minutes of the Study Session of the Board of Trustees for December 6, 2005 [1]** was approved.
- C-2 Action to Approve Minutes of the Regular Meeting of the Board of Trustees for December 13, 2005 [5]** was approved.

Human Resources

C-3 Employment & Position Management

- A. Approval of Abolishment and Establishment of Positions [20]** was granted to abolish the following vacant positions at Moorpark College: Economics Instructor, Librarian, and Matriculation Specialist II, and to establish the following positions at Moorpark College: Writing Center Faculty, Coordinator of Institutional Research, and Student Outreach Specialist.
- B. Approval of Establishment of Positions [22]** was granted to establish a 12 month/100% Admissions & Records Technician position at Moorpark College.
- C. Approval of Change in Position [23]** was granted to change the Clerical Assistant II/Limited Term position, DCZ003, at the District Administrative Center, from 4 months/100% to 6 months/100%.
- D. Approval of Equivalency [24]** was granted to one part-time faculty member at Moorpark College, one part-time faculty member at Oxnard College, and six part-time faculty members at Ventura College.
- E. Approval of Personnel [26]** was granted to one temporary full-time academic personnel at Ventura College, 44 part-time academic personnel at Moorpark College, 16 part-time academic personnel at Oxnard College, 47 part-time academic personnel at Ventura College, one classified personnel at Moorpark College, two classified personnel at Oxnard College, two classified personnel at Ventura College, and two classified personnel at the District Administrative Center.
- F. Approval/Ratification of Limited Term/Provisional Assignments [30]** was granted to 13 Limited Term/Provisional Assignments, one at Moorpark College, five at Oxnard College, and seven at Ventura College.

C-4 Changes in Personnel/Employment Status

- A. Approval of Resignation/Retirement of Academic & Classified Employees [32]** was granted.
- B. Approval of Probationary to Permanent Personnel [34]** was granted.
- C. Approval of Changes in Assignments [35]** was granted.

C-5 Approval of Instructional Calendar – 2006-007 [37] was granted.

Business Services

C-6 Ratification of Accounts Payable and Payroll Checks for the Period of November 18, 2005 – December 22, 2005 [39] was approved.

C-7 Approval/Ratification of Board Purchase Order Report #8 for FY 2005/2006 [40] was granted, from November 18, 2005 to January 3, 2006.

- C-8 Monthly Budget Transfer Summary [51]** for the month of December 2005 for the General Fund-Unrestricted and General Fund- Restricted.
- C-9 Surplus/Disposal of Equipment [53]** was approved.
- C-10 Acceptance of Gifts [54]** was approved.
- C-11 Approval of Amendments to Grants, Contracts, and Categorical Programs for Fiscal Year 2005-2006 [57]** was granted.
- C-12 Approval of New Contracts & Grants for Fiscal Year 2005-2006 [60]** was granted.
- C-13 Approval of Agreement Between Data Impact and Ventura College to Transfer Academic Transcripts to DVD's [63]** was granted.
- C-14 Award of Bid 271 – Oxnard College Occupational Education Building Server Room HVAC Upgrade [64]** was approved in the amount of \$68,950 to the lowest responsible bidder, Waisman Construction, Inc.
- C-15 Capital Planning, Design and Construction**
- A. Approval of Subcontractor Substitution for the Child Development Center at Moorpark College [65]** was granted to approve the substitution of LeMar Construction, Inc. for JASSco Construction Services as the listed concrete subcontractor for the Child Development Center at Moorpark College.
- B. Approval of Subcontractor Substitution for the Child Development Center at Moorpark College [67]** was granted to approve the substitution of Upland Contracting, Inc. for JASSco Construction Services as the listed reinforcing steel subcontractor for the Child Development Center at Moorpark College.
- C. Approval to Amend the Warehouse Project at Moorpark College and Approval to Purchase the Mezzanine System [69]** was granted to approve the separation of the construction of a mezzanine structure from the previously-approved Warehouse project at Moorpark College and the utilization of \$100,000 of infrastructure funds to complete the project and approval to purchase the mezzanine system for an amount not to exceed \$62,000.
- D. Approval of Subcontractor Substitution for Grading Work for the Athletic Field Renovations at Ventura College [71]** was granted to approve the substitution of Damar Construction Company for Channel Islands Excavation as the listed Grading subcontractor for the Ventura College Athletic Field Renovation Project.
- E. Acceptance of Change Order Summary Report for Capital Projects [72]** was granted.

First Reading Items

Student Learning

- **First Reading: Course Approvals: New and Revised Courses – Moorpark and Oxnard Colleges [84]** was accepted for Second Reading.
- **First Reading – Deletion of Board Policy Manual Sections and Addition of Board Policy Manual Chapter 4: [96]** was accepted for Second Reading.

Action Items/Second Reading Items

Business Services

- A-1 Adoption of 2006-2007 Nonresident Tuition Rate, Foreign Student Capital Outlay Surcharge, and Foreign Application Processing Fee [120]** was moved by Trustee Huber, seconded by Trustee Heitmann, and carried on a 4-1 vote, with Trustee Miller voting no, to approve the adoption of the 2006-2007 Nonresident Tuition Rate, as required by law; the 2006-2007 Foreign Student Capital Outlay Surcharge, as permitted by law; and the 2006-2007 Foreign Application Processing Fee, as permitted by law. (Lovatt – abstain)
- A-2 Approval to Negotiate a Lease Agreement for the District Administration Center and to Develop a Plan for a Permanent Location on District-Owned Property [123]** was moved by Trustee Miller, seconded by Trustee Heitmann, and carried on a 3-2 vote, with Trustees Hernández and Huber voting no, to authorize the Chancellor to notify the Department of Airports of intent of non-renewal of the lease agreement expiring June 30, 2006, for the current District Administration Center; authorize the Chancellor to finalize negotiations with Ventura Unified School District for lease of office space for the District Administration Center; and direct the Chancellor to plan and develop a central, permanent location for the District Administration Center on District-owned property. (Lovatt – abstain)

Trustee Huber requested additional information, suggested alternative sites, and asked about a Board room. He expressed his concerns regarding the location of the building in Ventura. Student Trustee Lovatt asked about the cost. Trustee Hernández expressed his concerns about the process. Sue Johnson reported on the process that was used and gave a brief overview of the recommendation. She also commented on the proposed permanent facility for the district.

Capital Planning, Design and Construction

- A-4 Approval of Amended Agreement with Golden State Labor Compliance for Initiation and Enforcement of a Labor Compliance Program for Moorpark College Child Development Center [126]** was moved by Huber, seconded by Trustee Miller, and carried on a unanimous vote, to amend an agreement with Golden State Labor Compliance (“Golden State”) for the initiation and enforcement of a Labor Compliance

Program (“LCP”) pursuant to California Labor Code section 1771.7 for the Moorpark College Child Development Center construction project, and the performance of all labor compliance services necessary and appropriate to allow the Ventura County Community College District (“District”) to comply with its obligations under State law. (Lovatt – yes)

- A-5 Approval of Resolution Regarding Use of Golden State Labor Compliance’s Labor Compliance Program [128]** was moved by Heitmann, seconded by Trustee Huber, and carried on a unanimous vote, to approve a resolution confirming that the District contracted with Golden State Labor Compliance (“Golden State”), a third party that had been approved by the Director of the Department of Industrial Relations to operate a Labor Compliance Program (“LCP”) in accordance with the requirements of California Labor Code section 1771.5(b) and other relevant State law and regulations, for its public works projects. (Lovatt – yes)
- A-6 Approval of Contract with Rincon Consultants to Prepare an EIR for a Portion of the Camarillo Property [130]** was moved by Trustee Huber, seconded by Trustee Heitmann, and carried on a unanimous vote, to approve a contract with Rincon Consultants in the amount of \$25,000 to prepare Phase I of an Environmental Impact Report (EIR) for the eventual development of buildings and parking areas on a portion of the Camarillo property, located at the corner of Las Posas and Pleasant Valley Roads. (Lovatt – abstain)

Human Resources

- A-7 Approval of Reorganization of Department [132]** was moved by Trustee Heitmann, seconded by Trustee Huber, and carried on a 4-1 vote, with Trustee Hernández voting no, to approve the reorganization of the Business Services and Financial Management Department at the District Administrative Center. (Lovatt – abstain)

Trustee Hernández expressed his concerns about this item and the process that was used to fill the position. Trustee Miller commented on part-time faculty compensation.

- A-8 Approval of Sabbatical Leave Recommendations Per AFT Contract – 2006-07 [134]** was moved by Trustee Miller, seconded by Trustee Huber, and carried on a unanimous vote. (Lovatt – yes)

Student Learning

- A-9 Second Reading: Course Approvals: New and Revised Courses – Moorpark and Ventura Colleges [140]** was moved by Trustee Miller, seconded by Trustee Huber, and carried on a unanimous vote. (Lovatt – yes)

- A-10 Acceptance of Mission Statements from Oxnard College, Ventura College and the District Administrative Center [153]** was moved by Trustee Huber, seconded by Trustee Hernández, and carried on a unanimous vote. (Lovatt – yes)

Trustees/Chancellor

- A-12 Review and Assignment of Board of Trustees Subcommittees and Ad Hoc Committees – Appointments to Serve for 2006 [158]** was moved by Trustee Huber, seconded by Trustee Miller, and carried on a unanimous vote. (Lovatt – yes)

Student Trustee Lovatt asked to be appointed to subcommittees.

- A-13 Action to Nominate a Member of the VCCCD Board of Trustees to Serve on the California Community Colleges Trustees Board of Directors [160]** was moved by Trustee Heitmann to nominate Mary Anne Rooney, seconded by Trustee Miller, and carried on a unanimous vote, with Trustee Rooney abstaining. (Lovatt – yes)

End of Board Actions

RECESS TO CLOSED SESSION

At 11:30 p.m. the meeting recessed into Closed Session in the memory of Mr. Ed Robings.

CLOSED SESSION REPORT

There was no Closed Session report.

ADJOURNMENT

At 1:00 a.m. on January 18, 2006, the meeting was adjourned.