

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. Meznck

Chancellor/Secretary to the Board

MINUTES FOR THE MEETING OF TUESDAY, MARCH 14, 2006

The regular meeting of the Board of Trustees of the Ventura county Community College District was held on Tuesday, March 14, 2006, County Superintendent of Schools Office, Camarillo, California.

ROLL CALL

Board Members Present:

Mary Anne Rooney, Chair

Larry O. Miller, Vice-Chair

Cheryl Heitmann

Arturo D. Hernandez

Robert O. Huber

Brian Lovatt, Student Trustee

Management Present:

James Meznck, Chancellor

Eva Conrad, President, Moorpark College

Lydia Ledesma-Reese, President, Oxnard College

Robin Calote, President, Ventura College

Sue Johnson, Vice Chancellor, Business and Administrative Services

William Studt, Vice Chancellor, Human Resources

Ramiro Sanchez, Executive Vice President, Student Learning

Patricia Parham, Associate Vice-chancellor, Human Resources

Carolyn Inouye, Director of Institutional Research

Jim Botting, Police Chief

Faculty/Staff/Student Representatives:

Jeff Baker, Moorpark College Academic Senate President

Elissa Caruth, Oxnard College Academic Senate Vice President

Kathryn Schoenrock, Ventura College Academic Senate President

Jose Cornelio, Oxnard College Classified Senate President

Max Reyes, Moorpark College Associated Student Representative

Harry Korn, AFT

Diane Stephens, Assistant to the Chancellor

CALL TO ORDER

Chair Rooney called the meeting to order at 5:35 p.m.

PLEDGE TO THE FLAG

Commissioner Barbara Harison led the pledge to the flag.

OPEN JOINT MEETING OF BOARD OF TRUSTEES AND PERSONNEL COMMISSION

Barbara Harison, James King, and David Gonzales, Personnel Commissioners, addressed the Board, reviewing the role and responsibilities of the Personnel Commission and updating the Board on campus outreach efforts. Brief discussion followed and Trustee Huber thanked the Commissioners for their work.

CLOSE JOINT MEETING OF BOARD OF TRUSTEES AND PERSONNEL COMMISSION

At 5:55 p.m. the joint meeting of the Board of Trustees and the Personnel Commission was closed.

RECESS TO CLOSED SESSION

At 5:57 p.m., the meeting recessed to Closed Session.

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

- Chancellor

RECONVENE IN OPEN SESSION

At 7:10 p.m., the meeting reconvened into Open Session

CLOSED SESSION REPORT

There was no Closed Session Report.

ACKNOWLEDGEMENT OF GUESTS & SPECIAL RECOGNITIONS

Trustee Miller introduced Barbara Marquez O'Neill and Avie Guerra, Ventura County Partnership for Safe Families and Communities, who spoke briefly on their upcoming annual conference and the Oxnard Pryde program.

PUBLIC COMMENTS

Marisela Morales, Cesar Hernandez and Bernardo Perez addressed the Board regarding the reduction of EOPS/CARE funding. Katie Teague and Terri Landes addressed the Board on the Academic Freedom Policy. Harry Korn addressed the Board on the proposed changes to the Board Policy Manual, Chapter 5. Richard Flowers and Janet Wall addressed the Board concerning the Agriculture/Horticulture Program at Ventura College. Chris Collier, speaking on behalf of the Peace Officers Association, addressed the Board on renaming a street on the Ventura College campus in honor of Officer James Doyle. Marie Panec, Department Chair of

Life Sciences at Moorpark College, addressed the Board on the need for additional supplies/equipment funding.

The Board asked that a report relating to the colleges' processes for allocating funds be provided in advance of the next meeting, in addition to a brief report at the meeting.

PUBLIC NOTICES OF CHANGES TO THE AGENDA

C-16G Approval of Contract with Century Contractors Corporation for Physical Education Facilities Renovation at Moorpark College, Project #19123, is being revised to include the name of the lowest responsible bidder and the amount of the contract.

C-16H Approval of Contract with Delmac Construction for Repair and Replacement of Sewer System at Moorpark College, Project #19426, is being pulled from the agenda.

First Reading Item: Addition of Board Policy Manual BP 4030 – Academic Freedom and the Deletion of Section C12A, page 107, 4th paragraph, is being revised to change the word “conscious” to “conscientious.”

A-3 Certification of the Final Environmental Impact Report and Adoption of Findings, Statement of Overriding Considerations and Mitigation Monitoring Plan for the Moorpark College Campus Master Plan is being moved to the beginning of the agenda, first item in open session.

A-4 Approval of Facilities Master Plan 2005-2015 for Moorpark College is being pulled from the agenda

ACTION ITEMS/SECOND READING ITEMS Capital Planning, Design and Construction

A-3 Certification of the Final Environmental Impact Report and Adoption of Findings, Statement of Overriding Considerations and Mitigation Monitoring Plan for the Moorpark College Campus Master Plan was moved to this point in the agenda to allow the District's Consultants to leave the meeting. Chair Rooney proposed an amendment to the "statement of overriding considerations" clarifying information on certain traffic impact analyses. The motion was seconded and passed nem con. Chair Rooney proposed the motion to Certify the Final Environmental Impact Report and Adoption of Findings, Statement of Overriding Considerations and Mitigation Monitoring Plan for the Moorpark College Campus Master Plan. Trustee Miller seconded the motion. Discussion followed. William Butch Britt, County of Ventura, Transportation Department, addressed the Board and asked that he be allowed to leave a letter, which he handed to the Clerk. On being questioned by the Chair, Stan Barankiewicz, Esq., legal counsel for the District, reported that ample time had been given to receive comments and advised that since the County's comments were not presented within the allowed timeframe, the District should not consider any further comments, including those from the County. Chair Rooney acceded to the recommendation by Chancellor Meznick to accept Counsel's advice on this matter, and

the decision was conveyed to Mr. Britt. Chair Rooney called for the vote to determine the motion as described above. The motion carried unanimously. (Lovatt -yes)

Reports

- **Chancellor's Report** – Chancellor Meznek reported on the formation of an ad hoc Community Advisory Committee, its composition, purpose and structure. Trustee Hernandez recommended that the Presidents provide recommendations for committee members. Trustee Heitmann suggested that representatives from KH Consulting might be interested in serving on this committee. This item will be placed on the next Board agenda for further discussion.
- **Sabbatical Reports from 2004/05** – Chair Rooney recognized and thanked the instructors who took sabbatical leaves in 2004/2005 and extended an opportunity to speak to the Board about their reports. After hearing brief presentations, the Board requested that copies of all the sabbatical reports be made available in the three college libraries and directed the Chancellor to draft a press release to this effect.
- **Student Government Representatives' Report**
Max Reyes reported on student activities at Moorpark College.

Student Trustee Lovatt thanked the Board for supporting his recent trip to Washington DC.

- **Academic Senates' Reports**
 - Kathryn Schoenrock thanked instructors for their sabbaticals, reported on the Technical Visit regarding participatory governance in April, and the successful districtwide process used to revise the Academic Freedom policy.
 - Elissa Caruth highlighted some of her students' success stories and invited the Board members to visit her classes.
 - Jeff Baker reported on the collegial consultation process used for the Academic Freedom policy.
- **Trustees**
 - **Subcommittees**
 - Trustee Huber reported on the Construction Subcommittee and commented on the gift of topsoil donated to Oxnard College.
 - Trustee Miller reported on the Audit Subcommittee and commented on budget assumptions, KH Consulting's report for budget transparency, and that discussion has started on the allocation model.
 - Trustee Heitmann reported on the Legislative Subcommittee and acknowledged the members for the choosing the legislators with whom they will make contact.
 - **Trustee Reports/Announcements/Correspondence**
Chair Rooney reported on her trip to the Board of Governors meeting last week in

Sacramento where she met with Assemblymembers Audra Strickland and Pedro Nava.

- **District Presidential Search – Oxnard College [1]**

Vice Chancellor Studt reviewed the process and options for filling the presidency of Oxnard College and briefed the Board on various search firms' services and rates. The Board recommended publishing a Request for Proposals, followed by interviews of the top three firms. Chancellor Meznek recommended using the same search firm not only for the selection of a permanent president, but also for the selection of an interim president.

Consent Calendar Items

Approval of Minutes

It was moved by Trustee Heitmann, seconded by Trustee Huber , and carried on a unanimous vote, to approve the Consent Calendar Items, with the exception of the items pulled. (Lovatt – yes)

- C-1 Action to Approve Minutes of the Study Session of the Board of Trustees for February 7, 2006. [17] was approved.**
- C-2 Action to Approve Minutes of the Regular Meeting of the Board of Trustees for February 16, 2006. [21] was approved.**
- C-3 Action to Approve Minutes of the Special Meeting of the Board of Trustees for February 23, 2006. [33] was approved.**

Human Resources

- C-4 Employment & Position Management**

- A. Approval of Abolishment of Positions [36] was granted as listed.**
- B. Approval of Abolishment and Establishment of Positions [37] was pulled for discussion.**
- C. Approval of Change in Position [39] was granted to approve the changes in XCU328, Job Developer-Mental Health, from 12 month/80% to 12 month/100%, and MCU340, Student Services Asst. I, from 11 month/80% to 12 month/ 100%, effective March 15, 2006.**
- D. Approval of Establishment of Positions [41] was pulled for discussion.**
- E. Approval of Personnel [43] was granted as listed.**
- F. Approval/Ratification of Limited Term/Provisional Assignments [45] was granted.**

C-5 Changes in Personnel/Employment Status

- A. Approval of Resignation/Retirement of Academic & Classified Employees [46]** was granted as listed.
- B. Approval of Probationary to Permanent Personnel [48]** was granted as listed.
- C. Approval of Correction to Dates of Leave of Absence Without Pay [49]** was granted.
- D. Approval of Recommendation Not to Reemploy Contract Employee [50]** was granted.
- E. Approval of Change in Assignment [51]** was granted.
- F. Approval of Denial of Request for Extension of an Unpaid Leave of Absence [52]** was granted.

Business Services

- C-6 Ratification of Accounts Payable and Payroll Checks for the Period of January 27, 2006 – February 23, 2006,** was approved.
- C-7 Approval/Ratification of Board Purchase Order Report #10 for FY 2005/2006** was granted from February 2, 2006, to February 23, 2006.
- C-8 Monthly Budget Transfer Summary** was approved to ratify the monthly budget transfer summary for the month of February 2006 for the General Fund-Unrestricted and General Fund- Restricted.
- C-9 Surplus/Disposal of Equipment** was approved as listed.
- C-10 Acceptance of Gifts** was pulled for discussion.
- C-11 Approval of Amendments to Grants, Contracts, and Categorical Programs for Fiscal Year 2005-2006** was granted.
- C-12 Approval of New Contracts & Grants for Fiscal Year 2005-2006** was granted.
- C-13 Acceptance of Completion of Bid 267, Oxnard College Painting Project** was granted.
- C-14 Award of Bid 276, Backhoe/Loader for Oxnard College** was approved to award a contract to the lowest responsible bidder after the March 2006 bid opening.
- C-15 Approval to Execute a Multi-Year Memorandum of Understanding (MOU) with WRD Consulting Group, LLC for Oxnard College** was approved to execute a multi-year MOU with WRD Consulting Group, LLC (WRD) for grant writing services and

technical assistance to Oxnard College under a proposed US. Department of Education Hispanic-Service Institutions (HSI) Title V Cooperative grant.

C-16 Capital Planning, Design and Construction

- A. Approval of a Contract with Sturdisteel Company to Supply and Install New Bleacher Seating at Oxnard College** was granted in the amount of \$28,700 for the purchase and installation of proposed new bleacher seating at Oxnard College.
- B. Approval to Issue a Contract Addendum to Nadel Architects for Increased Scope of Professional Services on the Student Services Building at Oxnard College, Project #29120,** was granted in the amount of \$76,000 for additional design services in connection with providing specifications, bid documents, bidding services and bid review of the furniture for the new Student Services Building at Oxnard College.
- C. Approval of Budget Transfer Between Measure S Projects at Oxnard College (Track and Field - General)** was granted.
- D. Approval of Budget Transfer Between Measure S Projects at Oxnard College (Track and Field – Bleachers)** was pulled for discussion.
- E. Acceptance of Completion of Project #29111: Construction of new Parking Area adjacent to Child Development Center at Oxnard College** was approved.
- F. Acceptance of Completion of Project #19111: Maintenance Warehouse at Moorpark College** was approved.
- G. Approval of Contract for Physical Education Facilities Renovation at Moorpark College, Project #19123,** was approved to award a contract to Century Contractors Corporation in the amount of \$65,824.
- H. Approval of Contract with Delmac Construction for Repair and Replacement of Sewer System at Moorpark College, Project #19426** was pulled from the agenda.
- I. Acceptance of Change Order Summary Report for Capital Projects** was approved.

Student Learning

- C-17 Approval of Summer Community Education Classes at Ventura College** was approved.

Action on Items Listed on the

Consent Calendar but Pulled to be Considered Individually

Human Resources

C-4 Employment & Position Management

B. Approval of Abolishment and Establishment of Positions was moved by Trustee Miller, seconded by Trustee Huber, and carried on a unanimous vote. (Lovatt – yes)

D. Approval of Establishment of Positions was moved by Trustee Miller, seconded by Chair Rooney, and carried on a unanimous vote. (Lovatt – yes)

C-10 Acceptance of Gifts was moved by Trustee Huber, seconded by Trustee Hernandez, and carried on a unanimous vote. (Lovatt – yes)

C-16 Capital Planning, Design and Construction

D. Approval of Budget Transfer Between Measure S Projects at Oxnard College (Track and Field – Bleachers) was moved by Trustee Huber, seconded by Chair Rooney, and carried on a unanimous vote. (Lovatt-yes) Trustee Huber requested that staff expedite the installation of the bleachers to have them ready for graduation in May.

First Reading Items

- **First Reading: Course Approvals: New and Revised Courses – Oxnard and Ventura Colleges** was accepted for Second Reading.
- **First Reading – Addition of Board Policy Manual BP 4030 – Academic Freedom and the Deletion of Section C-12A** was accepted for Second Reading with the following recommended change:
 - In the 4th paragraph, the word “conscious” is to be changed to “conscientious.”

Discussion ensued regarding the process and procedure used to update the Academic Freedom policy, taken from the AAUP red book.

- **First Reading – Addition of Board Policy Manual Chapter 6: Business and Fiscal Affairs and the Deletion of Sections of the Board Policy** was accepted for Second Reading.

Action Items/Second Reading Items

Business Services

A-1 Acceptance of the Annual Audited Reports for Fiscal Year Ending June 30, 2005 for the VCCCD Districtwide, Moorpark, Oxnard, and Ventura College Foundations

was moved by Trustee Huber, seconded by Trustee Heitmann, and carried on a 4-0-1, with Chair Rooney abstaining due to a conflict. (Lovatt – yes)

- A-2 **FY 2006-2007 Budget Assumptions** was moved by Trustee Huber, seconded by Trustee Heitmann, and carried on a 4-1 vote, with Trustee Miller voting no. (Lovatt - yes)

Capital Planning, Design and Construction

- A-4 **Approval of Facilities Master Plan for Moorpark College** was pulled from the agenda.

Student Learning

- A-5 **Second Reading: Course Approvals: New Courses – Ventura and Moorpark Colleges and Revised Associate Degree at Moorpark College** was moved by Chair Rooney, seconded by Trustee Heitmann, and carried on a unanimous vote. (Lovatt – yes)

Trustees/Chancellor

- A-6 **Action to Vote for up to 10 Nominees in the California Community College Trustees Board of Directors Election – 2006** was moved by Trustee Heitmann, seconded by Trustee Huber, and carried on a unanimous vote, to appoint the following nominees: (Lovatt - yes)

- Mary Anne Rooney, Ventura County Community College District
- Isabel Barreras, State Center Community College District

- A-7 **Second Reading – Addition of Board Policy Manual Chapter 5: Student Services and Deletion of Board Policy Manual Sections** was moved by Chair Rooney, seconded by Trustee Miller for purposes of discussion only. Trustee Miller expressed concerns regarding this item and questioned why staff and faculty are not included. Chancellor Meznick noted that this is a student policy, which has been reviewed by the Senates. Trustee Miller withdrew his second. The motion died for lack of a second, but will be brought back to the next meeting

- A-8 **Revision to Board Policy Manual Sections BP 2220: Committees of the Board; BP 2710: Conflict of Interest; BP 3410: Nondiscrimination; and BP 3540: Sexual and Other Assaults on Campus** was moved by Trustee Miller, seconded by Trustee Huber. Trustee Heitmann noted that there was a page missing from BP 2220 (Academic Affairs Committee). Trustee Huber withdrew his second. This item will come back for a second reading at the next meeting.

- A-9 **Action to Change Name of Audit and Budget Subcommittee** was moved by Trustee Heitmann, seconded by Trustee Huber, and carried on a unanimous vote. (Lovatt – yes)

End of Board Actions

ADJOURNMENT

At 10:55 p.m., the meeting was adjourned.

c:Board/Minutes/3-14-06