

# 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, MAY 23, 2006

The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, May 23, 2006, at the Ventura County Superintendent of Schools Office, Camarillo, CA.

#### **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 M. Meznik, Chancellor

William Studt, Vice Chancellor, Human Resources

Sue Johnson, Vice Chancellor, Business and Administrative Services

Patricia Parham, Associate Vice-Chancellor, Human Resources

Jim Botting, Police Chief

Lydia Ledesma-Reese, President, Oxnard College

Robin Calote, President, Ventura College

Eva Conrad, President, Moorpark College

Tom Kimberling, Vice President, Ventura College

Ray DiGuilio, Vice President, Moorpark College

Ken Bailey, Vice President, Oxnard College

Ramiro Sanchez, Executive Vice President, Oxnard College

Carolyn Inouye, Director of Institutional Research

##### **Faculty/Staff/Student Representatives:**

Kathryn Schoenrock, Ventura College Academic Senate President

Jeff Baker, Moorpark College Academic Senate President

Elissa Caruth, Oxnard College Academic Senate Vice-President

Harry Korn, AFT

Mary Anne McNeil, Grants/Contracts

Anna Maria Valle, EOPS Coordinator, Oxnard College  
Handel Evans, Bond Measure S Program Director  
Les Dickey, JCM Group  
Diane Stephens, Assistant to the Chancellor

CALL TO ORDER

Chair Rooney called the meeting to order at 6:02 p.m.

PUBLIC COMMENTS REGARDING CLOSED SESSION AGENDA ITEMS

There were no public comments.

RECESS TO CLOSED SESSION

At 6:03 p.m., the meeting recessed to Closed Session.

CONFERENCE WITH LABOR NEGOTIATOR {Gov't Code §54957.6}

- Employee organizations: SEIU – Chief Negotiator, Patricia Parham

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION {Gov't Code §54956.9(a)}

- *Williams, Tiffane vs. VCCCD, et al.* (Ventura County Superior Court Case No. CIV232233)

RECONVENE IN OPEN SESSION

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

PLEDGE TO THE FLAG

Vice Chancellor Bill Studt led the pledge to the flag.

CLOSED SESSION REPORT (if necessary)

There was no Closed Session report.

ACKNOWLEDGEMENT OF GUESTS & SPECIAL RECOGNITIONS

- Certificate of Appreciation – Ventura College Foundation  
Chair Rooney presented a Certificate of Appreciation to Paul Iannaccone and Dr. Robin Calote in recognition of the Ventura College Foundation's support of the Ventura Promise Program.
- Plaque Presentation – Brian Lovatt, Outgoing Student Trustee  
Chair Rooney presented a plaque to Outgoing Student Trustee Lovatt and thanked him for his service to the students of the District during the 2005/2006 academic year.

PUBLIC COMMENTS

Carlos Perez, Gladys Rodriguez, Patricia Navarro, Dan Wakely and Frank Barajas addressed the Board regarding EOPS/CARE program needs and funding. Richard Flowers and Janet Wall addressed the Board on the horticulture program at Ventura College. Harry Korn addressed the Board regarding Board item C-3E as it pertains to faculty interns and Board item C-7, Quarterly Financial Report for March 30, 2006, Ex. 6 (c-7) Section iii. Jim Merrill addressed the Board on the Journalism program at Oxnard College and the Student Voice newspaper.

Discussion ensued regarding moving the “Reports” back to the beginning of the agenda for the June Board meeting.

#### PUBLIC NOTICES OF CHANGES TO THE AGENDA

- C-20 Approval to Issue a Contract to Steven Ehrlich Architects to Replace Altoon & Porter Architects for Project #19116: EATM Complex at Moorpark College [91]**
- Under *Issue* and *Recommendation of Chancellor*, add “in an amount not to exceed \$620,000.”

Trustee Huber noted that on Item C-2, Approval of the Minutes of the regular meeting of April 18, 2006, there was a clarification to the wording on the motion for Item A-6.

### *Consent Calendar Items*

#### *Approval of Minutes*

It was moved by Trustee Miller, seconded by Trustee Heitmann, 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 Special Meeting of the Board of Trustees for April 18, 2006** was approved.
- C-2 Action to Approve the Minutes of the Regular Meeting of the Board of Trustees for April 18, 2006,** was approved.

#### *Human Resources*

- C-3 Employment & Position Management**
- A. Approval of Abolishment of Positions** was granted as listed.
  - B. Approval of Abolishment and Establishment of Positions** was granted as listed.
  - C. Approval of Change in Position** was granted to approve the changes in XCU077, Learning Disabilities Tech, from 10 mo./60% to 12 mo./100%, effective July 1, 2006, and DCU081, Application Support Programmer, from Salary Range #280 to Salary Range #300, effective June 1, 2006.
  - D. Approval of Establishment of Positions** was granted as listed.
  - E. Approval of Personnel** was pulled for discussion.

- F. **Approval/Ratification of Limited Term/Provisional Assignments** was granted.

**C-4 Changes in Personnel/Employment Status**

- A. **Approval of Separation from Employment - Academic & Classified Employees** was granted as listed.
- B. **Approval of Probationary to Permanent Personnel** was granted as listed.
- C. **Approval of Request to Rescind Reassignment and Renewal of Management Contract** was granted to approve the request from Dr. Steve Hall to rescind his reassignment to a faculty position for the academic year 2006-07 and renew his management contract under the terms in his existing contract for a two-year term effective July 1, 2006, through June 30, 2008.
- F. **Approval of Granting Sick Leave Days from Established Sick Leave Pool for Part-time Academic Employees** was granted to approve the request from Jeffrey Miller, part-time instructor, for twenty-seven (27) hours from the Sick Leave Pool per section 8.9D of the VCCCD/AFT Agreement.
- E. **Approval of Extension of Full-time Temporary and/or Grant Funded Non-tenure track Academic Positions/Employee Assignments** was granted to approve the extension of the temporary grant-funded non-tenure track positions/assignments for academic personnel for the time period indicated or upon expiration of grant funding for positions at Moorpark, Oxnard and Ventura College.
- F. **Approval of Equivalency for Faculty Service Area (FSA) Purposes** was granted to approve recognition of competence in a Faculty Service Area (FSA) by means of an equivalency to Dr. Glenn Hisayasu in Counseling-EOPS per Article 5, section 5.7B(2) of the AFT/VCCCD Agreement.
- G. **Approval of Change in Assignment** was granted.

***Business Services***

- C-5 **Ratification of Accounts Payable and Payroll for the Period of March 29, 2006 – April 27, 2006**, was approved.
- C-6 **Monthly Budget Transfer Summary** was approved to ratify the monthly budget transfer summary for the month of April 2006 for the General Fund-Unrestricted and General Fund-Restricted.
- C-7 **Acceptance of Quarterly Financial Status Report General Fund – Combined (CCFS-311Q)** was pulled for discussion.

- C-8 Approval/Ratification of Board Purchase Order Report #12 for FY 2005/2006** was pulled for discussion.
- C-9 Approval/Ratification of Board Purchase Order Report #1 for FY 2006/2007**, was granted for Board Purchase Order Report #1, FY2006/2007 from April 3, 2006 to May 9, 2006.
- C-10 Surplus/Disposal of Equipment** was approved as listed.
- C-11 Acceptance of Gifts** was pulled for discussion.
- C-12 Approval of Amendments to Grants, Contracts and Categorical Programs for Fiscal Year 2005-2006** was granted.
- C-13 Approval of New Contracts & Grants for Fiscal Year 2005-2006** was granted.
- C-14 Approval of New Contracts & Grants and Revisions to Renewal Grant Funding for Fiscal Year 2006-2007** was granted.
- C-15 Ratification of Bid 279, Mannequins for the Ventura and Moorpark College Nursing Programs** was granted to award Bid 279 to the lowest responsible bidders, Medical Education Technologies, Inc. (MEDI) and Laerdal Medical Corporation.
- C-16 Authorization for Destruction of Records** was granted.
- C-17 Award of Bid 281, Vehicles for Ventura County Community College District** was granted to award a contract for Bid 281 to Fairview Ford in the amount of \$119,502.28.

### *Capital Planning, Design and Construction*

- C-18 Ratification of Bid 280, Electrical Upgrade for District Administration Center** was pulled for discussion.
- C-19 Approval of Preliminary Schematic Design Drawings of the Site Plan and Building Elevations for Project # 29117: Performing Arts Auditorium at Oxnard College** was approved.
- C-20 Approval to Issue a Contract to Steven Ehrlich Architects to Replace Altoon & Porter Architects on the EATM Complex at Moorpark College** was granted.
- C-21 Approval to Supplement Contract with BTC/US Laboratories for Testing and DSA Special Inspections for Project # 19059: Child Development Center at Moorpark College** was granted.
- C-22 Budget Amendment: Capital Projects Fund (State Constructions Funds)** was granted.

- C-23 Ratification to Lease Four Portable Classrooms at Moorpark College** was granted.
- C-24 Acceptance of Completion of Project # 29115: Phase II – Campus Electrical Infrastructure Upgrade at Oxnard College** was approved.
- C-25 Approval of Budget Reallocation for Physical Education from Infrastructure Budget at Oxnard College** was approved.
- C-26 Acceptance of Change Order Summary Report for Capital Projects** was approved.

### *Student Learning*

- C-27 Spring 2006 Candidates for Graduation at Moorpark, Oxnard and Ventura Colleges** were approved.
- C-28 Spring 2006 Candidates for Certificates at Moorpark, Oxnard and Ventura Colleges** were approved.

### *Trustees/Chancellor*

- C-29 Approval of Student Trustee Privileges 2006-2007** was granted.
- C-30 Resolution of the Ventura County Community College District Ordering a Regular Governing Board Member Election, Ordering Consolidation with Other Elections, and Constituting “Specification of the Election Order” to be held on November 7, 2006,** was granted.

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

- C-3E Approval of Personnel** was moved by Trustee Miller, seconded by Trustee Huber, and carried on a unanimous vote. (Lovatt – yes)
- C-7 Acceptance of Quarterly Financial Status Report General Fund – Combined (CCFS-311Q)** was moved by Trustee Miller, seconded by Trustee Huber and carried on a unanimous vote. (Lovatt – yes)
- C-8 Approval/Ratification of Board Purchase Order Report #12 for FY 2005/2006** was moved by Trustee Miller, seconded by Chair Rooney and carried on a unanimous vote with Trustee Huber abstaining on PO #PS000008 only. (Lovatt – yes)
- C-11 Acceptance of Gifts** was moved by Trustee Huber, seconded by Trustee Miller, and carried on a unanimous vote. (Lovatt – yes)

- C-18 Ratification of Bid 280, Electrical Upgrade for District Administration Center** was moved by Trustee Hernandez, seconded by Trustee Huber and carried on a unanimous vote. (Lovatt – yes)

## **Action Items/Second Reading Items**

### *Student Learning*

- A-1 Course Approvals: New and Revised Courses at Moorpark and Oxnard Colleges and Revised Programs at Oxnard College** was moved by Trustee Miller, seconded by Trustee Huber and carried on a unanimous vote. (Lovatt – yes)
- A-2 Approval of the Oxnard College 2006-2009 Strategic Plan**  
Chancellor Meznek requested that this item be withdrawn. Trustee Miller moved to table this item. Trustee Huber seconded the motion and it carried on a unanimous vote. (Lovatt – yes)

### *Trustees/Chancellor*

- A-3 Appointment of Student Trustee** was moved by Trustee Heitmann, seconded by Trustee Hernandez, and carried on a unanimous vote to approve the appointment of Tanya Pulley as Student Trustee to serve for the term from June 1, 2006, to May 31, 2007. (Lovatt – yes)
- A-4 Revision to Board of Trustees 2006 Schedule of Meetings** was moved by Trustee Miller, seconded by Trustee Huber and carried on a unanimous vote. (Lovatt – yes)

## **Reports**

### **Reports**

- **Chancellor**

Dr. Meznek provided a status report on the formation of the Ad Hoc Community Advisory Committees and asked the Trustees to forward the names of any potential committee members to him. Discussion ensued regarding the charge of the committees, the cost, benefits and financial implications and whether these committees must comply with the Brown Act.

- **Journalism Program**

Dr. Eva Conrad, Professor Joanna Miller and Dean Nabil Abu-Ghazaleh addressed the Board regarding Moorpark College's Journalism Program and the Student Voice newspaper. Students David Arias, Harold Sanders and Whitney Diaz also addressed the Board regarding Journalism and the Student Voice technology needs at Ventura and Oxnard Colleges.

Chair Rooney recessed the Board at 9:20 p.m. and reconvened it at 9:33 p.m.

Chair Rooney reordered the agenda to hear the student representatives' reports at this point. Student Trustee Lovatt commented on the graduation ceremonies and introduced Andrew Anzalone, newly elected Vice President of the ASG at Moorpark College, and Sally Bergstrom, newly elected President of the ASG at Moorpark College, who briefly reported on student activities at Moorpark College.

- **Enrollment Report/Budget Update**

Sue Johnson reviewed the enrollment report and indicated that the District must generate an additional 462 FTES between now and the first day of the 6 week summer session to maintain its decreased target. The College Presidents reported on their campuses' recruitment and outreach efforts.

- **College Budget Processes**

This item was deferred until the next regular Board meeting.

- **2005 Program Cuts and Categorical Program Update**

Cesar Hernandez addressed the Board regarding EOPS program funding. Dr. Meznek mentioned that the Board will address the tentative budget at its June meeting. The College Presidents individually summarized their program cuts and categorical programs. Ms. Johnson explained the funding sources for EOPS.

- **Academic Senates**

Jeff Baker thanked the Board and Chancellor for participating in graduation activities. He also presented an award to Dr. Meznek for the work he has done and the progress he has made in revising the District's policies and procedures over the past year.

Elissa Caruth was present on behalf of Jeannette Redding. She thanked the Board and Chancellor for attending graduation and read a prepared statement expressing various concerns at Oxnard College.

Kathryn Schoenrock thanked Board members and Dr. Meznek for attending graduation activities and commented on moving the reports back to beginning of the agenda, the process for selecting full time faculty positions, and recruitment of students.

- **Trustees**

- **Trustee Reports/Announcements/Correspondence**

All Trustees thanked the campuses for their hospitality during graduation ceremonies.

Trustee Huber thanked Mr. Baker for his positive comments regarding Dr. Meznek.

Trustee Heitmann commented on the reformation of the horticulture/agriculture program at Ventura College and asked Dr. Calote to provide an update.

**End of Board Actions**

ADJOURNMENT

At 11:55 p.m., the meeting was adjourned.