

# 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*

**Parheese Ehya**

*Student Trustee*



**James M. Meznik**

*Chancellor/Secretary to the Board*

### MINUTES FOR THE MEETING OF

**TUESDAY, NOVEMBER 14, 2006**

The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, November 14, 2006, at the Moorpark College Campus Center Conference Room in Moorpark, California.

#### **ROLL CALL**

##### **Board Members Present:**

Mary Anne Rooney, Chair

Larry O. Miller, Vice-Chair

Cheryl Heitmann

Arturo D. Hernández

Robert O. Huber

Pardeese Ehya, Student Trustee

##### **Management Present:**

James M. Meznik, Chancellor

Eva Conrad, Moorpark College President

Robert Jensen, Oxnard College Interim President

Robin Calote, Ventura College President

Sue Johnson, Vice Chancellor, Business Services

Patricia Parham, Associate Vice Chancellor, Human Resources

Pam Eddinger, Executive Vice President, Student Learning

Ramiro Sanchez, Executive Vice President, Student Learning

Ken Bailey, Vice President, Business Services

Ray Di Guilio, Vice President, Business Services

Carolyn Inouye, Director of Institutional Research

Jim Botting, Police Chief

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

Jeff Baker, Moorpark College Academic Senate President

Jeannette Redding, Oxnard College Academic Senate President

Kathryn Schoenrock, Ventura College Academic Senate President

Richard Debnan, Moorpark College Student Representative

Nikki Geluz, Ventura College Student Representative  
Mary Anne McNeil, Grants/Contracts  
Duane Cable, Information Technology  
Les Dickey, JCM Group  
Harry Korn, AFT  
Leanne Colvin, SEIU  
Eileen Welser, Executive Assistant to the Chancellor

CALL TO ORDER

Chair Rooney called the meeting to order at 4:38 p.m. Trustee Huber arrived at 5:00 p.m.

RECESS TO CLOSED SESSION

At 4:40 p.m. the meeting was recessed to Closed Session.

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

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION {*Gov't Code §54956.9(b)*}. (2 Cases)

CONFERENCE WITH LABOR NEGOTIATOR

- AFT/SEIU

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

- Chancellor – Goal Setting

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

- Employee No. 900000249
- Employee No. 900000507
- Employee No. 900218161
- Employee No. 900000858

RECONVENE IN OPEN SESSION

At 6:15 p.m. Chair Rooney announced that the Open Session would not begin at 6:00 p.m. At 6:45 p.m., the meeting reconvened in Open Session.

PLEDGE TO THE FLAG

The pledge to the flag was conducted.

CLOSED SESSION REPORT

Chair Rooney announced that the Conference with Legal Counsel Existing Litigation was pulled from the agenda.

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION {Gov't Code Section 54956.9(b)}

1. It was moved by Trustee Huber, seconded by Trustee Hernández, and carried on a 5-0 vote, to approve the Compromise and Release Agreement between employee #900007136 and the Ventura County Community College District.

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

1. It was moved by Trustee Miller, seconded by Trustee Huber, and carried on a 5-0 vote, that employee #900000249 will not be reemployed in their administrative position at the expiration of their current contract.
2. It was moved by Trustee Huber, seconded by Trustee Heitmann, and carried on a 5-0 vote, that employee #900000507 will not be reemployed in their administrative position at the expiration of their current contract.
3. It was moved by Chair Rooney, seconded by Trustee Huber, and carried on a 5-0 vote, that employee #900218161's employment with the Ventura County Community College District is terminated effective Wednesday, November 15, 2006.

ACKNOWLEDGEMENT OF GUESTS & SPECIAL RECOGNITIONS

- **Presentation of Plaque.** The Board presented a *Certificate of Recognition* and plaque to Chair Rooney for her distinguished service to the District. Chair Rooney thanked the Board, management, faculty, and staff. The college presidents presented gifts to Chair Rooney and the Board acknowledged her husband, Tom Rooney.

At 7:00 p.m. the meeting was recessed. A brief reception was held to honor Chair Rooney. The meeting reconvened at 7:15 p.m.

## Reports

- **Chancellor**
  - **Planning Process** – Chancellor Meznek distributed the District Mission, Vision, and Values statement. He acknowledged members of the Consultation Council for their planning efforts.
  - **Oxnard College Presidential Search Update.** Chancellor Meznek reported that the Search Committee would be meeting to decide on the semi-finalists to be interviewed.

PUBLIC COMMENTS

Harry Korn, Paul Olmsted, and Leanne Colvin expressed their concerns regarding Action Item A-1: Approval of Increase in Salary for College President. Andrew Anzalone addressed the Board regarding student representation within the District.

## Reports

- **Workers Compensation Presentation.** Jonathan Lord, Vice President, Keenan & Associates, gave a brief overview of the Workers Compensation Program. The Board asked about the timeline, premiums, and claims. There was a brief discussion regarding the current process used for choosing insurance brokers.
- **Student Representatives**
  - Richard Debnan indicated that the Moorpark College student government opposed the California for Community Colleges Initiative because of the lack of student participation. He gave a brief overview of activities at Moorpark College. Chair Rooney suggested that Mr. Debnan speak with Scott Lay, Community College League of California regarding this item. Trustee Heitmann offered to discuss legislation with the students.
  - Nicky Geluz reported on activities at Ventura College and commented on the Community College Leadership Conference.
  - Student Trustee Ehya gave a brief overview of meeting with Oxnard and Moorpark Colleges.

### RECESS TO CLOSED SESSION

The meeting recessed to Closed Session at 8:05 p.m.

### PUBLIC EMPLOYMENT APPOINTMENT {Government Code §54957} - 8:00 p.m.

- Director of Administrative Relations

### RECONVENE IN OPEN SESSION

The meeting reconvened in Open Session at 10:05 p.m.

### DISCUSSION

The Ventura College Organizational Chart was revised to include the augmented responsibilities for Tom Kimberling.

- **Discussion of Colleges Organizational Structure.** There was a brief discussion regarding the organizational structure of Moorpark, Oxnard, and Ventura Colleges. Chancellor Meznik reviewed *State Funded FTES, Fulltime Equivalent Employee Count* and gave a brief PowerPoint presentation regarding staffing within the Ventura County Community College District. He commented on recommendations made by the AACJC/WASC Accreditation Team and KH Consultants. Robin Calote gave a brief overview of the proposed changes to Ventura College's organizational structure. Eva Conrad reviewed the Moorpark College Proposed Organization of Management Responsibilities. Robert Jensen distributed and reviewed the Oxnard College Organizational Chart. Dr. Jensen gave a brief update on the President Search at Oxnard College and reported that Ramiro Sanchez was appointed the Executive Vice President at Ventura College.

- **Trustees**
  - **Trustee Reports/Announcements/Correspondence**
    - The presentation on Ventura County Homeless and Housing Coalition was postponed until December. Larry Miller reported that the Coalition would be performing a census of the homeless.
    - Trustee Huber congratulated Trustees Hernández, Trustee Heitmann and Mr. Blum for their election to the Board of Trustees. He commented on the Moorpark College Ball at the Reagan Library and acknowledged the retirement of Harry Korn, AFT.
    - Trustee Hernández mentioned the needs of the Chancellor's Office and acknowledged Eva Conrad.
    - Trustee Heitmann asked about participation on shared governance committees. Chancellor Meznek indicated that students have been invited to participate on committees.
    - Chair Rooney thanked the Board and all staff. She congratulated Stephen Blum on his election.

#### PUBLIC NOTICES OF CHANGES TO THE AGENDA

#### *Business Services*

- C-6 Surplus/Disposal of Equipment** was revised to include a 2002 Ford Taurus that was recently involved in an automobile accident and declared a total loss.

#### *Trustees/Chancellor*

- **First Reading – Board of Trustees 2007 Schedule of Meetings** was revised to change the January and June meeting to the second Tuesday.

#### *Consent Calendar Items*

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 following items pulled to be considered individually: C-2A, C-2B, C-5, and C-10, (Ehya – yes)

#### *Approval of Minutes*

- C-1 Meeting Minutes**
- A. Action to Approve the Minutes of the Regular Meeting of the Board of Trustees for October 10, 2006,** was approved.

*Human Resources*

- C-2 Employment & Position Management** was approved as listed:
- A. Approval of Change in Positions** was pulled for discussion.
  - B. Approval of Establishment of Positions** was pulled for discussion.
  - C. Approval of Personnel** was granted.
  - D. Approval/Ratification of Limited Term/Provisional Assignments** was granted.
- C-3 Changes in Personnel/Employment Status** were approved as listed:
- A. Approval/Ratification of Separation from Employment - Academic & Classified Employees**
  - B. Approval of Reclassification**
  - C. Ratification of Change in Assignments**
  - D. Approval of Granting of Sick Leave Days from Established Sick Leave Pool for Full and Part-time Academic Employees**

*Business Services*

- C-4 Ratification of Accounts Payable and Payroll for the Period of September 22, 2006 – October 26, 2006** was approved.
- C-5 Approval/Ratification of Board Purchase Order Report #7 for FY 2006/2007** was pulled for discussion.
- C-6 Surplus/Disposal of Equipment and Materials** was approved as listed.
- C-7 Acceptance of Completion of Bid No. 282, Asphalt Maintenance and Renovation of Parking Lots at Moorpark and Ventura Colleges** was approved.
- C-8 Award of Bid 286, Oxnard College Restroom Renovation** was approved to TJ Construction with the low bid of \$202,090.
- C-9 Award of Bid 289, Refurbish Tennis Courts at Moorpark College** was approved to the lowest responsible bidder.
- C-10 Approval of New Contracts and Grants for Fiscal Year 2006-2007 and Approval of General Fund Restricted Budget Amendment** was pulled for discussion.
- C-11 Monthly Budget Transfer Summary** was approved for the months of July through October 2006 for the General Fund-Unrestricted and General Fund Restricted.
- C-12 Quarterly Financial Status Report, General Fund – Combined (CCFS-311Q)** was approved.
- C-13 Approval of Amendments to Grants, Contracts, and Categorical Programs for Fiscal Year 2006-2007** was granted.

- C-14 Approval of a Revised Contract Between the Field Hockey Federation, Inc. and Ventura County Community College District, Moorpark College** was granted,
- C-15 Approval of Contract with Computerland of Silicon Valley for Symantec and Norton Anti-Virus Licensing Renewal** was granted.

### *Capital Planning, Design and Construction*

- C-16 Approval for Payment of Division of State Architect Fees for Project # 19119: Academic Center at Moorpark College** was granted in the amount of \$80,800 for Project # 19119: Academic Center at Moorpark College.
- C-17 Approval of Reduction in Retention for Project # 29110: Track & Field at Oxnard College** was granted to reduce the retention for Kubly Golf Construction from 10% to 5% of the contract for the Track & Field project at Oxnard College.
- C-18 Approval of Reduction in Retention for Project # 39068: LRC Secondary & Tertiary Effects – Renovate Buildings ‘D’ & ‘CR’ at Ventura College** was granted to reduce the retention for E.A. Environmental, Inc. from 10% to 5% of the contract for the LRC Secondary & Tertiary Effects – Renovate Buildings ‘D’ & ‘CR’ at Ventura College.
- C-19 Acceptance of Change Order Summary Report for Capital Projects** was approved.

### *Student Learning*

- C-21 Approval of Spring 2007 Community Education Classes at Ventura College** was granted as listed.

### *Trustees/Chancellor*

- C-22 Approval of Date, Time and Location for the Annual Organizational Meeting** was granted to establish December 12, 2006, at 7:00 p.m., at 255 West Stanley Avenue, Suite 150, Ventura, California, as the date, time, and location for the annual organizational meeting.

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

### *Human Resources*

- C-2 Employment & Position Management**
- A. Approval of Change in Positions** was moved by Trustee Huber, seconded by Trustee Hernández, and carried on a unanimous vote. (Ehya – yes)
- B. Approval of Establishment of Positions** was moved by Trustee Huber, seconded by Trustee Hernández, and carried on a unanimous vote. (Ehya – yes)

### *Business Services*

- C-5 Approval/Ratification of Board Purchase Order Report #7 for FY 2006/2007 from September 22, 2006 – October 30, 2006** was moved by Trustee Huber, seconded by Trustee Heitmann, and carried on a unanimous vote. (Ehya – yes)
- C-10 Approval of New Contracts and Grants for Fiscal Year 2006-2007 and Approval of General Fund Restricted Budget Amendment** was moved by Trustee Heitmann, seconded by Trustee Huber, and carried on a unanimous vote. (Ehya – yes)

Trustee Heitmann asked about the Ventura County Medical Center funding sources to support nursing education.

## **First Reading Items**

### *Trustees/Chancellor*

- **First Reading – Board of Trustees 2007 Schedule of Meetings** was accepted for Second Reading.

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

### *Human Resources*

- A-1 Approval of Increase in Salary for College President** was moved by Trustee Hernández, seconded by Trustee Huber, and carried on a 4-1 vote, with Trustee Miller voting no, to approve a 10% increase in salary for College President, Dr. Eva Conrad, effective January 1, 2007. (Ehya – Yes)

Trustee Miller expressed his concerns about this item.

- A-2 Approval of Chancellor's Employment Contract** was moved by Trustee Huber, seconded by Trustee Hernández, and carried on a unanimous vote, to approve the employment contract for Dr. James Meznek, Chancellor, effective July 1, 2006 through June 30, 2009. (Ehya – Yes)

### *Business Services*

- A-3 Approval of General Contract Agreement for Legal Services of Atkinson, Andelson, Loya, Ruud, and Romo** was moved by Trustee Huber, seconded by Trustee Heitmann, and carried on a unanimous vote, to approve the General Contract Agreement with Atkinson, Andelson, Loya, Ruud, and Romo to provide professional services as chief negotiator for AFT and SEIU contract negotiations. (Ehya – Yes)



OPEN STUDY SESSION

- **Annual Self-Evaluation of the Governing Board.** It was decided to postpone this item until the next meeting.

CLOSE STUDY SESSION

*Trustees/Chancellor*

**A-5 Acceptance of the Annual Self-Evaluation of the Governing Board for 2005-2006** was postponed until the December meeting.

*Human Resources*

**A-6 Approval of Employment of Director of Administrative Relations** was moved by Trustee Hernández, seconded by Trustee Huber, and carried on a unanimous vote, to hire Kathleen “Clare” Geisen as the Director of Administrative Relations, effective date to be negotiated by the Chancellor. (Ehya – abstain)

*End of Board Actions*

ADJOURNMENT

At 11:00 p.m. the meeting was adjourned.