

Board of Trustees Ventura County Community College District

Larry O. Miller
Chair
Board
Robert O. Huber
Vice Chair
Stephen P. Blum
Trustee
Cheryl Heitmann
Trustee
Arturo D. Hernández
Trustee
Pardeese Ehya
Student Trustee



James M. Meznik
Chancellor/Secretary to the

MINUTES FOR THE MEETING OF TUESDAY, JANUARY 9, 2007

The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, January 9, 2007, at the District Administrative Center Multi-Purpose Room in Ventura, California.

ROLL CALL

Board Members Present:

Larry O. Miller, Chair
Robert O. Huber, Vice-Chair
Stephen P. Blum, Trustee
Cheryl Heitmann, Trustee
Pardeese Ehya, Student Trustee

Absent:

Arturo D. Hernández, 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
Ramiro Sanchez, Executive Vice President, Student Learning
Clare Geisen, Director of Administrative Relations
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
Jose Cornelio, Oxnard College Classified Senate President
Richard Debnam, Moorpark College Student Representative

Jose Hernandez, Oxnard College Student Representative
Mary Anne McNeil, Grants/Contracts
Les Dickey, JCM Group
John Wagner, AFT
Eileen Welser, Executive Assistant to the Chancellor

CALL TO ORDER

Chair Miller called the meeting to order at 5:32 p.m.

PUBLIC COMMENTS REGARDING CLOSED SESSION AGENDA ITEMS

There were no Public Comments.

RECESS TO CLOSED SESSION

At 5:33 p.m. the meeting was recessed to Closed Session.

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

- Extension to Tolling and Standstill Agreement with County of Ventura

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION {Gov't Code §54956.9(b)}. (1 Case)

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

- Employee #900328973

CONFERENCE WITH LABOR NEGOTIATOR

- AFT/SEIU

RECONVENE IN OPEN SESSION

Chair Miller reconvened in Open Session at 7:10 p.m.

PLEDGE TO THE FLAG

Student Trustee Ehya led the pledge to the flag.

CLOSED SESSION REPORT (if necessary)

It was moved, seconded, and carried on a unanimous vote, with Trustee Hernández absent, to approve the Tolling and Standstill Agreement between Ventura County Community College District and the County of Ventura tolling the filling of an action against the District through October 15, 2007.

PUBLIC COMMENTS

Connie Jenkins, Chief Negotiator, distributed the Ventura County Federation of College Teachers AFT, Local 1828 AFL/CIO Initial Proposal.

C. D. Williams and Elias Banales, Jr., addressed the Board.

PUBLIC NOTICE OF CHANGES TO THE AGENDA

January 9, 2007

Reports

- **Chancellor**
 - **Citizens' Oversight Committee Annual Report**
 - **Presented by James Steuck, Acting Chair** was pulled from the agenda.

Human Resources

C-2 Employment & Position Management

B. Approval of Establishment of Positions [20] was revised to change Position #12 from Career Counselor Coordinator to Career Transfer Center Counselor.

D. Approval/Ratification of Personnel [24] was revised as follows.

Academic (Full-Time)

Lyn MacConnaire's name was included as the Interim Executive Vice President at Oxnard College, with an effective date pending mutual agreement.

Floyd Martin was added as the Interim Dean, Liberal Studies at OC, with an effective date of January 8, 2007, until the position is filled or by June 30, 2007.

Academic (Part-Time)

Anna Tivy's status was changed from "Regular" to "Intern."

Business Services

C-12 Approval of Amendments to Grants, Contracts, and Categorical Programs for Fiscal Year 2006-2007 [54] was revised on page 3 to change the 5000 account from \$1,000 to \$10,000.

Reports

- **Chancellor**
 - **Moorpark College EATM Facilities Project.** Handel Evans gave a brief overview of the new roof configuration of the EATM Training facility at Moorpark College.

- **AFT/SEIU Initial Proposal.** Patricia Parham announced the Board would present their Initial Proposals to the American Federation of Teachers (AFT) as well as the Service Employees International Union (SEIU) the next day and copies could be obtained by the public in the Human Resources Department during normal business hours. The Board will hold a Public Hearing on the proposals at the February 13 Board meeting prior to adoption on the same day.

Patricia Parham announced the AFT presented their Initial Proposal to the District with a request to commence negotiations. To date, the District has not received an Initial Proposal from SEIU but anticipates receipt by January 15, 2007. Upon receipt, the Board will formally accept AFT and SEIU's Initial Proposals at the February 13 Board meeting. Copies of the proposals will be available in the Human Resources Department during normal business hours.

- **Enrollment Report.** Sue Johnson distributed and reviewed the *FTES Comparisons - Spring 2007 (as of January 8, 2007) Compared to Spring 2006 (as of January 9, 2006)*. The Board asked for an update on enrollment of online courses. Trustee Heitmann asked for a Discussion item on online courses at a future meeting. There was a brief update on the Service Members Opportunities College.
- **Academic Senates.** Jeannette Redding said that the morale was high at Oxnard College. She commented on the Accreditation Institute sponsored by the State Academic Senate.
- **Student Representatives**
Sergio Lagunas and Lupe Jasso gave a brief update on activities at Oxnard College. They expressed their concerns about signage at the college.

Andrew Anzalone commented on the non-resident tuition fee and indicated that the Moorpark College Associated Students had not taken an official position.

Pardeese Ehya indicated that she was unable to attend the December Board meeting because of a final exam. She expressed her concerns regarding non-resident students. Ms. Ehya asked the Board for their thoughts in motivating the student governments to participate in the legislature.

- **Trustees**
 - **Trustee Reports/Announcements/Correspondence.** Trustee Huber pointed out that the article that appeared in the *Ventura County Star* regarding a vocational facility was one Board member's opinion and that the Board had taken no position.
 - **Presentation on Ventura County Homeless and Housing Coalition.** Cathy Brudnicki, Executive Director for Ventura County Homeless and Housing Coalition, distributed and reviewed the *Draft 10-Year Strategy to End Homelessness for Ventura County*. Ms. Brudnicki asked for volunteers to conduct the 2007 Ventura County Homeless count on January 23, 2007.

Consent Calendar Items

It was moved by Trustee Huber, seconded by Trustee Heitmann, and carried on a unanimous vote, with Trustee Hernández absent, to approve the Consent Calendar Items, with the exception of the following items pulled: C-5 and C-23 (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 December 12, 2006 [1] was approved.**
- B. Action to Approve Minutes of the Special Meeting of the Board of Trustees for December 13, 2006 [12] was approved.**
- C. Action to Approve Minutes of the Special Meeting of the Board of Trustees for December 14, 2006 [15] was approved.**

Human Resources

C-2 Employment & Position Management were approved as listed.

- A. Approval of Abolishment of Positions [18]**
- B. Approval of Establishment of Positions [20]**
- C. Approval of Equivalency [23]**
- D. Approval/Ratification of Personnel [24]**
- E. Approval/Ratification of Limited Term/Provisional Assignments [27]**

C-3 Changes in Personnel/Employment Status were approved as listed.

- A. Approval/Ratification of Separation from Employment - Academic & Classified Employees [29]**
- B. Approval of Probationary to Permanent Personnel [31]**
- C. Ratification of Change in Assignments [33]**
- D. Approval of Employment under Special Pre-Retirement Program [35]**
- E. Approval of Granting of Sick Leave Days from Established Sick Leave Pool for Full and Part-time Academic Employees [37]**

Business Services

C-4 Ratification of Accounts Payable and Payroll for the Period of November 28, 2006 – December 18, 2006 [39] was approved.

C-5 Approval/Ratification of Board Purchase Order Report #9 for FY 2006/2007, from November 22 to December 19, 2006 [40] was pulled for discussion

C-6 Surplus/Disposal of Equipment and Materials [47] was approved as listed.

- C-7 Acceptance of Gifts [48]** was approved to accept the following gifts:
Cash Donation of \$4,600 to pay for the Ventura College Annual Report
“Expenditures for Public Relations.”
Donated by: The Ventura College Foundation
- Donation of Leg Phantom and Arm Phantom to be used in the Radiological
Technology Health Services Department at Moorpark College.
Donated by: Kaiser Permanente of Southern California
- Donation of Cell Sorter to be used in the Microbiology or Biotechnology Lab at
Moorpark College.
Donated by: SUI Juris LLC
- C-8 Award of Bid 290, Utility Carts [49]** was approved to award Bid 290, Utility Carts, to
Power Machinery with the low bid of \$71,533.
- C-9 Award of Bid 292, Outdoor Riding Vacuum Sweepers for Moorpark and Oxnard
Colleges [50]** was approved to award a contract to Total Clean, for \$162,002 for Bid 292,
Outdoor Vacuum Sweepers for Moorpark and Oxnard Colleges.
- C-10 Award of Bid 293, Supply and Installation of Audio Visual Equipment for
Moorpark, Oxnard and Ventura Colleges [51]** was approved to award a contract for
Bid 293, Supply and Installation of Audio Visual Equipment for the Moorpark, Oxnard
and Ventura Colleges to the lowest responsible bidder after the January 9, 2007 bid
opening.
- C-11 Monthly Budget Transfer Summary [52]** was approved to ratify the monthly budget
transfer summary for the month of December 2006 for the General Fund-Unrestricted and
General Fund-Restricted.
- C-12 Approval of Amendments to Grants, Contracts, and Categorical Programs for
Fiscal Year 2006-2007 [54]** was granted to existing grants, contracts, and categorical
programs for FY 2006-2007.
- C-13 Approval of New Grant for Fiscal Year 2006-2007 and Approval of General Fund
Restricted Budget Amendment [57]** was granted.

Capital Planning, Design and Construction

- C-14 Approval of the Annexation of the Water Portion of the Camarillo Utility
Enterprise by Calleguas Municipal Water District at the Camarillo Property [59]**
was granted to authorize the Chancellor to execute the document titled “Landowners
Request to Annex and Approval of Parcel Charge” document, as amended by District
counsel, which will allow the Calleguas Municipal Water District to annex the existing
water system serving the District property in Camarillo.
- C-15 Approval to Issue a Supplement to BTC/US Laboratories for Testing and DSA
Special Inspections for Project # 19059: Child Development Center at Moorpark
College [60]** was granted to approve a supplement to the contract with BTC/US

Laboratories in the amount of \$20,000 to provide DSA special inspections and testing for field welding of handrails and guardrails for the new Child Development Center at Moorpark College.

- C-16 Approval of Contract Increase with Rincon Consultants for Project # 19112: Master Plan/EIR at Moorpark College [61]** was granted to increase the contract with Rincon Consultants, Inc. in the amount of \$49,589 for completion of Master Plan/EIR at Moorpark College.
- C-17 Acceptance of Completion of Project # 19203-S: Piped Infrastructure Sewer Line Replacement Project at Moorpark College [62]** was approved.
- C-18 Acceptance of Completion of Project # 19302-P: Piped Infrastructure Plumbing Piping Replacement at Moorpark College [63]** was approved.
- C-19 Approval of Contract with AE Group Mechanical Engineers, Inc. for Project # 29126: HVAC System for Liberal Arts Building at Oxnard College [64]** was granted in the amount of \$98,000 for the design of a new HVAC System for the Liberal Arts Building at Oxnard College.
- C-20 Approval of Reduction in Retention for Project # 39105: Renovations at the Athletic Fields, Phase II at Ventura College [65]** was granted to reduce retention for McGillivray Construction from 10% to 5% of the contract value for renovations at the Athletic Fields, Phase II at Ventura College.
- C-21 Approval of Budget Transfer of Funds from Infrastructure Electrical Systems Upgrade # 39115 to Learning Resource Center Secondary and Tertiary Construction # 39068 at Ventura College [66]** was granted.
- C-22 Approval of Budget Transfer of Funds from Unallocated Special Repairs # 39132 to Learning Resource Center Secondary and Tertiary Construction # 39068 at Ventura College [68]** was granted.

Business Services

- C-5 Approval/Ratification of Board Purchase Order Report #9 for FY 2006/2007, from November 22 to December 19, 2006 [40]** was moved by Trustee Huber, seconded by Chair Miller, and carried on a unanimous vote, with Trustee Hernández absent. (Ehya – yes)
- C-23 Acceptance of Change Order Summary Report for Capital Projects [70]** was moved by Trustee Heitmann, seconded by Trustee Huber, and carried on a unanimous vote with Trustee Hernández absent. (Ehya – yes)

Trustee Heitmann asked about the purchase of replacement exit signs. She indicated that the Ventura County Regional Alliance had exit signs available and requested a report on this item.

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

First Reading Items

- **First Reading: Approval of Vision, Mission, and Value Statement for the Ventura County Community College District [87]** will return again for First Reading.

The Board asked for additional background information on this item. The following changes were suggested for the Vision Statement:

- Delete – “*known throughout California*” in the first sentence.
- Change “*empowerment.*”
- Include student empowerment and employee access.
- Students come first.

Dr. Meznek gave a brief overview of the process that was used to develop the statement. It was decided that the Board would convey any further suggestions to the chancellor.

Action Items/Second Reading Items

Business Services

- A-1 Adoption of 2007-2008 Non-Resident Tuition Rate, Foreign Student Capital Outlay Surcharge, and Foreign Application Processing Fee [89]** was moved by Trustee Huber, seconded by Trustee Heitmann, and carried on a unanimous vote, with Trustee Hernández absent, to adopt the 2007-2008 Non-Resident Tuition Rate as required by law, the 2007-2008 Foreign Student Capital Outlay Surcharge as permitted by law, and the 2007-2008 Foreign Application Processing Fee as permitted by law – cost of education \$175. (Ehya – yes)

Sue Johnson gave a brief summary of the fee process.

Human Resources

- A-2 Approval of Sabbatical Leave Recommendations, Per VCCCD/AFT Contract 2007-2008 [92]** was moved by Trustee Blum, seconded by Trustee Heitmann, and carried on a unanimous vote, with Trustee Hernández absent, for Item 1-12, along with those recommended as alternates. (Ehya – yes)

Trustee Huber asked that in the future, to include the applications in the information for the Board.

Student Learning

- A-3 Second Reading: Course Approvals: New and Revised Courses at Moorpark, Oxnard, and Ventura Colleges; Revised Associate Degree Pattern at Moorpark College; and New and Revised Programs at Oxnard College [99]** was moved by

Trustee Heitmann, seconded by Trustee Blum, and carried on a unanimous vote, with Trustee Hernández absent. (Ehya – yes)

Eva Conrad explained the process that was used by the California State University System and the University of California to review courses. Trustee Heitmann asked for an update on the Dental Assisting Program. It was suggested that the mortuaries be notified of the new course offering: Grief, Death, Loss and Disability.

Trustees/Chancellor

A-4 Action to Approve Governing Board Member Absence [133] was moved by Trustee Huber, seconded by Trustee Heitmann, and carried on a unanimous vote, with Trustee Hernández absent, to approve the absence of Trustee Hernández. (Ehya – yes)

A-5 Review and Assignment of Board of Trustees Subcommittees and Ad Hoc Committees -- Appointments to Serve for 2007 [134] was moved by Trustee Huber, seconded by Trustee Blum, and carried on a unanimous vote, with the following changes. (Ehya – yes)

- Trustee Hernández, Chair – Rules, Operations and Procedures Subcommittee.
- Chair Miller, Chair – Audit/Budget/Foundations Relations Subcommittee.

A-6 Action to Nominate a Member of the VCCCD Board of Trustees to Serve on the California Community Colleges Trustees Board of Directors [136]

Trustee Huber nominated Trustee Heitmann and Trustee Heitmann declined.

A-7 Adoption of a Resolution in Support of the DREAM Act [138] was moved by Trustee Heitmann, seconded by Chair Blum, and carried on a 3-1 vote, with Trustee Huber voting no, and Trustee Hernández absent. (Ehya – absent)

Trustee Huber expressed his concerns regarding the Resolution and the staff report.

Everett Gorman addressed the Board regarding the Ventura County “We Support the Dream” Campaign Dinner on February 15, 2007.

End of Board Actions

ADJOURNMENT

At 8:30 p.m. the meeting was adjourned.