

Board of Trustees

Ventura County Community College District

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**MINUTES
FOR THE MEETING OF
TUESDAY, APRIL 8, 2008**

The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, April 8, 2008, at the Ventura County Office of Education Conference and Educational Services Center, Camarillo, California.

ROLL CALL

Board Members Present:

Larry O. Miller, Chair

Robert O. Huber, Vice Chair

Stephen P. Blum, Trustee

Cheryl Heitmann, Trustee

Arturo D. Hernández, Trustee

Lorraine Hawes, Student Trustee

Management Present:

James Meznik, Chancellor

Robin Calote, Ventura College President

Eva Conrad, Moorpark College President

Richard Durán, Oxnard College President

Sue Johnson, Vice Chancellor, Business Services

William Studdt, Acting Vice Chancellor Planning and Organizational Development

Pam Eddinger, Executive Vice President, Student Learning

Lyn MacConnaire, Executive Vice President, Student Learning

Ramiro Sanchez, Executive Vice President, Student Learning

Clare Geisen, Director of Administrative Relations

Michael Arnoldus, Director of Employment/Personnel Commission

Ken Robinson, Director of Human Resources

Faculty/Staff/Student Representatives:

P. Scott Corbett, Oxnard College Academic Senate President
Margaret Tennant, Moorpark College Academic Senate President
Kathryn Schoenrock, Ventura College Academic Senate President
Sergio Lagunas, President, Oxnard College Associated Student Government
Donna Valle, Moorpark College Associated Student Government Representative
Mary Anne McNeil, Grants/Contracts
Les Dickey, Heery International
John Wagner, AFT President
Eileen Welser, Executive Assistant to the Chancellor

CALL TO ORDER

Chair Miller called the meeting to order at 5:30 p.m. Trustee Heitmann arrived at 5:45 p.m.

PUBLIC COMMENTS REGARDING CLOSED SESSION AGENDA ITEMS

There were no Public Comments.

RECESS TO CLOSED SESSION

At 5:32 p.m., the meeting recessed to Closed Session.

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
{Government Code §54956.9(a)} (Two Case)

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

- Employee #900000126

RECONVENE IN OPEN SESSION

Chair Miller called the meeting to order at 7:15 p.m.

PLEDGE TO THE FLAG

Clare Geisen led the Pledge to the Flag.

CLOSED SESSION REPORT

It was moved by Vice Chair Huber, seconded by Trustee Blum, and carried on a 5-0 vote, to suspend Employee #900000126 without pay for 10 working days.

ACKNOWLEDGEMENT OF GUESTS AND SPECIAL RECOGNITIONS

The Board acknowledged William Studt for his efforts as Interim Chancellor during Dr. Meznek's absence. Mr. Studt thanked the Board, presidents, and staff.

At 7:23 p.m., the meeting adjourned to acknowledge William Studt as Interim Chancellor. The meeting reconvened at 7:30 p.m.

PUBLIC COMMENTS

There were no Public Comments.

Reports

- **Student Representatives**

- Sergio Lagunas, Associated Student Government President, Oxnard College, reported on student activities at Oxnard College, announced student elections were going well, commented on his appreciation of the new Oxnard College website, and invited everyone to attend graduation.
- Donna Valle, Director of Public Relations, Associated Student Government, Moorpark College, reported on student participation at a recent Washington, D.C. conference, invited everyone to Multicultural Day, and announced student elections were going well.
- Lori Hawes, Student Trustee, a report from Juliana Hernández, Associated Student Government President, Ventura College, regarding student elections and Young Leaders Society activities. Miss Hernández was unable to attend the Board meeting due to her class schedule.

- **Chancellor**

- Chancellor Meznek thanked the Board for his leave time, thanked Interim Chancellor Bill Studt for his work efforts during the Chancellor's absence, and reported the Moorpark College President search and Vice Chancellor search had produced a solid pool of applicants.

- **Academic Senates**

- P. Scott Corbett, Academic Senate President, Oxnard College, commented on Academic Senate elections, managing student learning outcomes, and collaborating on budget issues.
- Margaret Tennant, Academic Senate President, Moorpark College, commented on the Student Services Council Retreat, reported on the success of the recent job fair, and invited all to attend Multicultural Day and Earth Day.
- Kathryn Schoenrock, Academic Senate President, Ventura College, reported on attending the Area C meeting of the State Academic Senate, shared information regarding minors on campus and counseling through distance education, and encouraged speaking with local legislators regarding budget issues.

- **Trustees**

- **Trustee Reports/Announcements/Correspondence**
 - Trustee Blum reported on the Capital Planning and Construction Committee meeting.
 - Trustee Hernández commented on an upcoming presentation to Oxnard City Council and school boards to share information with the community about Oxnard College facilities, programs, and services.
 - Trustee Heitmann reported she attended the Library Dedication at CSUCI on April 4 and announced the Ventura Music Festival begins on April 30.

CHANGES TO THE AGENDA

The following changes were made to the agenda:

ACTION

Student Learning

- A-2 **Revised Associate Degree Requirements for Moorpark College, Oxnard College, and Ventura College [p. 103] and**
- A-3 **New Certificates for Moorpark, Oxnard, and Ventura Colleges [p. 106]** were revised to delete the inadvertently placed First Reading notation.

CONSENT CALENDAR ITEMS

It was moved by Vice Chair Huber, seconded by Trustee Heitmann, and carried on a unanimous vote, to approve the Consent Calendar Items with the exception of Items C-2C and C-2E. (Hawes – yes)

Approval of Minutes

- C-1 **Meeting Minutes**
 - A. **Action to Approve the Minutes of the Regular Meeting of the Board of Trustees for March 11, 2008 [p. 1]** was granted.
 - B. **Action to Approve the Revised Minutes of the Regular Meeting of the Board of Trustees for February 12, 2008 [p. 12]** was granted to clarify the vote on item A-5.

Human Resources

- C-2 **Employment and Position Management** were approved as listed:
 - A. **Approval of Abolishment and Establishment of Positions [21]**
 - B. **Approval/Ratification of Change in Position [26]**
 - C. **Approval/Ratification of Establishment of Positions [27]** was pulled for discussion.
 - D. **Approval/Ratification of Equivalency [28]**
 - E. **Approval/Ratification of Academic and Classified Personnel [29]** was pulled for discussion.

- F. **Approval/Ratification of Limited Term/Provisional Assignments [32]**
- C-3 **Changes in Personnel/Employment Status** were approved as listed.
 - A. **Approval/Ratification of Separation from Employment - Academic and Classified Employees [34]**
 - B. **Approval/Ratification of Probationary to Permanent Personnel [36]**
 - C. **Approval/Ratification of Changes in Positions and Assignments [38]**

Business Services

- C-4 **Ratification of Accounts Payable and Payroll for the Period of February 19, 2008 – March 13, 2008 [p. 39]** was approved.
- C-5 **Approval/Ratification of Board Purchase Order Report #11 for FY 2007-08 [p. 40]** was granted from February 14 to March 17, 2008.
- C-6 **Surplus/Disposal of Equipment and Materials [p. 57]** was approved as listed.
- C-7 **Monthly Budget Transfer [p. 58]** was approved to ratify the monthly budget transfer summary for the month of January and February 2008 for the General Fund-Unrestricted and General Fund-Restricted.
- C-8 **Approval of Amendments to the Moorpark College Child Development Center Budget for Fiscal Year 2007-2008 [p. 60]** was granted.
- C-9 **Approval of Amendments to Grants, Contracts, and Designated Programs for Fiscal Year 2007-2008 [p. 61]** was granted.
- C-10 **Approval of Agreement Renewal with the County of Ventura for Leased Space at Oxnard College [p. 64]** was granted.

Capital Planning, Design and Construction

- C-11 **Capital Planning, Design and Construction**
 - A. **Approval of a Contract with Staples Construction Company for Site Grading, Utilities Trenching and Electrical Infrastructure Work at Fire and Sheriff Training Academy at Camarillo Airport, Project #89106 [p. 66]** was granted to contract with Staples Construction Company in the amount of \$1,082,335, for site grading, constructing a retention basin, utilities trenching, and installing certain electrical infrastructure work in preparation for construction of the Fire and Sheriff Training Academy at the Camarillo Airport property.
 - B. **Approval of Measure S Budget Transfers at Moorpark College [p. 68]** was granted for budget transfers between the Measure S funded projects at Moorpark College.
 - C. **Acceptance of Completion of Contract with Taft Electric for the Electrical Infrastructure Phase 1 at Moorpark College, Project #19115 [p. 69]** was approved to accept completion and closeout of construction contract with Taft Electric for Electrical Infrastructure Phase 1 at Moorpark College, project #19115.

- D. Approval of Contract with Spectrum Strategies to Prepare Final Project Proposal for State Funding to Modernize and Expand the Dental Hygiene Program at Oxnard College, and Measure S Budget Transfers [p. 70]** was granted in the amount of \$31,000 to prepare a Final Project Proposal (FPP) in order to continue application for State funds to fund a portion of the modernization and expansion of the existing dental hygiene building at Oxnard College.
- E. Acceptance of Change Order Summary Report for Capital Projects [p. 72]** was approved.

Student Learning

- C-12 Approval of New Summer 2008 Community Education Classes at Ventura College [p. 83]** was granted.

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

Human Resources

- C-2 Employment and Position Management** were approved as listed:
- C. Approval/Ratification of Change in Position [26] Approval/Ratification of Establishment of Positions [27]** was moved by Vice Chair Huber, seconded by Trustee Heitmann, and carried on a unanimous vote. (Hawes – yes)
- Trustee Hernández asked for additional information on the cost of textbooks. The Moorpark College Associated Student Government will forward information to the Board.
- E. Approval/Ratification of Academic and Classified Personnel [29]** was moved by Chair Miller, seconded by Vice Chair Huber, and carried on a unanimous vote. (Hawes – yes)

Chair Miller expressed his concerns regarding this item.

First Reading

- **First Reading: Course Approvals: New and Revised Courses at Moorpark and Oxnard Colleges [p. 86]** was accepted for Second Reading.

ACTION ITEMS/SECOND READING ITEMS

Business Services

- A-1 Second Reading: Amendment to BP6330: Purchasing of Chapter 6 of the Board Policy Manual: Business and Fiscal Affairs [p. 101]** was moved by Vice Chair Huber, seconded by Trustee Heitmann, and carried on a unanimous vote, to approve the amendment to *BP6330: Purchasing* of Chapter 6 of the Board Policy Manual. (Hawes - yes)

OPEN STUDY SESSION

At 8:15 p.m., Chair Miller opened the Study Session.

- **Revised Title 5 Regulations on Associate Degrees and Certificates**
 - A study session was held regarding revised Title 5 Regulations on Associate Degrees and Certificates. Dr. Eva Conrad, President of Moorpark College; Dr. Margaret Tennant, Moorpark College Academic Senate President; Dr. P. Scott Corbett, Oxnard College Academic Senate President; and Kathryn Schoenrock, Ventura College Academic Senate President, presented changes to Title 5 and timelines for implementation.

The Board and Chancellor Meznek acknowledged the Academic Senate Presidents and the District Technical Review Workgroup for their efforts related to this item.

CLOSE STUDY SESSION

At 8:45 p.m., Chair Miller closed the Study Session.

Student Learning

- A-2 Revised Associate Degree Requirements for Moorpark College, Oxnard College, and Ventura College [p. 103]** was moved by Vice Chair Huber, seconded by Trustee Hernández, and carried on a unanimous vote, to approve the new associate degree requirements for Moorpark, Oxnard, and Ventura Colleges. (Hawes – yes)
- A-3 New Certificates for Moorpark, Oxnard, and Ventura Colleges [p. 106]** was moved by Vice Chair Huber, seconded by Trustee Blum, and carried on a unanimous vote, to approve two new certificates for Moorpark, Oxnard, and Ventura Colleges. (Hawes – yes)
- A-4 Second Reading: Course Approvals: New and Revised Courses at Ventura College [p. 108]** was moved by Trustee Blum, seconded by Trustee Heitmann, and carried on a unanimous vote. (Hawes – yes)

Trustees/Chancellor

- A-6 Action to Vote for Up to Nine Nominees in the California Community College Trustees Board of Directors Election – 2008 [p. 114]** was moved by Vice Chair Huber, seconded by Trustee Blum, and carried on a unanimous vote, to approve nine nominees in the 2008 California Community College Trustees Board of Directors election.
(Hawes – yes)

End of Board Actions

ADJOURNMENT

The meeting was adjourned at 8:50 p.m.