

Board of Trustees
Ventura County Community College District

MINUTES FOR THE REGULAR MEETING OF APRIL 21, 1998

The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, April 21, 1998, in the Cowan Conference Center – Ventura Room, Camarillo, California.

Roll Call

Board Members Present:

Norman J. Nagel, President
Allan W. Jacobs, Vice-President
Robert S. Gonzales
Pete E. Tafoya
John D. Tallman
Corey Scott, Student Trustee

Management Present:

Philip Westin, Chancellor
Michael Gregoryk, Deputy Chancellor
James Walker, President, Moorpark College
Steven Arvizu, President, Oxnard College
Larry Calderón, President, Ventura College
Eva Conrad, Executive Vice President, Student Learning, Moorpark College
Dennis Cabral, Executive Vice President, Student Learning, Oxnard College
Anthony Tricoli, Associate Vice Chancellor, Instruction and Student Services
Patricia Parham, Interim Associate Vice Chancellor, Human Resources
Ray Di Guilio, Oxnard College Vice President, College Services
Irene Pinkard, Ventura College Vice President, College Services
Susan Johnson, Executive Director, Business Services and Financial Management
Victor Belinski, Director, Information Technology
Barbara Buttner, Director, Public Affairs
Harry Culotta, Director, Budget & Contracts
Cheryl Shearer, Dean of Economic Development

Faculty/Staff/Student Representatives:

Elton Hall, Moorpark College Academic Senate President
Carmen Guerrero-Calderón, Oxnard College Academic Senate President
Octavio Sifuentes, Ventura College Academic Senate President
Candace Peyton, SEIU
Nancy Davis, Classified Supervisors Representative
Pattie Ridenour, Ventura Classified Senate Representative
Mary Anne Rooney, Oxnard College Student Representative
Chris Valenzano, Ventura College Student Representative

CALL TO ORDER

President Nagel called the meeting to order in the Cowan Conference Center – Camarillo Room at 6:00 p.m., with Trustees Tafoya and Tallman absent.

PUBLIC RESPONSE TO CLOSED SESSION AGENDA ITEMS

There were no requests to speak.

RECESS TO CLOSED SESSION

The Board of Trustees recessed to Closed Session at 5:04 p.m. in the Cowan Conference Center – Santa Paula Room to address the following items:

Conference with Legal Counsel— Existing Litigation

- Name of Case: Case Nos., CIV 179721, CIV 179723, and CIV179725

Conference with Legal Counsel— Threatened Litigation

- Significant Exposure to Litigation Pursuant to Subdivision (b) of Section 54956.9: 1 case

Pending or Threatened Litigation

Liability Claims

- Thomas Barker vs. VCCCD
- Gilbert Mendoza vs. VCCCD

Employer – Employee Relations

- SEIU
- CMA
- Classified Supervisors
- Classified Confidential

Public Employee Evaluation

- Chancellor

At 5:20 p.m. Trustee Tallman arrived.

At 5:27 p.m. Trustee Tafoya arrived.

RECONVENE IN OPEN SESSION

President Nagel reconvened the meeting in Open Session at 7:20 p.m. in the Cowan Conference Center – Ventura Room.

PLEDGE TO FLAG

Steven Arvizu led the pledge to the flag.

CLOSED SESSION REPORT

There was no Closed Session report.

ACKNOWLEDGEMENT OF GUESTS

Student Trustee Scott acknowledged student trustee-elect Velia Soto.

PUBLIC NOTICE OF CHANGES TO AGENDA

Action Item	Description
First Reading	Course Approval: New, Revised and Deleted Courses – Oxnard, Moorpark and Ventura Colleges. This item was revised as follows: BIS 98 – Administrative Assistant – 16 hours lecture per week Bus 98 – Beginning Bookkeeping – 20 hours lecture per week
4.1	Spring 1998 Candidates for Associate Degree at Moorpark, Oxnard and Ventura Colleges. This item was revised to add the following names to the list of spring candidates: <ul style="list-style-type: none"> • Ricardo Tangkeko Tejada – Oxnard - AS Degree in Hotel & Restaurant Management • Charles Kevin White – Oxnard College – AA Degree in Art/Two Dimensional Studio
5.1	Academic Actions
	5.1.1 Approval of the appointment of the following full-time academic personnel:
	d) Instructor in English at Oxnard College. This item was pulled from the agenda.
5.2.2	Regular Classified Actions – Probationary Personnel This item was revised to add the name of Avelino Cabanban.
5.3	Reclassifications. This item was revised to change the salary schedule for the Instructional Lab Technician I/Information Systems for Dean Adams, he is changing from 230 not 285.
6.3	Purchase Orders
	6.3.1 Approval/Ratification of Purchase Order List #11 (FY 1997-98). This item was revised to include supplemental purchase orders.
6.4.1	Approval of Bid #158, Computer Equipment and Printers. This item was revised to indicate that the award of the bid will be to the lowest bidder(s) after the bid evaluation.
6.4.2	Award of Bid to Lowest Responsible Bidder for the Performing Arts Parking Lot at Moorpark College. This item was revised to recommend

for approval the award of the contract to E. A. Mendoza Contracting who was the lowest responsible bidder.

- 6.4.3 Award of Bid to Lowest Responsible Bidder for the Hockey Field Parking Lot & Athletic Field at Moorpark College.** This item was revised to recommend for approval the award of the contract to Berry General Engineering Contractors, Inc., who was the lowest responsible bidder.
- 6.7.7 Acceptance of Completion for the Math & Science Complex at Ventura College.** This item was pulled from the agenda.
- 6.8.2 Approval of Funding for the Information Technology Migration Plan Including Purchase of Banner 2000 Administrative Software System and three Approved Capital Projects.** This item was revised as follows:
- **Option 1A and Option 1B** - Option 1A was changed to Option 1 and the title Option 1B has been eliminated (this is only one option).
 - Under **Analysis – Financial Impact**, the following was inserted:
“. . . The District does not plan to actually fund this COP at this time in order to allow for the possibility of including other major districtwide capital projects in one COP. Therefore, if at the May and/or June Board meetings, the Board takes actions to approve a higher level of COP to include other capital projects, then the amount of the April action would be included in that total COP for the length of time approved at that time.”
 - The **Chancellor’s Recommendation** was revised as follows:
“The Chancellor recommends at this time the Board approve Option 3 funding through the issuing of Certificates of Participation to be repaid over 7 years.”

PUBLIC COMMENTS: STAFF, STUDENTS AND COMMUNITY

Angel Escobedo addressed the Board regarding the recent student trustee election and shared his experiences as a candidate.

Carmen Guerrero-Calderón addressed the Board regarding negotiations and commented on a factfinding document.

John Tallman asked about the document that Ms. Guerrero-Calderón mentioned and suggested that an outline be developed to explain how the statements in the document were acquired and whether the document was approved by the Board.

At 7:33 p.m. the Board recessed to Closed Session to consult with legal counsel to discuss Trustee Tallman’s request.

At 7:45 p.m. President Nagel said that he did not know how long the Closed Session would last.

At 7:55 p.m. the meeting was reconvened in Open Session

David Bender, Burke, Williams & Sorensen, responded to Ms. Guerrero-Calderón's comments. He pointed out that she did not attend the factfinding sessions and that her remarks were not accurate as to what was presented during factfinding. He also indicated that the relevant documents and transcripts may be reviewed when they become available.

Carmen Guerrero-Calderón addressed the Board regarding short- and long-term goals.

CURRENT ISSUES OR PRESENTATIONS TO THE BOARD AND STUDY SESSIONS

a. **Trustee Issues**

• **Governing Board Subcommittee Reports**

- **Construction Projects.** Trustee Gonzales reported on the April 7 Construction Projects subcommittee meeting.
- **Information Technology Ad hoc Subcommittee.** John Tallman gave a report on the Information Technology Adhoc Subcommittee meeting on April 3.

b. **Chancellor's Reports on Issues Outstanding**

- **Recognition – Dr. Norman Nagel.** Chancellor Westin reported that the California Community Colleges Board of Governors recently recognized President Norm Nagel for his leadership in a business-education partnership to benefit Oxnard College.

Chancellor Westin reported that the County of Ventura Board of Supervisors voted 5-0 to the conceptual approval to propose a CalWORKS Facilities Cooperative Agreement with the Ventura County Community College District. Dr. Westin indicated that the County is proposing constructing facilities on VCCCD college campuses and the relocation and expansion of the Santa Paula Center in cooperation with the District. Chancellor Westin will bring a First Reading item to the May 19 Board meeting for discussion. He acknowledged the efforts of Supervisor Flynn and his staff in this project.

Trustee Jacobs commented on the Workforce Preparation Conference that he attended.

Chancellor Westin announced with regret the death of Janette Romney, a member of the Board of Trustees from 1962-1968, and indicated that a letter of condolence will be sent to Mrs. Romney's son who resides in Santa Paula.

• **Presidents' Reports**

Larry Calderón announced that the California Community College swimming championships will be held at Ventura College from April 30 to May 2. He indicated that the United States Water Fitness Association named the Ventura College Aquatics Center No. 1 in the nation. Dr. Calderón invited the Board to the International Study Program Food Festival on April 29 and the Job Fair on May 6.

James Walker announced that the Moorpark College Math/Engineering and Science Association, which produces the Science Exposition and Symposium, was honored on

April 2, in Palm Springs, by the chancellor of the California community college system. He indicated that the Moorpark College Forensics Team took third place in the PSCFA spring tournament at Pasadena City College and that three Moorpark College students received scholarships at the 1998 Alpha Gamma Sigma State Convention in San Jose. He pointed out that Moorpark College ranks fourth in the state for the number of transfer students to CSUN and fifth in the state for transfer student to Cal Poly, San Luis Obispo and that they are one of six community colleges in California to send at least one student to all 22 CSU's.

Steven Arvizu updated the Board on the Dental Hygiene Program. He congratulated Velia Soto, Oxnard College student, who was elected to represent students on the Board of Trustees. Dr. Arvizu indicated that Christopher Basinger, Victoria Lee, Velia Soto, and Karen Villa, Oxnard College students, went to the American Student Association of Community College annual convention in Washington D.C. and that Mary Anne Rooney was also in Washington D.C. lobbying for Oxnard College.

Oxnard College Presentation. Dr. Arvizu introduced Mary Anne Rooney who reported on the Oxnard College Alumni Association.

Priscilla Partridge de Garcia gave a PowerPoint presentation on the Oxnard College Foundation. Dr. Partridge de Garcia invited the Board to donate to the Foundation and become a President's Associate with a commitment to the advancement of Oxnard College.

Lourdes Silva, SIFE Advisor, gave a brief overview of the Students in Free Enterprise (SIFE) program. Dr. Silva indicated that members of the SIFE team won First Runner-Up and Rookie of the Year honors at the regional competition in Costa Mesa.

Quint Morris announced that Oxnard College and Cisco Systems, Inc., will enter into a partnership to offer the Cisco Networking Academy this summer.

- **Deputy Chancellor's Report.**

Michael Gregoryk reported that the emergency lighting problem in the new facility at Ventura College has been corrected.

Deputy Chancellor Gregoryk announced that Sorpotimist International of Oxnard named Cheryl Shearer as the 1998 "Woman of Distinction in Education" during their April 15 awards banquet.

Mr. Gregoryk gave a brief overview of the Assembly Subcommittee on Budget and Education meeting. He commented on the Partnership on Excellence, funding mechanisms, equalization funds, and growth funds.

c. **First Reading Items**

- **Revision to Board Policy Manual Section A.27.e: Speaking to the Board** was approved for Second Reading.

Trustee Jacobs asked about the status of the speaker cards.

- **Revision to Board Policy Manual Section A.g.: Student Representative to the Governing Board** was approved for Second Reading.

Student Trustee Scott reported on the committee meeting. He pointed out that the representatives from Oxnard College did not approve of the change in Section 10 of the policy regarding the resignation of a student trustee, and recommended that an election be held. Mr. Scott indicated that Oxnard College also had concerns about part b., under Duties, and suggested that the student trustee continue to visit each college on a monthly basis. He said that the subcommittee would meet again to discuss these issues.

Trustee Tafoya suggested that the use of technology (Internet, video conferencing, etc.) would assist the student trustee in communicating with the students at all three colleges.

Mary Anne Rooney expressed her support for conducting an election, should the student trustee resign, and requiring the student trustee to visit each campus monthly.

Trustee Tafoya suggested that a statement be included in the policy indicating that the Board encourages the student to attend the CCCT Trustee Orientation and also a statement that delineates the relationship of the student with the Board of Trustees.

- **Course Approval: New, Revised and Deleted Courses – Moorpark, Oxnard and Ventura Colleges** was approved for Second Reading.

APPROVAL OF ACTION ITEMS

ACTION ITEMS

1. RESOLUTION

- 1.1 **Resolution Honoring Classified School Employee Week** was moved by Trustee Jacobs, seconded by Trustee Tafoya, and carried on a unanimous vote, to adopt *the Resolution Honoring Classified School Employee Week* and to designate May 18 to May 22, 1998, as Classified School Employee Week in the Ventura County Community College District. (Scott – yes)

Trustee Jacobs presented the Resolution to Candace Peyton, SEIU President, and Pattie Ridenour, Ventura College Classified Senate Representative, who accepted on behalf of the classified employees.

5. HUMAN RESOURCES

- 5.5 **Approval of Tentative Agreement Between SEIU and VCCCD for April 22, 1998 –**

April 21, 2001 was moved by Trustee Tafoya, seconded by Trustee Gonzales, and carried on a unanimous vote, to approve the Tentative Agreement between SEIU Local 535 and the Ventura County Community College District for April 22, 1998 – April 21, 2001. (Scott – yes)

- 5.6 **Approval of Increase to the Management Salary Schedule** was moved by Trustee Gonzales, seconded by Student Trustee Scott, and carried on a unanimous vote, to approve an increase to the Management Salary Schedule in the amount of the state COLA and an off-the-schedule payment of \$500 per manager effective April 22, 1998, for the 1997-98 academic year. The management salary schedule does not include the chancellor, deputy chancellor, college presidents, and the provost. (Scott – yes)
- 5.7 **Approval of Increase to the Classified Supervisors Salary Schedule** was moved by Trustee Jacobs, seconded by Trustee Gonzales, and carried on a unanimous vote, to approve an increase to the Classified Supervisors Salary Schedule in the amount of the state COLA and an off-the-schedule payment of \$500 per classified supervisor effective April 22, 1998, for the 1997-98 academic year. (Scott – yes)
- 5.8 **Approval of Increase to the Classified Confidential Employees Salary Schedule** was moved by Trustee Tafoya, seconded by Trustee Tallman, and carried on a unanimous vote, to approve an increase to the Classified Confidential Employees Salary Schedule in the amount of the state COLA and an off-the-schedule payment of \$500 per classified confidential employee effective April 22, 1998, for the 1997-98 academic year. (Scott – yes)

6.1 ADMINISTRATIVE SERVICES

- 6.1 **Acceptance of Gifts** was moved by Trustee Tafoya, seconded by Trustee Gonzales, and carried on a unanimous vote, to approve the acceptance of gifts from the Simi Valley Historical Society, Ida Hautzenroeder, Simi Pontiac GMC, Rob Kulesh, Advanced Business Technology, and Toyota Motor Sales USA, Inc. (Scott – yes)

Trustee Tafoya acknowledged the gifts from Simi Valley Historical Society, Ida Hautzenroeder, Simi Pontiac GMC, Rob Kulesh, Advanced Business Technology and Toyota Motor Sales USA, Inc.

6.8 **Other**

- 6.8.1 **Approval of District Technology Migration Plan and Authorization for the Chancellor to Negotiate and Execute a Contract with SCT to Purchase an Integrated Administrative Software System** was moved by Trustee Gonzales, seconded by Trustee Tafoya, and carried on a 4-1 vote, with Trustee Tallman voting no, to approve the District Technology Migration Plan that includes district-wide infrastructure and network upgrade, personal computers for full time faculty, and the selection of SCT's integrated Administrative Software Suite Banner2000 as a replacement for DSK, the existing district administrative software. (Scott – yes)

Trustee Jacobs reported on the IT Migration Ad Hoc Subcommittee meeting. He indicated that the questions that were raised regarding the IT Migration Plan had been addressed and expressed his support for the proposal. Trustee Tallman expressed his concerns regarding the proposal and the contract.

Trustee Tafoya suggested that any implications of performance should be passed on to any subcontractors.

- 6.8.2 **Approval of Funding for the Information Technology Migration Plan Including Purchase of Banner 2000 Administrative Software System and three Approved Capital Projects** was moved by Trustee Tafoya, seconded by Trustee Gonzales, and carried on a 4-1 vote, with Trustee Tallman voting no, to approve Option No. 3 funding through the issuing of Certificates of Participation to be repaid over 7 years, to fund the Information Technology (IT) migration plan (\$6 million) which includes the purchase of SCT Banner 2000 administrative software system as well as implementation costs and three approved Capital Projects totaling \$770,000. (Scott – yes)

Trustee Jacobs expressed his concerns about borrowing money and pointed out that money should be set aside for projects such as these.

At 9:40 p.m. the meeting recessed.

At 10:00 p.m. the meeting was reconvened.

Trustee Tallman moved to table Item 6.8.3. Motion died for lack of a second.

- 6.8.3 **1998-99 Budget Assumptions** were moved by Trustee Jacobs, seconded by Trustee Tafoya, and carried on a 4-1 vote, with Trustee Tallman voting no, to approve the 1998-99 Budget Assumptions. (Scott – yes)

Trustee Tallman expressed his concerns regarding the budget assumptions. Deputy Chancellor Gregoryk explained that guidelines have to be established for colleges to do a tentative budget approval. Mr. Gregoryk said that currently, 1% carryover is part of the model; however, unless the Board has any concerns, the District plans to modify the model so that the colleges and the District Office are allowed to carry forward any unexpended funds for one-time expenditures.

- 6.8.5 **Activate Ventura County Community College District Foundation** was moved by Trustee Jacobs, seconded by Trustee Tafoya, and carried on a 4-1 vote, with Trustee Tallman voting no, to empower the Chancellor to act on the Board's behalf to activate the Ventura County Community College District Foundation. (Scott – no)

Trustee Jacobs expressed his support for the Ventura County Community College District Foundation. Trustee Tallman expressed his concerns regarding the VCCCD foundation. Chancellor Westin pointed out that this action activates a foundation already in existence.

7. TRUSTEES/CHANCELLOR

- 7.4 **Action to Vote for up to 11 Nominees in the California Community College Trustees Board of Directors Election** was moved by Trustee Jacobs, seconded by Trustee Tafoya, and carried on a unanimous vote, to nominate Trustee Tafoya to serve on the California Community College Trustees Board of Directors. (Scott – yes)

CONSENT CALENDAR

2. APPROVAL OF MINUTES

- 2.1 **Action to Approve Minutes of the Regular Meeting of the Board of Trustees for March 3, 1998** was granted.

- 2.2 **Action to Approve Minutes of the Special Meeting of the Board of Trustees for March 10, 1998** was granted.

- 2.3 **Action to Approve Minutes of the Special Meeting of the Board of Trustees for March 20, 1998** was granted.

3. INSTRUCTIONAL SERVICES

- 3.1 **Second Reading Course Approval: New, Revised and Deleted Courses—Moorpark, Oxnard and Ventura Colleges** was approved for Second Reading.

4. STUDENT SERVICES

- 4.1 **Spring 1998 Candidates for Associate Degree at Moorpark, Oxnard and Ventura Colleges** were approved as listed.

- 4.2 **Spring 1998 Candidates for Certificates of Achievement for Moorpark, Oxnard and Ventura Colleges** were approved as listed.

5. HUMAN RESOURCES

5.1 **Academic Actions**

- 5.1.1 **Approval of the appointment of the following full-time academic personnel** was granted as follows:

- a) Christine S. Cole, Instructor in Mathematics at Moorpark College, first contract status, effective August 11, 1998.
- b) Dr. Tracy S. Tennenhouse, Instructor in English at Moorpark College, first contract status, effective August 11, 1998.
- c) Dr. Karen F. Gorback, temporary categorically funded CalWORKS Coordinator/Specialist at Ventura College, effective April 22, 1998.

- 5.1.2 **Granting of sick leave days from established sick leave pool for a part-time and a full-time instructor at Moorpark College** was approved to grant sick leave days from the academic faculty sick leave pool for Nguyen Vu, a part-time instructor and Anne Kairschner, a full-time instructor at Moorpark College
- 5.1.3 **Request for a leave of absence without pay to Gillian Dale, full-time Instructor in English at Moorpark College** was approved, for the period April 16 through April 30, 1998.
- 5.2 **Classified Actions**
- 5.2.1 **Special Classified Actions**
- 5.2.1.1 **Establishment of Child Development Associate position, Business/Technology Department, Moorpark College** was approved, effective April 22, 1998.
- 5.2.1.2 **Establishment of Placement Project Specialist position, Community and Resource Development, Ventura College** was approved, effective April 22, 1998.
- 5.2.1.3 **Abolishment of vacant Administrative Secretary II position, Moorpark College and Establishment of Student Services Assistant II position, Moorpark College** were approved, effective April 22, 1998.
- 5.2.1.4 **Increase of assignment, Clerical Assistant I position, Ventura College** was approved to increase the assignment of the Clerical Assistant I position from 45%, 11 mos. to 48.75%, 11 mos., Public Relations/Information Office, Ventura College, effective April 22, 1998.
- 5.2.1.5 **Increase of assignment, Administrative Assistant I position, Ventura College** was approved to increase the assignment for Administrative Assistant I position, from 11 month to 12 month, Science/Biotechnology Department, Ventura College, effective April 22, 1998.
- 5.2.1.6 **Increase of assignment, Clerical Assistant II position, Ventura College** was approved to increase the assignment for a vacant Clerical Assistant II position, from 50% to 100%, Community Resource & Development, Ventura College.
- 5.2.2 **Regular Classified Actions** were approved for the following: Probationary personnel, probationary to permanent, retirements, change of assignments, provisional assignment, termination of limited term and provisional assignments, and approval of a relative.
- 5.3 **Reclassifications** were approved for new job specifications, proposed revisions of job specifications and salary range changes, effective November 1, 1997.

6. ADMINISTRATIVE SERVICES

6.1 Checks

- 6.2.1 **Ratification of Accounts Payable & Payroll for the Period February 13, 1998 – March 31, 1998** was approved.

6.3 Purchase Orders

6.3.1 Approval/Ratification of Purchase Order List #11 (FY 1997-98) was granted for period February 12, 1998 – April 3, 1998.

6.4 Award of Bids

6.4.1 Approval of Bid #158, Computer Equipment and Printers was granted for districtwide purchases. The award of bid will be to the lowest responsible bidder after bid evaluation.

6.4.3 Award of Bid to Lowest Responsible Bidder for the Hockey Field Parking Lot & Athletic Field at Moorpark College was approved to award the contract to Berry General Engineering Contractors, Inc., the lowest responsible bidder for the Hockey Field Parking Lot & Athletic Field at Moorpark College.

6.4.4 Approval of Bid #159 Infrastructure Cabling was granted to the lowest responsible bidder, for Infrastructure Cabling for District-wide projects.

6.5 Amendments

6.5.2 Budget Amendment: Capital Projects Fund was approved.

6.7 Contracts

6.7.1 Approval of Contracts and Grants was granted.

6.7.2 Approval of Change Order #3 for the Moorpark College Math & Science Complex was granted for Change Order #3 in the amount of \$2,228 for the Moorpark College Math & Science Complex. This Change Order consists of three items. There will be 14 days added to the contract for this Change Order.

6.7.3 Approval of Change Order #6 for the District Wide Handicapped Access Project was granted for Change Order #6, a credit of \$2,926 for the District Wide Handicapped Access Project. This change Order consists of seven items. There will be no time added to the contract for this Change Order.

6.7.4 Approval of Contracts and Grants for Fiscal Year 1998/1999 was granted.

6.7.5 Approval of Changed Order #7 for the District Wide Handicapped Access Project was granted for Change Order #7 for \$50,997.00 for the District Wide Handicapped Access Project. This Change Order consists of one item. There will be no time added to the contract for this Change Order.

6.7.6 Acceptance of Completion for the District Wide Handicap Access Project was approved.

6.7.8 Acceptance of Completion for the Asphalt Pavement Project at Ventura College was approved.

- 6.7.9 Acceptance of Completion for the Asphalt Pavement Project at Moorpark College** was approved.
- 6.7.11 Award of Contract to Kruger Bensen Ziemer Architects for the Hockey Field Parking Lot at Moorpark College** was approved for a contract not to exceed \$49,700.00 to Kruger Bensen Ziemer Architects for architectural services for the Hockey Field Parking Lot at Moorpark College.
- 6.7.12 Award of Contract to Kruger Bensen Ziemer Architects for Suspended Ceiling Tile Removal & Replacement at Moorpark College (FEMA Project)** was approved for a contract not to exceed \$98,000 to Kruger Bensen Ziemer Architects for architectural services for Suspended Ceiling Tile Removal & Replacement at Moorpark College. This is a FEMA supported Project.
- 6.7.13 Award of Contract to Kruger Bensen Ziemer Architects for the Math & Science Secondary Effects at Ventura College** was approved for a contract not to exceed \$73,2000.00 to Kruger Bensen Ziemer Architects for architectural services for the Math & Science Secondary Effects at Ventura College.
- 6.7.14 Award of Contract to Kruger Bensen Ziemer Architects for the Reconstruction of Liberal Arts Building at Oxnard College** was approved for a contract not to exceed \$88,827.00 to Kruger Bensen Ziemer Architects for architectural services for the Reconstruction of Liberal Arts Building at Oxnard College.
- 6.7.15 Award of Contract to Mr. Joel Hohenshelt, Inspector for the Performing Arts Parking Lot and the Hockey Field Parking Lot & Athletic Field at Moorpark College** was approved the contract not to exceed \$3,600.00 to Mr. Joel Hohenshelt, inspector with TTA Pavement Consultants for inspection of the Performing Arts Parking Lot as well as the Hockey Field Parking Lot & Athletic Field at Moorpark College.

7. TRUSTEES/CHANCELLOR

- 7.1 **Board of Trustees Absence Due to Illness.** No absences were reported.
- 7.2 **Action to Approve Request for Board of Trustees Travel** was approved for **Pete E. Tafoya** to attend the ACCT Pacific/Western Region Seminar on June 3-6, 1998, in Sun Valley, Idaho.
- 7.3 **Second Reading: Revision to Board Policy Manual Section A.II: Board Agenda Format** was approved.

(END CONSENT AGENDA)

5. HUMAN RESOURCES

- 5.1.4 **Acceptance of the resignation/retirement of Sinclair Wall, Instructor in English at Oxnard College** was moved by Trustee Tafoya, seconded by President Nagel, and carried on a unanimous vote, to accept the resignation/retirement of Sinclair Wall, Instructor in English at Oxnard College, effective May 15, 1998. (Scott – yes)

Trustee Tafoya acknowledged the retirement of Sinclair Wall and wished him well.

- 5.4 **Recommendation for Granting Tenure to Second Contract Faculty** was moved by Trustee Jacobs, seconded by President Nagel, and carried on a 3-2 vote, with Trustees Jacobs and Nagel voting no, to grant tenure to the following contract faculty: (Scott – yes)

- Lori Bennett, Instructor in Business
- Kathleen Reid, Instructor in Child Development
- Dr. Helga Winkler, Instructor in Spanish

President Nagel and Trustee Jacobs expressed their concerns regarding granting tenure to second contract faculty.

- 5.9 **Ratification of Contracts for Executive Vice Presidents, Student Learning – Moorpark, Oxnard and Ventura Colleges** was moved by Trustee Jacobs, seconded by Trustee Tafoya, and carried on a 4-1 vote, with Trustee Tallman voting no, to ratify the contracts for the executive vice presidents, student learning. (Scott – yes)

Trustee Tallman expressed his concerns regarding this item.

6. ADMINISTRATIVE SERVICES

6.4 **Award of Bids**

- 6.4.2 **Award of Bid to Lowest Responsible Bidder for the Performing Arts Parking Lot at Moorpark College** was moved by Trustee Jacobs, seconded by Trustee Gonzales, and carried on a unanimous vote, to award the contract to E. A. Mendoza Contracting, the lowest responsible bidder for the Performing Arts Parking Lot at Moorpark College. (Scott – yes)

Trustee Jacobs asked about the funding for this project.

6.5 **Amendments**

- 6.5.1 **Budget Amendments and Resolution for Districtwide Services, District Office and Moorpark, Oxnard and Ventura Colleges** was moved by Trustee Jacobs, seconded by Trustee Tafoya, and carried on a unanimous vote, to approve the 1997-98 Budget Amendments and Resolution for Districtwide Services, District Office and Moorpark, Oxnard and Ventura Colleges. (Scott – yes)

- 6.5.3 **Budget Amendment: Contingency for Unbudgeted Expenses** was moved by Trustee Tallman, seconded by Trustee Gonzales, and carried on a unanimous vote, to amend the General Fund-Unrestricted Contingency for Unbudgeted Expenses from funds representing additional revenues from a recalculation of the District's

prior year total general revenue and additional resources from a recalculation of projected expenditures for retired employee benefits. (Scott – yes)

6.6 **Budget Transfers**

6.6.1 **Budget Transfers From Contingency to the Colleges, District Office, and Districtwide Services** was moved by Trustee Tallman, seconded by Trustee Gonzales, and carried on a unanimous vote, to transfer funds from the Contingency for Unbudgeted Expenses to the colleges, the District Office, and Districtwide Services for the purposes indicated. (Scott – yes)

6.6.2 **Budget Transfer Summary for February 1998** was moved by Trustee Jacobs, seconded by Trustee Gonzales, and carried on a unanimous vote. (Scott – yes)

6.7.10 **Award of Contract for Kruger Bensen Ziemer Architects for the Performing Arts Parking Lot at Moorpark College** was moved by Trustee Jacobs, seconded by Trustee Tafoya, and carried on a 4-0-1 vote, with Trustee Tallman abstaining. (Scott – yes)

Trustee Jacobs asked about a competitive bid process for architects. Deputy Chancellor Gregoryk indicated that a request for proposals format is being developed for a districtwide architect.

6.7.16 **Capital Projects Budget Addition for Child Care Facility Grants for Moorpark, Oxnard, and Ventura Colleges** was moved by Trustee Jacobs, seconded by Trustee Gonzales, and carried on a unanimous vote, for the appropriation of state grant funds received for childcare facility renovations and/or purchases at all three campuses. This is a one-time grant and funds must be expended by December 31, 1998. (Scott – yes)

6.8 **Other**

6.8.4 **Quarterly Financial Status Reports, General Fund-Combined** was approved.

Trustee Tafoya commented on the growth plan for the district. He indicated that funding for growth should be a legislative goal for the Board of Trustees as well as staff.

7.4 **Consideration of Board of Trustees 1998 Schedule of Meetings.** Chancellor Westin asked the Board for additional dates for study sessions. He mentioned that David Viar, who was scheduled to give a presentation on shared governance at the May 12 Special Board meeting, was unable to attend because of a scheduling conflict. Dr. Westin said that he would re-schedule a study session on shared governance in the fall.

Trustee Tallman moved to have a four-hour study session on May 12 and invite the academic senate presidents to discuss the district's priorities and goals. The motion died for lack of a second.

It was moved by Trustee Jacobs, seconded by President Nagel, and carried on a unanimous vote, to conduct a Special Board Meeting on May 12, with the agenda to be determined by the Board president and Chancellor.

STAFF AND STUDENT REPORTS

Academic Senate representatives

Elton Hall indicated that Moorpark College was represented at the meeting of the State Academic Senate of the California Community Colleges.

Carmen Guerrero-Calderón said that the members of the Puente Program will be attending a Career Day hosted by Amgen Corporation. She commented on job shadowing in the BioTech Program.

Octavio Sifuentes announced that Mayo de la Rocha is the winner of the Ventura College *Starfish Award* for making a difference.

Classified Senate representatives

Pattie Ridenour indicated that Cheryl Hermann is the new Classified Senate President at Ventura College.

Student representatives

Mary Anne Rooney acknowledged Steven Arvizu as president of Oxnard College. She welcomed participation in the Alumni Association, commented on the trip to Washington D.C. in March, and congratulated Velia Soto as the student trustee-elect. Ms. Rooney suggested a shorter Board meeting would be more amenable to students because of school the next day.

Chancellor Westin pointed out that the agenda format has been changed to place student comments earlier in the meeting.

Chris Valenzano commented on the upcoming election for ASB officers at Ventura College. Mr. Valenzano asked to address the Board regarding the student trustee election. President Nagel indicated that he would not honor the Request to Address the Board form that was given to him in absentia. The Board suggested that Mr. Valenzano submit his concerns in writing to the Board.

Trustee Tafoya asked staff to provide to members of the Board copies of the *2005 Report* from CCCT. He pointed out that Senator Polanco will be speaking at the Oxnard College graduation. Trustee Tafoya announced that he plans to run for the ACCT Board of Directors.

Trustee Jacobs commented on the Workforce Development Conference that he attended in Palm Springs.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned by President Nagel at 11:15 p.m.

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