

Board of Trustees Ventura County Community College District

MINUTES FOR THE MEETING OF OCTOBER 5, 1999

The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, October 5, 1999, in the Cowan Conference Center – Ventura Room, Camarillo, California.

Roll Call

Board Members Present:

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

Management Present:

Philip Westin, Chancellor
Michael Gregoryk, Deputy Chancellor
Marion Boenheim, Vice Chancellor, Human Resources
James Walker, President, Moorpark College
Steven Arvizu, President, Oxnard College
Larry Calderón, President, Ventura College
Jack Lipton, General Counsel
Anthony Tricoli, Associate Vice Chancellor, Student Learning
Eva Conrad, Executive Vice President, Student Learning, Moorpark College
Harry Culotta, Director, College Budgets, Oxnard College

Faculty/Staff/Student Representatives:

Charlene Arnold, Moorpark College Academic Senate President
Carmen Guerrero-Calderón, Oxnard College Academic Senate President
Octavio Sifuentes, Ventura College Academic Senate President
Larry Miller, AFT President
Floyd Martin, CMA President
Carol Cressman, Classified Supervisors Representative
Candace Peyton, SEIU President
Chris Valenzano, Director of External Affairs, Associated Students
Chris Fielder, Oxnard College Associated Students Representative

CALL TO ORDER

President Jacobs called the meeting to order in the Cowan Conference Center – Ventura Room at 5:00 p.m.

PUBLIC COMMENTS REGARDING CLOSED SESSION AGENDA ITEMS

RECESS TO CLOSED SESSION

The Board of Trustees recessed to Closed Session at 5:01 p.m. in the Cowan Conference Center – Ojai Room, to address the following items:

Threatened Litigation [Gov't. Code §54956.9(b)]

Pending Litigation [Gov't. Code §54956(a)]

- **Stickley vs. VCCCD et al.**
- **Velasquez vs. VCCCD**
- **VCCCD vs. AFT**
- **AFT vs. VCCCD (Ventura County Superior Court Case CIV 190492)**

Public Employee Discipline/Evaluation

RECONVENE IN OPEN SESSION

President Jacobs reconvened the meeting in Open Session at 7:01 p.m. in the Cowan Conference Center, Ventura Room, with Trustee Gonzales absent.

President Jacobs indicated that Trustee Gonzales was called away from Closed Session.

PLEDGE TO THE FLAG

Chris Fielder led the pledge to the flag.

CLOSED SESSION REPORT

Chancellor Westin read the following Closed Session reports:

Pending Litigation [Gov't. Code §54956(a)]**• Stickley vs. VCCCD et al.**

In the case of *Virginia Stickley vs. Ventura County Community College District*, Ventura County Superior Court Case No. CIV184242, the Board unanimously approved settlement of the case. The case has now been settled and dismissed. Copies of the Settlement Agreement are available upon request from the Chancellor's Office.

• Velasquez vs. VCCCD

With respect to the Grievance filed by the AFT on behalf of Gil Velasquez, the Board unanimously voted to defend the Grievance at Arbitration.

• VCCCD vs. AFT

In the case of *Ventura County Community College District vs. Ventura County Federation of College Teachers*, PERB Case No. LA-CO-804, the District withdrew the Unfair Practice Charge against the Union, and the case is now closed.

• AFT vs. VCCCD (Ventura County Superior Court Case CIV 190492)

In the case of *Ventura County Federation of College Teachers vs. Ventura County Community College District*, Ventura County Superior Court Case No. CIV190492, the Board unanimously voted to defend the Grievances at Arbitration.

ACKNOWLEDGEMENT OF GUESTS & SPECIAL RECOGNITIONS

Carmen Guerrero-Calderón introduced Olivia Menchaca, Transfer Center Coordinator at Oxnard College.

Charlene Arnold introduced Candace Peyton, Transfer Center Coordinator at Moorpark College.

PUBLIC NOTICE OF CHANGES TO THE AGENDA

*Business Services***6.3 Purchase Orders**

6.3.1 Approval/Ratification of Purchase Order List #3 (FY 1999-2000). This item was revised to add additional purchase orders to Purchase Order List #3.

PUBLIC COMMENTS REGARDING AGENDIZED ITEMS

No public comments were made.

Board Actions

Consent Calendar Items

It was moved by Trustee Nagel, seconded by Trustee Tallman, and carried on a unanimous vote, with Trustee Gonzales absent, to approve the following Consent Calendar Items: (Lawson - yes)

Approval of Minutes

- 2.1 Action to Approve Minutes of the Regular Meeting of the Board of Trustees for September 14, 1999** was granted.

Student Learning

- 3.1 Study Abroad Program, Moorpark College: London 2000, Spring 2000 Semester** was approved.

Human Resources

5.1 Academic Actions

5.1.1 Approval of Establishment of a Full-time Tenure Track Academic Position – Oxnard College was granted to establish a Matriculation Coordinator/Counselor, 11-month position at Oxnard College.

5.1.2 Approval of Establishment of a Full-time Tenure Track Academic Position – Oxnard College was granted to establish an Instructor in Computer Information Systems, 10-month position at Oxnard College.

5.1.3 Approval of Establishment of a Full-time Tenure Track Academic Position – Oxnard College was granted to establish an Associate Librarian, 10-month position at Oxnard College.

5.2 Classified Actions

5.2.1 Establishment of Accounting Technician I Position – Ventura College was granted to establish an Accounting Technician I position at Ventura College.

- 5.3 Reclassifications** were approved to reclassify Betty Hough, District Office, from Administrative Assistant/International Student Program to Administrative Assistant IV and Kelly Kaastad, Moorpark College, from Administrative Assistant I to Administrative Assistant II.

*Business Services***6.2 Checks**

6.2.1 Ratification of Accounts Payable and Payroll for the Period of August 27, 1999 – September 16, 1999 was approved.

6.3 Purchase Orders

6.3.2 Approval/Ratification of Purchase Order List #3 (FY 1999-2000) was granted for August 27, 1999 to September 17, 1999.

6.7 Contracts

6.7.1 Approval of Change Order #3 for the Oxnard College Chemistry Lab Reconstruction was granted to approve change order #3 in the amount of \$38,126.86 for the Oxnard College Chemistry Lab Reconstruction.

6.7.2 Acceptance of Completion for the Ventura College East Campus (Santa Paula Center) Classroom Remodel was granted to approve the acceptance of completion for the Ventura College East Campus (Santa Paula Center) Classroom Remodel.

6.7.3 Acceptance of Completion for the Field Hockey Overflow Parking Lot at Moorpark College was granted to approve the acceptance of completion for the Field Hockey Overflow Parking Lot at Moorpark College.

6.7.4 Acceptance of Completion for the “B” Building Re-Roof at Ventura College was granted to approve acceptance of completion for the “B” Building re-roof at Ventura College.

6.7.5 Acceptance of Completion for the “Y” Building Re-Roof at Ventura College was granted to approve the acceptance of completion for the “Y” Building re-roof at Ventura College.

6.7.6 Acceptance of Completion for the Chemistry Lab Reconstruction at Oxnard College was granted to approve the acceptance of completion for the chemistry lab reconstruction at Oxnard College.

6.7.7 Approval of Negotiation of Architectural Agreement with HA Group for the LRC Re-Roof Project at Oxnard College was granted to proceed with negotiating an architectural agreement with HA Group for the LRC re-roof project at Oxnard College, in an amount not to exceed \$12,000.

6.8 Other

6.8.1 Approval of Negotiation of Agreement with Spencer/Hoskins Associates for the Development of the Facilities Master Plan for Moorpark College was granted to proceed with negotiating with Spencer/Hoskins Associates for the Development of the Facilities Master Plan for Moorpark College in an amount not to exceed \$60,000.

6.8.2 Approval of Negotiation of Agreement with Marlene Imirzian (HA Group) for the Development of the Facilities Master Plan for Oxnard College, Ventura College and the Camarillo Airport Center was granted to proceed with negotiating an agreement with Marlene Imirzian, who partnered with HA Group, for the Development of the Facilities Master Plan for Oxnard College, Ventura College and the Camarillo Airport Center in an amount not to exceed \$175,000.

Trustees/Chancellor

7.1 Action to Approve Board of Trustees Absence Due to Illness. No absences were reported.

Action Items

Resolutions

- 1. Resolution Recognizing University Transfer Awareness Week, October 11-15, 1999 (1.1)** was moved by Trustee Tallman, seconded by Trustee Tafoya, and carried on a unanimous vote, with Trustee Gonzales absent, to adopt the Resolution Recognizing University Transfer Awareness Week at the Community Colleges of Ventura County. (Lawson - yes)

Trustee Tallman presented the Resolutions to Olivia Menchaca, Oxnard College; Candace Peyton, Moorpark College; and Octavio Sifuentes, Ventura College, who accepted on behalf of the college Transfer Centers.

Trustees/Chancellor

2. **Action to Appoint 2 Voting Delegates for the ACCT Annual Convention (7.2)** was moved by Trustee Tallman, seconded by Trustee Nagel, and carried on a unanimous vote, with Trustee Gonzales absent, to appoint Trustee Tafoya to serve as voting delegate at the ACCT Annual Convention – October 13-16, 1999. (Lawson - yes)

Trustee Tafoya pointed out that each district has a vested interest in ACCT and asked the members of the Board to plan to attend the ACCT Annual Convention next year.

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

Business Services

6.8 Other

- 6.8.3 **Approval to Purchase a Warehouse Building for the Fire Technology Program at Camarillo Airport** was moved by Trustee Tallman, seconded by Student Trustee Lawson, and carried on a unanimous vote, with Trustee Gonzales absent, to purchase a warehouse building for the Fire Technology Program at the Camarillo Airport. (Lawson - yes)

Trustee Tallman pointed out the need for a warehouse building for the Fire Technology Program.

- 6.8.4 **Approval to Purchase a Warehouse Building for the District Office** was moved by Trustee Tallman, seconded by Student Trustee Lawson, and carried on a unanimous vote, with Trustee Gonzales absent, to purchase a warehouse building for the District Office. (Lawson - yes)

Trustee Tallman expressed his concerns about the purchase of a warehouse building for the District Office.

End of Board Actions

DISCUSSION

- **Vacancy on Personnel Commission.** The Board discussed whether it wished to reappoint an incumbent or recruit for a vacancy on the Personnel Commission. (Trustee Gonzales was absent during this discussion.) It was pointed out that the seat presently held by Tony Grey would expire on November 30, 1999.

Trustee Nagel suggested that recruiting new applicants and allowing the present commissioner to apply should be used to fill the vacancy on the Personnel Commission. Trustee Tafoya asked members of the Board to consider re-appointing Mr. Grey as Personnel Commissioner. There was a brief discussion regarding the vacancy on the Personnel Commission and the term of office. It was decided to place on the agenda the re-appointment of Tony Grey as Personnel Commissioner and to include an item to determine the process that will be used for future appointments. Trustee Tafoya asked about the Personnel Commissioners perceptions on this issue.

REPORTS

STUDENT AND STAFF ORGANIZATIONS REPORTS

- **Student Government representatives**
 - Student Trustee Lawson suggested that the Student Reports be placed earlier on the agenda. There was a brief discussion regarding Ms. Lawson's request. Trustees Tallman and Nagel pointed out that this issue was discussed in the Rules, Operations and Procedures Subcommittee and that the student reports were placed at the earliest possible point. Trustee Tafoya expressed his concerns. It was suggested that if the students needed to leave the meeting early, they make a request to the Board asking to be heard earlier on the agenda.

At 7: 50 p.m. Chief Gonzales returned.

- **Student Government representatives**

Chris Fielder, Oxnard College, pointed out that there has been an increase in student participation at the college this semester. He said that the dental hygiene facility at Oxnard College is "state of the art." Mr. Fielder reported on the CalSac conference he attended in Los Angeles and the PACE Program at Oxnard College.

Chris Valenzano, Moorpark College, reported on the newly elected Board of the Associated Students Government, the identification card machine that was purchased, activities that are being planned at the college, and the Campus Escort Program. He pointed out that the students are represented on most of the college campus committees. Mr. Valenzano indicated that he is on the Region 6 Executive Board for CalSac and also a Policy Board alternate. He

asked for information on balloon release. Mr. Valenzano pointed out that there has been a tremendous improvement on the Board agenda and that he felt the Student Reports were adequately placed on the agenda. He commented on a letter that he received from Governor Gray Davis regarding FTES funding vs. Performance Based Funding.

- **Academic Senate Representatives**

Charlene Arnold complimented the leadership on campus on their role in the planning process.

Carmen Guerrero-Calderón thanked the Board of Trustees for adopting the Resolution Recognizing University Transfer Awareness Week. Ms. Guerrero-Calderón announced that the performance of *Godspell*, for the benefit of the Oxnard College Library, was a success and thanked those who contributed. She acknowledged Pat Caldwell for her efforts in the planning process and commented on the upcoming conference for the academic senate. Ms. Guerrero-Calderón asked the Board to consider keeping within the schedule of the first Tuesday of the month when they are reviewing the Board of Trustees Calendar for next year.

Octavio Sifuentes expressed his support for Tony Grey as Personnel Commissioner. Mr. Sifuentes reported that Ms. Joanie Garcia, retired Ventura College staff member, passed away.

- **College Management Association Representative**

- Floyd Martin, CMA President, addressed the board to express his appreciation to Dr. Westin and his executive staff for their efforts in the planning process.

CHANCELLOR'S REPORT

- **District Election Code Information**

- Chancellor Westin updated the Board on the issues brought up at the September 14 Board meeting regarding the District Election Code. He said that that legal counsel is researching this item.

- **Presidents' Reports**

- Larry Calderón briefly updated the Board on the Financial Aid Program at Ventura College. He indicated that the Ventura College planning group has been involved in preparing for the Futures Forum discussions. Dr. Calderón pointed out that the September 28 Grand Opening of the Ventura College Job and Career Center was a successful event and indicated that the Grand Opening of the Santa Clara River Valley/Ventura County Job and Career Center is scheduled for next month.
- Steve Arvizu indicated that Oxnard College is currently working on planning, accreditation and growth plan development. Dr. Arvizu said that he was meeting with representatives from the City of Oxnard and the County of Ventura regarding a College Park Collaborative. He commented on his recent donor dinner and the "Pizza with the

President" program.

- James Walker acknowledged Chris Valenzano for his efforts in increasing student involvement at Moorpark College. Dr. Walker recognized Floyd Martin and indicated that he is now responsible for student activities. He introduced Diane Sukiennik, who made a presentation on the Student Success Course, which was offered in the spring semester this year.
 - **College Presentation – Moorpark College.** Dianne Sukiennik indicated that a workgroup was established to address student success issues and it was determined that a college-wide student success course would be a powerful retention and persistence vehicle.
- **Deputy Chancellor's Report**
 - **Financial Aid.** Anthony Tricoli updated the Board on Financial Aid packaging at Ventura College. He acknowledged Brenda Jerez and Lyn MacConnaire for their efforts in developing a plan to resolve the problem. Dr. Tricoli introduced Brenda Jerez, Financial Aid Director at Ventura College.

Trustee Tafoya expressed his concerns about the problems experienced in the Financial Aid Program and suggested that a process be developed to address these issues on an ongoing basis. Michael Gregoryk pointed out that Dr. Tricoli has been working with the Financial Aid staff to develop a Quality Circle environment and indicated that an Accounting Financial Aid Supervisor is needed.

- Michael Gregoryk commented on the Oxnard College remodel of the chemistry lab and the community/student services building. Mr. Gregoryk updated the Board on his recent trip to Sacramento.
- **Other District Issues**
 - Chancellor Westin said that the daughter of Dr. Alfred Fernandez, former Chancellor of the Ventura County Community College District, passed away.

FIRST READING ITEMS

- **Proposed Revision to Board Policy Manual Section E.12 (“Evaluation of Chancellor”)** was accepted for Second Reading.
 - Chancellor Westin pointed out that at the last Board meeting during Closed Session, the Board adopted the *Resolution Regarding Evaluation of Chancellor and Division of the Responsibilities Between the Board and Chancellor on Personnel Items* and had directed him to develop a Board Policy. Trustee Tallman expressed his concerns regarding the Board Policy.

TRUSTEE ISSUES

- **Governing Board Subcommittee Reports**
 - Trustee Nagel reported on the September 21 Construction Subcommittee meeting. He commented on the issue that came before the County Board of Education regarding the replacement of the Cowan Conference Center and indicated that the Construction Subcommittee has agreed to meet with the County Board of Education regarding collaboration.

- **Other District Issues**
 - Trustee Tafoya updated the Board on issues at the state level. He commented on a statement regarding academic excellence and taking advantage of funding available.

 - Trustee Tallman asked about staff diversity within the District.

 - Trustee Jacobs reported on the grand opening of California State University, Channel Island.

PUBLIC COMMENTS REGARDING NON-AGENDIZED ITEMS

- **Community Issues**
 - Dennis Slattery addressed the Board to express his concerns regarding helium balloon releases and encouraged the Board to adopt a resolution to discourage balloon releases from college property and to raise awareness. This item will be placed on the November agenda. Trustee Tallman suggested that the Board consider developing a Board policy.

RECESS TO CLOSED SESSION

At 9:25 p.m. the meeting was recessed to Closed Session.

ADJOURNMENT

The meeting was adjourned at 10:58 p.m.