

# VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

## Board of Trustees

### Rules, Operations & Procedures Ad hoc Committee

(Ad hoc committee Members: Trustees Cheryl Heitmann and Art Hernández)

August 22, 2005

#### Meeting Notes

Present: Trustees Cheryl Heitmann, Art Hernández, Robin Calote, Eva Conrad, Chancellor Meznek, and Eileen Welser

Guests: Paul Iannaccone

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#### 1. **Board Policy Manual**

The Rules, Operations & Procedure ad hoc committee reviewed Chapter 2 of the Board Policy.

#### 2. **AP, IB Transfer Credits**

Eva Conrad distributed and reviewed information regarding the International Baccalaureate Program and college credit. There was discussion regarding the AP Program and college credit.

#### 3. **KH Report**

It was requested that a copy of the KH report be distributed to the Board prior to distribution which includes an overview of the process.

There was discussion regarding the colleges and district administrative center working together.

The Horticulture Program was discussed and it was suggested that an update be provided which would include the cost.

#### 4. **Donations**

- a) Robin Calote gave a brief history on the donations from Helen Yunker and Howard Boroughs.
  - i) **Helen Yunker Foundation:** The recommendation that was made was to name the auditorium (within the theater building) after Ms. Yunker. There was a brief discussion regarding the amount of donations from Helen Yunker. The following items were discussed:
    - Fundraising campaigns to refurbish the auditorium.
    - Donations tied to the project being named.
    - Plan with the auditorium.

Paul Iannaccone will discuss fundraising with Ms. Yunker.

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- ii) **Howard Boroughs** – Robin Calote distributed and reviewed information from the Ventura College Foundation regarding naming of a portion of the library the “Evelyn and Howard Boroughs Library.” The following suggestions were made:
- Press Release.
  - Honor all donors.
  - Standard letter on behalf of the Board.

There was a brief discussion regarding the procedures used for naming buildings. Robin Calote will submit an agenda item.