

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

Board of Trustees

Rules, Operations & Procedures Ad hoc Committee

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

December 8, 2005

Meeting Notes

Present: Trustees Cheryl Heitmann, Art Hernández, James Meznik, and Eileen Welser

1. Board Policy Manual

i. Chapter 3

ii. Chapter 4

Dr. Meznik distributed Chapter 4 of the Board Policy Manual. He gave an update on his meeting with AFT representatives regarding Chapter 3 and pointed out that it was on the Board meeting agenda for second reading. Dr. Meznik said procedures would be developed for the manual.

2. Review of Board Committees

There was discussion regarding combining the Rules, Operations & Procedures subcommittee and the Legislative subcommittee. It was suggested that the Legislative subcommittee meet more often and that the Board review all of the committees, their responsibilities, and their calendars. Dr. Meznik said that procedures would be developed for the subcommittees to delineate their role. It was also suggested that the subcommittee meetings be scheduled on an academic calendar. There was a brief discussion regarding the KH Study and implementation.

3. Board Structure

4. Response to Public Comments

i. Trustee Request – Brown Act Clarification

There was discussion regarding this item. It was suggested that the Board members may receive clarification on testimony provided during Public Comments. It was stressed that it was important for the Board to treat each other with dignity and respect.

There was discussion regarding the participatory governance manual and it was suggested that a copy of the manual be provided to the Board for review. Dr. Meznik gave a brief overview of the manual and explained the development process. The following change on page 8 under Unagendized Business was suggested:

In response to unagendized public comments, therefore, Board members may:

“1. Request clarification from those making public comments.”

It was suggested that a letter be sent to Santa Paula regarding the proposed meeting with the committee.

Guidelines for Naming of Buildings. This item will be reviewed by the Rules, Operations & Procedures subcommittee following the review the college Foundations.