

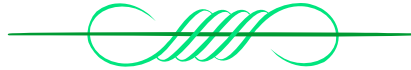


WEST HILLS COMMUNITY COLLEGE DISTRICT

Board of Trustees
9900 Cody Street
Coalinga, CA 93210
(559) 934-2100

MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD

December 7, 2010



CALL TO ORDER / OPEN SESSION

President McKean called the meeting of the Board of Trustees to order at 3:00 p.m. and led the Board members and audience in the flag salute.

Board members present:

Mark McKean, President
Bill Henry, Vice President
Jeff Levinson
Edna Ivans
Jack Minnite
Steve Cantu
Ryan Cardoza, Student Trustee

Board members absent:

Nina Oxborrow, Clerk

Administrators present:

Frank Gornick, Chancellor
Ken Stoppenbrink, Vice Chancellor of Business Services
Pedro Avila, Vice Chancellor of Institutional Effectiveness and Enrollment Management
Carole Goldsmith, Vice Chancellor of Educational Services and Workforce Development
Willard Lewallen, President, West Hills College Coalinga
Don Warkentin, President, West Hills College Lemoore
Frances Squire, Executive Director of West Hills Community College Foundation
Jill Stearns, Vice President of Educational Services, West Hills College Coalinga
Dave Bolt, Vice President of Educational Services, West Hills College Lemoore
Jana Cox, Director of Financial Aid
Sylvia Dorsey-Robinson, Vice President of Student Services, West Hills College Lemoore
Susan Whitener, Associate Vice Chancellor of Educational Planning
Richard Larson, Director of Farm of the Future, West Hills College Coalinga
Raquel Rodriguez, Associate Dean of Student Learning, West Hills College Coalinga
Kathy Watts, Director of Child Development Centers
Anita Wright, Interim Director of Special Grant Programs

Introduction of Guests

Ms. Frances Squire introduced the following guests: Ms. Brittany Burkhart, West Hills College Lemoore SGA Secretary/Treasurer; and Mr. Yohan Maeda, former Student Trustee for the district.

Public Comments

There were no public comments made at this time.

REPORTS FROM ORGANIZATIONS / COLLEGES / DISTRICT OFFICE

Academic Senate Report – Mr. Kurt Sterling, Academic Senate President for West Hills College Lemoore, reported that he recently attended a Central Valley Higher Education Consortium (CVHEC) summit meeting which was a continuation of the discussions on the implementation of SB 1440. A lot of the same information presented was heard at the initial meeting in October. Faculty from California State University Stanislaus, Fresno and Bakersfield were also in attendance at the meeting.

Ms. Anita Bart, Academic Senate President for West Hills College Coalinga, reported that the Senate is continuing to work on the academic freedom policy. They are also working on the flex day schedule. The Senate has voted and submitted names for NISOD nominations to Dr. Lewallen. Instead of nominating new faculty, they forwarded the same names as last year to allow the opportunity for those individuals to attend the NISOD conference as the budget situation did not allow for their attendance last year. Ms. Bart reported that she also attended the SB 1440 meeting in Los Banos. She stated that it is good to know that we have a much better communication at our level. She also briefly discussed program level Student Learning Outcomes (SLOs) and the 2010 minimum qualifications document which will be reviewed with faculty.

Trustee Minnite questioned Ms. Bart's thoughts on the implementation of SB 1440 and how it is progressing. Ms. Bart stated that it seems to have been an organized process from the beginning. She stated that we should be in good shape.

WHCFA Report – Ms. Marty Ennes, WHCFA President, reported that the faculty are wrapping things up for the semester. They have held their last meeting for the semester and will meet again in January. The Faculty Association has been working with the Academic Senates on the academic freedom policy. Ms. Ennes stated that the faculty are getting ready for finals and are ready for the winter break. She wished everyone happy holidays.

CSEA Report – Mr. John Ieronimo, CSEA President, was not present to report at this time.

Student Trustee Report – Mr. Ryan Cardoza, Student Trustee, reported that the AGS club recently held a wellness activity. He also reported on the Christmas parade; students attending the recent college strategic planning retreat; having a crest included on diplomas; heritage days; and the student town hall meeting matrix.

West Hills College Coalinga and North District Center, Firebaugh – Dr. Willard Lewallen, President, welcomed Mr. Yohan Maeda (former Student Trustee) to the meeting. Mr. Maeda greeted the Board and wished everyone a happy holiday. Dr. Lewallen reported that things are moving forward with the DeVry University partnership. He also commented on the Lights of Love event; the upcoming holiday lunches at both the North District Center, Firebaugh and West Hills College Coalinga; and the Wellness Center dedication event planned for December 15. In closing, Dr. Lewallen provided a brief video presentation of the Ava Ceremony in which he participated while on a recent accreditation visit to American Samoa.

West Hills College Lemoore – Mr. Don Warkentin, President, commented on the recent strategic planning retreat at West Hills College Lemoore which was attended by principals from area high schools. He explained that he presented them with plans to enhance our outreach efforts at the high schools. Mr. Warkentin reported that the fall sports banquet is scheduled for December 13 and Lorenzo Neal will be the guest speaker.

Chancellor's Report – Dr. Frank Gornick, Chancellor, complimented the presidents on their work focusing on the high schools. He reported that a Closing the Gap meeting will be held next Monday to continue the work that has been started. He will provide a further report for the Board after that meeting. Dr. Gornick reported that Mr. Scott Lay, President and Chief Executive Officer of the Community College league of California, will be the guest speaker for the duty day being held on January 14. He will provide a presentation for the staff on what is happening in Sacramento.

- Strategic Plan Report – Mr. Pedro Avila provided a strategic planning update which included the Comprehensive Effectiveness Model. He also shared the new strategic goals for 2011-2016 and summarized each one. Trustee Minnite questioned the role of the faculty in developing the strategic goals and Mr. Avila explained their participation in the various meetings that have been held.
- CSU Fresno Study – Dr. Carole Goldsmith provided a presentation on grants and contract education from 1999-2009. She explained that the report was prepared by Mr. David E. Tanner from the Center for Research, Evaluation, and Dissemination at California State University, Fresno. She discussed the history of external funding; the commitment to public health projects; early childhood programs; and after school programs. In closing, Dr. Goldsmith explained the findings of the study which indicate that children served by the Child Development Center increased from 60 in 1999 to over 760 in 2005. The leverage

previously established projects to secure external funding, and annual funding has grown from \$1.4 million in 1990 to over \$9 million last year.

- SFID Update – SFID revisions and completion recap spreadsheets were distributed. Mr. Kevin Cobb explained the information for each SFID area. Trustee Henry questioned the capital outlay column of the spreadsheets and if the dollars have been awarded. Mr. Cobb stated that the dollar amounts can fluctuate but are frozen once the project is funded. Dr. Gornick asked Mr. Cobb to provide an update on the energy regulations. Mr. Cobb reported that PG&E has made some revisions to their contract language. Some of the timeframes have been tightened up and the funding formula has been changed from a flat rate to a seasonal time of day factor.

CONSENT AGENDA

The following consent agenda items were approved on a motion by Trustee Ivans, seconded by Trustee Minnite, and carried unanimously:

- CA-27** Minutes – The minutes of the November 16, 2010 and November 30, 2010 Board of Trustees meetings were approved as submitted.
- CA-28** Warrants – The warrants were approved as submitted.
- CA-29** Personnel Transactions – The list of personnel transactions was approved as submitted.
- CA-30** Out of State Travel – The following request for out of state travel was approved as submitted:
- 15-20 international students to travel to Las Vegas, Nevada
December 17-21, 2010

CHANCELLOR'S OFFICE

At this time, President McKean turned the meeting over to Dr. Gornick to conduct the annual organizational portion of the meeting.

- CO-17** Election of Board Officers – Dr. Gornick announced that this being the annual organizational meeting of the Board of Trustees, a slate of officers for 2011 needs to be elected.

Trustee Henry made a motion to elect the following slate of officers for 2011:

President	Mark McKean
Vice President	Bill Henry
Clerk	Nina Oxborrow
Legislative Representative	Jack Minnite
Voting Representative (Fresno County)	Jack Minnite
Farm of the Future Advisory Committee (2)	Mark McKean Steve Cantu
Fresno County School Board Association	Mark McKean
Kings County School Board Association	Edna Ivans
West Hills Community College Foundation (2)	Steve Cantu Bill Henry

The motion was seconded by Trustee Ivans, and carried unanimously.

The meeting was returned to the charge of President McKean at this time.

CO-18 Resolution – Expedited Implementation of SB 1440 – Dr. Gornick explained that the resolution recognizes the importance of the work being done to implement SB 1440.

The resolution in the matter of support of expedited implementation of SB 1440 was adopted on a motion by Trustee Minnite, seconded by Trustee Levinson, and carried unanimously.

CO-19 Accreditation Self Study Report – West Hills College Coalinga – President McKean stated that all Board members have received copies of the accreditation self study reports.

Trustee Ivans questioned who the Education Coordinator is as described on page 8. Dr. Lewallen responded that it is Mr. Javier Cazares. He works with grants and coordinates efforts at the Claremont Custody Center. President McKean stated that the report is a good document.

On a motion by Trustee Cantu, seconded by Trustee Minnite, and carried unanimously, the accreditation self study report for West Hills College Coalinga was approved.

CO-20 Accreditation Self Study Report – West Hills College Lemoore – Trustee Levinson stated that he appreciates the hard work of the staff on the self study reports.

On a motion by Trustee Minnite, seconded by Trustee Levinson, and carried unanimously, the accreditation self study report for West Hills College Lemoore was approved.

Mr. Warkentin expressed his thanks to Mr. Dave Bolt for his work on the self study report. He stated that it was a year's worth of effort. President McKean stated that the hard work is evident.

Dr. Lewallen thanked Ms. Sarah Shepard and Ms. Jill Stearns for their leadership in pulling the West Hills College Coalinga self study report together.

FISCAL SERVICES

FS-20 Fiscal Services Report – Mr. Ken Stoppenbrink, Vice Chancellor of Business Services, provided the fiscal services report. He reported that we are 41.7% through the fiscal year. General fund revenues are at 49.9% and general fund expenditures are at 34.4%. Brief discussion took place concerning expenditures at the North District Center, Firebaugh. Mr. Stoppenbrink explained that the primary reason for the higher expense percentage is due to academic salaries. He stated that he will look into this concern.

FS-21 Contract Award – Dr. Gornick explained that the project will allow for us to take our training to various locations. Mr. Stoppenbrink reported that the contract is funded by the Pathways Out of Poverty grant.

On a motion by Trustee Minnite, seconded by Trustee Levinson, and carried unanimously, the contract for the Westside Institute of Technology mobil trainers project was awarded to Cable Links of Fresno in the amount of \$191,987.80. As authorized by Section 20118 of the Public Contract Code, Cable Links has agreed to and will provide other California agencies the right to purchase off of this contract.

PERSONNEL SERVICES

PS-5 Job Description – Dr. Gornick explained that the new position is necessary to assist with the new facilities at the colleges in light of the events that will take place at those facilities. Trustee Levinson questioned what we can expect the person to do. Dr. Gornick responded that they will work under the direction of the College Presidents because of the amount of effort needed to host the programs. The position will be funded from the receipts of the events that occur, not the general fund. The position will take care of a multitude of things relating to the events. Discussion took place concerning what will happen to the position if we do not bring in enough funds to cover it. Dr. Gornick explained that the position will go into the history bin if we are not able to make it work.

The following new classified management job description was approved on a motion by Trustee Ivans, seconded by Trustee Henry, and carried unanimously:

- Special Event Coordinator

BOARD REPORTS / COMMENTS / REQUESTS AND ANNOUNCEMENTS

Trustee Cantu wished everyone a merry Christmas and a happy new year. He thanked everyone for their work on the self study reports.

Trustee Minnite wished everyone happy holidays and thanked everyone for their efforts.

Trustee Ivans wished everyone happy holidays and stated that she really enjoyed reading the self study reports. She thanked everyone for their hard work and how they strive to give all students a real college experience.

Trustee Henry thanked everyone for their work on the self study reports. He stated that he is excited about the upcoming Wellness Center dedication. He reminded everyone of the 69th anniversary of the bombing of Pearl Harbor and shared his family's military experience.

Trustee Levinson wished everyone happy holidays. He stated that he is truly excited about the outstanding leadership we have at the local level and stated that he is extremely proud to be associated with the West Hills Community College District.

President McKean stated that today is a perfect example of why West Hills is different. The grants report showed a real feather in the cap of the district. He announced that the next meeting of the Board of Trustees is scheduled for January 18, 2011.

CLOSED SESSION

The meeting was adjourned to closed session at 4:50 p.m.

- Public Employee Discipline/Dismissal/Release (as per Government Code Section 54957)
- Discussion of Land Acquisition/Disposition of Property (as per Government Code Section 54956.8). Property: Coalinga, California; Firebaugh, California; Lemoore, California

ADJOURNMENT

There being no further business before the Board of Trustees, the meeting was adjourned at 5:08 p.m.

Nina Oxborrow
Clerk of the Board of Trustees

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Personnel Transactions

1. New Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Catron, Leslie	Interim Nursing Instructor West Hills College Lemoore	177-day contract	Range II Step 9	Grant	1/13/11	New position
Long, Amy	Senior Employment Readiness Specialist West Hills College Coalinga	40 hrs/wk 12 mo/yr	Range 57 Step A	Grant	12/1/10	New position
Pacheco, Evangelina	Senior Employment Readiness Specialist West Hills College Coalinga	40 hrs/wk 12 mo/yr	Range 57 Step A	Grant	12/1/10	New position
Silva, Angel	Child Dev. Center Associate Teacher West Hills College Coalinga	19 hrs/wk 9 mo/yr	Range 30 Step A	Grant	1/13/11	Replacement for Morgoth Toledo
Terrazas, Juditt	Senior Employment Readiness Specialist West Hills College Coalinga	40 hrs/wk 12 mo/yr	Range 57 Step A	Grant	12/1/10	New position

2. Changes in Assignment

Name	Current Assignment	Change	Effective Date	Additional Information
Ragsdale, Rodney	PE Instructor/Women's Head Soccer Coach West Hills College Lemoore 199 Day Contract	PE Instructor West Hills College Lemoore 177 Day Contract	12/17/10	

3. Resignations / Retirements / Releases During Probation / Terminations

Name	Title & Location	Effective Date
Rauh, Jennifer	Child Development Center Teacher West Hills College Coalinga	11/26/10