

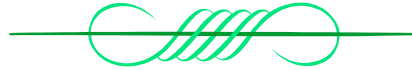


WEST HILLS COMMUNITY COLLEGE DISTRICT

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

MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD

March 7, 2006



CALL TO ORDER / OPEN SESSION

President McKean called the meeting of the Board of Trustees to order at 3:00 p.m.

Board members present:

Mark McKean
Jack Minnite
Nina Oxborrow
Jeff Levinson
Edna Ivans
Bill Henry
Steve Cantu

Board members absent:

Pedro Jurado, Student Trustee

Administrators present:

Frank Gornick, Chancellor
Ken Stoppenbrink, Vice Chancellor of Business Services
Anthony Tricoli, President, West Hills College Coalinga
Don Warkentin, President, West Hills College Lemoore
Dave Bolt, Vice President of Educational Services, West Hills College Lemoore
Jill Stearns, Interim Associate Dean of Educational Services, West Hills College Coalinga
Susan Kincade, Dean of Learning Resources
Keven Backman, Director of Human Resources
Frances Squire, Director of Marketing
Pedro Avila, Director of Institutional Effectiveness, Planning and Web Services
Darlene Georgatos, Director of District Enrollment
Kathy Watts, Interim Director of Child Development Centers
Larry Rathbun, Director of Farm of the Future

Introduction of Guests

There were no guests introduced at this time.

Public Comments

There were no public comments made at this time.

REPORTS FROM ORGANIZATIONS / COLLEGES / DISTRICT OFFICE

Academic Senate Report – Ms. Anita Bart, Academic Senate President for West Hills College Coalinga, was not present to report at this time.

Mr. David Rengh, Academic Senate President for West Hills College Lemoore, was not present to report at this time.

WHCFA Report – Ms. Faye Mendenhall, WHCFA President, stated that she had nothing to report at this time.

CSEA Report – There was no CSEA representative present to report at this time.

ASB Report – Mr. Pedro Jurado, Associated Student Body President, West Hills College Coalinga, was not present to report at this time.

West Hills College Coalinga and North District Center, Firebaugh – Dr. Anthony Tricoli, President, distributed a college activities report and commented on recent and upcoming events. He reported that the first edition of the West Hills College Coalinga literary publication, “Mosaic” will soon be available. The Board members were reminded of the upcoming President’s Scholars Dinner which will be held on March 22, 2006 at 6:00 p.m.

West Hills College Lemoore – Mr. Don Warkentin, President, distributed a college activities report and commented on recent and upcoming events. He commented on the recommendations of the accreditation team which included Student Learning Outcomes; training for faculty and staff; staffing pattern in the library; and faculty diversity. Trustee Henry stated that he feels that we have done everything we could with regard to accreditation and we did our best in every area. Mr. Warkentin commented that we have been responding to accreditation recommendations for the past two years. He stated that we will soon receive a draft report from the accreditation team and we can correct any errors of fact.

Chancellor’s Report – Dr. Frank Gornick, Chancellor, congratulated Dr. Tricoli and Mr. Warkentin for their work on accreditation. He stated that it is nice to have it completed and out of the way. Dr. Gornick commented on the difference in the team. He stated that the team was impressed with our plans for the second generation of our technology and they really grasped the concept of what we are doing. He reported that the team questioned our approach with the policies and the timeline and he explained to them that we worked backward on the process. We took care of the background for the

policies and procedures before they were implemented. Dr. Gornick stated that the visit to the District Office was great and the team walked away with a good understanding of how the District staff works with the colleges.

Dr. Gornick reported that he received a call this morning from Congressman Costa's office regarding the Community College Caucus. Congressman Costa will be a member of this group and this is good news for community colleges.

CONSENT AGENDA

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

- CA-38** Minutes - The minutes of the February 21, 2006 Board meeting were approved as submitted.
- CA-39** Warrants - The warrants were approved as submitted.
- CA-40** Personnel Transactions - The list of personnel transactions was approved as submitted.

CHANCELLOR'S OFFICE

- CO-47** Administrative Procedure 7212, Employment of Part Time Faculty - Mr. Keven Backman commented that the procedure gives the colleges a great deal of guidance in the process of hiring adjunct faculty and it solves a lot of the problems that have been faced in the past.

The new Administrative Procedure 7212, Employment of Part Time Faculty, was presented for a first reading. Approval will be requested at a later date.

- CO-48** Board Policy and Administrative Procedure 7345, Catastrophic Leave Program - Dr. Gornick commented that the collective bargaining agreements allow for the donation of sick leave. However, this policy and procedure will provide the ability for donations to occur across the collective bargaining agreements.

The new Board Policy and Administrative Procedure 7345, Catastrophic Leave Program, were presented for a first reading. Approval will be requested at a later date.

- CO-49** Board Policy and Administrative Procedure 2410, Policy and Administrative Procedure - The revised Board Policy and new

Administrative Procedure 2410, Policy and Administrative Procedure, were approved on a motion by Trustee Levinson, seconded by Trustee Minnite, and carried unanimously.

FISCAL SERVICES

FS-35 Fiscal Services Report – Mr. Ken Stoppenbrink distributed the budget status report and discussed the status of the budget expenses and revenues to date. He reported that the District is currently 66.7% through the year. General fund revenue is at 71.5% and expenses are at 55.4%.

Trustee Minnite initiated discussion regarding bad debt expenses and Mr. Stoppenbrink responded that we will not know the final expenses until the end of the fiscal year. Further brief discussion took place regarding the bad debt expenses and Dr. Gornick commented that things are much better now than they were a couple of years ago.

Trustee Minnite requested that a separate revenue and expense report be prepared for the farm, cafeteria, bookstore and residence halls. It was agreed that this report would be prepared on a quarterly basis.

FS-36 Bid Award – Discussion took place regarding the bid amount for the West Hills College Coalinga campus safety lighting project and why the bid from Santa Margarita Construction was so low. Trustee Cantu made a motion to award the base bid and alternates 1 and 3. The motion was seconded by Trustee Levinson. Mr. Stoppenbrink discussed the bid and explained that the Credit Union (EECU) will be paying for bid alternates 1 and 3. Further discussion took place regarding the bid and Trustees Cantu and Levinson withdrew their motions.

Trustee Levinson made a motion to award the base bid and alternate 2 only. The motion was seconded by Trustee Cantu. Mr. Stoppenbrink explained that we cannot dissect out the process. Discussion occurred and Trustees Levinson and Cantu again withdrew their motions.

It was requested that the item be tabled until more information is given concerning the bid award. Discussion took place regarding the alternative bid that EECU received. President McKean questioned if it will cause a problem to delay action on this item. Ms. Anne Jorgens stated that scheduled maintenance funds need to be spent by May 15.

President McKean suggested that the item be tabled and a conference call Board meeting be scheduled as soon as possible for this particular item after additional information is gathered.

Trustee Levinson made a motion to table this item. The motion was seconded by Trustee Minnite and carried unanimously.

Trustee Henry questioned the purpose for the lights. It was explained that they are for safety lighting on the Coalinga Campus.

PERSONNEL SERVICES

PS-12 Resolution – Elimination of Certificated Faculty – Dr. Gornick commented on the resolution, explaining that there is a gap in service with respect to the psychiatric technician program. The resolution allows us to negotiate the effects of the layoff. Dr. Tricoli has spoken with both of the instructors and they understand and have agreed to the layoff notice. The instructors understand that they will be back in August for the next cohort. During the gap in service, Mr. Hector Dam-Mikkelsen will be reassigned and will be assisting with program administration, medical terminology and CNA courses.

Trustee Levinson questioned the success rates of the psychiatric technician program. Dr. Tricoli responded that all of the students who have graduated are getting jobs and the majority of them are at the Coalinga State Hospital.

The resolution in the matter of the elimination of certificated faculty was adopted on a motion by Trustee Levinson, seconded by Trustee Minnite, and carried unanimously.

BOARD REPORTS / COMMENTS / REQUESTS AND ANNOUNCEMENTS

Trustee Cantu expressed his congratulations to Mr. Warkentin on the completion of the accreditation visit. He stated that it sounds positive and he thanked the Board members who attended the accreditation meetings. Trustee Cantu expressed his thanks to all of the staff for their hard work.

Trustee Minnite echoed the comments made by Trustee Cantu. He thanked Ms. Frances Squire for her work on the District newsletter. Trustee Minnite commented on the accreditation visit and stated that it is very evident that we have a dedicated staff that wants to see success for the District and its students.

Trustee Oxborrow thanked Dr. Tricoli, Mr. Warkentin and their staff for the work done on accreditation. She stated that we need to continue to focus on what we do best, which is serving students.

Trustee Ivans thanked everyone for their hard work. She stated that the open forums held during the recent accreditation visit at West Hills College Lemoore were great.

Trustee Henry echoed the remarks made by his fellow Board members. He stated that he has heard good things about the open forums and it is heartwarming.

Trustee Levinson also echoed the remarks previously made. He commented on using our student and athlete scholars for recruiting purposes and stated that this would be a great tool to use.

President McKean stated that he is not against accreditation and it is justified and necessary. He stated that he only has a problem with the sole thought that we need to fit in a box. He stated that West Hills College does not fit in a box and we never have.

President McKean announced that the next meeting will be a Board study session and is scheduled for April 4, 2006 at 3:00 p.m.

CLOSED SESSION

The meeting was adjourned to closed session at 4:33 p.m.

- Public Employee Discipline/Dismissal/Release (as per Government Code Section 54957)
- Existing Litigation (as per Government Code Section 54956.9(a)). Names of cases: West Hills Community College District v. Doucette, et al
- Discussion of land acquisition/disposition of property (as per Government Code Section 54956.8). Property: Coalinga, California; Lemoore, California; Firebaugh, California
- Conference with Labor Negotiators (as per Government Code Section 54957.6). Agency negotiator: Vice Chancellor of Business Services. Employee organization: CTA

ADJOURNMENT

There being no further business before the Board of Trustees, the meeting was adjourned at 5:12 p.m.

Nina Oxborrow
Clerk of the Board of Trustees

Personnel Transactions

1. New Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Gonzalez, Maria	CDC Assistant Avenal Infant Center	19 hrs/wk 12 mo/yr	Range 23 Step A	Grant	3/6/06	New position
Gonzalez, Maricela	Student Services Assistant, OSB West Hills College Coalinga	19 hrs/wk 12 mo/yr	Range 36 Step A	Grant	3/6/06	Replacement for Deborah Browne
Patlan, Melissa	CDC Assistant San Joaquin Child Dev. Center	19 hrs/we 9 mo/yr	Range 23 Step A	Grant	3/1/06	
Ramirez, Nancy	CDC Assistant West Hills College Lemoore	19 hrs/wk 12 mo/yr	Range 23 Step A	Grant	3/1/06	Replacement for Sandi Vorpahl
Reynaga, Victoria	CDC Assistant San Joaquin Child Dev. Center	19 hrs/wk 12 mo/yr	Range 23 Step A	Grant	3/1/06	Replacement for Zitali Lopez
Rivera, Monica	Associate Teacher San Joaquin Child Dev. Center	19 hrs/wk 12 mo/yr	Range 30 Step A	Grant	3/1/06	New position
Rodriguez, Michael	Title V Activity One Coord./Counselor West Hills College Lemoore	85-day contract	Class V Step 5		3/1/06	New position
Toledo, Angelica	CDC Assistant West Hills College Coalinga	19 hrs/wk 12 mo/yr	Range 23 Step A	Grant	3/6/06	Replacement for Laura Lopez
Valadez, Maria	CDC Cook San Joaquin Child Dev. Center	19 hrs/wk 12 mo/yr	Range 33 Step A	Grant	3/1/06	New position
Williams, Sharon	Tutor Coordinator West Hills College Lemoore	19 hrs/wk 12 mo/yr	Range 42 Step B	District	2/16/06	Replacement for Donna Cole

2. Temporary Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Dates	Additional Information
Banda, Benito	Custodian North District Center, Firebaugh	15 hrs/wk	Range 35 Step A	Grant	3/8/06 – 6/30/06	Temporary hire while recruiting

3. Changes in Assignment

Name	Current Assignment	Change	Effective Date	Additional Information
Lopez, Veronica	CDC Associate Teacher North District Center, Firebaugh 19 hrs/wk, 12 mo/yr Range 30, Step A	CDC Associate Teacher San Joaquin Child Dev. Center 40 hrs/wk, 12 mo/yr. Range 30, Step B	3/20/06	Replacement for Monica Gonzalez

4. Request of FMLA (Family Medical Leave Act)

Name	Title & Location	Effective Date	Additional Information
Soto, MariCruz	Master Teacher San Joaquin Child Development Center	3/9/06 – 3/22/06	Care for newborn child
Rodgers, MaryAnn	Case Worker, One-Stop Office West Hills College Coalinga	2/7/06 – 5/2/06	Intermittent FMLS Leave

5. Resignations / Retirements / Releases During Probation / Terminations

Name	Title & Location	Effective Date	Additional Information
Arriola, Susan	Financial Aid Assistant I West Hills College Lemoore	3/6/06	Resignation
Gambin, Daniel	Child Development Center Assistant West Hills College Coalinga	3/14/06	Resignation