



Monday, June 21, 2021
Board of Trustees Strategic Planning Session

Revised Order of the Agenda
Ventura County Community College District
Open Session: 5:00 p.m.
Closed Session: Immediately following Open Session
Link to join Webinar
https://cccconfer.zoom.us/j/96055617655

1. Strategic Planning Session 5:00 p.m.

Subject: 1.01 Call to Order.
Meeting: Jun 21, 2021 - Board of Trustees Strategic Planning Session
Category: 1. Strategic Planning Session 5:00 p.m.
Access: Public
Type: Procedural

Subject: 1.02 Pledge to the Flag
Meeting: Jun 21, 2021 - Board of Trustees Strategic Planning Session
Category: 1. Strategic Planning Session 5:00 p.m.
Access: Public
Type: Procedural

Subject: 1.03 Review 2020 VCCCD Board of Trustees Ground Rules
Meeting: Jun 21, 2021 - Board of Trustees Strategic Planning Session
Category: 1. Strategic Planning Session 5:00 p.m.
Access: Public
Type: Information, Discussion

Background

On August 4, 2020, the Board of Trustees reviewed and agreed to the following Board Ground Rules:

Ground rules are flexible and advance mutual interest in promoting effectiveness, civility, and willingness to cooperate and collaborate in working together to serve the needs of students in the best interests of VCCCD.

- 1. The manner in which the Board operates matters. How it engages with the Chancellor, college community, and public impacts its effectiveness, the effectiveness of others in the college community, the District's work and educational environments, and accreditation.
2. Trustees and the Chancellor act in good faith on behalf of the District.
3. There is quality, honest, focused, respectful, and patient debate on any matter of concern to a Trustee or the Chancellor that is within the purview of the Board.
4. Decisions are based on sufficient, relevant data, and other reliable sources of information that have been made available to all members. Trustees may make requests for information to the Chancellor, and that information will be provided if it is readily available. Any such information provided will be provided to the full Board. All

other Trustees requests for data or information shall be made at Board meetings, and directed to the Board Chair. The Board Chair will then informally poll the Board to see if a majority supports the request. If so, the request will be made to the Chancellor. The request will include a date by which the information will be provided, with the date established collaboratively with the Chancellor. If a date for production cannot be established at the meeting, the Board Chair will work with the Chancellor to establish a timeline after the Chancellor has had an opportunity to confer with staff.

5. Trustees avoid backtracking; once the Board has heard and considered the views of its members and acted, all members will respect the action of the quorum, unless and until the Board takes up the matter again. The Board respects the requests of members to revisit issues when based on new information.
6. Trustees hold each other accountable for following these ground rules. No single Trustee can sidetrack the Board without the Board's acquiescence.
7. Continued Board development occurs through the purposeful application of these agreed-upon ground rules during productive work sessions.
8. The Board and Chancellor lead by example by engaging in transparent professional development activities.

Further Information

Greg Gillespie

Subject **1.04 Changes to the Agenda.**

Meeting Jun 21, 2021 - Board of Trustees Strategic Planning Session

Category 1. Strategic Planning Session 5:00 p.m.

Access Public

Type Procedural

- Agenda Item 1.07 Action to Approve Resolution in Support of LGBTQIA+ Pride Month was added to the agenda.

Further Information

Greg Gillespie

Subject **1.05 Chancellor's Recommendation of the Agenda.**

Meeting Jun 21, 2021 - Board of Trustees Strategic Planning Session

Category 1. Strategic Planning Session 5:00 p.m.

Access Public

Type Procedural

The Chancellor's Consultation Council is the representative body designed to support the governance processes at each College, assist in District governance through the review and analysis of the Board of Trustees agenda prior to action by the Trustees, and advise the Chancellor. Critical to the integrity of the College and District governance structure is that each member of the District community understands the roles, responsibilities, and accountability of each constituent group in the governance process. Members of the District have the authority and responsibility to make recommendations in matters appropriate in scope. The scope for each constituent group is derived from several sources: the Government Code of California, California Code of Regulations, VCCCD Board Policy, District practices and procedures, and job descriptions.

The items presented to the Board of Trustees have been reviewed within the District's Consultation Council and are hereby presented to the Trustees, without constituent objection.

Administrative Decision-Making Bodies **Chancellor's Cabinet**

Members: Chancellor; Vice Chancellor, Business and Administrative Services; Vice Chancellor, Institutional Effectiveness; Vice Chancellor, Human Resources; Administrative Officer to the Chancellor and Board of Trustees; From Each College: President. Non-Voting Member: Executive Assistant to Chancellor

Chancellor's Presidents Council

Members: Chancellor; College Presidents.

Chancellor's Administrative Council

Members: Chancellor; Vice Chancellor, Business and Administrative Services; Vice Chancellor, Institutional Effectiveness; Vice Chancellor, Human Resources; Associate Vice Chancellor, Information Technology; Administrative Officer to the Chancellor and Board of Trustees; From Each College: Presidents; Chief Instructional Officers; Chief Student Services Officers; Chief Business Officers

District Advisory and Planning Body

District Consultation Council

Chancellor; Vice Chancellor, Business and Administrative Services; Vice Chancellor, Institutional Effectiveness; Vice Chancellor, Human Resources; Administrative Officer to the Chancellor and Board of Trustees; College Chief Instructional Officer (appointed by the Chancellor); District Classified Representative; Classified Confidential Representative; From Each College: President; Academic Senate President or designee; Classified Senate President or designee; Associated Student Government Representative; From the Collective Bargaining Units: AFT President; SEIU Chief Steward; Non-voting Member: Executive Assistant to the Chancellor

District Advisory Bodies

Administrative Technology Advisory Committee

Associate Vice Chancellor, Information Technology; Vice Chancellor, Business and Administrative Services; Vice Chancellor, Institutional Effectiveness; Vice Chancellor, Human Resources; From Each College: Chief Instructional Officer; Chief Student Services Officer; Chief Business Officer

District Council on Human Resources

Members: Vice Chancellor, Human Resources; College President; Executive Representative from Academic Affairs; Executive Representative from Student Services; Executive Representative from Administrative Services; Human Resources Department Manager(s); AFT Representative; From Each College: Dean; Academic Senate President or designee; Classified Representative

Institutional Research Advisory Committee

Members: Associate Vice Chancellor, Information Technology; College Institutional Researcher or Manager; Vice Chancellor, Institutional Effectiveness; Director of Software Applications and Development; Senior Programmer Analyst; Data Analyst (DAC); Director, Economic & Workforce Development Division

Governance Recommending Bodies

District Emergency Preparedness Committee

Members: Vice Chancellor of Business and Administrative Services; Director of General Services; Associate Vice Chancellor, Information Technology; Administrative Officer to Chancellor/Board; Director, Fiscal Services; Administrative Officer to the Chancellor and Board of Trustees; From Each College: Chief Business Officer; College Incident Commander; Director of Facilities, Maintenance and Operations; Police Lieutenant; Coordinator, Student Health Services

District Technical Review Workgroup – Enrollment Management

Members: Vice Chancellor, Business and Administrative Services; Faculty Co-Chair; Vice Chancellor, Institutional Effectiveness; College Chief Student Services Officer; College Chief Business Officer; Director of Information Technology, Software and Applications Development; DAC Data Analyst; From Each College: Chief Instructional Officer; Academic Senate President; Dean, Institutional Effectiveness

District Technical Review Workgroup - Instructional

Members: Vice Chancellor, Institutional Effectiveness; From Each College: Chief Instructional Officer; Faculty Co-Chair of the College Curriculum Committee Articulation Officer; Academic Senate President or designee

District Technical Review Workgroup – Student Services

Members: Vice Chancellor, Institutional Effectiveness; From Each College: Dean (Student Services); Associated Student Government Representative; Registrar; Articulation Officer or non-instructional designee; Academic Senate President or designee

District Council on Administrative Services

Members: Vice Chancellor, Business and Administrative Services; AFT Representative; SEIU Representative; College Chief Instructional Officer or College Chief Student Services Officer; From Each College: Chief Business Officer; Academic Senate President; Classified Senate President; Student Representative

Instructional Technology Advisory Committee

Members: Associate Vice Chancellor, Information Technology; District Information Technology Project Support Staff;
From Each College: Chief Instructional Officer; Dean representing Distance Education; Instructional Support Staff;
Faculty Members

Further Information

Greg Gillespie

Subject	1.06 Public Comments - Open Session Agenda Items.
Meeting	Jun 21, 2021 - Board of Trustees Strategic Planning Session
Category	1. Strategic Planning Session 5:00 p.m.
Access	Public
Type	Procedural

The Board Meeting returned in-person beginning in May 2021 but will continue to be available via zoom. Due to COVID restrictions, space is very limited to the public and those wishing to make in-person public comments. If you wish to attend in-person to give your public comments, please contact the Clerk of the Board at boardoftrusteesclerk@vcccd.edu. We will continue to receive public comments (no more than 250 words) using an electronic [Public Comment Card](#) by Noon on Monday, June 21, 2021. Persons may speak on an agenda item or on other matters of interest to the public that are within the subject matter jurisdiction of the Board.

A copy of all submitted public comments will be provided to each Trustee for their review prior to the Board Meeting. An electronic copy of all submitted public comments will be added to this agenda item prior to the start of the meeting.

Per [Board Policy 2350 Speakers](#), those wishing to speak to the Board are subject to the following:

- The Chair of the Board may rule members of the public out of order if their remarks do not pertain to matters that are within the subject matter jurisdiction of the Board, or if remarks consist of personal attacks on others.
- Non-scheduled substitutes may not speak in place of scheduled speakers unless alternates have been submitted on the original request.
- Employees who are members of a bargaining unit represented by an exclusive bargaining agent may address the Board under this policy, but may not attempt to negotiate terms and conditions of their employment. This policy does not prohibit any employee from addressing a collective bargaining proposal pursuant to the public notice requirements of Government Code Section 3547 and the policies of this Board implementing that section.
- Individuals wishing to address the Board shall complete a public speaker card that includes the individual's name, name of organization or group represented, if any, and a statement noting the agenda item or topic to be addressed. The individual can submit the completed public speaker card to the Board Clerk prior to the start of Closed Session, Open Session, or prior to the agenda item he/she has requested to address. A speaker can elect to speak during Public Comments or speak at the time the agenda item is addressed by the Board. Public speakers are required to address unagenda items during Public Comments.
- No member of the public may speak without being recognized by the Chair of the Board.
- Each speaker will be allowed a maximum of three (3) minutes per topic; thirty (30) minutes shall be the maximum time allotment for public speakers on any one subject regardless of the number of speakers at any one board meeting. At the discretion of a majority of the Board, these time limits may be extended.
- Each speaker coming before the Board is limited to one (1) presentation per specific agenda item before the Board, and to one (1) presentation per meeting on non-agenda matters.

Pursuant to the federal Americans with Disabilities Act, if you need any special accommodation or assistance to attend or participate in the meeting, please direct your request, as far in advance of the meeting as possible, to:

VCCCD Clerk of the Board, 761 East Daily Drive, Suite 200, Camarillo, CA 93010

(805) 652-5505

boardoftrusteesclerk@vcccd.edu

Further Information

Greg Gillespie

File Attachments

2021 06.21 VCCCD BoT Public Comments.pdf (75 KB)

Subject **1.07 Action to Approve Resolution in Support of LGBTQIA+ Pride Month**

Meeting Jun 21, 2021 - Board of Trustees Strategic Planning Session

Category 1. Strategic Planning Session 5:00 p.m.

Access Public

Type Action

Recommended Action The Chancellor recommends approval.

Further Information

Greg Gillespie

File Attachments

2021-05 Board Resolution in Support of Pride Month.pdf (318 KB)

Motion & Voting

The Chancellor recommends approval.

Motion by Trustee Bernardo Perez, second by Trustee Dianne McKay.

Final Resolution: Motion was approved.

Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooth, Trustee Dianne McKay, Trustee Bernardo Perez

2. Action: Human Resources

Subject **2.01 Action to Approve Memorandum of Understanding Between the Ventura County Community College District and the Ventura County Federation of College Teachers, AFT Local 1828, AFL-CIO, Stipend.**

Meeting Jun 21, 2021 - Board of Trustees Strategic Planning Session

Category 2. Action: Human Resources

Access Public

Type Action

Recommended Action The Chancellor recommends approval.

Presenter

Greg Gillespie, Laura Barroso

Background/Analysis

Section 3.12 of the Collective Bargaining Agreement between the District and AFT provides that:

"Compensation of faculty members for independent research and development activities in excess of those normally considered part of a faculty member's workload, shall continue to be provided in those instances where District or College determines its needs warrant research and development proposals that indicate that such compensation for any

research and development project, whether proposed by a faculty member or requested by the District, shall be established by the District on the basis of available budget funds, the probable value of the completed research and development to the District educational programs, and the anticipated amount of work needed to complete such research and development."

In addition to the stipends already set forth in Article 3.5 of the CBA, the MOU provides clarification of Section 3.12 noted above and includes a description of additional stipends to be provided on an "as-needed" basis. College management retains the right to determine the number of stipend assignments and hours based on college need and budget. The stipends listed in the MOU are temporary in nature and not intended to be provided in an ongoing basis and this includes work that is assigned pursuant to Article 3, section 3.1 Further, it is important to note that the parties agree to carry out the provisions of this MOU in accordance with Board Resolution No. 2021-02 regarding the District's Commitment to Diversity, Equity, and Inclusion. Human Resources will track stipend assignments to ensure opportunities are being extended in a fair and equitable manner.

Impact of Approval

Approval of this MOU will ensure that research and development projects can be assigned in a manner that properly compensates faculty for the work performed.

Impact of Non-Approval

If the MOU is not approved, we will not have an appropriate method to compensate faculty for the critical project work that requires their expertise.

Fiscal Impact

This MOU is estimated to be cost neutral and included in college budgets.

Further Information

Greg Gillespie, Laura Barroso

File Attachments

[Stipend MOU - 6.16.21.pdf \(514 KB\)](#)

Motion & Voting

The Chancellor recommends approval.

Motion by Trustee Bernardo Perez, second by Trustee Dianne McKay.

Final Resolution: Motion was approved.

Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooh, Trustee Dianne McKay, Trustee Bernardo Perez

3. Board Professional Development

Subject	3.01 ACCJC Training - Catherine Webb
Meeting	Jun 21, 2021 - Board of Trustees Strategic Planning Session
Category	3. Board Professional Development
Access	Public
Type	Information, Discussion

Presenter

Catherine Webb

Further Information

Greg Gillespie

File Attachments

[VenturaCCCD-BOT ACCJC Training June 2021.pdf \(1,144 KB\)](#)

[Guide-to-Accreditation-for-Governing-Boards-September-2020.pdf \(742 KB\)](#)

4. Presentations

Subject	4.01 State of the District Update
Meeting	Jun 21, 2021 - Board of Trustees Strategic Planning Session
Category	4. Presentations
Access	Public
Type	Information, Discussion
<u>Presenter</u>	Greg Gillespie

File Attachments
[2021 06 VCCCD State of the District Chancellor - Updated FINAL June 21.pdf \(3,009 KB\)](#)

5. Board Calendar

Subject	5.01 Review Board of Trustees 2022 Meeting Calendar
Meeting	Jun 21, 2021 - Board of Trustees Strategic Planning Session
Category	5. Board Calendar
Access	Public
Type	Action
Recommended Action	The Chancellor recommends approval.

File Attachments
[2022 Board Meeting Calendar DRAFT.pdf \(297 KB\)](#)

6. Board Evaluation

Subject	6.01 Board of Trustees Annual Evaluation.
Meeting	Jun 21, 2021 - Board of Trustees Strategic Planning Session
Category	6. Board Evaluation
Access	Public
Type	Discussion

Background

Accreditation Standard IV Leadership and Governance; C.10 Governing Board (ACCJC, 2021) states: "Board policies and/or bylaws clearly establish a process for board evaluation. The evaluation assesses the board's effectiveness in promoting and sustaining academic quality and institutional effectiveness. The governing board regularly evaluates its practices and performance, including full participation in board training, and makes public the results. The results are used to improve board performance, academic quality, and institutional effectiveness."

To meet accreditation standards, VCCCD Board Policy 2745 Board Evaluation outlines the Board's commitment in evaluating its performance by conducting a self-assessment of its performance in meeting performance goals. The annual self-evaluation process provides the Board with an opportunity to review and assess its performance and develop performance and professional development goals to strengthen the Board's effectiveness of promoting and sustaining academic quality and institutional effectiveness.

Access Public

Type Discussion

Proposed 2021-2022 Board Professional Development Discussion	
DATE	EVENT
TBD	Implicit Bias Training
September 2021	California Workforce Association Meeting of the Minds
Oct 13-16, 2021	Association of Community College Trustees Leadership Conference – San Diego
Nov 16-19, 2021	Community College League of California Annual Convention - Virtual
October 25-27, 2021	HACU 35 th Annual Conference [virtual]
Jan 28-31, 2022	Community College League of California Effective Trusteeship Workshop/Annual Legislative Conference – Sacramento Sheraton
Feb 6-9, 2022	Association of Community College Trustees National Legislative Summit – Washington, D.C.
April 29-May 1, 2022	Community College League of California Annual Trustees Conference – Laguna Cliffs Marriott
Nov 17-19, 2022	Community College League of California Annual Convention – Hyatt Regency SFO

7. Planning

Subject 7.01 Budget 2021-22 Input from Trustees

Meeting Jun 21, 2021 - Board of Trustees Strategic Planning Session

Category 7. Planning

Access Public

Type Action

Recommended Action The Chancellor recommends approval.

Presenter
David El Fattal

Further Information
Greg Gillespie

Subject 7.02 Fall 2021 In-Person Instruction, Services, and Work and COVID-19 Vaccination Recommendation

Meeting Jun 21, 2021 - Board of Trustees Strategic Planning Session

Category 7. Planning

Access Public
Type Discussion

Further Information
Greg Gillespie

File Attachments
Current and Fall 2021 Operations June 21 2021 FINAL.pdf (524 KB)
2021-01 Advisory - Mandated COVID-19 Vaccinations(790281.1).pdf (279 KB)
Mandatory Vaccine (Oakley email).pdf (496 KB)

8. Closed Session

Subject 8.01 Public Comments - Closed Session Agenda Items.
Meeting Jun 21, 2021 - Board of Trustees Strategic Planning Session
Category 8. Closed Session
Access Public
Type Procedural

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File Attachments

2021 06.21 VCCCD BoT Public Comments.pdf (75 KB)

Subject **8.02 PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Chancellor (Gov. Code § 54957).**

Meeting Jun 21, 2021 - Board of Trustees Strategic Planning Session

Category 8. Closed Session

Access Public

Type Closed Session

Further Information

Greg Gillespie

9. Reconvene in Open Session

Subject **9.01 Closed Session Report**

Meeting Jun 21, 2021 - Board of Trustees Strategic Planning Session

Category 9. Reconvene in Open Session

Access Public

Type Report

10. Adjournment

Subject **10.01 Adjournment**

Meeting Jun 21, 2021 - Board of Trustees Strategic Planning Session

Category 10. Adjournment

Access Public

Type Procedural