

Ventura County Community College District
Board of Trustees Strategic Planning Session
June 26, 2012

CITIZENS ADVISORY BODY SURVEY SUMMARY



CITIZENS ADVISORY BODY

- Established 2010 – 9 Members
- Current Membership – 24 Members
- Purpose: Assist VCCCD in ensuring its mission, programs, and services are meeting community needs.



DISTRICT ACCREDITATION RECOMMENDATION 4



In order to improve communications, the Teams recommend that the District assess the effectiveness of its formal communications and utilize constituency and community input/feedback data to implement improvements to ensure that open and timely communication regarding expectations of educational excellence, operational planning, and integrity continues and is enhanced at all levels of the organization. (III.A.3, IV.B.3)



CITIZENS ADVISORY BODY SURVEY

- Purpose: Seek perspective/input to utilize constituency and community feedback in areas of continued educational excellence, planning, and integrity in VCCCD's role as a community college educational institution.
- 39 Invited to Participate in Survey
- Participants were asked to respond in a manner best reflecting her/his opinion
- 16 Completed Survey
(Education 9; Private Section 5; Public Agency 5; Other 4)
- Expected Outcome: Findings Utilized at Board's 6.26.12 Strategic Planning Session



SURVEY RESULTS



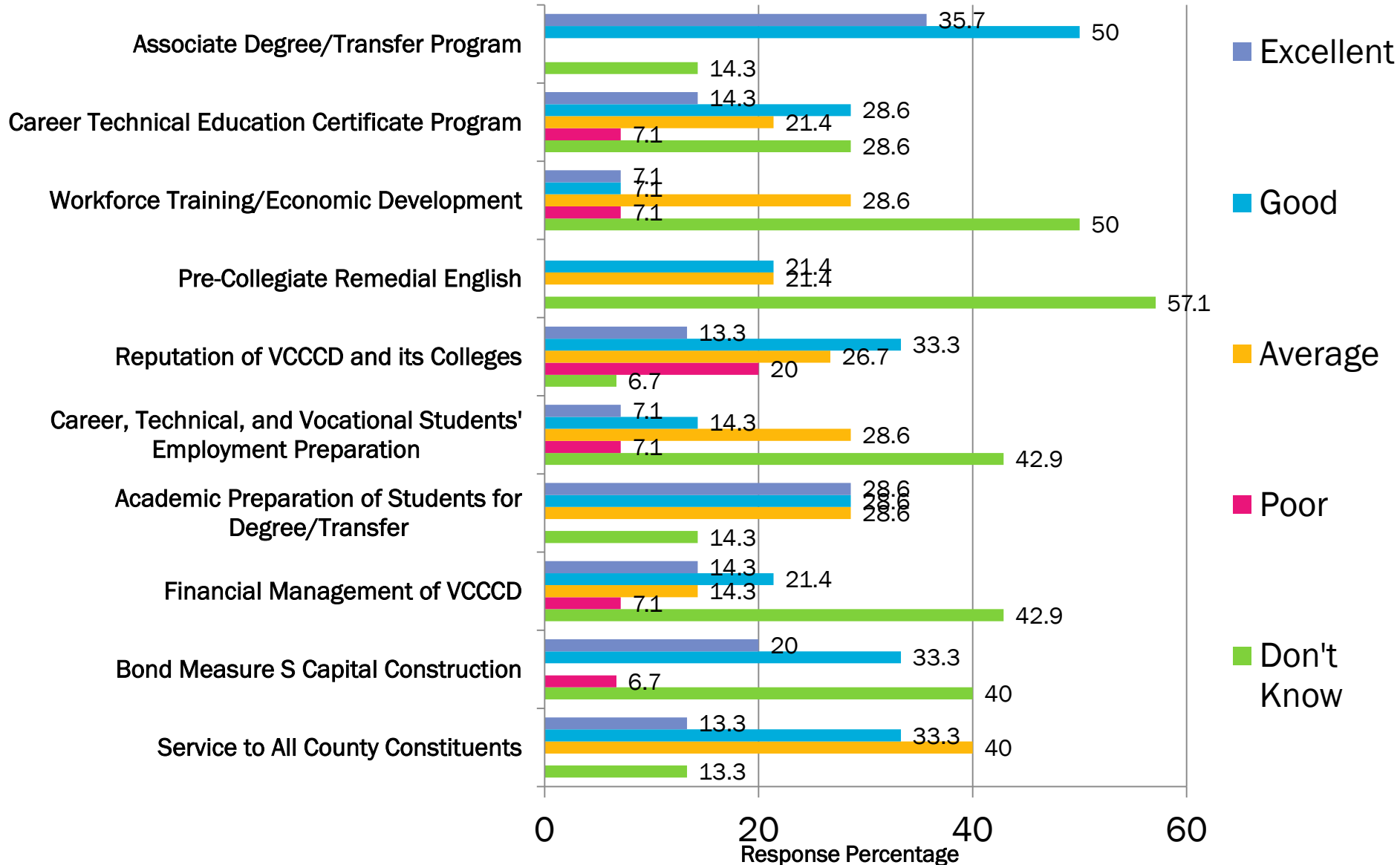
HOW ARE WE DOING?

Area	Excellent	Good	Average	Poor	Don't Know
Provide optimal student success to academic, career, and support programs through effective, efficient, accountable operations	12.5%	25%	18.8%	12.5%	31.3%
Provide quality programs/services without barriers to ensure student course, degree, certificate completion and successful 4-year college transfer or employment	13.3%	40%	26.7%	6.7%	13.3%
Implement system-wide efficiencies to enhance institutional capacity to enroll students	6.7%	13.3%	33.3%	13.3%	33.3%
Maximize student learning/success by allowing students to effectively achieve their educational goals	6.7%	33.3%	13.3%	13.3%	33.3%
Utilize student, course, program outcome information to continuously improve programs/services and enhance educational success	6.7%	13.3%	13.3%	6.7%	60.0%
Improvement in student access, persistence, course completion, and degree/certificate completion will be emphasized as a benchmark for organizational effectiveness	6.7%	20%	20%	6.7%	46.7%
Ensure budget process provides foundation for sound planning, fiscal management, stability, sustainability, and accountability	6.7%	13.3%	20%	13.3%	46.7%

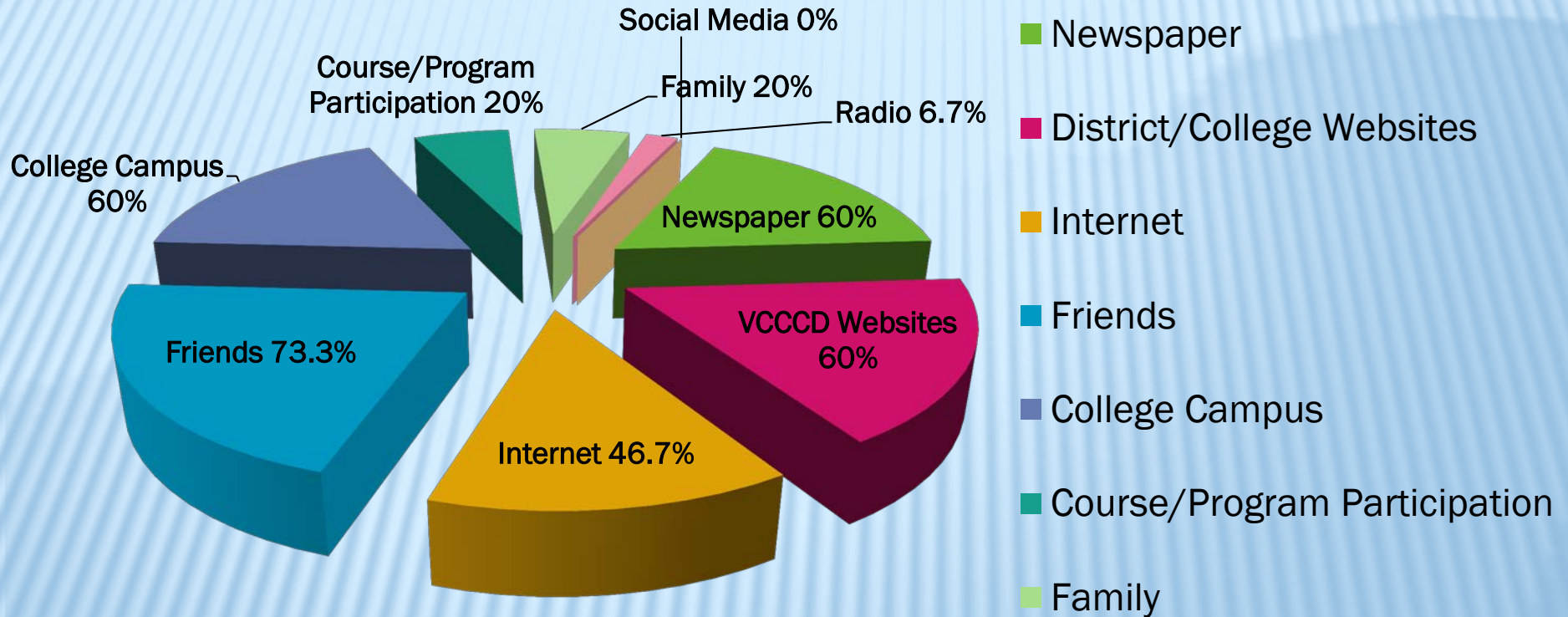
RATE VCCCD IN FOLLOWING AREAS

Area	Overall Rating (25%+)
Service to All County Constituents	Average/Good
Bond Measure S Capital Construction	Don't Know/Good
Financial Management of VCCCD	Don't Know
Academic Preparation of Students for Degree/Transfer	Excellent/Good/Average
Reputation of VCCCD and Its Colleges	Good/Average
Workforce Training/Economic Development	Don't Know/Average
Pre-Collegiate Remedial English	Don't Know
Career, Technical, and Vocational Students' Preparation for Employment	Don't Know/Average
Career Technical Education Certificate Program	Good/Don't Know
Associate Degree/Transfer Program	Good/Excellent

RATE VCCCD IN FOLLOWING AREAS



HOW OBTAIN INFORMATION ABOUT VCCCD



Majority of Participants Indicated VCCCD Information Obtained by Friends, followed by VCCCD Websites, Newspaper, and College Campus

COMMENTS

Major Challenges Facing District's Colleges

The major challenges include the following:

- Fiscal equity among the three colleges in light of the disproportionate needs of low income/racial/ethnic students.
- Innovation to provide alternative resources and public/private partnerships to sustain academic/vocational/support programs.
- More flexibility/collaboration with community organizations/other private partnerships to maximize use of facilities to create additional resources.
- Ongoing assessment/redesign of curricula to increase transfers to higher education and vocational training to meet the demands of a changing employment environment.
- Re-examine opportunities to secure grants and other resources to offset budget cuts.

The budget continues to be the major, longstanding challenge faced by the district. The district has made reasonable efforts to reduce costs, but has failed in one major aspect: shared sacrifice. Among employee groups, full-time faculty have been largely insulated from the effects of budget reductions. Examples: (1) Full-time faculty have experienced no reductions in health and welfare benefits, despite unrelenting increases in insurance premiums. (2) Academic program and course reductions have been insufficient to reduce FTES to levels that are state supported, and as the FY 12 draws to a close, the district may still generate almost 2,000 FTES above the state-funded level. This is shameful and unacceptable. Full-time faculty need to be included in the budget reductions if the district is to maintain its budgetary and fiscal stability.

Need for adequate and consistent funding. Need for alignment, integration, and leveraging of requirements and programs across the three campuses. Need for greater flexibility and speed in responding to employer demand for relevant course content and certifications.

Adequate funding and an improved team approach by the Board of Trustees.

Quality instruction in view of diminishing resources.

Budget cuts/unfunded mandates to increase student enrollment and courses.

Maintain access of coursework for students in a time of increasing budget cuts.

COMMENTS

Major Challenges Facing District's Colleges

- Continuing to offer a full academic program in all offered disciplines for students to complete in a timely manner.
- Offering classes to students who do not qualify for college level classes.
- Offering technical/vocational classes to students to help them find employment in local industries.
- Keeping attendance to community colleges affordable.
- Bringing the costs of books down to a more affordable price.
- Helping students complete studies through financial aid, tutoring, tracking progress and encouraging them to continue.

Reality check of primary purpose, insuring funding supports that mission, and staffing to those core items rather than featherbedding instructors/staff. The enrolling student should expect to get her necessary instruction to pursue her next degree or vocational certificate. How a class in astro marine empathy studies correlates to that mission must be eliminated.

The District is challenged by its historic existence as three separate entities with three separate sets of rules. This seriously hampers the students in utilizing multiple course locations in order to complete their degrees in a timely manner. Seamless integration of curriculum, course numbers, course topics, course exams, and alignment of course methods would go a long way to helping this issue. The second biggest issue is the fact that 60% of incoming students are not college ready. This is a problem that requires county wide scrutiny because while in the past adult schools were able to help with the remedial portion of the equation they are facing reduction in funding that endangers their ability to plan to provide needed services for adults who are not college ready.

Providing access to high quality instruction in a climate of ongoing budget shortfalls. Communication with area high schools/districts regarding adequate preparation for successful college work especially in disadvantaged student groups. Tracking/verifying student success and/or failure. Image management in local newspapers – start writing your own good news.

Getting off accreditation probation and restoring faith in Board and administrative leadership. Given budget limitation, defining and focusing the core mission of the colleges and then pursuing it. In this budget environment, you cannot be all things to all people. Personally, I believe the focus should be, in this order: 1) Preparing high performing students for transfer to the UC/CSU System, 2) Career and vocational preparation, 3) Remedial and support classes for high school grads or GED who have decided to pursue post-secondary education after some years away from formal education.

COMMENTS – OTHER

I recommend that with the new Chancellor coming on board that this position and the Presidents of the three colleges form a public/private/community-based team to assess, brainstorm, plan, and collaborate to implement new strategies that will help bring in more resources for students to achieve their dreams (transfer, vocational training, employment, etc....). This requires leadership being out in the community much more.....at ground zero!

The Citizens Advisory Body should meet several times each year, not just one or two, since the issues the district faces are multidimensional and sufficiently complex as to justify additional thoughtful deliberation. Thank you.

Moorpark College, Oxnard College and Ventura College continue to provide a vital access to higher education to mostly local residents. These colleges are the means by which a majority of our local students can gain access to careers in professions and employment in all sectors, and they require and deserve the continuing support of the community.

A new chancellor at \$225,000 a year? Could not half of that plus other sources provide adequate classroom support for the Oxnard dental program rather than its elimination? It is the perception of things like this that damage the credibility.

I will strive to better familiarize myself with the subjects raised by the 8 questions at the start of this survey. I did not want to venture an answer without proper information.

Putting more money into student services such as counseling has been shown to have a great affect on the outcome of community college students potential to graduate. Better coordination of service delivery between colleges would also achieve that same goal.

I look forward to our meetings.

Serious attention needs to be paid to fixing leadership at the top, including the Board and senior management. The VCCCD has enjoyed a reputation for quality which is rapidly declining.



**Ventura County Community College District
Board of Trustees Strategic Planning Meeting
255 West Stanley Avenue, Suite 150
Ventura, CA 93001
Tuesday, June 26, 2012**

Members present: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez, and Student Trustee A.J. Valenzuela.

In attendance:

James Meznec, Chancellor
Richard Duran, Oxnard College President
Pam Eddinger, Moorpark College President
Sue Johnson, Vice Chancellor, Business and Administrative Services
Patricia Parham, Vice Chancellor, Human Resources
Dave Fuhrmann, Assistant Vice Chancellor, Information Technology
Erika Endrijonas, Executive Vice President
Ramiro Sanchez, Executive Vice President
Iris Ingram, Vice President, Business Services
Richard DeLaO, Chief of Police
Michael Arnoldus, Director
Lori Bennett, Dean
Terry Cobos, Director
Will Deits, Director
Sharon Dwyer, Project Manager
Karen Engleson, Dean
Patricia Ewins, Dean
Clare Geisen, Director
Carmen Guerrero, Dean
Tim Harrison, Dean
Cynthia Herrera, Director
Kim Hoffmans, Dean
Gwen Huddleston-Lewis, Dean
Victoria Lugo, Dean
Mary Anne McNeil, Director
Darlene Melby, College Business Manager
Lisa Miller, Dean

Inajane Nicklas, Dean
Marjorie Price, Dean
Rick Shaw, Director
John Sinutko, Director
Gail Warner, Director
Jay Wysard, Director
Robert Cabral, Oxnard College Academic Senate President
Riley Dwyer, Moorpark College Academic Senate President
Peter Sezzi, Ventura College Academic Senate President
Peder Nielsen, Ventura College Classified Senate President
Karla Banks, Oxnard College Classified Senate President
Daniel Chavez, Ventura College Associated Student Government Director of External Affairs
Les Dickey, Measure S
Handel Evans, Measure S
Steve Hall, AFT President
Patti Blair, Executive Assistant, Recorder

1. Call to Order

Chair Blum called the meeting to order at 5:31 p.m.

2. Public Comments Regarding Closed Session Agenda Items

There were no public comments.

3. Recess to Closed Session

- 3.01 PUBLIC EMPLOYMENT (Gov. Code, section 54957) - Chancellor

Chair Blum adjourned to Closed Session.

4. Open Session 5:45 p.m.

Chair Blum reconvened in Open Session at 5:48 p.m.

5. Closed Session Report

There was no Closed Session report.

6. Pledge to the Flag

Riley Dwyer led the pledge to the flag.

7. Public Comments

Public comments were provided by Steve Hall.

8. Acknowledgement of Guests and Special Recognitions

Chair Blum presented outgoing Oxnard College Academic Senate President Robert Cabral with a Certificate of Appreciation for his years of service. The Board also acknowledged outgoing Oxnard College Classified Senate President Connie Owens with a Certificate of Appreciation.

9. Changes to Agenda.

Chair Blum reported the following changes to the agenda:

- REVISED ITEM 11.01: ACTION TO APPROVE EMPLOYMENT AGREEMENT - CHANCELLOR. The Fiscal Impact description has been updated.
- REVISED ITEM 11.02: ACTION TO APPROVE COMPENSATION FOR INTERIM CHANCELLOR. The Fiscal Impact description has been updated.

10. Chancellor's Recommendations of Board of Trustees Agenda

Report: 10.01 CHANCELLOR'S RECOMMENDATION. The District's Consultation Council is the representative body designed to support the governance processes at each College and to assist in District governance through the review and analysis of the Board of Trustees agenda prior to action by the Trustees. The items presented to the Board of Trustees contained in the meeting agenda of June 26, 2011, have been reviewed within the District's Consultation Council without constituent objection and are hereby presented to the Trustees for action.

11. HUMAN RESOURCES

Action: 11.01 REVISED: ACTION TO APPROVE EMPLOYMENT AGREEMENT - CHANCELLOR. This item presents for approval the Employment Agreement - Chancellor. The Board of Trustees approve the Employment Agreement - Chancellor, as set forth below. Motion by Trustee Larry Miller, second by Vice Chair Arturo Hernandez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 11.02 REVISED: ACTION TO APPROVE COMPENSATION FOR INTERIM CHANCELLOR:

This item presents for approval payment for Interim Chancellor responsibilities. The Board of Trustees approve payment for Interim Chancellor responsibilities. Motion by Trustee Dianne McKay, second by Trustee Larry Miller. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

12. Chancellor's Office

Action: 12.01 ACTION TO ADOPT RESOLUTION. This item presents adoption of a Resolution of the Ventura County Community College District Pertaining to the Procedure for Determining Tie Votes in a Governing Board Trustee Election. The Chancellor recommends the Board of Trustees adopt a Resolution Pertaining to the Procedure for Determining Tie Votes in a Governing Board Trustee Election. Motion was made to determine tie vote by lot. Motion by Trustee Dianne McKay, second by Trustee Larry Miller. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

13. Review of Agenda

Discussion: 13.01 Review of the Agenda. After Trustee review, no changes were made to the agenda.

14. Board Meeting Calendar

Discussion: 14.01 Board of Trustees 2013 Meeting Calendar. Trustees discussed alternative meeting locations in the community and requested an analysis of the cost of offsite meetings.

15. Board Committees 2013

Discussion: 15.01 Board of Trustees Committee Responsibilities

Trustees reviewed the committee responsibilities and noted the revision of the Academic Affairs to the Planning, Accreditation, and Communication committee. Chair Blum suggested the following change "that all committees meet monthly, or at least quarterly." Chair Blum suggested assigning alternates in the event that a committee member is unavailable at the time of the committee meeting. Trustee McKay suggested at least two alternates for the Policy Committee.

Discussion: 15.02 Board of Trustees 2013 Committee Meeting Calendar

Trustees discussed meeting locations and times. Chair Blum indicated location and meeting times will be agendized for the August Board meeting.

16. Board Professional Development

Discussion: 16.01 Board Professional Development 2012/2013

Trustees discussed professional development opportunities and agreed to attend at least one conference a year (November or January), and one conference in May. Chair Blum suggested Ms. Johnson and Trustee McKay present Fiscal Affairs professional development in July, and the Legislative Committee present legislative professional development in August. Trustee Perez suggested participating in webinars or Board member certificate opportunities. Ms. Parham will present Human Resources

professional development in August, and Student Trustee Valenzuela and Vice Chair Hernandez will present professional development related to the Student Trustee role in September. The Board will review and take action on the Professional Development Calendar 2012/2013 Calendar at the August Board Planning Session.

17. Board Self Evaluation

Discussion: 17.01 Summary of Board of Trustees Monthly Meeting Assessments

Ms. Geisen presented a summary of the Board's monthly meeting assessments for the past year and responded to Trustee questions. The Board discussed significant findings to be considered in the review and update of Board Performance Goals under Agenda Items 17.03 and 17.04.

Discussion: 17.02 Review Board Annual Self Evaluation and Consultation Council Evaluation of Board

Ms. Geisen presented findings from the Board Annual Self Evaluation and Consultation Council Evaluation of the Board and responded to Board questions. Following Board discussion, Trustees discussed significant findings for consideration in the review and update of Board Performance Goals under Agenda Items 17.03 and 17.04. Board members commented on the value of constituent input provided through Consultation Council's evaluation of the Board. Trustee McKay requested evaluation input be constructive and specific to assist Trustees in evaluating Board performance.

Discussion: 17.03 Review and Assess Board of Trustees Progress Towards Meeting Board Performance Goals

The Trustees reviewed and discussed progress related to the Board's existing performance goals. Following input by Trustees, the Board agreed upon recommendations for improvement and renewed the Board's commitment to continue to strengthen Board performance. Chair Blum commented on improvement, learning, and better understanding by the Board related to performance goals. Work will continue through the Citizens Advisory Body, community outreach, professional development, and maintaining the Board's policy-making role.

Discussion: 17.04 Review and Establish 2012-2013 Board Performance Goals

Ms. Geisen indicated the existing Board Performance Goals will be revised as directed by the Board and returned for action at the August Board of Trustees meeting.

18. Accreditation

Report: 18.01 District Council on Accreditation and Planning Responsibilities and Membership

Dr. Eddinger reviewed responsibilities and membership of the District Council on Accreditation and Planning.

Discussion: 18.02 District Council on Accreditation and Planning Update

Dr. Eddinger distributed *Update on Completion of DCAP Recommendations Board of Trustees Planning Session, June 26, 2012* and discussed work-in-progress and work completed. Trustees thanked members of DCAP, staff, and faculty for their work in meeting the Board's goals and objectives.

19. Progress in Meeting Board Goals and Objectives

Discussion: 19.01 Citizens Advisory Body Survey

Ms. Geisen presented the VCCCD Citizens Advisory Body Survey Summary and responded to Board questions. The Board discussed obtaining additional community input and increasing the number of Citizens Advisory Body meetings.

Report: 19.02 Board Goals and Objectives Implementation Report

Mr. Sanchez distributed and discussed the Implementation of VCCCD Board Goals and Objectives Report and responded to Trustee questions. Trustees acknowledged the work of the Board Goals and Implementation Task Force.

Report: 19.03 Institutional Effectiveness Reporting

Dr. Duran presented the *Institutional Effectiveness: Moorpark, Oxnard and Ventura Colleges* prepared by the Institutional Research Advisory Committee and responded to Trustee questions.

20. District Planning**Information: 20.01 Review of District Mission**

Trustees reviewed the VCCCD mission. Chair Blum indicated that the Board and Consultation Council were in agreement related to the mission of the District and colleges.

Discussion: 20.02 Integrated Planning

As part of an annual review and assessment process for Districtwide planning, Dr. Eddinger reviewed the key elements of an integrated strategic plan, including planning, assessment, and program improvement; explained the planning cycle and activities of responsible parties; discussed the Accrediting Commission's expectations in the area of integrated planning, and described the District's existing plan elements. Workgroups, including Board members, were formed and facilitated by Academic Senate Presidents to conduct a gap analysis of the District's current planning process, and conducted a self-assessment based on the levels described in the ACCJC Rubric for Integrated Planning. Academic Senate Presidents reported on the outcomes of the planning process assessment and described the self-assessment each group underwent using the ACCJC Rubric on Integrated Planning. Dr. Eddinger then presented a proposal for transitioning to a revised District planning model and timeline as part of process improvement and responded to questions from the Board.

Discussion: 20.03 Assessment of Current Planning Process and Transition to New Model

Following Board discussion, Trustees agreed to transition to the revised integrated planning model. Further discussion and action regarding the model will be agendaized during the August 9, 2012 Strategic Planning Session – Part Two.

21. Adjournment

Chair Blum adjourned the meeting at 10:25 p.m. in honor and gratitude for Chancellor Meznik.