

**Ventura County Community College District
Board of Trustees Organizational and Regular Meeting
Tuesday, December 13, 2011**

Members present, Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, and Trustee Bernardo Perez. Absent: Student Trustee Arshia Malekzadeh.

1. Mission

District Mission: The Ventura County Community College District (VCCCD) is committed to assisting students in the attainment of its primary mission as a system of state supported two-year colleges.

The primary mission of the District is to produce student learning in lower division level academic transfer and career/vocational degree and certificate programs. Effective, efficient student support services are offered to assist in the accomplishment of the District's primary mission based on need and available resources.

Ventura County Community College District works to enhance state, regional, and local economic growth and global competitiveness within the pursuit of its primary mission. Additionally, workforce and economic development activities and services are offered based on need and available resources.

English as a Second Language instruction, remedial, adult education, and supplemental learning services that contribute to student success are offered and operated based on need and available resources.

Ventura County Community College District improves the quality of community life by offering not-for-credit, recreational, vocational, cultural, and civic programming based on community demand and available resources.

All District programs, services, and activities operate within a framework of integrated planning and budgeting. Ongoing, student learning outcome assessment and systematic program review are used to ensure District-wide excellence through sustainable, continuous quality improvement in compliance with its mission.

Governance Roles

Roles of Board, Chancellor, Faculty, Administrators, and Staff

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 outlined below is derived from several sources: the Government Code of California, California Code of Regulations (see relevant sections of Title 5 in Appendix III), VCCCD Board Policy, District practices and procedures, and job descriptions.

Role of the Board of Trustees

Trustees are guardians of the public's trust and are accountable to all county citizens although they are elected within subsections of Ventura County. The Board's primary responsibility is to establish District policies that align with the minimum standards set by the Board of Governors of the California Community Colleges.

The Board of Trustees, as elected representatives of the community, is the final voice in the District subject to the laws and appropriate regulations of the State Legislature and State Chancellor's Office. The Board completes work with a focus on the District mission. In these statements, most recently reviewed and adopted on July 14, 2009, and March 13, 2007, respectively, the members of the Board defined the end result of the efforts at the Colleges and District. The Board ensures that this mission and vision will be accomplished by assigning responsibilities to District employees through job descriptions. In this way, the Board remains outside the operations of the District.

As a legislative body, the VCCCD Board of Trustees conducts deliberations and actions openly within the realm of public scrutiny consistent with Government Code Section 54953, also known as the Ralph M. Brown Act (included in Appendix III). Minutes are prepared for all actions taken by the VCCCD Board of Trustees to serve as the District's public record.

Every regular Board meeting provides an opportunity for the public to address the Trustees on any item of interest to citizens within the jurisdiction of the Board. No action, however, can be taken on an issue unless it has first been noticed on the Board agenda.

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

- Request clarification from those making public comments;
- Request staff to provide factual information on the comments being presented;
- Request staff to report back to the Board on the subject of comment at a later meeting; or
- Direct staff to place the matter on a future agenda.

The exception to the requirement for open meetings is when the Board confers in private on one of the following:

- Consideration of the appointment, employment, evaluation, discipline or dismissal of an employee;
- Consideration of charges brought against an employee by another;
- Consideration of national or public security;
- Confer with legal counsel regarding litigation;
- Consideration of student disciplinary actions;
- Consideration of real property transactions;
- Confer with District representatives within the scope of collective bargaining; or
- Consideration of honorary degrees or gifts from anonymous donors.

Items to be discussed in such a closed session are disclosed in open session through the printed and public Board agenda. Following a closed session, the Board reconvenes in open session and announces any action taken in closed session and the vote or abstentions of its members. Trustees do not disclose personnel, collective bargaining, or other discussions prohibited by law.

Role of District Chancellor

The Chancellor is the administrative agent of the Board of Trustees and, as such, is the District's only employee responsible directly to the Board. The Chancellor is accountable for the operation of the District and for providing policy recommendations to the Board. Further definition of the Chancellor's responsibilities is provided in the Participatory Governance Manual *Role of Administrators*.

The Chancellor has the right to accept, reject, or modify recommendations from the District Consultation Council. When the Chancellor rejects or modifies a recommendation from the District Consultation Council, he/she informs that group of the objections to their recommendation. The Academic Senates, Service Employees International Union (SEIU), Ventura County Federation of College Teachers (AFT), and/or Associated Student Governments (ASG) retains the right to present their comments on the Chancellor's recommendation directly to the Board of Trustees.

Role of Faculty

Faculty members perform duties as instructors, librarians, or counselors in areas for which they possess appropriate qualifications; assess, develop, and recommend articulation agreements; implement activities based on applicable recommendations and District/College goals; perform other contractually identified professional responsibilities; and provide advice and recommendations regarding relevant policies and procedures through active participation on District committees, councils, and task forces.

Full-time and part-time faculty members at each College are represented in governance by an Academic Senate. The Academic Senate at each College assumes primary responsibility for making recommendations in the areas of curriculum, academic standards, and other areas of professional and academic matters identified in Assembly Bill 1725.

The VCCCD Board of Trustees agreed in Board Policy 2510 to function with the Colleges' Academic Senates in academic and professional matters under the mutual agreement option. When the Board elects to provide for mutual agreement with the Academic Senates, and an agreement has not been reached, existing policy shall remain in effect unless such policy exposes the District to legal liability or fiscal hardship. In cases where there is no existing policy, or when legal liability or fiscal hardship requires existing policy to be changed, the Board may act, after a good faith effort to reach agreement, only for compelling legal, fiscal, or organizational reasons.

Through the three Academic Senates and their College governance structure, recommendations are made to the administration of its College and the District on the following specific academic and professional matters:

- Curriculum, including establishing prerequisites and placing courses within disciplines;
- Degree and certificate requirements;
- Grading policies;
- Educational program development;
- Standards or policies regarding student preparation and success;
- District and College governance structures, as related to faculty roles;
- Faculty roles and involvement in accreditation processes, including self-study and annual reports;
- Policies for faculty professional development activities;
- Processes for program review;
- Processes for institutional planning and budget development; and
- Other academic/professional matters, mutually agreed upon between the Board of Trustees and the Academic Senate (Not implemented at VCCCD).

The Board and Chancellor consult collegially with Academic Senates on the matters described above. Consultation on processes in program review, planning, and budgeting means exactly that: It is not required to consult collegially on the “content” of program review, planning, and budget documents (although many people may be involved in the development of those activities).

Full-time and part-time faculty members within the District are represented in collective bargaining by a chapter of the American Federation of Teachers, which operates under a contract negotiated and approved by its members.

The two bodies that represent District faculty are compatible; the Academic Senates are responsible for professional and academic matters, while the chapter of the American Federation of Teachers responds to matters within the scope of salary, benefits, and working conditions.

Academic Senates appoint faculty members to District groups; in addition, provisions of the negotiated contract include appointment of faculty members to specific District and College governance committees to represent the American Federation of Teachers.

Role of Classified Staff

Classified staff members include College and District employees in a wide range of positions including administrative assistants, clerks, custodians, and grounds workers. Classified staff members are provided with opportunities to participate in the formulation and development of District and College recommendations as well as in the processes for developing recommendations that have or will have a significant effect on them.

Classified staff members at each College are represented by the Service Employees International Union, Local 99, including all regular, permanent and probationary, full-time and part-time merit system classified employees in Units “A” and “B” as certified by the Los Angeles Regional Director of the Public Employment Relations Board.

This collective bargaining unit conducts elections to appoint classified staff to District and College governing councils in the areas that have or will have a significant effect on staff and that are outside the scope of collective bargaining. Prior to the Board of Trustees taking action on such matters, classified staff are provided with the opportunity to participate in the formulation of recommendations through committee participation in areas that affect them. The Board gives every reasonable consideration to recommendations and opinions of staff.

Role of Students

Students are the reason the District and its Colleges exist: Students learn through participation in and completion of approved courses and involvement in college life activities.

Students at each College are represented by an Associated Student Government organization composed of an elected Board of Directors. Each College’s student government organization operates in accordance with its own constitution and bylaws and is responsible for appointing student representatives to serve on District councils. In their role representing all students, they offer opinions and make recommendations to the administration of the College and to the Board of Trustees with regard to District and College policies and procedures that have or will have a significant effect on students. Those areas are specifically defined as:

- Grading policies;
- Codes of student conduct;

- Academic disciplinary policies;
- Curriculum development;
- Courses or programs which should be initiated or discontinued;
- Processes for institutional planning and budget development;
- Standards and policies regarding student preparation and success;
- Student services planning and development;
- Students fees within the authority of the District to adopt; and
- Any other District and College policy, procedure, or related matter that the District Board of Trustees determines will have a significant effect on students.

Generally, the VCCCD Board of Trustees shall not take action on a matter having a significant effect on students unless they have been provided with an opportunity to participate in the recommendation process. The Board of Trustees ensures that recommendations and positions developed by students are given every reasonable consideration. Similarly, the Academic Senate at each College will consult with their counterpart Associated Student Government prior to making recommendations that impact students' interests.

Role of Administrators

The job descriptions for College and District administrators assign specific governance roles for administrators and call for both successful processes and products.

Product: Administrators are held accountable to provide effective leadership for and support of faculty and staff in the planning, implementation, and monitoring of District and College activities while maintaining compliance with state regulations, laws, and District policies.

Process: Administrators are held accountable to carry out their responsibilities in styles that support and maintain the spirit and letter of participatory governance.

Drawing from job descriptions approved by the Board of Trustees for each administrative position, the roles for College and District administrators are to:

- Provide leadership and expertise in assessing, identifying, formulating, and aiding in implementing the overall academic direction for the College in conjunction with the Chancellor;
- Plan, organize, direct, and evaluate the activities of the College pursuant to District and College mission and goals as set forth by the Board of Trustees; report on College achievement of District and College goals;
- Plan and recommend the instructional and student services programs, College budget, and organizational structure of the College;
- Prepare and maintain an educational master plan and support institutional research related to student learning, development, and outcomes;
- Remain current on emerging services, methodologies, and technologies relevant to the College's educational programs and student services;
- Establish and maintain liaisons with business and community representatives as participants in the planning, development, and modification of division curriculum and programs;
- Serve as a resource to and collaborate with faculty and staff in developing, coordinating, and evaluating the Colleges' programs and services;
- Ensure that the colleges' educational programs and student services comply with the Education Code, state and federal regulations, accreditation standards, District policies, contractual agreements, and articulation agreements;
- Serve as a resource to the Chancellor, the Board of Trustees, and College faculty and staff for colleges' educational and student service programs; and
- Promote the appropriate inclusion of students, faculty, and staff in participatory decision-making processes.

2. Call to Order

Chair Blum called the meeting to order at 5:34 p.m.

In attendance:

James Meznek, Chancellor
 Robin Calote, Ventura College President
 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
John al-Amin, Vice President, Business Services
David Keebler, Vice President, Business Services
Iris Ingram, Vice President, Business Services
Richard DeLaO, Chief of Police
Michael Arnoldus, Director
Terry Cobos, Director
Will Deits, Director
Sharon Dwyer, Project Manager
Karen Engleson, Dean
Clare Geisen, Director
Karen Gorback, Assistant Dean
Tim Harrison, Dean
Cynthia Herrera, Director
Victoria Lugo, Dean
Mary Anne McNeil, Director
Jerry Mortensen, Assistant Dean
Inajane Nicklas, Dean
Marjorie Price, Dean
Kathy Scott, Dean
Rick Shaw, Director
Terry Schukart, Project Manager
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
Connie Owens, Oxnard College Classified Senate President
Carlos Gonzalez, Sr., Oxnard College Associated Student Government President
Daniel Chavez, Ventura College Associated Student Government Director of External Affairs
Les Dickey, Measure S
Handel Evans, Measure S
Steve Hall, AFT President
Dan Casey, SEIU Chief Steward
Patti Blair, Executive Assistant, Recorder
Laurie Nelson-Nusser, Administrative Assistant, Recorder

Action: 2.02 ACTION TO ELECT CHAIR OF BOARD OF TRUSTEES. This item presents for approval the election of the Chair of the Board of Trustees. The Chancellor recommends that the Board of Trustees elect a Chair of the Board of Trustees. That Stephen P. Blum be elected Board Chair. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Abstain: Chair Stephen Blum.

Action: 2.03 ACTION TO ELECT VICE CHAIR OF BOARD OF TRUSTEES. This item presents for approval the election of the Vice Chair of the Board of Trustees. The Chancellor recommends that the Board of Trustees elect a Vice Chair of the Board of Trustees. That Trustee Hernandez be elected Vice Chair. Motion by Trustee Bernardo Perez, second by Chair Stephen Blum. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 2.04 ACTION TO APPOINTMENT SECRETARY TO THE BOARD OF TRUSTEES. This item presents for approval the appointment of the Secretary to the Board of Trustees. That the Board of Trustees appoint a Secretary to the Board of Trustees. That Chancellor Meznek be named Board Secretary. Motion by Trustee Larry Miller, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 2.05 ACTION TO APPROVE BOARD OF TRUSTEE COMMITTEE APPOINTMENTS TO SERVE FOR 2012 AND COMMITTEE MEETING SCHEDULE. This item presents for discussion of appointments to serve on the 2012 Board of Trustees committees and the 2012 committee meeting schedule. The Chancellor recommends that the Board of Trustees discuss appointment of new members to serve on each of the Board committees for

the 2012 calendar year. That Chair Blum and Trustee McKay serve on the Academic Affairs Committee; that Trustee Miller and Vice Chair Hernandez serve on the Audit & Budget Committee; that Trustee Miller and Trustee Perez serve on the Capital Planning and Facilities Committee; that Trustee Perez and Trustee McKay serve on the Legislative Program Committee; and that Chair Blum and Vice Chair Hernandez serve on the Policy Committee. Motion by Trustee Bernardo Perez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 2.06 ACTION FOR CERTIFICATION OF SCHOOL BOARD REPRESENTATIVE TO VOTE IN ELECTION FOR MEMBERS OF THE COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION. This item presents for approval the selection of a Board of Trustee representative who shall have one vote for each member to be elected to the Ventura County Committee on School District Organization, at its annual meeting. The Chancellor recommends that the Board of Trustees elect a representative to vote in the election for members of the County Committee on School District Organization. That Trustee McKay be named representative. 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.

3. Public Comments Regarding Closed Session Agenda Items

4. Recess to Closed Session

- **4.01 CONFERENCE WITH LABOR NEGOTIATOR: AFT/SEIU (Gov. Code, sec. 54957.6)**
- **4.02 CONFERENCE WITH LEGAL COUNSEL: Existing Litigation (Gov. Code, section 54956.9, subd. (a));** Theiler v. Ventura County Community College District, et al.; Ventura County Superior Court Case No. 56-2008-00333969-CU-WM-VTA; Appeal No. B222321, Supreme Court Case No. S196449
- **4.03 CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov. Code, section 54956.7, subd. (b))**
- Property: a portion of the property owned by Ventura County Community College District at the Camarillo Airport, Camarillo, California. Agency Negotiator: Vice Chancellor, Business and Administrative Services

5. Open Session

The meeting continued in open session.

6. Closed Session Report

Chair Blum indicated there was no closed session report.

7. Pledge to the Flag

Jean Moore led the pledge to the flag.

8. Acknowledgement of Guests and Special Recognitions

8.01 Chancellor's Award of Excellence

Chancellor Meznek presented the "Chancellor's Award of Excellence" to Henry L. "Hank" Lacayo and thanked him for his dedicated work to.

9. Board Study Session: Professional Development

Board Professional Development in the area of parliamentary procedure was provided to the Board of Trustees by Mary Dowell, Liebert Cassidy Whitmore.

10. Public Comments

Public comments were made by Joe Hanna, Leticia Flores, Deana Sherry, David Rodriguez, Maria Cruz, David Cruz, David Maron, Steve Hall, Ramon Tejada, Manuel Lopez, Irma Lopez, Guillermo Terrazas, Mike Anderson, Ellen Dembowski, Matt Garrett, Gilbert Guevara, Ana Maria Valle, Mario Porto, James Christensen, Kathy Johnsen, Casey Gordon, Joe Gordon, Alan Hayashi, Bea Herrera, Ross Fontes, James Kennedy, Kathleen Middlebrooks, John Flynn, Skylar Elis, Dan Massari, Brandy Conlan, Drew MaCarron, Curtis Scott, Bill Hall, Felicia Conlan, Richard Kent, Santos Ledesma, Andres Orozco, Juan Smith, George Ortega, Carlos Gonzales, Kitty Merrill, Laura Reyes, Andrea Baltazar, Marcus Lockwood, Arcelia Martinez, Therese McCarron, Gloria Lopez, David Morse, Roy Prince, Jonathan Portillo, and Steve Hall.

11. Budget Update

Ms. Sue Johnson provided an overview of the December 13, 2011 2012/2013 Budget Update.

12. Chair will announce changes to agenda.**12.01 Revised Item 18.02 APPROVAL OF THE PROPOSED INSTRUCTIONAL CALENDAR FOR THE 2012-2013 ACADEMIC YEAR.**

Chair Blum read the following change in the agenda:

Item 18.02 is revised to read:

Background/Analysis: The Agreement between the Ventura County Community College District and the Ventura County Federation of College Teachers, AFT Local 1828, AFL-CIO, states in Section 9.1 that the "parties shall meet on or before November 1 of each year to establish the instructional calendar for the following academic year." The parties exchanged proposals and met to discuss the 2012-2013 Instructional Calendar. On December 12, 2011, the parties reached an agreement on the proposed calendar. ~~The proposed 2012-2013 Instructional Calendar is attached, but failed to reach an agreement. The parties differ on the placement of Spring Break. The attached proposed calendar reflects the last proposal from the District to the AFT with a one-week break at week nine. This schedule provides the flexibility for the colleges to offer two series of eight week classes with a one-week break between each offering. A calendar must be finalized so classes can be scheduled.~~

13. Chancellor's Recommendations of Board of Trustees Agenda

13.01 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 December 13, 2011, have been reviewed within the District's Consultation Council and are hereby presented to the Trustees for action.

14. Academic Senate President Business Report**14.01 Academic Senate: 10 Areas for Academic and Professional Matters**

Through the three Academic Senates and their College governance structure, recommendations are made to the administration of its College and the District on the following specific academic and professional matters:

- Curriculum, including establishing prerequisites and placing courses within disciplines;
- Degree and certificate requirements;
- Grading policies;
- Educational program development;
- Standards or policies regarding student preparation and success;
- District and College governance structures, as related to faculty roles;
- Faculty roles and involvement in accreditation processes, including self-study and annual reports;
- Policies for faculty professional development activities;
- Processes for program review;
- Processes for institutional planning and budget development

14.02 Moorpark College

Riley Dwyer, Moorpark College Academic Senate President, commented on the 2012/2013 Budget Update provided by Ms. Johnson, support for the entire District with regard to budget cuts, and urged the District to pull together.

14.03 Oxnard College

Robert Cabral, Oxnard College Academic Senate President, commented on the college and District challenges of the current budget challenges, work of the Oxnard College Planning Budget Committee, and the work of college governance committees.

14.04 Ventura College

Peter Sezzi, Ventura College Academic Senate President, commented on wait listed students for non-payment of fees, faculty service committees, acknowledged college executive team for their work on the new program review process, faculty service on committees, and funding for a consultant referenced in Agenda Item 18.01.

15. Board Policy

15.01 The Policy Committee met on November 16, 2011. The Policy Committee provides recommendations to the full Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to ensure uniform practice Districtwide and avoid impeding college operational effectiveness.

Action: 15.02 ACTION TO APPROVE BOARD POLICY (BP) 2201: BOARD PARTICIPATION IN DISTRICT AND COMMUNITY ACTIVITIES. This item presents for approval BP 2201: Board Participation in District and Community Activities. The Chancellor recommends the Board of Trustees approve BP 2201 Board Participation in District and Community Activities. AP 2201 is provided for informational purposes only and is consistent with BP 2201. Motion by Vice Chair Arturo Hernandez, 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.

Action: 15.03 ACTION TO APPROVE BOARD POLICY (BP) 6810 SMOKING. This item presents for approval BP 6810: Smoking. The Chancellor recommends the Board of Trustees approve BP 6810 Smoking. No administrative procedure is required. 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: 15.04 ACTION TO REVISE BOARD POLICY (BP) 2430: DELEGATION OF AUTHORITY TO CEO. This item presents for revision BP 2430: Delegation of Authority to CEO. The Chancellor recommends the Board of Trustees revise BP 2430 Delegation of Authority to CEO. No administrative procedure is required. Steve Hall provided public comment. Public comment was made by Steve Hall. Motion by Trustee Bernardo Perez, 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.

16. Trustees/Chancellor's Office

Action: 16.01 STUDY SESSION. BOARD MEETING ASSESSMENT FROM THE NOVEMBER 8, 2011 BOARD OF TRUSTEES MEETING. This item presents for review a Board Meeting assessment for the Board of Trustees Meetings of November 8, 2011. Trustees reviewed the November 8, 2011 meeting assessment and agreed to agendize a review of the assessment format during the January 17, 2012 Board of Trustees meeting.

Action: 16.02 ACTION TO APPROVE SPECIAL BOARD MEETING JANUARY 10, 2012. This item presents for approval a Special Board Meeting on January 10, 2012. The Chancellor recommends the Board of Trustees approve a Special Board Meeting on January 10, 2012 at 5:30 p.m. 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.

Action: 16.03 ACTION TO APPROVE GOVERNING BOARD MEMBER ABSENCE. This item presents for approval the absence of the Student Trustee. Motion by Vice Chair Arturo Hernandez, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

17. Business Services

Action: 17.01 ACCEPTANCE OF THE AUDITED FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDING JUNE 30, 2011: This item presents for acceptance the audited financial statements for the fiscal year ending June 30, 2011. The Chancellor recommends that the Board of Trustees accept the audited financial statements for Ventura County Community College District for the fiscal year ending June 30, 2011 as presented by the audit firm of Vavrinek, Trine, Day & Co. (Copies are available for review in the office of the Vice Chancellor, Business and Administrative Services). Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 17.02 ACCEPTANCE OF THE AUDITED REPORTS OF THE BOND CONSTRUCTION FUND FOR THE FISCAL YEAR ENDING JUNE 30, 2011: MEASURE S FINANCIAL AUDIT/MEASURE S PERFORMANCE AUDIT: This item presents for acceptance the Financial Audit report and the Performance Audit report for the Bond Construction Fund/Measure S Bond Program, for the fiscal year ending June 30, 2011. The Chancellor recommends that the Board of Trustees accept the Financial Audit report and the Performance Audit report for the Bond Construction Fund for the Ventura County Community College District for the fiscal year ending June 30, 2011, as presented by the firm of Vicenti, Lloyd & Stutzman LLP. (Copies are available for review in the office of

the Vice Chancellor, Business and Administrative Services). Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 17.03 ACCEPTANCE OF THE ANNUAL AUDITED REPORTS FOR FISCAL YEAR ENDING JUNE 30, 2011 FOR THE MOORPARK, OXNARD, AND VENTURA COLLEGE FOUNDATIONS: This item presents for acceptance the annual audited reports for Fiscal Year ending June 30, 2011 for the Moorpark, Oxnard, and Ventura College Foundations. The Chancellor recommends the Board of Trustees accept the annual audited reports for the Moorpark, Oxnard, and Ventura College Foundations for the fiscal year ending June 30, 2011. Motion by Vice Chair Arturo Hernandez, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 17.04 APPROVAL OF LEASE EXTENSION WITH VENTURA UNIFIED SCHOOL DISTRICT FOR THE DISTRICT ADMINISTRATIVE CENTER FACILITY: This item presents for approval the authorization for management to execute a lease extension with Ventura Unified School District for 24,632 square feet of office space for the District Administrative Center. The Chancellor recommends that the Board of Trustees authorize management to negotiate terms and conditions and execute the lease between Ventura Unified School District and the Ventura County Community College District for office space for the District Administrative Center. The current proposal is for a five- year period with the option to cancel anytime during the first 24 months, with a six-month notice. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Abstain: Chair Stephen Blum.

Action: 17.05 APPROVAL OF INCREASE OF PARKING PERMIT FEES ON VCCCD CAMPUSES: This item presents for approval the increase in parking permit fees (an optional fee as permitted by law) effective summer 2012 and approval of future inflator increases authorized by Education Code Section 76360. The Chancellor recommends acceptance of the increase of parking permit fees on the college campuses and to approve the District to charge, in the future, the maximum allowable fees as authorized by Education Code 76360 per the schedule below, effective summer 2012. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

18. Human Resources

Action: 18.01 ACTION TO CHOOSE SELECTION METHOD FOR THE SUCCESSOR CHANCELLOR: This item presents for approval the selection method for the successor Chancellor. The Chancellor recommends the Board of Trustees approve contracting with an external recruitment firm for the successor Chancellor using a combined approach with the Human Resources Department. The Board of Trustees motioned to obtain quotes for a full external Chancellor search and a combined approach and that Human Resources move forward with internal responsibilities. The full Board will interview recruitment firms January 10, 2012. Public comment was made by Steve Hall and Chris La-Cruz. 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: 18.02 REVISED: APPROVAL OF THE PROPOSED INSTRUCTIONAL CALENDAR FOR THE 2012-2013 ACADEMIC YEAR. This item presents for approval the Proposed Instructional Calendar for the 2012-2013 Academic Year. The Chancellor recommends that the Board of Trustees approve the attached Proposed Instructional Calendar for the 2012-2013 Academic Year. Steve Hall provided public comment. Motion by Trustee Bernardo Perez, 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.

19. Capital Planning

There were no items.

20. Student Learning

There were no items.

21. Consent Calendar

Action (Consent): 21.01 APPROVAL OF CONSENT CALENDAR. This item presents for approval the Consent Calendar. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo

Perez, 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.

22. Consent Calendar: Approval of Minutes

Action (Consent), Minutes: 22.01 APPROVAL OF MINUTES FOR THE REGULAR MEETING OF THE BOARD OF TRUSTEES FOR NOVEMBER 8, 2011. This item presents for approval the minutes of the Board of Trustees meeting of November 8, 2011. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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.

23. Consent Calendar: Business Services

Action (Consent): 23.01 RATIFICATION OF ACCOUNTS PAYABLE AND PAYROLL FOR THE PERIOD OF OCTOBER 18 TO NOVEMBER 14, 2011: This item presents for ratification Accounts Payable and Payroll for the period of October 18, 2011 to November 14, 2011. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 23.02 APPROVAL/RATIFICATION OF BOARD PURCHASE ORDER REPORT #7 FOR FY 2011-12: This item presents for approval/ratification of Board Purchase Order Report #7, for FY 2011-2012 from October 24, 2011 to November 28, 2011. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 23.03 ACCEPTANCE OF GIFTS: This item presents for approval the acceptance of gifts. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 23.04 SURPLUS/DISPOSAL OF EQUIPMENT: This item presents for approval the surplus/disposal of equipment and materials. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 23.05 ACCEPTANCE OF COMPLETION OF BID 419, BUILDING ACCESS CONTROL SYSTEM: This item presents for approval the acceptance of completion of Bid 419, Building Access Control System, located at the Regional Fire, Sheriff & Police Education and Training Academy in the amount of \$33,912. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 23.06 AUTHORIZATION FOR DESTRUCTION OF RECORDS: This item presents for approval the authorization for destruction of records pursuant to provisions of "Regulations for Destruction of Records" (Title V, Division 6, Chapter 10, Subchapter 2.5, Sections 59020-59041), approved by the Board of Governors on September 23, 1976, as amended, that the following list of records be approved for destruction. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 23.07 APPROVAL OF NEW GRANT FOR FISCAL YEAR 2011-12: This item request approval of new grant for FY 2011-12. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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.

24. Consent Calendar: Human Resources

Action (Consent): 24.01 EMPLOYMENT AND POSITION CONTROL: APPROVAL OF THE ABOLISHMENT AND ESTABLISHMENT OF POSITIONS: This item presents for approval of the abolishment of the vacant Custodian position and the establishment of the Lead Custodian position. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 24.02 EMPLOYMENT AND POSITION CONTROL: APPROVAL OF PERMANENT INCREASE IN ASSIGNMENT AND ABOLISHMENT OF POSITIONS: This item presents for approval the permanent increase in assignment and abolishment of positions. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 24.03 EMPLOYMENT AND POSITION CONTROL: RECLASSIFICATION OF POSITIONS: This item presents for approval the reclassification of two positions in the Information Technology department. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 24.04 EMPLOYMENT AND POSITION CONTROL: APPROVAL OF TEMPORARY INCREASE IN ASSIGNMENT: This item presents for approval a temporary increase of an assignment. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 24.05 CHANGES IN PERSONNEL/EMPLOYMENT STATUS; APPROVAL OF GRANTING LEAVE OF ABSENCE FOR UNION BUSINESS. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 24.06 CHANGES IN PERSONNEL/EMPLOYMENT STATUS: APPROVAL OF SEPARATION FROM EMPLOYMENT: This item presents for approval the separation of employment for an employee. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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.

25. Consent Calendar: Capital Planning

Capital Planning & Facilities Committee met on November 16, 2011.

Action (Consent): 25.02 ACCEPTANCE OF CHANGE ORDER SUMMARY REPORTS FOR CAPITAL PROJECTS: This item presents for approval the Change Order Summary Reports for Capital Projects. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 25.03 APPROVAL OF MEASURE S BUDGET TRANSFERS AT MOORPARK COLLEGE: This item presents for approval budget transfers between the Measure S funded projects at Moorpark College as described. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 25.04 APPROVAL OF MEASURE S BUDGET TRANSFERS OXNARD COLLEGE: This item presents for approval budget transfers between the Measure S funded projects at Oxnard College as described. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 25.05 APPROVAL TO ISSUE A CONTRACT ADDENDUM TO PAUL MURDOCH ARCHITECTS FOR THE OXNARD COLLEGE LEARNING RESOURCE CENTER RENOVATION AND SEISMIC UPGRADE, PROJECT #29127: This item presents for approval a contract addendum for additional schematic design work in the amount of \$96,404 to Paul Murdoch Architects for the Oxnard College Learning Resource Center Renovation and Seismic Upgrade, Project #29127. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 25.06 APPROVAL OF MEASURE S BUDGET TRANSFERS AT VENTURA COLLEGE: This item presents for approval budget transfers between the Measure S funded projects at Ventura College as described. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 25.07 APPROVAL TO SUPPLEMENT THE AGREEMENT FOR PROFESSIONAL SERVICES WITH LEGAL FIRM OF ORBACH, HUFF & SUAREZ LLP: This item presents for approval a supplement to an existing agreement with the legal firm of Orbach, Huff & Suarez LLP in an amount not to exceed \$200,000 for professional legal services for the 11/12 fiscal year relating to the District's Capital Planning and Construction and Facility issues. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 25.08 APPROVE CONTRACT WITH RINCON CONSULTANTS, INC. TO SUBMIT APPLICATIONS FOR FUND REIMBURSEMENT OF UNDERGROUND STORAGE TANK CLEANUP PROJECTS: This item requests for approval a contract to Rincon Consultants, Inc. (Rincon) in the amount of \$16,000 to prepare two applications for reimbursement of District expenses related to the cleanup of leaking underground storage tanks. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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.

26. Consent Calendar: Student Learning.

Action (Consent): 26.01 FALL 2011 CANDIDATES FOR GRADUATION AND CERTIFICATES AT MOORPARK COLLEGE. This item presents for approval the Fall 2011 Candidates for Graduation and Certificates at Moorpark College. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 26.02 FALL 2011 CANDIDATES FOR GRADUATION AND CERTIFICATES AT OXNARD COLLEGE. This item presents for approval the Fall 2011 Candidates for Graduation and Certificates at Oxnard College. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 26.03 FALL 2011 CANDIDATES FOR GRADUATION AND CERTIFICATES AT VENTURA COLLEGE. This item presents for approval the Fall 2011 Candidates for Graduation and Certificates at Ventura College. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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: 26.04 MOORPARK COLLEGE NEW COURSE APPROVAL: This item presents for approval new courses at Moorpark College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action: 26.05 MOORPARK COLLEGE REVISED COURSES APPROVAL: This item presents for approval revised courses at Moorpark College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action: 26.06 MOORPARK COLLEGE NEW DEGREE APPROVAL: This item presents for approval a new degree at Moorpark College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action: 26.07 OXNARD COLLEGE REVISED COURSE APPROVAL. This item presents for approval a revised course at Oxnard College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action: 26.08 VENTURA COLLEGE NEW COURSE APPROVAL: This item presents for approval a new course Ventura College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action: 26.09 VENTURA COLLEGE NEW DEGREE APPROVAL: This item presents for approval a new degree at Ventura College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action: 26.10 VENTURA COLLEGE REVISED DEGREE APPROVAL: This item presents for approval a revised degree at Ventura College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 26.11 VENTURA COLLEGE DELETED DEGREE APPROVAL: This item presents for approval a deleted degree at Ventura College. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 26.12 VENTURA COLLEGE DELETED PROFICIENCY AWARDS: This item presents for approval deletion of proficiency awards at Ventura College. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 26.13 APPROVAL OF NEW SPRING 2012 COMMUNITY EDUCATION CLASSES AT VENTURA COLLEGE. This item presents for approval the Spring 2012 Community Education new classes at Ventura College. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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.

27. Informational Items

There were no items.

28. Reports

- 28.01 Academic Senates

Peter Sezzi, Ventura College Academic Senate President, congratulated newly elected Classified Senate President, Peder Nielsen.

Robert Cabral, Oxnard College Academic Senate President, commented on campus participatory governance committees.

Riley Dwyer, Moorpark College Academic Senate President, commented on faculty professional development.

- **28.02 Classified Senates**

Connie Owens, Oxnard College Classified Senate President, commented on holiday activities and classified senate fundraisers.

- **28.03 Student Representatives**

Andrew Blackwelder, Moorpark College Associated Student Government Director of External Affairs, commented on student government appointments and student activities, including *Club Rush*, fundraising, and the *Holiday Lights* event scheduled December 3, 2011.

Daniel Chavez, Ventura College Associated Student Government Director of External Affairs, commented on district transparency, and recommend students e provided an opportunity to provide comment at the beginning of the agenda. Also requested that Budget Update be provided prior to public comment.

Carlos Gonzalez, Sr., Oxnard College Associated Student Government President, commented on student activities, club activities, fundraisers, and the new parking permit fees.

- **28.04 Trustees: Accreditation/Academic Affairs Committee did not meet.**
- **28.05 Trustees: Audit and Budget Committee met on December 1, 2011.**
- **28.07 Trustees: Other Announcements/Correspondence**

Trustee Miller commented on the recent Community College League of California, Pathways for Prosperity, thanked students for participating in the Board meetings and campus activities, Moorpark College Holiday Lights, and wished everyone happy holidays.

29. Adjournment

Chair Blum adjourned the meeting at 12:18 a.m.

**Ventura County Community College District
Board of Trustees Regular Meeting
Tuesday, January 17, 2012**

Members present, Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez, and Student Trustee Arshia Malekzadeh.

1. Mission

District Mission: The Ventura County Community College District (VCCCD) is committed to assisting students in the attainment of its primary mission as a system of state supported two-year colleges.

The primary mission of the District is to produce student learning in lower division level academic transfer and career/vocational degree and certificate programs. Effective, efficient student support services are offered to assist in the accomplishment of the District's primary mission based on need and available resources.

Ventura County Community College District works to enhance state, regional, and local economic growth and global competitiveness within the pursuit of its primary mission. Additionally, workforce and economic development activities and services are offered based on need and available resources.

English as a Second Language instruction, remedial, adult education, and supplemental learning services that contribute to student success are offered and operated based on need and available resources.

Ventura County Community College District improves the quality of community life by offering not-for-credit, recreational, vocational, cultural, and civic programming based on community demand and available resources.

All District programs, services, and activities operate within a framework of integrated planning and budgeting. Ongoing, student learning outcome assessment and systematic program review are used to ensure District-wide excellence through sustainable, continuous quality improvement in compliance with its mission.

Governance Roles

Roles of Board, Chancellor, Faculty, Administrators, and Staff

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 outlined below is derived from several sources: the Government Code of California, California Code of Regulations (see relevant sections of Title 5 in Appendix III), VCCCD Board Policy, District practices and procedures, and job descriptions.

Role of the Board of Trustees

Trustees are guardians of the public's trust and are accountable to all county citizens although they are elected within subsections of Ventura County. The Board's primary responsibility is to establish District policies that align with the minimum standards set by the Board of Governors of the California Community Colleges.

The Board of Trustees, as elected representatives of the community, is the final voice in the District subject to the laws and appropriate regulations of the State Legislature and State Chancellor's Office. The Board completes work with a focus on the District mission. In these statements, most recently reviewed and adopted on July 14, 2009, and March 13, 2007, respectively, the members of the Board defined the end result of the efforts at the Colleges and District. The Board ensures that this mission and vision will be accomplished by assigning responsibilities to District employees through job descriptions. In this way, the Board remains outside the operations of the District.

As a legislative body, the VCCCD Board of Trustees conducts deliberations and actions openly within the realm of public scrutiny consistent with Government Code Section 54953, also known as the Ralph M. Brown Act (included in Appendix III). Minutes are prepared for all actions taken by the VCCCD Board of Trustees to serve as the District's public record.

Every regular Board meeting provides an opportunity for the public to address the Trustees on any item of interest to citizens within the jurisdiction of the Board. No action, however, can be taken on an issue unless it has first been noticed on the Board agenda.

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

- Request clarification from those making public comments;
- Request staff to provide factual information on the comments being presented;
- Request staff to report back to the Board on the subject of comment at a later meeting; or
- Direct staff to place the matter on a future agenda.

The exception to the requirement for open meetings is when the Board confers in private on one of the following:

- Consideration of the appointment, employment, evaluation, discipline or dismissal of an employee;
- Consideration of charges brought against an employee by another;
- Consideration of national or public security;
- Confer with legal counsel regarding litigation;
- Consideration of student disciplinary actions;
- Consideration of real property transactions;
- Confer with District representatives within the scope of collective bargaining; or
- Consideration of honorary degrees or gifts from anonymous donors.

Items to be discussed in such a closed session are disclosed in open session through the printed and public Board agenda. Following a closed session, the Board reconvenes in open session and announces any action taken in closed session and the vote or abstentions of its members. Trustees do not disclose personnel, collective bargaining, or other discussions prohibited by law.

Role of District Chancellor

The Chancellor is the administrative agent of the Board of Trustees and, as such, is the District's only employee responsible directly to the Board. The Chancellor is accountable for the operation of the District and for providing policy recommendations to the Board. Further definition of the Chancellor's responsibilities is provided in the Participatory Governance Manual *Role of Administrators*.

The Chancellor has the right to accept, reject, or modify recommendations from the District Consultation Council. When the Chancellor rejects or modifies a recommendation from the District Consultation Council, he/she informs that group of the objections to their recommendation. The Academic Senates, Service Employees International Union (SEIU), Ventura County Federation of College Teachers (AFT), and/or Associated Student Governments (ASG) retains the right to present their comments on the Chancellor's recommendation directly to the Board of Trustees.

Role of Faculty

Faculty members perform duties as instructors, librarians, or counselors in areas for which they possess appropriate qualifications; assess, develop, and recommend articulation agreements; implement activities based on applicable recommendations and District/College goals; perform other contractually identified professional responsibilities; and provide advice and recommendations regarding relevant policies and procedures through active participation on District committees, councils, and task forces.

Full-time and part-time faculty members at each College are represented in governance by an Academic Senate. The Academic Senate at each College assumes primary responsibility for making recommendations in the areas of curriculum, academic standards, and other areas of professional and academic matters identified in Assembly Bill 1725.

The VCCCD Board of Trustees agreed in Board Policy 2510 to function with the Colleges' Academic Senates in academic and professional matters under the mutual agreement option. When the Board elects to provide for mutual agreement with the Academic Senates, and an agreement has not been reached, existing policy shall remain in effect unless such policy exposes the District to legal liability or fiscal hardship. In cases where there is no existing policy, or when legal liability or fiscal hardship requires existing policy to be changed, the Board may act, after a good faith effort to reach agreement, only for compelling legal, fiscal, or organizational reasons.

Through the three Academic Senates and their College governance structure, recommendations are made to the administration of its College and the District on the following specific academic and professional matters:

- Curriculum, including establishing prerequisites and placing courses within disciplines;
- Degree and certificate requirements;
- Grading policies;
- Educational program development;
- Standards or policies regarding student preparation and success;
- District and College governance structures, as related to faculty roles;
- Faculty roles and involvement in accreditation processes, including self-study and annual reports;
- Policies for faculty professional development activities;
- Processes for program review;
- Processes for institutional planning and budget development; and
- Other academic/professional matters, mutually agreed upon between the Board of Trustees and the Academic Senate (Not implemented at VCCCD).

The Board and Chancellor consult collegially with Academic Senates on the matters described above. Consultation on processes in program review, planning, and budgeting means exactly that: It is not required to consult collegially on the “content” of program review, planning, and budget documents (although many people may be involved in the development of those activities).

Full-time and part-time faculty members within the District are represented in collective bargaining by a chapter of the American Federation of Teachers, which operates under a contract negotiated and approved by its members.

The two bodies that represent District faculty are compatible; the Academic Senates are responsible for professional and academic matters, while the chapter of the American Federation of Teachers responds to matters within the scope of salary, benefits, and working conditions.

Academic Senates appoint faculty members to District groups; in addition, provisions of the negotiated contract include appointment of faculty members to specific District and College governance committees to represent the American Federation of Teachers.

Role of Classified Staff

Classified staff members include College and District employees in a wide range of positions including administrative assistants, clerks, custodians, and grounds workers. Classified staff members are provided with opportunities to participate in the formulation and development of District and College recommendations as well as in the processes for developing recommendations that have or will have a significant effect on them.

Classified staff members at each College are represented by the Service Employees International Union, Local 99, including all regular, permanent and probationary, full-time and part-time merit system classified employees in Units “A” and “B” as certified by the Los Angeles Regional Director of the Public Employment Relations Board.

This collective bargaining unit conducts elections to appoint classified staff to District and College governing councils in the areas that have or will have a significant effect on staff and that are outside the scope of collective bargaining. Prior to the Board of Trustees taking action on such matters, classified staff are provided with the opportunity to participate in the formulation of recommendations through committee participation in areas that affect them. The Board gives every reasonable consideration to recommendations and opinions of staff.

Role of Students

Students are the reason the District and its Colleges exist: Students learn through participation in and completion of approved courses and involvement in college life activities.

Students at each College are represented by an Associated Student Government organization composed of an elected Board of Directors. Each College’s student government organization operates in accordance with its own constitution and bylaws and is responsible for appointing student representatives to serve on District councils. In their role representing all students, they offer opinions and make recommendations to the administration of the College and to the Board of Trustees with regard to District and College policies and procedures that have or will have a significant effect on students. Those areas are specifically defined as:

- Grading policies;
- Codes of student conduct;
- Academic disciplinary policies;
- Curriculum development;
- Courses or programs which should be initiated or discontinued;
- Processes for institutional planning and budget development;
- Standards and policies regarding student preparation and success;
- Student services planning and development;
- Students fees within the authority of the District to adopt; and
- Any other District and College policy, procedure, or related matter that the District Board of Trustees determines will have a significant effect on students.

Generally, the VCCCD Board of Trustees shall not take action on a matter having a significant effect on students unless they have been provided with an opportunity to participate in the recommendation process. The Board of Trustees ensures that recommendations and positions developed by students are given every reasonable consideration. Similarly, the Academic Senate at each College will consult with their counterpart Associated Student Government prior to making recommendations that impact students' interests.

Role of Administrators

The job descriptions for College and District administrators assign specific governance roles for administrators and call for both successful processes and products.

Product: Administrators are held accountable to provide effective leadership for and support of faculty and staff in the planning, implementation, and monitoring of District and College activities while maintaining compliance with state regulations, laws, and District policies.

Process: Administrators are held accountable to carry out their responsibilities in styles that support and maintain the spirit and letter of participatory governance.

Drawing from job descriptions approved by the Board of Trustees for each administrative position, the roles for College and District administrators are to:

- Provide leadership and expertise in assessing, identifying, formulating, and aiding in implementing the overall academic direction for the College in conjunction with the Chancellor;
- Plan, organize, direct, and evaluate the activities of the College pursuant to District and College mission and goals as set forth by the Board of Trustees; report on College achievement of District and College goals;
- Plan and recommend the instructional and student services programs, College budget, and organizational structure of the College;
- Prepare and maintain an educational master plan and support institutional research related to student learning, development, and outcomes;
- Remain current on emerging services, methodologies, and technologies relevant to the College's educational programs and student services;
- Establish and maintain liaisons with business and community representatives as participants in the planning, development, and modification of division curriculum and programs;
- Serve as a resource to and collaborate with faculty and staff in developing, coordinating, and evaluating the Colleges' programs and services;
- Ensure that the colleges' educational programs and student services comply with the Education Code, state and federal regulations, accreditation standards, District policies, contractual agreements, and articulation agreements;
- Serve as a resource to the Chancellor, the Board of Trustees, and College faculty and staff for colleges' educational and student service programs; and
- Promote the appropriate inclusion of students, faculty, and staff in participatory decision-making processes.

Call to Order

Chair Blum called the meeting to order at 5:32 p.m.

In attendance:

James Meznek, Chancellor
 Robin Calote, Ventura College President
 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
 John al-Amin, Vice President, Business Services
 David Keebler, Vice President, Business Services
 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
 Patricia Ewins, Dean
 Clare Geisen, Director
 Karen Gorback, Assistant Dean
 Carmen Guerrero, Dean
 Tim Harrison, Dean
 Cynthia Herrera, Director
 Kim Hoffmans, Dean
 Gwen Huddleston-Lewis, Dean
 Carolyn Inouye, Dean
 Victoria Lugo, Dean
 Mary Anne McNeil, Director
 Darlene Melby, College Business Manager
 Lisa Miller, Dean
 Inajane Nicklas, Dean
 Marjorie Price, Dean
 John Sinutko, Director
 Julius Sokenu, Dean
 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
 Connie Owens, Oxnard College Classified Senate President
 Andrew Blackwelder, Moorpark College Associated Student Government Director of External Affairs
 Carlos Gonzalez, Sr., Oxnard College Associated Student Government President
 Daniel Chavez, Ventura College Associated Student Government Director of External Affairs
 Steve Hall, AFT President
 Dan Casey, SEIU Chief Steward
 Patti Blair, Executive Assistant, Recorder
 Laurie Nelson-Nusser, Recorder

2. Open Session:

Chair Blum announced the following changes to the order of the agenda:

- Items within the Consent Calendar (17.0 through 22.0) are being moved to follow Item 10 Chancellor's Recommendation of Board of Trustees Agenda.
- Items 14.01 Discussion of Recruitment Firm, 14.02 Action to Select and Contract with a Recruitment Firm for a Successor Chancellor Search, and 14.03 Action by the Board of Trustees to Appoint Community Members, College Managers, a College President and a Manager from the District Administrative Center to the Search Committee for A Successor Chancellor are being moved to follow Item 14.08 Approval of Sabbatical Leave Recommendations.
- Item 11 Board Policy is being moved to follow Item 14 Human Resources.
- Item 12 Trustees/Chancellor's Office is being moved to follow Item 11 Board Policy.

- Item 16.01 Approval of Discontinuance of Courses and their Associated Degrees, Certificates and/or Proficiency Awards is being moved to follow 14.05 Approval of Resolution for Reduction or Discontinuance of Particular Kinds of Academic Programs and Services.

3. Pledge to the Flag

John Zaragoza led the pledge to the flag.

4. Acknowledgement of Guests and Special Recognitions

There were no guests or recognitions.

5. Budget Update. This item presents for discussion a review of the 2012/2013 Budget.

Sue Johnson, Vice Chancellor, Business and Administrative Services, presented a budget update and answered questions from Trustees.

6. Associated Student Government Reports

- Andrew Blackwelder, Moorpark College Associated Student Government Director of External Affairs, commented on student activities including a *Pulp Fiction* showing, *Club Rush*, and an Elections Committee meeting.
- Carlos Gonzalez, Sr., Oxnard College Associated Student Government President, commented on mental health counseling for campus veterans, *Condor Days*, Associated Student Government activities, *Club Rush*, *Teacher Appreciation Day*, Districtwide collaboration for *March in March*, student elections, a possible debate, BOG waivers, and Pell Grants. Mr. Gonzalez expressed his gratitude for the opportunity to attend college.
- Chris Lara-Cruz commented student activities including elections, *Club Rush*, and the start of the spring semester.

7. Senate President Business Report

- Riley Dwyer, Moorpark College Academic Senate President, clarified her role as the Moorpark College Academic Senate President and her role as a representative for the Moorpark College senate. Ms. Dwyer commented on AP 7120-A Recruitment and Hiring: Manager, and the necessity of including more individuals on the hiring committee. Ms. Dwyer also indicated Moorpark College followed the program discontinuance procedure and all senate members were in consensus, except for the Interior Design program, and asked the Board vote on each discipline separately.
- Robert Cabral, Oxnard College Academic Senate President, commented on the difficulty of the Board agenda, described the Oxnard College program discontinuance process, and requested the Board taken action on each program individually.
- Peter Sezzi, Ventura College Academic Senate President, commented on Board agenda Item Board agenda Item 14.05, Item 16.01, program discontinuance process, asked Trustees to vote on items discreetly, and vote against eliminating architecture and real estate.
- Moorpark College Classified Senate President

There was no report provided.

- Connie Owens, Classified Senate President, commented on classified senate fundraising, spring semester, *Get Moovin'*, and student scholarships.

- Peder Nielsen, Ventura College Classified Senate President, commented on spring semester activities, including assisting students, and the Classified State Senate Retreat.

8. Public Comments

Public comments were made by Andres Orozco, Ernest Stein, John Zaragoza, Dave Morse, Renee Fraser, Bruce Borin, James Christiansen, Kathy Johnsen, Andrea Baltazar, George Ortega, Johnathan Portillo, Jesse Guevara spoke on behalf of Andrew Jimenez, Janet Murphy, Steve Kinney, Juan Smith, Ana-Maria Valle, Anthea Adams, Julie Dahl-Nicolle, Bea Herrera, Chris Lara-Cruz, Lisa Anderson, Bill Alamador, Carmen Ramirez, Tim Flynn, Andrea Adlman, Marian Carrasco Nunguray, Jim Gilmer, Larry Stein, Jennifer Mar, Eugenia Granados, Ralph Fernandez, and Mike Anderson.

9. Changes to the Agenda

Report: 9.01 Item 16.01 was revised. Item 11.07 was pulled.

10. Chancellor's Recommendations of Board of Trustees Agenda

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 January 17, 2012, was reviewed within the District's Consultation Council and are hereby presented to the Trustees for action with constituent objection to Item 14.04. Chancellor Meznek commented on constituent objection to Item 14.04.

11. Board Policy

Information: 11.01 The Policy Committee met on December 21, 2011. The Policy Committee provides recommendations to the Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to ensure uniform practice Districtwide and avoid impeding college operational effectiveness (Accreditation Standards III.A.3.a, III.A.4.c, IV.B.1.b-c; IV.B.1.e).

Action: 11.02 ACTION TO APPROVE BOARD POLICY (BP) 2715 BOARD CODE OF ETHICS/STANDARDS OF PRACTICE. This item presents for revision BP 2715 Board Code of Ethics/Standards of Practice and provides revised Administrative Procedure (AP) 2715(A) Board Code of Ethics. The Chancellor recommends the Board of Trustees approve revised BP 2715 Board Code of Ethics/Standards of Practice. Revised AP 2715(A) Board Code of Ethics and existing AP2715-(B) Standards of Practice are provided for informational purposes only and are consistent with BP 2715. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 11.03 ACTION TO APPROVE BOARD POLICY (BP) 2745 BOARD SELF-EVALUATION. This item presents for revision BP 2745 Board Self-Evaluation and provides revised Administrative Procedure (AP) 2745 Board Self-Evaluation. The Chancellor recommends the Board of Trustees approve revised BP 2745 Board Self-Evaluation. AP 2745 Board Self-Evaluation was revised, is provided for informational purposes only, and is consistent with BP 2745. Motion by Trustee Bernardo Perez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 11.04 ACTION TO REAFFIRM BOARD POLICY (BP) 3280 GRANTS. This item presents for reaffirmation BP 3280 Grants and provides a new Administrative Procedure (AP) 3280 Grants required by accreditation. The Chancellor recommends the Board of Trustees reaffirm BP 3280 Grants. New AP 3280 Grants, required for accreditation, is provided for informational purposes and is consistent with BP 3280. Motion by Vice Chair Arturo Hernandez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 11.05 ACTION TO REAFFIRM BOARD POLICY (BP) 3430 PROHIBITION OF HARASSMENT. This item presents for reaffirmation BP 3430 Prohibition of Harassment and provides revised Administrative Procedure (AP) 3430 Prohibition of Harassment. The Chancellor recommends the Board of Trustees reaffirm BP 3430 Prohibition of Harassment. Revised AP 3430 is provided for informational purpose and is consistent with BP 3430. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved.

Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 11.06 ACTION TO APPROVE BOARD POLICY (BP) 3821 USE OF DISTRICT NAMES. This item presents for revision BP 3821 Use of District Names. No Administrative Procedure is required. The Chancellor recommends the Board of Trustees approve revised BP 3821 Use of District Names. No administrative procedure is required. 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.

Action: 11.07 ACTION TO REAFFIRM BOARD POLICY (BP) 7120 RECRUITMENT AND HIRING. This item presents for reaffirmation BP 7120 Recruitment and Hiring and provides revised Administrative Procedures (AP) 7120-B Recruitment and Hiring: Faculty and AP 7120-D Recruitment and Hiring: Part-time Faculty. Item 11.07 was pulled, therefore, there was no action taken.

12. Trustees/Chancellor's Office

Discussion: 12.01 STUDY SESSION. BOARD MEETING ASSESSMENT FROM THE DECEMBER 13, 2011 BOARD OF TRUSTEES MEETING. This item presents for review a Board meeting assessment for the December 13, 2011 Board of Trustees meeting. Trustees discussed the December 13, 2011 Board meeting assessment.

Discussion: 12.02 STUDY SESSION. BOARD MEETING ASSESSMENTS. This item presents for discussion and revision the Board of Trustees Meeting Assessment. Trustees discussed the proposed meeting assessment template and recommended no changes.

Action: 12.03 ACTION TO APPROVE GOVERNING BOARD MEMBER ABSENCE. This item presents for approval the absence of a Board of Trustees member. There was no action taken.

13. Business Services

Action: 13.01 USE OF RESERVES: This item presents for ratification the use of reserves to cover a mid-year revenue reduction to the District's FY12 State Apportionment. The Chancellor recommends ratification of the use of reserves in the amount of \$2,386,670 to cover a mid-year revenue reduction to the District's FY12 State Apportionment. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 13.02 ADOPTION OF 2012-2013 NONRESIDENT TUITION RATE: This item seeks Governing Board adoption of the 2012-2013 Nonresident Tuition Rate. As required by law, the Board must adopt a Nonresident Tuition Rate from one of seven calculation methods. It is recommended that the Board of Trustees adopt a Nonresident Tuition Rate, effective Fall 2012, of \$331 per semester unit (12 Comparable States' Average), an increase of \$155 per unit and an estimated increase in revenue estimated at \$1,541,546.

That the Board of Trustees adopted Item 7. Motion by Trustee Miller, no second was made - motion failed.

That the Board of Trustees adopt a \$200 per semester unit. Motion by Trustee Miller, second by Trustee McKay. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is not approved. Yes: Vice Chair Arturo Hernandez, Trustee Larry Miller. No: Chair Stephen Blum, Trustee Dianne McKay, Trustee Bernardo Perez.

That the Board of Trustees adopt a Nonresident Tuition Rate, effective Fall 2012, of \$331 per semester unit (12 Comparable States' Average), an increase of \$155 per unit and an estimated increase in revenue estimated at \$1,541,546. Motion by Trustee Bernardo Perez, second by Trustee Dianne McKay. Final Resolution: Motion is not approved. Yes: Trustee Dianne McKay, Trustee Bernardo Perez. No: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Larry Miller.

That the tuition increase to \$250 per unit. Motion by Vice Chair Arturo Hernandez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 13.03 ADOPTION OF 2012-2013 NONRESIDENT STUDENT CAPITAL OUTLAY SURCHARGE AND FOREIGN STUDENT APPLICATION PROCESSING FEE: This item seeks Governing Board adoption of the 2012-2013 the 2012-2013 Nonresident Student Capital Outlay Surcharge, as permitted by law; and the 2012-

2013 Foreign Student Application Processing Fee, as permitted by law. It is recommended that the Board of Trustees adopt: A) A Nonresident Student Capital Outlay Surcharge Rate, effective Fall 2012, of \$14 per semester unit to both foreign and domestic students (representing no change in rate from prior year); B) A Foreign Student Application Processing Fee, effective Fall 2012, in the amount of \$50 per applicant (representing no change from prior year). Motion by Vice Chair Arturo Hernandez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

14. Human Resources

Action, Discussion: 14.01 Discussion of the recruitment firm interviews and use of an external only or a combined approach with the Human Resources Department for a successor Chancellor search. Chris Lara-Cruz provided public comment. That the Board of Trustees select a combined approach for a successor Chancellor search. Motion by Trustee Bernardo Perez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 14.02 ACTION TO SELECT AND CONTRACT WITH A RECRUITMENT FIRM FOR A SUCCESSOR CHANCELLOR SEARCH: This item presents for approval the selection of a recruitment firm for a successor Chancellor search. The Chancellor recommends the Board of Trustees approve contracting with an external recruitment firm for the search for a successor Chancellor. That the Board of Trustees hire Community College Search Services. Motion by Vice Chair Arturo Hernandez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 14.03 ACTION BY THE BOARD OF TRUSTEES TO APPOINT COMMUNITY MEMBERS, COLLEGE MANAGERS, A COLLEGE PRESIDENT AND A MANAGER FROM THE DISTRICT ADMINISTRATIVE CENTER TO THE SEARCH COMMITTEE FOR A SUCCESSOR CHANCELLOR. The Chancellor recommends the Board of Trustees appoint community members, college managers, a college president and a manager from the District Administrative Center to the search committee for a successor Chancellor. That the Board of Trustees appoint John Sinutko as a Moorpark College manager in the Chancellor's search screening committee. Motion by Trustee Dianne McKay, second by Chair Stephen Blum. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

The Chancellor recommends the Board of Trustees appoint community members, college managers, a college president and a manager from the District Administrative Center to the search committee for a successor Chancellor. That the Board of Trustees appoint Carolyn Inouye as an Oxnard College manager in the Chancellor's search screening committee. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

The Chancellor recommends the Board of Trustees appoint community members, college managers, a college president and a manager from the District Administrative Center to the search committee for a successor Chancellor. That the Board of Trustees appoint Ramiro Sanchez as a Ventura College Manager in the Chancellor's search screening committee. Motion by Trustee Bernardo Perez, 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.

The Chancellor recommends the Board of Trustees appoint community members, college managers, a college president and a manager from the District Administrative Center to the search committee for a successor Chancellor. That the Board of Trustees appoint Robin Calote to represent the president category in the Chancellor's search screening committee. Motion by Vice Chair Arturo Hernandez, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

The Chancellor recommends the Board of Trustees appoint community members, college managers, a college president and a manager from the District Administrative Center to the search committee for a successor Chancellor. That the Board of Trustees appoint Clare Geisen to represent the District Administrative Center manager category in the Chancellor's search screening committee. Motion by Trustee Dianne McKay, second by

Trustee Larry Miller. Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Report: 14.04 REPORT BY THE PRESIDENTS OF MOORPARK COLLEGE, OXNARD COLLEGE AND VENTURA COLLEGE ON THE RECOMMENDATIONS CONCERNING THE REDUCTION OR DISCONTINUANCE OF PARTICULAR KINDS OF ACADEMIC PROGRAMS AND SERVICES

Presidents Eddinger, Duran, and Calote discussed recommendations concerning the reduction or discontinuance of particular kinds of academic programs and services. Steve Hall provided public comment.

Action: 14.05 APPROVAL OF RESOLUTION FOR REDUCTION OR DISCONTINUANCE OF PARTICULAR KINDS OF ACADEMIC PROGRAMS AND SERVICES. This item presents for approval the resolution for reduction or discontinuance of particular kinds of academic programs and services.

The Chancellor recommends the Board of Trustees approve the Resolution for Reduction or Discontinuance of Particular Kinds of Academic Programs and Services as set forth below. That the Board of Trustees reduce the Accounting program at Oxnard College. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

The Chancellor recommends the Board of Trustees approve the Resolution for Reduction or Discontinuance of Particular Kinds of Academic Programs and Services as set forth below. That the Board of Trustees discontinue the Agriculture program at Ventura College. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

The Chancellor recommends the Board of Trustees approve the Resolution for Reduction or Discontinuance of Particular Kinds of Academic Programs and Services as set forth below. That the Board of Trustees reduce the Architecture program at Ventura College. Motion by Trustee Dianne McKay, second by Trustee Larry Miller. Final Resolution: Motion is approved. Yes: Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. No: Chair Stephen Blum, Vice Chair Arturo Hernandez.

The Chancellor recommends the Board of Trustees approve the Resolution for Reduction or Discontinuance of Particular Kinds of Academic Programs and Services as set forth below. That the Board of Trustees not reduce the Broadcasting Technology (Television) program at Oxnard College and provide for a one-year examination period. Motion by Vice Chair Arturo Hernandez, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

The Chancellor recommends the Board of Trustees approve the Resolution for Reduction or Discontinuance of Particular Kinds of Academic Programs and Services as set forth below. That the Board of Trustees discontinue the Business Information Systems at Ventura College. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

The Chancellor recommends the Board of Trustees approve the Resolution for Reduction or Discontinuance of Particular Kinds of Academic Programs and Services as set forth below. That the Board of Trustees reduce the Ceramics program at Oxnard College. Motion by Vice Chair Arturo Hernandez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

The Chancellor recommends the Board of Trustees approve the Resolution for Reduction or Discontinuance of Particular Kinds of Academic Programs and Services as set forth below. That the Board of Trustees reduce the Computer Information Systems program at Moorpark College and reduce the Computer Information Systems/Office Information Systems program at Oxnard College. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

The Chancellor recommends the Board of Trustees approve the Resolution for Reduction or Discontinuance of Particular Kinds of Academic Programs and Services as set forth below. That the Board of Trustees reduce the Computer Science program at Moorpark College. Motion by Trustee Larry Miller, second by Trustee Bernardo

Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

The Chancellor recommends the Board of Trustees approve the Resolution for Reduction or Discontinuance of Particular Kinds of Academic Programs and Services as set forth below. That the Board of Trustees reduce the Emergency Medical Technologies program at Moorpark College. 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.

The Chancellor recommends the Board of Trustees approve the Resolution for Reduction or Discontinuance of Particular Kinds of Academic Programs and Services as set forth below. That the Board of Trustees discontinue the Interior Design program at Moorpark College. Motion by Trustee Dianne McKay, 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.

The Chancellor recommends the Board of Trustees approve the Resolution for Reduction or Discontinuance of Particular Kinds of Academic Programs and Services as set forth below. That the Board of Trustees reduce the Multimedia program at Ventura College. Motion by Trustee Dianne McKay, 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.

The Chancellor recommends the Board of Trustees approve the Resolution for Reduction or Discontinuance of Particular Kinds of Academic Programs and Services as set forth below. That the Board of Trustees discontinue the Real Estate program at Ventura College. Motion by Trustee Bernardo Perez, second by Trustee Larry Miller. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. No: Vice Chair Arturo Hernandez.

Action: 14.06 APPROVAL OF NOTICE OF NON-RENEWAL-ASSISTANT DEAN AND ESTABLISHMENT OF DEAN. This item presents for approval the Notice of Non-Renewal-Assistant Dean and Establishment of Dean. The Chancellor recommends the Board of Trustees approve the Notice of Non-Renewal-Assistant Dean and Establishment of Dean at Ventura College. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 14.07 APPROVAL OF DISTRICT MANAGEMENT CONTRACTS: This item presents for approval the renewal of District Management Contracts for fiscal year 2012-2013. Public comments were made by Steve Hall and Beatriz Herrera. The Chancellor recommends the Board of Trustees approve the renewal of District Management Contracts for an additional fiscal year. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller. No: Trustee Bernardo Perez

Action: 14.08 APPROVAL OF SABBATICAL LEAVE RECOMMENDATIONS FOR 2012-2013 PER THE AGREEMENT BETWEEN THE VENTURA COUNTY COMMUNITY COLLEGE DISTRICT AND THE VENTURA COUNTY FEDERATION OF COLLEGE TEACHERS, AFT LOCAL 1828, AFL-CIO: This item presents for approval the required sabbatical leave recommendations of the District Sabbatical Leave Committee. Approve the sabbatical leave recommendations listed below as required by the Agreement between the Ventura County Federation of College Teachers, AFT Local 1828, AFL-CIO and the Ventura County Community College District. Motion by Trustee Bernardo Perez, 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.

15. Capital Planning

There were no items.

16. Student Learning

Action: 16.01 REVISED (See Item 9.01) APPROVAL OF DISCONTINUATION OF COURSES AND THEIR ASSOCIATED DEGREES, CERTIFICATES AND/OR PROFICIENCY AWARDS

Based on input from college presidents, the Chancellor recommends the Board of Trustees approve the discontinuation of the following courses and associated degrees, certificates and/or proficiency awards. College president recommendations to the Chancellor, in some cases, are not agreed upon by their respective Academic

Senates, who have primacy in academic matters. Disagreement is noted in the comment section. The Academic Senates are provided the opportunity to discuss disagreements during Academic Senate Business Reports. That the Board of Trustees approve the recommendations for Moorpark College Degrees, Certificates, and Proficiency Awards. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Based on input from college presidents, the Chancellor recommends the Board of Trustees approve the discontinuation of the following courses and associated degrees, certificates and/or proficiency awards. College president recommendations to the Chancellor, in some cases, are not agreed upon by their respective Academic Senates, who have primacy in academic matters. Disagreement is noted in the comment section. The Academic Senates are provided the opportunity to discuss disagreements during Academic Senate Business Reports. That the Board of Trustees approve the recommendations for Oxnard College Degrees, Certificates, and Proficiency Awards. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Based on input from college presidents, the Chancellor recommends the Board of Trustees approve the discontinuation of the following courses and associated degrees, certificates and/or proficiency awards. College president recommendations to the Chancellor, in some cases, are not agreed upon by their respective Academic Senates, who have primacy in academic matters. Disagreement is noted in the comment section. The Academic Senates are provided the opportunity to discuss disagreements during Academic Senate Business Reports. That the Board of Trustees approve the recommendations for Ventura College Degrees, Certificates, and Proficiency Awards. 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.

Based on input from college presidents, the Chancellor recommends the Board of Trustees approve the discontinuation of the following courses and associated degrees, certificates and/or proficiency awards. College president recommendations to the Chancellor, in some cases, are not agreed upon by their respective Academic Senates, who have primacy in academic matters. Disagreement is noted in the comment section. The Academic Senates are provided the opportunity to discuss disagreements during Academic Senate Business Reports. That the Board of Trustees approve the recommendations for Moorpark College Courses. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Based on input from college presidents, the Chancellor recommends the Board of Trustees approve the discontinuation of the following courses and associated degrees, certificates and/or proficiency awards. College president recommendations to the Chancellor, in some cases, are not agreed upon by their respective Academic Senates, who have primacy in academic matters. Disagreement is noted in the comment section. The Academic Senates are provided the opportunity to discuss disagreements during Academic Senate Business Reports. That the Board of Trustees approve the recommendations for Oxnard College Courses, with the exception of the Radio/Motion Picture/Television courses. Motion by Vice Chair Arturo Hernandez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Based on input from college presidents, the Chancellor recommends the Board of Trustees approve the discontinuation of the following courses and associated degrees, certificates and/or proficiency awards. College president recommendations to the Chancellor, in some cases, are not agreed upon by their respective Academic Senates, who have primacy in academic matters. Disagreement is noted in the comment section. The Academic Senates are provided the opportunity to discuss disagreements during Academic Senate Business Reports. That the Board of Trustees approve the recommendations for Ventura College Courses. Motion by Vice Chair Arturo Hernandez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

17. Consent Calendar

Action (Consent): 17.01 APPROVAL OF CONSENT CALENDAR. This item presents for approval the Consent Calendar. The Chancellor recommends the Board of Trustees approve this item. 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.

18. Consent Calendar: Approval of Minutes

Action (Consent), Minutes: 18.01 APPROVAL OF MINUTES FOR THE REGULAR MEETING OF THE BOARD OF TRUSTEES FOR DECEMBER 13, 2011. This item presents for approval the minutes of the Board of Trustees meeting of December 13, 2011. The Chancellor recommends the Board of Trustees approve this item. 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.

19. Consent Calendar: Business Services

Action (Consent): 19.01 RATIFICATION OF ACCOUNTS PAYABLE AND PAYROLL FOR THE PERIOD OF NOVEMBER 15, 2011 TO DECEMBER 15, 2011: This item presents for ratification Accounts Payable and Payroll for the period of November 15, 2011 to December 15, 2011. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 19.02 APPROVAL/RATIFICATION OF BOARD PURCHASE ORDER REPORT #8 FOR FY 2011-12: This item presents for approval/ratification of Board Purchase Order Report #8, for FY 2011-2012 from November 28, 2011 to January 3, 2012. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 19.03 ACCEPTANCE OF GIFTS: This item presents for approval the acceptance of gifts. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 19.04 SURPLUS/DISPOSAL OF EQUIPMENT: This item presents for approval the surplus/disposal of equipment and materials. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 19.05 APPROVAL FOR A THREE-YEAR CONTRACT EXTENSION WITH GOVERNMENT FOR CURRICUNET SOFTWARE: This item requests approval for a three-year contract extension with Governnet for the CurricUNET software system. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 19.06 APPROVAL OF A CONTRACT WITH AERONET COMMUNICATIONS FOR WEBSITE AND PORTAL DESIGN SERVICES: This item requests approval of a contract with Aeronet Communications for website and portal design services for the Ventura County Community College District funded through the Ventura College Title V Cooperative Grant. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 19.07 MONTHLY BUDGET TRANSFER SUMMARY & AMENDMENT: This item presents for ratification the monthly budget transfer summary and budget amendment for the months of October to December 2011. The Chancellor recommends the Board of Trustees approve this item. 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.

20. Consent Calendar: Human Resources

Action (Consent): 20.01 EMPLOYMENT AND POSITION CONTROL: APPROVAL OF THE ESTABLISHMENT OF A POSITION: This item presents for approval the establishment of an Instructional Design Specialist position. The Chancellor recommends the Board of Trustees approve this item. 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.

21. Consent Calendar: Capital Planning

Report: 21.01 Trustees: Capital Planning & Facilities Committee met on December 14, 2011.

Action (Consent): 21.02 ACCEPTANCE OF CHANGE ORDER SUMMARY REPORTS FOR CAPITAL PROJECTS: This item presents for approval the Change Order Summary Reports for Capital Projects. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 21.03 APPROVAL TO EXECUTE A CONTRACT WITH BUDLONG & ASSOCIATES, INC. FOR DESIGN OF THE MOORPARK COLLEGE PIPED UTILITY SYSTEMS GAS LINE INFRASTRUCTURE REPLACEMENT, PROJECT #19302: This item presents for approval a contract with Budlong & Associates, Inc. in the amount of \$32,000 for the design of the Gas Line Infrastructure Replacement project at Moorpark College. This amount includes a \$4,000 allowance for reimbursable expenses. These fees may be subject to change depending on the evolution of the conceptual design process, or if additional requirements are made necessary by the Gas Company, project #19302. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 21.04 APPROVAL OF MEASURE S BUDGET TRANSFERS OXNARD COLLEGE: This item presents for approval budget transfers between the Measure S funded projects at Oxnard College described. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 21.05 APPROVAL OF CONTRACT WITH CLAUSS CONSTRUCTION FOR THE DEMOLITION AND UTILITY RELOCATION FOR THE VENTURA COLLEGE APPLIED SCIENCE CENTER, PROJECT #39110: This item presents for approval a contract with Clauss Construction in the amount of \$639,000 for the Demolition and Utility Relocation for the Ventura College Applied Science Center, Project #39110. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 21.06 APPROVAL OF CONTRACT WITH PENFIELD & SMITH FOR THE DESIGN OF THE VENTURA COLLEGE STORM DRAIN BIOSWALE, PROJECT #39302: This item presents for approval a contract with Penfield & Smith in the amount of \$38,000 to design the Ventura College Storm Drain Bioswale, Project #39302. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 21.07 APPROVAL OF THE 2012-2013 SCHEDULED MAINTENANCE AND SPECIAL REPAIRS PROGRAM PRIORITY LIST: This item presents for approval the 2012-2013 Scheduled Maintenance and Special Repairs Program project priority list as shown on the attached. The Chancellor recommends the Board of Trustees approve this item. 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.

22. Consent Calendar: Student Learning

Action (Consent): 22.01 MOORPARK COLLEGE REVISED COURSE APPROVAL: This item presents for approval the revised course at Moorpark College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 22.02 MOORPARK COLLEGE NEW DEGREE: This item presents for approval a new degree at Moorpark College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 22.03 OXNARD COLLEGE REVISED COURSE APPROVAL: This item presents for approval the revised course at Oxnard College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 22.04 OXNARD COLLEGE REVISED PROGRAM: This item present for approval a revised program at Oxnard College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 22.05 VENTURA COLLEGE NEW COURSE APPROVAL: This item presents for approval a new course at Ventura College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 22.06 VENTURA COLLEGE REVISED COURSE APPROVAL: This item presents for approval a revised course at Ventura College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 22.07 VENTURA COLLEGE REVISED COURSE APPROVAL: This item presents for approval a revised course at Ventura College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 22.08 VENTURA COLLEGE REVISED COURSE APPROVAL: This item presents for approval a revised course at Ventura College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 22.09 VENTURA COLLEGE REVISED COURSE APPROVAL: This item presents for approval a new course at Ventura College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 22.10 VENTURA COLLEGE REVISED COURSE APPROVAL: This item presents for approval a revised course at Ventura College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 22.11 VENTURA COLLEGE REVISED COURSE APPROVAL: This item presents for approval a revised course at Ventura College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 22.12 VENTURA COLLEGE REVISED COURSE APPROVAL: This item presents for approval a new course at Ventura College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 22.13 VENTURA COLLEGE REVISED COURSE APPROVAL: This new item presents for approval a revised course at Ventura College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 22.14 VENTURA COLLEGE NEW DEGREE APPROVAL: This item presents for approval a new degree at Ventura College. The Chancellor recommends the Board of Trustees approve this item. 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.

23. Informational Items

There were no items.

24. Reports

- 24.01 Academic Senates

There were no reports provided.

- 24.02 Trustees

Trustees thanked everyone for their input, assistance, and dedicated work in serving the needs of our students. Trustees thanked Chair Blum for his steadfast leadership.

- 24.03 Chancellor

Chancellor Meznek did not provide a report.

25. Adjournment

Chair Blum adjourned the meeting at 11:57 p.m.

**Ventura County Community College District
Board of Trustees Regular Meeting
Tuesday, February 14, 2012**

Members present, Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez, and Student Trustee Arshia Malekzadeh.

1. Mission

District Mission: The Ventura County Community College District (VCCCD) is committed to assisting students in the attainment of its primary mission as a system of state supported two-year colleges.

The primary mission of the District is to produce student learning in lower division level academic transfer and career/vocational degree and certificate programs. Effective, efficient student support services are offered to assist in the accomplishment of the District's primary mission based on need and available resources.

Ventura County Community College District works to enhance state, regional, and local economic growth and global competitiveness within the pursuit of its primary mission. Additionally, workforce and economic development activities and services are offered based on need and available resources.

English as a Second Language instruction, remedial, adult education, and supplemental learning services that contribute to student success are offered and operated based on need and available resources.

Ventura County Community College District improves the quality of community life by offering not-for-credit, recreational, vocational, cultural, and civic programming based on community demand and available resources.

All District programs, services, and activities operate within a framework of integrated planning and budgeting. Ongoing, student learning outcome assessment and systematic program review are used to ensure District-wide excellence through sustainable, continuous quality improvement in compliance with its mission.

Governance Roles

Roles of Board, Chancellor, Faculty, Administrators, and Staff

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 outlined below is derived from several sources: the Government Code of California, California Code of Regulations (see relevant sections of Title 5 in Appendix III), VCCCD Board Policy, District practices and procedures, and job descriptions.

Role of the Board of Trustees

Trustees are guardians of the public's trust and are accountable to all county citizens although they are elected within subsections of Ventura County. The Board's primary responsibility is to establish District policies that align with the minimum standards set by the Board of Governors of the California Community Colleges.

The Board of Trustees, as elected representatives of the community, is the final voice in the District subject to the laws and appropriate regulations of the State Legislature and State Chancellor's Office. The Board completes work with a focus on the District mission. In these statements, most recently reviewed and adopted on July 14, 2009, and March 13, 2007, respectively, the members of the Board defined the end result of the efforts at the Colleges and District. The Board ensures that this mission and vision will be accomplished by assigning responsibilities to District employees through job descriptions. In this way, the Board remains outside the operations of the District.

As a legislative body, the VCCCD Board of Trustees conducts deliberations and actions openly within the realm of public scrutiny consistent with Government Code Section 54953, also known as the Ralph M. Brown Act (included in Appendix III). Minutes are prepared for all actions taken by the VCCCD Board of Trustees to serve as the District's public record.

Every regular Board meeting provides an opportunity for the public to address the Trustees on any item of interest to citizens within the jurisdiction of the Board. No action, however, can be taken on an issue unless it has first been noticed on the Board agenda.

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

- Request clarification from those making public comments;
- Request staff to provide factual information on the comments being presented;
- Request staff to report back to the Board on the subject of comment at a later meeting; or
- Direct staff to place the matter on a future agenda.

The exception to the requirement for open meetings is when the Board confers in private on one of the following:

- Consideration of the appointment, employment, evaluation, discipline or dismissal of an employee;
- Consideration of charges brought against an employee by another;
- Consideration of national or public security;
- Confer with legal counsel regarding litigation;
- Consideration of student disciplinary actions;
- Consideration of real property transactions;
- Confer with District representatives within the scope of collective bargaining; or
- Consideration of honorary degrees or gifts from anonymous donors.

Items to be discussed in such a closed session are disclosed in open session through the printed and public Board agenda. Following a closed session, the Board reconvenes in open session and announces any action taken in closed session and the vote or abstentions of its members. Trustees do not disclose personnel, collective bargaining, or other discussions prohibited by law.

Role of District Chancellor

The Chancellor is the administrative agent of the Board of Trustees and, as such, is the District's only employee responsible directly to the Board. The Chancellor is accountable for the operation of the District and for providing policy recommendations to the Board. Further definition of the Chancellor's responsibilities is provided in the Participatory Governance Manual *Role of Administrators*.

The Chancellor has the right to accept, reject, or modify recommendations from the District Consultation Council. When the Chancellor rejects or modifies a recommendation from the District Consultation Council, he/she informs that group of the objections to their recommendation. The Academic Senates, Service Employees International Union (SEIU), Ventura County Federation of College Teachers (AFT), and/or Associated Student Governments (ASG) retains the right to present their comments on the Chancellor's recommendation directly to the Board of Trustees.

Role of Faculty

Faculty members perform duties as instructors, librarians, or counselors in areas for which they possess appropriate qualifications; assess, develop, and recommend articulation agreements; implement activities based on applicable recommendations and District/College goals; perform other contractually identified professional responsibilities; and provide advice and recommendations regarding relevant policies and procedures through active participation on District committees, councils, and task forces.

Full-time and part-time faculty members at each College are represented in governance by an Academic Senate. The Academic Senate at each College assumes primary responsibility for making recommendations in the areas of curriculum, academic standards, and other areas of professional and academic matters identified in Assembly Bill 1725.

The VCCCD Board of Trustees agreed in Board Policy 2510 to function with the Colleges' Academic Senates in academic and professional matters under the mutual agreement option. When the Board elects to provide for mutual agreement with the Academic Senates, and an agreement has not been reached, existing policy shall remain in effect unless such policy exposes the District to legal liability or fiscal hardship. In cases where there is no existing policy, or when legal liability or fiscal hardship requires existing policy to be changed, the Board may act, after a good faith effort to reach agreement, only for compelling legal, fiscal, or organizational reasons.

Through the three Academic Senates and their College governance structure, recommendations are made to the administration of its College and the District on the following specific academic and professional matters:

- Curriculum, including establishing prerequisites and placing courses within disciplines;
- Degree and certificate requirements;
- Grading policies;
- Educational program development;
- Standards or policies regarding student preparation and success;
- District and College governance structures, as related to faculty roles;
- Faculty roles and involvement in accreditation processes, including self-study and annual reports;
- Policies for faculty professional development activities;
- Processes for program review;
- Processes for institutional planning and budget development; and
- Other academic/professional matters, mutually agreed upon between the Board of Trustees and the Academic Senate (Not implemented at VCCCD).

The Board and Chancellor consult collegially with Academic Senates on the matters described above. Consultation on processes in program review, planning, and budgeting means exactly that: It is not required to consult collegially on the “content” of program review, planning, and budget documents (although many people may be involved in the development of those activities).

Full-time and part-time faculty members within the District are represented in collective bargaining by a chapter of the American Federation of Teachers, which operates under a contract negotiated and approved by its members.

The two bodies that represent District faculty are compatible; the Academic Senates are responsible for professional and academic matters, while the chapter of the American Federation of Teachers responds to matters within the scope of salary, benefits, and working conditions.

Academic Senates appoint faculty members to District groups; in addition, provisions of the negotiated contract include appointment of faculty members to specific District and College governance committees to represent the American Federation of Teachers.

Role of Classified Staff

Classified staff members include College and District employees in a wide range of positions including administrative assistants, clerks, custodians, and grounds workers. Classified staff members are provided with opportunities to participate in the formulation and development of District and College recommendations as well as in the processes for developing recommendations that have or will have a significant effect on them.

Classified staff members at each College are represented by the Service Employees International Union, Local 99, including all regular, permanent and probationary, full-time and part-time merit system classified employees in Units “A” and “B” as certified by the Los Angeles Regional Director of the Public Employment Relations Board.

This collective bargaining unit conducts elections to appoint classified staff to District and College governing councils in the areas that have or will have a significant effect on staff and that are outside the scope of collective bargaining. Prior to the Board of Trustees taking action on such matters, classified staff are provided with the opportunity to participate in the formulation of recommendations through committee participation in areas that affect them. The Board gives every reasonable consideration to recommendations and opinions of staff.

Role of Students

Students are the reason the District and its Colleges exist: Students learn through participation in and completion of approved courses and involvement in college life activities.

Students at each College are represented by an Associated Student Government organization composed of an elected Board of Directors. Each College’s student government organization operates in accordance with its own constitution and bylaws and is responsible for appointing student representatives to serve on District councils. In their role representing all students, they offer opinions and make recommendations to the administration of the College and to the Board of Trustees with regard to District and College policies and procedures that have or will have a significant effect on students. Those areas are specifically defined as:

- Grading policies;
- Codes of student conduct;
- Academic disciplinary policies;
- Curriculum development;
- Courses or programs which should be initiated or discontinued;
- Processes for institutional planning and budget development;
- Standards and policies regarding student preparation and success;
- Student services planning and development;
- Students fees within the authority of the District to adopt; and
- Any other District and College policy, procedure, or related matter that the District Board of Trustees determines will have a significant effect on students.

Generally, the VCCCD Board of Trustees shall not take action on a matter having a significant effect on students unless they have been provided with an opportunity to participate in the recommendation process. The Board of Trustees ensures that recommendations and positions developed by students are given every reasonable consideration. Similarly, the Academic Senate at each College will consult with their counterpart Associated Student Government prior to making recommendations that impact students' interests.

Role of Administrators

The job descriptions for College and District administrators assign specific governance roles for administrators and call for both successful processes and products.

Product: Administrators are held accountable to provide effective leadership for and support of faculty and staff in the planning, implementation, and monitoring of District and College activities while maintaining compliance with state regulations, laws, and District policies.

Process: Administrators are held accountable to carry out their responsibilities in styles that support and maintain the spirit and letter of participatory governance.

Drawing from job descriptions approved by the Board of Trustees for each administrative position, the roles for College and District administrators are to:

- Provide leadership and expertise in assessing, identifying, formulating, and aiding in implementing the overall academic direction for the College in conjunction with the Chancellor;
- Plan, organize, direct, and evaluate the activities of the College pursuant to District and College mission and goals as set forth by the Board of Trustees; report on College achievement of District and College goals;
- Plan and recommend the instructional and student services programs, College budget, and organizational structure of the College;
- Prepare and maintain an educational master plan and support institutional research related to student learning, development, and outcomes;
- Remain current on emerging services, methodologies, and technologies relevant to the College's educational programs and student services;
- Establish and maintain liaisons with business and community representatives as participants in the planning, development, and modification of division curriculum and programs;
- Serve as a resource to and collaborate with faculty and staff in developing, coordinating, and evaluating the Colleges' programs and services;
- Ensure that the colleges' educational programs and student services comply with the Education Code, state and federal regulations, accreditation standards, District policies, contractual agreements, and articulation agreements;
- Serve as a resource to the Chancellor, the Board of Trustees, and College faculty and staff for colleges' educational and student service programs; and
- Promote the appropriate inclusion of students, faculty, and staff in participatory decision-making processes.

In attendance:

James Meznik, Chancellor
Robin Calote, Ventura College President

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
David Keebler, Vice President, Business Services
Iris Ingram, Vice President Business Services
Richard DeLaO, Chief of Police
Michael Arnoldus, Director
Will Deits, Director
Patricia Ewins, Dean
Clare Geisen, Director
Carmen Guerrero, Dean
Tim Harrison, Dean
Cynthia Herrera, Director
Kim Hoffmans, Dean
Gwen Huddleston-Lewis, Dean
Carolyn Inouye, Dean
Victoria Lugo, Dean
Mary Anne McNeil, Director
Darlene Melby, College Business Manager
Lisa Miller, Dean
Inajane Nicklas, Dean
David Oliver, Dean
Marjorie Price, Dean
Kathy Scott, Dean
Rick Shaw, Director
Gail Warner, Director
Jay Wysard, Director
Robert Cabral, Oxnard College Academic Senate President
Riley Dwyer, Moorpark College Academic Senate President
Connie Owens, Oxnard College Classified Senate President
Peder Nielsen, Ventura College Classified Senate President
Andrew Blackwelder, Moorpark College Associated Student Government Director of External Affairs
Carlos Gonzales, Sr. Oxnard College Associated Student Government President
Les Dickey, Measure S
Steve Hall, AFT President
Dan Casey, SEIU Chief Steward
Patti Blair, Executive Assistant, Recorder
Laurie Nelson-Nusser, Recorder

2. Call to Order:

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

3. Public Comments Regarding Closed Session Agenda Items

There were no comments.

4. Recess to Closed Session

- 4.01 PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Gov. Code, section 54957)

5. Reconvene in Open Session 6:00 p.m. and Closed Session Report

Chair Blum provided the following closed session report:

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Gov. Code, section 54957)

1. It was moved by Trustee Miller and seconded by Trustee McKay, and carried on a 5-0 vote, that employee number 900369615 is suspended without pay for the duration of three (3) days. Yes: Chair Blum, Vice Chair Hernandez, Trustee McKay, Trustee Miller, and Trustee Perez.
2. It was moved by Trustee McKay and seconded by Trustee Miller, and carried on a 5-0 vote, that employee number 900000414 is suspended without pay for the duration of five (5) days. Yes: Chair Blum, Vice Chair Hernandez, Trustee McKay, Trustee Miller, and Trustee Perez.
3. It was moved by Trustee McKay and seconded by Trustee Perez, and carried on a 5-0 vote, that employee number 900000708 is terminated from employment with the Ventura County Community College District. Yes: Chair Blum, Vice Chair Hernandez, Trustee McKay, Trustee Miller, and Trustee Perez.

6. Pledge to the Flag

Ned Mircedic led the pledge to the flag.

7. Acknowledgement of Guests and Special Recognitions

There were no guests or special recognitions.

8. Foundation Reports

Foundation Reports were provided by Dr. Richard Duran, Ms. Diana Dunbar, and Dr. Pam Eddinger. Dr. Meznik indicated all college foundations are in good standing.

9. Public Comments

Public comments were made by Katy Hott, Steve Hall, Dan Casey, Ron Owen, Trisha Farrugia, Steve Hall, Bea Herrera, Byron Ward, Robert Sweet, Nesta Campbell, John R. Hatcher, III, Jim Gilmer on behalf of Devon Marshall, Rev. Jim Gilmer, David Rodriguez, George Ortega, Linda Kamaila, Kathy, Johnsen, Nenagh Brown, Kathryn Adams, Andres Orozco, Arturo Reyes, Andrea Baltazar, Pricilla Cisneros.

10. Budget Update

Ms. Johnson provided a budget update and presented the budget planning calendar. Trustees agreed to planning for an \$8,000,000 budget deficit to use in developing the budget.

11. Associated Student Government Reports

- Andrew Blackwelder commented on student activities, including *Club Rush*, *Movie Night*, and the Washington D.C. ASG Conference.
- Carlos Gonzalez, Sr. commented on Proposition 1522, student elections, a tentative student election candidate forum, African American Fashion Show, the possible closure of student cafeterias, Chancellor's salary, and a legislative debate.
- Chris La Cruz, Ventura College, commented on Gay Street Alliance, a mock wedding event, club in-service, *Leap Day* event, voter registration, Proposition 1522.

12. Senate President Business Report

- Riley Dwyer, Moorpark College Academic Senate President, commented on recent accreditation findings and the work necessary to submit a response to ACCJC to meet the March 15, 2012 deadline.
- Robert Cabral, Oxnard College Academic Senate President, commented on recent accreditation findings, questions in meeting future responsibilities, and a plan to improve.
- Peter Sezzi, Ventura College Academic Senate President, commented on accreditation findings, continued concern about not addressing problems with shared governance, communication, the Board's policy-making role, and questions about Board commitment to address accreditation challenges.
- Connie Owens, Oxnard College Classified Senate President, commented on classified senate activities, including Valentine's Day luncheon, scholarships, Veteran's Center grand opening, Oxnard College Foundation scholarships, and the purchase of a new piano for the Performing Arts Center.
- Peder Nielsen, Ventura College Classified Senate President, commented on the classified senate meeting and the Southern California State Senate Retreat.

13. Changes to the Agenda

Chair Blum moved Item 20.01 Discussion of Successor Chancellor Search Committee Progress to follow 9.0 Public Comments.

14. Chancellor's Recommendations of Board of Trustees Agenda

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 February 3, 2012, were reviewed within the District's Consultation Council and are hereby presented to the Trustees for action, without constituent objection. Chancellor Meznek indicated there was no constituent objection.

15. STUDY SESSION: Accreditation Update

Chair Blum opened the study session.

Chancellor Meznek commented the ACCJC imposed probation on each college within the District. A special report is due to the ACCJC by March 15 to address Commission concern regarding staff development and governance of the District. The seven recommendations will be reviewed on October 15 and a follow-up visit will take place. The Commission found the VCCCD deviated from Commission Eligibility Requirements. Dr. Meznek commented about on-going work related to each of the seven District Accreditation Recommendations. A Special Board Meeting is scheduled February 22, 2012 to address specific action plans.

Presidents Eddinger, Duran, and Calote provided the Board with accreditation updates.

Trustees acknowledged the work the colleges have done in meeting accreditation requirements and expressed Board commitment to meet accreditation requirements. Chair Blum reconvened the Ad-Hoc Strategic Planning Committee to finalize the February 22, 2012 Special Meeting of the Board of Trustees agenda.

Chair Blum closed the study session.

16. Study Session: ARCC Reports

Dr. Pam Eddinger, Moorpark College President, report on Moorpark College 2011 ARCC Report:

- The demographic: 73% under age of 25, majority declared transfer
- Above average 4 out of 7 categories
- Persistent rate (80.1%) places at the top of the peer group, consistent with college performance in the last 5 years
- Basic Skills Success rate dropped slightly due to a drop in the math area. Performance monitored on the local level shows stable and strong completion in English. Mathematics is the focus of the Basic Skills Committee this Fall and Spring
- College continues to align college goals to ARCC categories: Access resulting from student persistence and success, relevant career-technical education, and monitoring enrollment practices in an environment of economic stress.

Dr. Richard Duran, Oxnard College President, report on Oxnard College 2011 ARCC Report:

- OC continues to be designated as a Hispanic Serving Institution (HSI)
- Improved 6 year progress and achievement, 30 unit attainment, and fall to fall persistence, but while student progress and achievement rate is increasing it is still just under 50% - opportunity for continued improvement (Table 1.1)
- Students receiving special support services (STEM, OC Scholars, EOPS, DSPS, CalWORKS) tend to have higher levels of persistence and achievement (Tables 1.1, 1a, 1.2)
- Successful course completion rate for occupational students remains high (76.5%) (Table 1.3)
- After three years of declining improvement rates in ESL basic skills courses, the rate of improvement increased 10% (Table 1.5)
- Slight increase in unduplicated headcount and FTES. Continued cooperative efforts with area high schools, scholarship funds available such as OC Scholars, and improved persistence rates (Table 1.7)
- Age of students - % 20-24 years olds increasing each year. Reduced # of concurrent HS students may be contributing. (Table 1.8)
- Nearly 79% of OC students are from ethnic minority groups with Hispanics representing 65.2% of the student body (Table 1.10)

- Oxnard College is above the peer group average in 4 of 7 measures - Improved 6-year progress and achievement, 30 unit attainment, fall-to-fall persistence, and improvement rate for credit ESL classes. (Table 1.11)

Dr. Robin Calote, Ventura College President, report on Ventura College 2011 ARCC Report:

- Slight decrease in FTES
- Percentage of students 24 and younger increasing
- Increase in Hispanic students
- Increases in persistence and achievement rates
- Future enhancement of rates being addressed by new Title V HSI Cooperative Grant that is supporting the student services redesign project
- Increase of 1.8% in basic skills course completion rate, however improvement rate dropped by 5.5% (although still higher percentage rate than peer colleges)
- Improvement in basic skills rates expected from ongoing initiatives (i.e., accelerated instruction in English and math, supplemental instruction, themed classes, learning communities)
- Above peer grouping average in three of seven categories: (1) Persistence Rate, (2) Annual Successful Course Completion Rate for Credit Basic Skills Courses, and (3) Improvement Rate for Credit Basic Skills Courses.

17. Board Policy

Information: 17.01 The Policy Committee met on January 25, 2012. The Policy Committee provides recommendations to the Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to ensure uniform practice Districtwide and avoid impeding college operational effectiveness (Accreditation Standards III.A.3.a, III.A.4.c, IV.B.1.b-c; IV.B.1.e).

Action: 17.02 ACTION TO REAFFIRM BOARD POLICY (BP) 2740 TRUSTEE PROFESSIONAL DEVELOPMENT. This item presents for reaffirmation BP 2740 Trustee Professional Development and provides revised Administrative Procedure (AP) 2740 Trustee Professional Development. The Chancellor recommends the Board of Trustees reaffirm BP 2740 Trustee Professional Development. AP 2740 has been revised, is provided for informational purposes only, and is consistent with BP 2740. 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.

Action: 17.03 ACTION TO APPROVE BOARD POLICY (BP) 3280 GRANTS. This item presents for approval BP 3280 Grants and provides Administrative Procedure (AP) 3280 for information only. The Chancellor recommends the Board of Trustees approve revised BP 3280 Grants. AP 3280 is provided for informational purposes only and is consistent with BP 3280. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 17.04 ACTION TO REAFFIRM BOARD POLICY (BP) 4021 PROGRAM DISCONTINUANCE. This item presents for reaffirmation BP 4021 Program Discontinuance and provides new Administrative Procedure (AP) 4021 Program Discontinuance. The Chancellor recommends the Board of Trustees reaffirm BP 4021 Program Discontinuance. AP 4021 Program Discontinuance, required for accreditation, is provided for informational purposes and is consistent with BP 4021. 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.

Action: 17.05 ACTION TO REAFFIRM BOARD POLICY (BP) 6750 PARKING. This item presents for reaffirmation BP 6750 Parking and provides revised Administrative Procedure (AP) 6750. The Chancellor recommends the Board of Trustees reaffirm BP 6750 Parking. Revised AP 6750 is provided for informational purposes only and is consistent with BP 6750. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 17.06 ACTION TO REAFFIRM BP 7120 RECRUITMENT AND HIRING. This item presents for reaffirmation BP 7120 Recruitment and Hiring and provides revised Administrative Procedures (AP) 7120-B Recruitment and Hiring: Full-Time Faculty and AP 7120-D Recruitment and Hiring: Part-Time Faculty. The Chancellor recommends the Board of Trustees reaffirm BP 7120 Recruitment and Hiring. Revised AP 7120-B

Recruitment and Hiring: Full-Time Faculty and AP 7120-D Recruitment and Hiring: Part-Time Faculty are provided for informational purposes only and are consistent with BP 7120. 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.

18. Trustees/Chancellor's Office

Discussion: 18.01 STUDY SESSION. BOARD MEETING ASSESSMENT FROM THE JANUARY 17, 2012 REGULAR BOARD MEETING. This item presents for review a Board meeting assessment for the January 17, 2012 Regular Board of Trustees meeting.

Action: 18.02 ACTION TO APPROVE GOVERNING BOARD MEMBER ABSENCE. This item presents for approval the absence of a Board of Trustees member. There was no action taken.

19. Business Services

Action: 19.01 APPROVAL TO AMEND THE GENERAL FUND UNRESTRICTED RESERVE AND EXPENDITURE ACCOUNTS, AND USE OF GENERAL FUND UNRESTRICTED RESERVES FOR THE SUCCESSOR CHANCELLOR SEARCH (REQUIRES 2/3 VOTE): This item requests approval to amend the General Fund Unrestricted Reserve and Expenditure Accounts, and use of Reserves in the amount of \$50,000 for the costs associated with the successor chancellor search. The Chancellor recommends acceptance of this amendment to the General Fund-Unrestricted budget in the amounts indicated and use of reserves (requires 2/3 vote). Motion by Vice Chair Arturo Hernandez, 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.

Action: 19.02 USE OF RESERVES AND APPROVAL OF BUDGET AMENDMENT (REQUIRES 2/3 VOTE):

This item requests approval to amend the General Fund Revenue and the use of the Revenue Shortfall Contingency Reserve funds. The Chancellor recommends approval of the use of reserves (requires 2/3) vote and amendment to the General Fund-Unrestricted budget in the amounts indicated. 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.

20. Human Resources

Discussion: 20.01 DISCUSSION OF SUCCESSOR CHANCELLOR SEARCH COMMITTEE PROGRESS. A representative from Community College Search Services will present a report following the search committee's first meeting and will review the proposed search timeline, the proposed recruitment brochure and discuss compensation for the position.

Chair Blum moved Item 20.01 Discussion of Successor Chancellor Search Committee Progress to follow 9.0 Public Comments. Representatives from Community College Search Services provided an update on the Chancellor's search, calendar of the search process, recruitment brochure, compensation, benefits, and heard Trustees comments and suggestions. Trustees agreed to set the salary range from \$210,000 to \$250,000.

Action: 20.02 APPROVAL OF TENURE TRACK 2ND CONTRACT RECOMMENDATIONS: This item presents for approval the recommendations for faculty on 1st contract status at Moorpark College, Oxnard College and Ventura College to advance to a 2nd contract effective as of the 2012-2013 Academic Year. The college presidents and the Tenure Review Committees recommend that the Board of Trustees approve the recommendations for faculty on 1st contract status at Moorpark College, Oxnard College and Ventura College to advance to a 2nd contract effective as of the 2012-2013 Academic Year 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: 20.03 APPROVAL OF TENURE TRACK 3RD CONTRACT RECOMMENDATIONS: This item presents for approval the recommendations for faculty on 2nd contract status at Moorpark College, Oxnard College and Ventura College to advance to a 3rd contract effective as of the 2012-2013 Academic Year. The college presidents and the Tenure Review Committees recommend that the Board of Trustees approve the recommendations for faculty on 2nd contract status at Moorpark College, Oxnard College and Ventura College to advance to a 3rd contract effective as of the 2012-2013 Academic Year as set forth below. 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.

Action: 20.04 APPROVAL OF TENURE RECOMMENDATIONS: This item presents for approval the recommendations for tenure for faculty at Moorpark College, Oxnard College and Ventura College, effective as of the 2012-2013 Academic Year. The college presidents and the Tenure Review Committees recommend that the Board of Trustees approve the tenure recommendations for Moorpark College, Oxnard College and Ventura College effective as of the 2012-2013 Academic Year as listed below. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 20.05 INPUT ON SELECTION OF A VENDOR FOR INSURANCE BROKER SERVICES: This item requests input from the Board on how to proceed for the selection of insurance broker services. The Chancellor seeks Board input regarding how to proceed for the selection of services for insurance broker services.

Trustees agreed to establish an ad-hoc committee consisting of two members of the Board (Vice Chair Hernandez and Trustee McKay), one faculty member, one classified employee, and one unrepresented employee from the Administrators/Supervisors/Confidential/Classified (ASCC) Group. The committee members will be appointed by their constituent groups and will be members of the existing health benefits committees (AFT/Management and ASCC).

21. Capital Planning

There were no items.

22. Student Learning

There were no items.

23. Consent Calendar

Action (Consent): 23.01 APPROVAL OF CONSENT CALENDAR. This item presents for approval the Consent Calendar. The Chancellor recommends the Board of Trustees approve this item. Motion by Vice Chair Arturo Hernandez, 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.

24. Consent Calendar: Approval of Minutes

Action (Consent), Minutes: 24.01 APPROVAL OF MINUTES FOR THE REGULAR MEETING OF THE BOARD OF TRUSTEES FOR JANUARY 10, 2012. This item presents for approval the minutes of the Board of Trustees meeting of January 10, 2012. The Chancellor recommends the Board of Trustees approve this item. Motion by Vice Chair Arturo Hernandez, 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.

Minutes: 24.02 APPROVAL OF MINUTES FOR THE REGULAR MEETING OF THE BOARD OF TRUSTEES FOR JANUARY 17, 2012. This item presents for approval the minutes of the Board of Trustees meeting of January 17, 2012. The Chancellor recommends the Board of Trustees approve this item. Motion by Vice Chair Arturo Hernandez, 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..

25. Consent Calendar: Business Services

Action (Consent): 25.01 RATIFICATION OF ACCOUNTS PAYABLE AND PAYROLL FOR THE PERIOD OF DECEMBER 16, 2011 TO JANUARY 23, 2012: This item presents for ratification Accounts Payable and Payroll for the period of December 16, 2011 to January 23, 2012. The Chancellor recommends the Board of Trustees approve this item. Motion by Vice Chair Arturo Hernandez, 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.

Action (Consent): 25.02 APPROVAL/RATIFICATION OF BOARD PURCHASE ORDER REPORT #9 FOR FY 2011-12: This item presents for approval/ratification of Board Purchase Order Report #9, for FY 2011-2012 from January 3, 2012 to January 26, 2012. The Chancellor recommends the Board of Trustees approve this item. Motion by Vice Chair Arturo Hernandez, 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.

Action (Consent): 25.03 ACCEPTANCE OF GIFTS: This item presents for approval the acceptance of gifts. The Chancellor recommends the Board of Trustees approve this item. Motion by Vice Chair Arturo Hernandez, 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.

Action (Consent): 25.04 APPROVAL OF BID 426, OXNARD COLLEGE LEARNING RESOURCE CENTER FURNITURE: This item presents for approval the award of Bid 426, Oxnard College Learning Resource Center Furniture to the lowest responsive bidders for each section as displayed below. The Chancellor recommends the Board of Trustees approve this item. Motion by Vice Chair Arturo Hernandez, 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.

Action (Consent): 25.05 QUARTERLY FINANCIAL STATUS REPORT, GENERAL FUND – UNRESTRICTED (CCFS-311Q): This item requests acceptance of the quarterly financial status report (CCFS-311Q) for the General Fund-Unrestricted as required by law. The Chancellor recommends that the Board of Trustees accept the quarterly financial status report (CCFS-311Q) for the General Fund-Unrestricted and authorize that the report be filed with the Chancellor's Office of the California Community Colleges and the Ventura County Superintendent of Schools. 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.

26. Consent Calendar: Human Resources

Action (Consent): 26.01 EMPLOYMENT AND POSITION CONTROL: RECLASSIFICATION OF POSITIONS: This item presents for approval the reclassification of a Matriculation Specialist I position to a Matriculation Specialist II position and a Clerical Assistant II position to a Clerical Assistant III position in the Matriculation and Assessment Department at Ventura College. The Chancellor recommends the Board of Trustees approve this item. Motion by Vice Chair Arturo Hernandez, 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.

Action (Consent): 26.02 AUTHORIZATION FOR DESTRUCTION OF RECORDS: This item presents for approval the authorization for destruction of records pursuant to the provisions in the Regulations for Destruction of Records (Cal. Code Regs., title 5, sections 59020-59041). The Chancellor recommends the Board of Trustees approve this item. Motion by Vice Chair Arturo Hernandez, 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.

27. Consent Calendar: Capital Planning

Report: 27.01 Trustees: Capital Planning & Facilities Committee met on January 25, 2012.

Action (Consent): 27.02 ACCEPTANCE OF CHANGE ORDER SUMMARY REPORTS FOR CAPITAL PROJECTS: This item presents for approval the Change Order Summary Reports for Capital Projects. The Chancellor recommends the Board of Trustees approve this item. Motion by Vice Chair Arturo Hernandez, 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.

Action (Consent): 27.03 APPROVAL OF REDUCTION IN RETENTION FOR VRATSINAS CONSTRUCTION COMPANY FOR THE MOORPARK COLLEGE EATM COMPLEX, PROJECT #19116: This item presents for approval the reduction in retention for Vratsinas Construction Company from 10% to 1% of the current contract value for the Moorpark College EATM Complex, Project #19116. The Chancellor recommends the Board of Trustees approve this item. Motion by Vice Chair Arturo Hernandez, 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.

Action (Consent): 27.04 APPROVAL OF SUPPLEMENT TO CONTRACT WITH CONSTRUCTION TESTING & ENGINEERING, INC. TO PROVIDE CONSTRUCTION MATERIALS AND INSPECTION SERVICES TO COMPLETE CONSTRUCTION OF THE OXNARD COLLEGE LEARNING RESOURCE CENTER RENOVATION/NEW CONSTRUCTION, PROJECT #29124: This item presents for approval a supplement to the contract with Construction Testing & Engineering, Inc. for construction materials testing and inspection services in the amount of \$45,000 to complete the construction of the Oxnard College Learning Resource Center

Renovation/New Construction, Project #29124. The Chancellor recommends the Board of Trustees approve this item. Motion by Vice Chair Arturo Hernandez, 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.

Action (Consent): 27.05 ACCEPTANCE OF COMPLETION OF CONTRACT WITH MACKONE DEVELOPMENT FOR THE VENTURA COLLEGE S BUILDING RENOVATION, PROJECT #39082: This item presents for approval the acceptance of completion of the contract with Mackone Development for the Ventura College S Building Renovation, Project #39082. The Chancellor recommends the Board of Trustees approve this item. Motion by Vice Chair Arturo Hernandez, 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.

Action (Consent): 27.06 ACCEPTANCE OF COMPLETION OF CONTRACT WITH H AND S CONTRACTORS FOR THE VENTURA COLLEGE ATHLETIC EVENTS CENTER CODE UPGRADES PROJECT, PROJECT #39105: This item presents for approval the acceptance of completion of the contract with Ventura College H and S Contractors for the Athletic Events Center Upgrades, Project #39105. The Chancellor recommends the Board of Trustees approve this item. Motion by Vice Chair Arturo Hernandez, 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.

Action (Consent): 27.07 APPROVAL TO SUPPLEMENT CONTRACT WITH INDEPENDENT SOLUTIONS FOR PROJECT INSPECTOR SERVICES FOR THE VENTURA COLLEGE G BUILDING RENOVATION, PROJECT #39117: This item presents for approval a supplement to the contract with Independent Solutions in the amount of \$67,200 to provide Project Inspector services for the Ventura College G Building (Theater) Renovation, Project #39117. The Chancellor recommends the Board of Trustees approve this item. Motion by Vice Chair Arturo Hernandez, 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.

Action (Consent): 27.08 APPROVAL OF SUBCONTRACTOR SUBSTITUTION FOR THE GYPSUM WALLBOARD WORK FOR THE VENTURA COLLEGE G BUILDING RENOVATION, PROJECT #39117: This item presents for approval the substitution of AGS Wall Systems with M & T Concrete as the new listed gypsum wallboard subcontractor for the Ventura College G Building Renovation, Project #39117. The Chancellor recommends the Board of Trustees approve this item. Motion by Vice Chair Arturo Hernandez, 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.

Action (Consent): 27.09 ACCEPTANCE OF COMPLETION OF CONTRACT WITH HOWARD S. WRIGHT CONSTRUCTORS FOR THE VENTURA COLLEGE ATC/GPC/HSC, PROJECT #39120: This item presents for approval the acceptance of completion of the contract with Howard S. Wright Constructors for the Ventura College Advanced Technology/General Purpose Classrooms/Health Science Center (ATC/GPC/HSC), Project #39120. The Chancellor recommends the Board of Trustees approve this item. Motion by Vice Chair Arturo Hernandez, 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.

Action (Consent): 27.10 ACCEPTANCE OF COMPLETION OF CONTRACT WITH DON ROSER, INC FOR THE REGIONAL FIRE, SHERIFF & POLICE EDUCATION AND TRAINING ACADEMY ENTRANCE ROAD, PROJECT #89106: This item presents for approval the acceptance of completion of the contract with Don Roser, Inc. for the Regional Fire, Sheriff & Police Education and Training Academy Entrance Road, Project #89106. The Chancellor recommends the Board of Trustees approve this item. Motion by Vice Chair Arturo Hernandez, 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.

28. Consent Calendar: Student Learning

Action (Consent): 28.01 MOORPARK COLLEGE NEW COURSE APPROVAL: This item presents for approval a new course at Moorpark College. The Chancellor recommends the Board of Trustees approve this item. Motion by Vice Chair Arturo Hernandez, 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.

Action (Consent): 28.02 MOORPARK COLLEGE REVISED DEGREE/PROGRAM: This item presents for approval revised degree/program at Moorpark College. The Chancellor recommends the Board of Trustees approve this item. Motion by Vice Chair Arturo Hernandez, 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.

29. Informational Items

There are no items.

30. Reports

- **Academic Senates**

Peter Sezzi commented on faculty professional development.

- **Trustees**

Dr. Steve Hall provided public comment regarding the Millionaire's Tax.

Trustees assured the colleges of their commitment to addressing accreditation findings, the Santa Paula East Campus graduation, the Community College League of California Effective Trusteeship Conference in Sacramento, and thanked staff for their dedicated work.

Trustees requested clarification regarding the Chancellor's Search.

- **Chancellor**

Chancellor Meznek commented on the timing of addressing Accreditation Commission concerns.

Ms. Clare Geisen commented on the Acceptance of Student Election Standard Operating Practices and preparing for the April student elections.

31. Adjournment

Chair Blum adjourned the meeting at 12:11 a.m.

**Ventura County Community College District
Board of Trustees Regular Meeting
Tuesday, February 22, 2012**

Members present: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, and Trustee Bernardo Perez

Members not present: Student Trustee Arshia Malekzadeh

1. Mission

District Mission: The Ventura County Community College District (VCCCD) is committed to assisting students in the attainment of its primary mission as a system of state supported two-year colleges.

The primary mission of the District is to produce student learning in lower division level academic transfer and career/vocational degree and certificate programs. Effective, efficient student support services are offered to assist in the accomplishment of the District's primary mission based on need and available resources.

Ventura County Community College District works to enhance state, regional, and local economic growth and global competitiveness within the pursuit of its primary mission. Additionally, workforce and economic development activities and services are offered based on need and available resources.

English as a Second Language instruction, remedial, adult education, and supplemental learning services that contribute to student success are offered and operated based on need and available resources.

Ventura County Community College District improves the quality of community life by offering not-for-credit, recreational, vocational, cultural, and civic programming based on community demand and available resources.

All District programs, services, and activities operate within a framework of integrated planning and budgeting. Ongoing, student learning outcome assessment and systematic program review are used to ensure District-wide excellence through sustainable, continuous quality improvement in compliance with its mission.

Governance Roles

Roles of Board, Chancellor, Faculty, Administrators, and Staff

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 outlined below is derived from several sources: the Government Code of California, California Code of Regulations (see relevant sections of Title 5 in Appendix III), VCCCD Board Policy, District practices and procedures, and job descriptions.

Role of the Board of Trustees

Trustees are guardians of the public's trust and are accountable to all county citizens although they are elected within subsections of Ventura County. The Board's primary responsibility is to establish District policies that align with the minimum standards set by the Board of Governors of the California Community Colleges.

The Board of Trustees, as elected representatives of the community, is the final voice in the District subject to the laws and appropriate regulations of the State Legislature and State Chancellor's Office. The Board completes work with a focus on the District mission. In these statements, most recently reviewed and adopted on July 14, 2009, and March 13, 2007, respectively, the members of the Board defined the end result of the efforts at the Colleges and District. The Board ensures that this mission and vision will be accomplished by assigning responsibilities to District employees through job descriptions. In this way, the Board remains outside the operations of the District.

As a legislative body, the VCCCD Board of Trustees conducts deliberations and actions openly within the realm of public scrutiny consistent with Government Code Section 54953, also known as the Ralph M. Brown Act (included in Appendix III). Minutes are prepared for all actions taken by the VCCCD Board of Trustees to serve as the District's public record.

Every regular Board meeting provides an opportunity for the public to address the Trustees on any item of interest to citizens within the jurisdiction of the Board. No action, however, can be taken on an issue unless it has first been noticed on the Board agenda.

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

- Request clarification from those making public comments;
- Request staff to provide factual information on the comments being presented;
- Request staff to report back to the Board on the subject of comment at a later meeting; or
- Direct staff to place the matter on a future agenda.

The exception to the requirement for open meetings is when the Board confers in private on one of the following:

- Consideration of the appointment, employment, evaluation, discipline or dismissal of an employee;
- Consideration of charges brought against an employee by another;
- Consideration of national or public security;
- Confer with legal counsel regarding litigation;
- Consideration of student disciplinary actions;
- Consideration of real property transactions;
- Confer with District representatives within the scope of collective bargaining; or
- Consideration of honorary degrees or gifts from anonymous donors.

Items to be discussed in such a closed session are disclosed in open session through the printed and public Board agenda. Following a closed session, the Board reconvenes in open session and announces any action taken in closed session and the vote or abstentions of its members. Trustees do not disclose personnel, collective bargaining, or other discussions prohibited by law.

Role of District Chancellor

The Chancellor is the administrative agent of the Board of Trustees and, as such, is the District's only employee responsible directly to the Board. The Chancellor is accountable for the operation of the District and for providing policy recommendations to the Board. Further definition of the Chancellor's responsibilities is provided in the Participatory Governance Manual *Role of Administrators*.

The Chancellor has the right to accept, reject, or modify recommendations from the District Consultation Council. When the Chancellor rejects or modifies a recommendation from the District Consultation Council, he/she informs that group of the objections to their recommendation. The Academic Senates, Service Employees International Union (SEIU), Ventura County Federation of College Teachers (AFT), and/or Associated Student Governments (ASG) retains the right to present their comments on the Chancellor's recommendation directly to the Board of Trustees.

Role of Faculty

Faculty members perform duties as instructors, librarians, or counselors in areas for which they possess appropriate qualifications; assess, develop, and recommend articulation agreements; implement activities based on applicable recommendations and District/College goals; perform other contractually identified professional responsibilities; and provide advice and recommendations regarding relevant policies and procedures through active participation on District committees, councils, and task forces.

Full-time and part-time faculty members at each College are represented in governance by an Academic Senate. The Academic Senate at each College assumes primary responsibility for making recommendations in the areas of curriculum, academic standards, and other areas of professional and academic matters identified in Assembly Bill 1725.

The VCCCD Board of Trustees agreed in Board Policy 2510 to function with the Colleges' Academic Senates in academic and professional matters under the mutual agreement option. When the Board elects to provide for mutual agreement with the Academic Senates, and an agreement has not been reached, existing policy shall remain in effect unless such policy exposes the District to legal liability or fiscal hardship. In cases where there is no existing policy, or when legal liability or fiscal hardship requires existing policy to be changed, the Board may act, after a good faith effort to reach agreement, only for compelling legal, fiscal, or organizational reasons.

Through the three Academic Senates and their College governance structure, recommendations are made to the administration of its College and the District on the following specific academic and professional matters:

- Curriculum, including establishing prerequisites and placing courses within disciplines;
- Degree and certificate requirements;
- Grading policies;
- Educational program development;
- Standards or policies regarding student preparation and success;
- District and College governance structures, as related to faculty roles;
- Faculty roles and involvement in accreditation processes, including self-study and annual reports;
- Policies for faculty professional development activities;
- Processes for program review;
- Processes for institutional planning and budget development; and
- Other academic/professional matters, mutually agreed upon between the Board of Trustees and the Academic Senate (Not implemented at VCCCD).

The Board and Chancellor consult collegially with Academic Senates on the matters described above. Consultation on processes in program review, planning, and budgeting means exactly that: It is not required to consult collegially on the "content" of program review, planning, and budget documents (although many people may be involved in the development of those activities).

Full-time and part-time faculty members within the District are represented in collective bargaining by a chapter of the American Federation of Teachers, which operates under a contract negotiated and approved by its members.

The two bodies that represent District faculty are compatible; the Academic Senates are responsible for professional and academic matters, while the chapter of the American Federation of Teachers responds to matters within the scope of salary, benefits, and working conditions.

Academic Senates appoint faculty members to District groups; in addition, provisions of the negotiated contract include appointment of faculty members to specific District and College governance committees to represent the American Federation of Teachers.

Role of Classified Staff

Classified staff members include College and District employees in a wide range of positions including administrative assistants, clerks, custodians, and grounds workers. Classified staff members are provided with opportunities to participate in the formulation and development of District and College recommendations as well as in the processes for developing recommendations that have or will have a significant effect on them.

Classified staff members at each College are represented by the Service Employees International Union, Local 99, including all regular, permanent and probationary, full-time and part-time merit system classified employees in Units "A" and "B" as certified by the Los Angeles Regional Director of the Public Employment Relations Board.

This collective bargaining unit conducts elections to appoint classified staff to District and College governing councils in the areas that have or will have a significant effect on staff and that are outside the scope of collective bargaining. Prior to the Board of Trustees taking action on such matters, classified staff are provided with the opportunity to participate in the formulation of recommendations through committee participation in areas that affect them. The Board gives every reasonable consideration to recommendations and opinions of staff.

Role of Students

Students are the reason the District and its Colleges exist: Students learn through participation in and completion of approved courses and involvement in college life activities.

Students at each College are represented by an Associated Student Government organization composed of an elected Board of Directors. Each College's student government organization operates in accordance with its own constitution and bylaws and is responsible for appointing student representatives to serve on District councils. In their role representing all students, they offer opinions and make recommendations to the administration of the College and to the Board of Trustees with regard to District and College policies and procedures that have or will have a significant effect on students. Those areas are specifically defined as:

- Grading policies;
- Codes of student conduct;
- Academic disciplinary policies;
- Curriculum development;

- Courses or programs which should be initiated or discontinued;
- Processes for institutional planning and budget development;
- Standards and policies regarding student preparation and success;
- Student services planning and development;
- Students fees within the authority of the District to adopt; and
- Any other District and College policy, procedure, or related matter that the District Board of Trustees determines will have a significant effect on students.

Generally, the VCCCD Board of Trustees shall not take action on a matter having a significant effect on students unless they have been provided with an opportunity to participate in the recommendation process. The Board of Trustees ensures that recommendations and positions developed by students are given every reasonable consideration. Similarly, the Academic Senate at each College will consult with their counterpart Associated Student Government prior to making recommendations that impact students' interests.

Role of Administrators

The job descriptions for College and District administrators assign specific governance roles for administrators and call for both successful processes and products.

Product: Administrators are held accountable to provide effective leadership for and support of faculty and staff in the planning, implementation, and monitoring of District and College activities while maintaining compliance with state regulations, laws, and District policies.

Process: Administrators are held accountable to carry out their responsibilities in styles that support and maintain the spirit and letter of participatory governance.

Drawing from job descriptions approved by the Board of Trustees for each administrative position, the roles for College and District administrators are to:

- Provide leadership and expertise in assessing, identifying, formulating, and aiding in implementing the overall academic direction for the College in conjunction with the Chancellor;
- Plan, organize, direct, and evaluate the activities of the College pursuant to District and College mission and goals as set forth by the Board of Trustees; report on College achievement of District and College goals;
- Plan and recommend the instructional and student services programs, College budget, and organizational structure of the College;
- Prepare and maintain an educational master plan and support institutional research related to student learning, development, and outcomes;
- Remain current on emerging services, methodologies, and technologies relevant to the College's educational programs and student services;
- Establish and maintain liaisons with business and community representatives as participants in the planning, development, and modification of division curriculum and programs;
- Serve as a resource to and collaborate with faculty and staff in developing, coordinating, and evaluating the Colleges' programs and services;
- Ensure that the colleges' educational programs and student services comply with the Education Code, state and federal regulations, accreditation standards, District policies, contractual agreements, and articulation agreements;
- Serve as a resource to the Chancellor, the Board of Trustees, and College faculty and staff for colleges' educational and student service programs; and
- Promote the appropriate inclusion of students, faculty, and staff in participatory decision-making processes.

In attendance:

James Meznik, Chancellor
 Robin Calote, Ventura College President
 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

David Keebler, Vice President, Business Services
Richard DeLaO, Chief of Police
Michael Arnoldus, Director
Lori Bennett, Dean
Clare Geisen, Director
Mary Anne McNeil, Director
Marjorie Price, Dean
Gail Warner, Director
Jay Wysard, Director
Robert Cabral, Oxnard College Academic Senate President
Riley Dwyer, Moorpark College Academic Senate President
Connie Owens, Oxnard College Classified Senate President
Peder Nielsen, Ventura College Classified Senate President
Daniel Chavez, Oxnard College Associated Student Government Director of External Affairs
Steve Hall, AFT President
Dan Casey, SEIU Chief Steward
Patti Blair, Executive Assistant, Recorder
Laurie Nelson-Nusser, Recorder

2. Call to Order:

Chair Blum called the meeting to order at 5:34 p.m.

3. Public Comments

Public comments were made by Chris Lara Cruz, Riley Dwyer, and Ernest Stein.

4. Pledge to the Flag

Chris Lara Cruz led the pledge to the flag.

5. Chair will announce changes to agenda.

There were no changes to the agenda.

6. Study Session

6.01 Study Session Guidelines

Chair Blum introduced John Didion, facilitator. The facilitator reviewed and Trustees reaffirmed a list of accepted ground rules, introduced by ACCJC during the November 8, 2011 Board Meeting *Accreditation and Trustee Roles and Responsibilities Workshop*.

Ground Rules

1. Be on time.
2. Everyone participates.
3. Stay within the agreed upon objective/agenda.
4. No private conversations.
5. Say what's on your mind to all.
6. Listen for content before forming an opinion (open your mind to others).
7. Suspend judgment until there has been sufficient discussion and data.
8. Be specific and use examples, provide data when possible.
9. It is okay to disagree but be open to new ideas and don't be caught up in your own visions.
10. All topics/issues are fair game.
11. No cheap shots.
12. No Hogging / Frogging / or Bogging.

Trustees agreed to employ these ground rules for all future Board and Board committee meetings, in addition to the principles agreed to from the Board's December 13, 2011 parliamentary procedure training, to ensure strengthened Board public meeting performance.

6.02 Review of Commission Concerns (Eligibility Requirement 3; Standard IV.B.1g-i.)

Trustees reviewed Commission Eligibility Requirement 3 and Accreditation Commission Standard IV.B.1g-i.

6.03 Review Eligibility Requirements for Accreditation

Trustees reviewed Accreditation Commission Eligibility Requirements for Accreditation, with special emphasis on Eligibility Requirements 3, 4, and 21:

1. Authority
2. Mission
3. Governing Board
4. Chief Executive officer
5. Administrative Capacity
6. Operational Status
7. Degrees
8. Educational Programs
9. Academic Credit
10. Student Learning and Achievement
11. General Education
12. Academic Freedom
13. Faculty
14. Student Services
15. Admissions
16. Information and Learning Resources
17. Financial Resources
18. Financial Accountability
19. Intentional Planning and Evaluation
20. Integrity in Communication with the Public
21. Integrity in Relations with the Accreditation Commission

6.04 Review Accreditation Standard Leadership and Governance - IV.B.1.G, H, and I.

Trustees reviewed Accreditation Commission Standard IV: Leadership and Governance:

- g. The governing board's self-evaluation processes for assessing board performance are clearly defined, implemented, and published in its policies or bylaws;
- h. The governing board has a code of ethics that includes a clearly defined policy for dealing with behavior that violates its code; and
- i. The governing board is informed about and involved in the accreditation process.

After review and discussion, Trustees agreed to further ensure Standard IV.B.1.g through i reflected in the VCCCD Board Policy Code of Ethics.

6.05 Review of Accreditation Process

Academic Senate Presidents Robert Cabral, Peter Sezzi, and Riley Dwyer distributed and presented *The Role of Faculty in Accreditation Processes with the VCCCD*.

Mr. Didion reviewed the accreditation process, with special attention to Section IV: Sanctions and Section V: Actions that Terminate Accreditation. Trustees reviewed the Section IV sanction actions:

- A. Issue Warning
- B. Impose Probation
- C. Order Show Cause

Trustees further reviewed and discussed Section V: Actions that Terminate Accreditation. Trustees committed to removing District colleges from probation through immediate ongoing, sustainable changes in practice.

6.06 Review, Discuss, and Document Required Role of the Board.

Mr. Didion reviewed the following documents outlining Trustee roles and Board functions:

- *Grounds Rules, ACCJC Accreditation and Trustee Roles and Responsibilities Workshop;*
- *Trustee Roles and Responsibilities, Association of Community Colleges Trustees Guide to Trustee Roles and Responsibilities;*
- *Strengthening the Board, CEO Relationship, Organizational Leadership, and Community Involvement, Community College League of California*
- *Board and CEO Roles, Different Jobs, Different Tasks, Association of Community Colleges Trustees;*
- *Role of a Trustee, Stephen P. Blum;*
- *Professional Governance Standards for School Boards, California School Board Association*

Trustees reaffirmed commitment to the Role of a Trustee and incorporated the following documents into a best practices agreement:

- *Grounds Rules*, as outlined in the ACCJC Accreditation and Trustee roles and Responsibilities Workshop.
- *Trustee Roles and Responsibilities*, as outlined in the Association of Community Colleges Trustees *Guide to Trustee Roles and Responsibilities*.
- *Strengthening the Board, CEO Relationship, Organizational Leadership, and Community Involvement*, as outlined in the Community College League of California *Board and CEO Roles, Different Jobs, Different Tasks*.
- *Role of a Trustee*, outlined by Stephen P. Blum.

6.07 Review of Brown Act Change, January 1, 2009

Trustees reviewed the Brown Act Change and reaffirmed commitment to avoid serial meetings, refrain from sharing information or advocacy that discloses position.

6.08 Review of Board Policies

Trustees reviewed and discussed the following Board policies and procedures for consistency and alignment with effective trusteeship:

- BP 2200 Board Duties and Responsibilities
- BP 2430 Delegation of Authority to CEO
- BP 2434 Chancellor's Relationship with the Board
- BP 2715 Board Code of Ethics/Standards of Practice
- AP 2715-A Code of Ethics
- AP 2715-B Standards of Practice
- BP 2720 Board Member Communication
- AP 2720 Board Member Communication
- BP 2740 Trustee Professional Development
- AP 2740 Trustee Professional Development
- BP 2745 Board Self Evaluation
- AP 2745 Board Self Evaluation

Trustees reviewed the following Board policies and procedures for consistency and alignment with effective trusteeship:

- BP 2210 Officers
- BP 2215 Role of the Board Chair
- BP 2710 Conflict of Interest
- AP 2710 Conflict of Interest
- AP 2712 Conflict of Interest Code

Based on discussions, Trustees agreed to schedule a Special Board Policy Committee Meeting with emphasis on strengthening the following Board policies and procedures to ensure alignment with effective trusteeship and accreditation standards:

- BP 2200 Board Duties and Responsibilities
- BP 2210 Officers
- BP 2215 Role of the Board
- BP 2430 Delegation of Authority to CEO
- BP 2434 Chancellor's Relationship with the Board
- BP 2710 Conflict of Interest
- AP 2710 Conflict of Interest
- AP 2712 Conflict of Interest Code - Form 700: Statement of Economic Interests
- BP 2715 Board Code of Ethics/Standards of Practice
- AP 2715-A Code of Ethics
- AP 2715-B Standards of Practice
- BP 2720 Board Member Communication
- AP 2720 Board Member Communication
- BP 2740 Trustee Professional Development
- AP 2740 Trustee Professional Development
- BP 2745 Board Self Evaluation
- AP 2745 Board Self Evaluation

6.09 Review Board Professional Development

Trustees reviewed and discussed professional development opportunities. The Board reaffirmed commitment to professional development and incorporated the Board of Trustees Professional Development Opportunities 2012-2013 into a best practices agreement.

7. Board of Trustees Action: Outcomes of Discussion

Members of Chancellor's Cabinet, Academic Senate Presidents, Classified Senate Presidents, and the AFT President provided feedback to the Board about the Board's role in meeting the Accreditation commission's concern.

Trustees signed a Best Practices Agreement and directed the Chancellor to develop a corrective Board of Trustees report to meet the Accreditation Commission Concern.

7.02 Adoption of Corrective Actions and Timelines to Comply with Commission Findings

Trustees formally accepted the Commission Concern Letter, dated February 2, 2012 and renewed their commitment to meeting Accreditation Standards and Eligibility Requirements.

8.0 Adjournment

Chair adjourned the meeting at 9:59 p.m.

**Ventura County Community College District
Board of Trustees Regular Meeting
Tuesday, March 13, 2012**

Members present, Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez, and Student Trustee Arshia Malekzadeh.

Vice Chair Hernandez arrived at 6:05 p.m. and excused at 8:55 p.m. due to a family emergency.

1. Mission

District Mission: The Ventura County Community College District (VCCCD) is committed to assisting students in the attainment of its primary mission as a system of state supported two-year colleges.

The primary mission of the District is to produce student learning in lower division level academic transfer and career/vocational degree and certificate programs. Effective, efficient student support services are offered to assist in the accomplishment of the District's primary mission based on need and available resources.

Ventura County Community College District works to enhance state, regional, and local economic growth and global competitiveness within the pursuit of its primary mission. Additionally, workforce and economic development activities and services are offered based on need and available resources.

English as a Second Language instruction, remedial, adult education, and supplemental learning services that contribute to student success are offered and operated based on need and available resources.

Ventura County Community College District improves the quality of community life by offering not-for-credit, recreational, vocational, cultural, and civic programming based on community demand and available resources.

All District programs, services, and activities operate within a framework of integrated planning and budgeting. Ongoing, student learning outcome assessment and systematic program review are used to ensure District-wide excellence through sustainable, continuous quality improvement in compliance with its mission.

Governance Roles

Roles of Board, Chancellor, Faculty, Administrators, and Staff

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 outlined below is derived from several sources: the Government Code of California, California Code of Regulations (see relevant sections of Title 5 in Appendix III), VCCCD Board Policy, District practices and procedures, and job descriptions.

Role of the Board of Trustees

Trustees are guardians of the public's trust and are accountable to all county citizens although they are elected within subsections of Ventura County. The Board's primary responsibility is to establish District policies that align with the minimum standards set by the Board of Governors of the California Community Colleges.

The Board of Trustees, as elected representatives of the community, is the final voice in the District subject to the laws and appropriate regulations of the State Legislature and State Chancellor's Office. The Board completes work with a focus on the District mission. In these statements, most recently reviewed and adopted on July 14, 2009, and March 13, 2007, respectively, the members of the Board defined the end result of the efforts at the Colleges and District. The Board ensures that this mission and vision will be accomplished by assigning responsibilities to District employees through job descriptions. In this way, the Board remains outside the operations of the District.

As a legislative body, the VCCCD Board of Trustees conducts deliberations and actions openly within the realm of public scrutiny consistent with Government Code Section 54953, also known as the Ralph M. Brown Act (included in Appendix III). Minutes are prepared for all actions taken by the VCCCD Board of Trustees to serve as the District's public record.

Every regular Board meeting provides an opportunity for the public to address the Trustees on any item of interest to citizens within the jurisdiction of the Board. No action, however, can be taken on an issue unless it has first been noticed on the Board agenda.

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

- Request clarification from those making public comments;
- Request staff to provide factual information on the comments being presented;
- Request staff to report back to the Board on the subject of comment at a later meeting; or
- Direct staff to place the matter on a future agenda.

The exception to the requirement for open meetings is when the Board confers in private on one of the following:

- Consideration of the appointment, employment, evaluation, discipline or dismissal of an employee;
- Consideration of charges brought against an employee by another;
- Consideration of national or public security;
- Confer with legal counsel regarding litigation;
- Consideration of student disciplinary actions;
- Consideration of real property transactions;
- Confer with District representatives within the scope of collective bargaining; or
- Consideration of honorary degrees or gifts from anonymous donors.

Items to be discussed in such a closed session are disclosed in open session through the printed and public Board agenda. Following a closed session, the Board reconvenes in open session and announces any action taken in closed session and the vote or abstentions of its members. Trustees do not disclose personnel, collective bargaining, or other discussions prohibited by law.

Role of District Chancellor

The Chancellor is the administrative agent of the Board of Trustees and, as such, is the District's only employee responsible directly to the Board. The Chancellor is accountable for the operation of the District and for providing policy recommendations to the Board. Further definition of the Chancellor's responsibilities is provided in the Participatory Governance Manual *Role of Administrators*.

The Chancellor has the right to accept, reject, or modify recommendations from the District Consultation Council. When the Chancellor rejects or modifies a recommendation from the District Consultation Council, he/she informs that group of the objections to their recommendation. The Academic Senates, Service Employees International Union (SEIU), Ventura County Federation of College Teachers (AFT), and/or Associated Student Governments (ASG) retains the right to present their comments on the Chancellor's recommendation directly to the Board of Trustees.

Role of Faculty

Faculty members perform duties as instructors, librarians, or counselors in areas for which they possess appropriate qualifications; assess, develop, and recommend articulation agreements; implement activities based on applicable recommendations and District/College goals; perform other contractually identified professional responsibilities; and provide advice and recommendations regarding relevant policies and procedures through active participation on District committees, councils, and task forces.

Full-time and part-time faculty members at each College are represented in governance by an Academic Senate. The Academic Senate at each College assumes primary responsibility for making recommendations in the areas of curriculum, academic standards, and other areas of professional and academic matters identified in Assembly Bill 1725.

The VCCCD Board of Trustees agreed in Board Policy 2510 to function with the Colleges' Academic Senates in academic and professional matters under the mutual agreement option. When the Board elects to provide for mutual agreement with the Academic Senates, and an agreement has not been reached, existing policy shall remain in effect unless such policy exposes the District to legal liability or fiscal hardship. In cases where there is no existing policy, or when legal liability or fiscal hardship requires existing policy to be changed, the Board may act, after a good faith effort to reach agreement, only for compelling legal, fiscal, or organizational reasons.

Through the three Academic Senates and their College governance structure, recommendations are made to the administration of its College and the District on the following specific academic and professional matters:

- Curriculum, including establishing prerequisites and placing courses within disciplines;
- Degree and certificate requirements;
- Grading policies;
- Educational program development;
- Standards or policies regarding student preparation and success;
- District and College governance structures, as related to faculty roles;
- Faculty roles and involvement in accreditation processes, including self-study and annual reports;
- Policies for faculty professional development activities;
- Processes for program review;
- Processes for institutional planning and budget development; and
- Other academic/professional matters, mutually agreed upon between the Board of Trustees and the Academic Senate (Not implemented at VCCCD).

The Board and Chancellor consult collegially with Academic Senates on the matters described above. Consultation on processes in program review, planning, and budgeting means exactly that: It is not required to consult collegially on the "content" of program review, planning, and budget documents (although many people may be involved in the development of those activities).

Full-time and part-time faculty members within the District are represented in collective bargaining by a chapter of the American Federation of Teachers, which operates under a contract negotiated and approved by its members.

The two bodies that represent District faculty are compatible; the Academic Senates are responsible for professional and academic matters, while the chapter of the American Federation of Teachers responds to matters within the scope of salary, benefits, and working conditions.

Academic Senates appoint faculty members to District groups; in addition, provisions of the negotiated contract include appointment of faculty members to specific District and College governance committees to represent the American Federation of Teachers.

Role of Classified Staff

Classified staff members include College and District employees in a wide range of positions including administrative assistants, clerks, custodians, and grounds workers. Classified staff members are provided with opportunities to participate in the formulation and development of District and College recommendations as well as in the processes for developing recommendations that have or will have a significant effect on them.

Classified staff members at each College are represented by the Service Employees International Union, Local 99, including all regular, permanent and probationary, full-time and part-time merit system classified employees in Units "A" and "B" as certified by the Los Angeles Regional Director of the Public Employment Relations Board.

This collective bargaining unit conducts elections to appoint classified staff to District and College governing councils in the areas that have or will have a significant effect on staff and that are outside the scope of collective bargaining. Prior to the Board of Trustees taking action on such matters, classified staff are provided with the opportunity to participate in the formulation of recommendations through committee participation in areas that affect them. The Board gives every reasonable consideration to recommendations and opinions of staff.

Role of Students

Students are the reason the District and its Colleges exist: Students learn through participation in and completion of approved courses and involvement in college life activities.

Students at each College are represented by an Associated Student Government organization composed of an elected Board of Directors. Each College's student government organization operates in accordance with its own constitution and bylaws and is responsible for appointing student representatives to serve on District councils. In their role representing all students, they offer opinions and make recommendations to the administration of the College and to the Board of Trustees with regard to District and College policies and procedures that have or will have a significant effect on students. Those areas are specifically defined as:

- Grading policies;
- Codes of student conduct;
- Academic disciplinary policies;
- Curriculum development;
- Courses or programs which should be initiated or discontinued;
- Processes for institutional planning and budget development;
- Standards and policies regarding student preparation and success;
- Student services planning and development;
- Students fees within the authority of the District to adopt; and
- Any other District and College policy, procedure, or related matter that the District Board of Trustees determines will have a significant effect on students.

Generally, the VCCCD Board of Trustees shall not take action on a matter having a significant effect on students unless they have been provided with an opportunity to participate in the recommendation process. The Board of Trustees ensures that recommendations and positions developed by students are given every reasonable consideration. Similarly, the Academic Senate at each College will consult with their counterpart Associated Student Government prior to making recommendations that impact students' interests.

Role of Administrators

The job descriptions for College and District administrators assign specific governance roles for administrators and call for both successful processes and products.

Product: Administrators are held accountable to provide effective leadership for and support of faculty and staff in the planning, implementation, and monitoring of District and College activities while maintaining compliance with state regulations, laws, and District policies.

Process: Administrators are held accountable to carry out their responsibilities in styles that support and maintain the spirit and letter of participatory governance.

Drawing from job descriptions approved by the Board of Trustees for each administrative position, the roles for College and District administrators are to:

Provide leadership and expertise in assessing, identifying, formulating, and aiding in implementing the overall academic direction for the College in conjunction with the Chancellor;

- Plan, organize, direct, and evaluate the activities of the College pursuant to District and College mission and goals as set forth by the Board of Trustees; report on College achievement of District and College goals;

- Plan and recommend the instructional and student services programs, College budget, and organizational structure of the College;
- Prepare and maintain an educational master plan and support institutional research related to student learning, development, and outcomes;
- Remain current on emerging services, methodologies, and technologies relevant to the College's educational programs and student services;
- Establish and maintain liaisons with business and community representatives as participants in the planning, development, and modification of division curriculum and programs;
- Serve as a resource to and collaborate with faculty and staff in developing, coordinating, and evaluating the Colleges' programs and services;
- Ensure that the colleges' educational programs and student services comply with the Education Code, state and federal regulations, accreditation standards, District policies, contractual agreements, and articulation agreements;
- Serve as a resource to the Chancellor, the Board of Trustees, and College faculty and staff for colleges' educational and student service programs; and
- Promote the appropriate inclusion of students, faculty, and staff in participatory decision-making processes.

In attendance:

James Meznik, 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
 David Keebler, Vice President, Business Services
 Iris Ingram, Vice President, Business Services
 Richard DeLaO, Chief of Police
 Michael Arnoldus, Director
 David Bransky, Assistant Dean
 Terry Cobos, Director
 Will Deits, Director
 Karen Engleson, Dean
 Patricia Ewins, Dean
 Clare Geisen, Director
 Karen Gorback, Assistant Dean
 Carmen Guerrero, Dean
 Gwen Huddleston-Lewis, Dean
 Carolyn Inouye, Dean
 Victoria Lugo, Dean
 Mary Anne McNeil, Director
 Darlene Melby, College Business Manager
 Jerry Mortensen, Assistant Dean
 Kathy Scott, Dean
 Rick Shaw, Director
 John Sinutko, Director
 Julius Sokenu, Dean
 Gail Warner, Director
 Jay Wysard, Director
 Riley Dwyer, Moorpark College Academic Senate President
 Linda Kamaila, Oxnard College Academic Senate Vice President
 Peter Sezzi, Ventura College Academic Senate President
 Peder Nielsen, Ventura College Classified Senate President
 Karla Banks, Oxnard College Classified Senate Vice President
 Andrew Blackwelder, Moorpark College Associated Student Government Director of External Affairs
 Carlos Gonzalez, Sr., Oxnard College Associated Student Government President
 Les Dickey, Measure S
 Handel Evans, Measure S
 Patti Blair, Executive Assistant, Recorder
 Laurie Nelson-Nusser, Administrative Assistant, Recorder

2. Call to Order:

Chair Blum called the meeting to order at 5:33 p.m.

3. Pledge to the Flag

Sue Johnson led the pledge to the flag.

4. Changes to the Agenda

Chair Blum read the following change to the agenda:

- REVISED 18.02: APPROVAL OF FISCAL YEAR 2012-13 BUDGET ASSUMPTIONS AND GUIDELINES: This item presents for approval the FY 2012-13 Budget Assumptions and Guidelines.
- Item 19.01 was moved to follow Item 7.01.

5. Acknowledgement of Guests and Special Recognitions

There were no guests or recognitions.

6. Public Comments

Public comments were made by Bea Herrera, Linda Loiseule, Antonio Tovar, Byron Ward, Devon Marshall, Stephan Thompson, Jason Cunningham, Jim Gilmer, Kathy Johnsen, Jeremy Nation, Carlos Gonzalez, Andrew Blackwelder, Kathy Roche, and Phil Sherman.

7. Budget Update

Ms. Sue Johnson provided a 2012/2013 Budget Update.

8. Associated Student Government Reports

Andrew Blackwelder, Moorpark College Associated Student Government Director of External Affairs, commented on *Civics Day*, a movie event, and the American Student Association of Community Colleges (ASACC) Conference, in Washington, D.C.

Carlos Gonzalez Oxnard College Associated Student Government President, commented on *Black History Month* fashion show, American Student Association of Community Colleges (ASACC) Conference, in Washington, D.C., financial aid forum, legislative efforts regarding financial aid cuts, Districtwide student leadership conference scheduled April 21, 2012, voter registration, and associated student elections.

Antonio Tovar, Ventura College Associated Student Government Vice President, commented on voter registration, the American Student Association of Community Colleges (ASACC) Conference, in Washington, D.C., student trustee elections, and associated student government elections.

9. Academic Senate President Business Report

Riley Dwyer, Moorpark College Academic Senate President, commented on governance work, District Council on Accreditation and Planning (DCAP), budget cuts, program cuts, and cafeteria closures in relation to program closures, and accreditation recommendations.

Linda Kamaila, Oxnard College Academic Senate Vice President, commented on shared governance committees, student learning outcomes, and accreditation recommendations.

Peter Sezzi, Ventura College Academic Senate President, commented on faculty professional development activities, learning communities, general education student learning outcomes, funding model support, SB 1440 model degrees, District Council on Accreditation and Planning (DCAP), and accreditation recommendations.

10. Classified Senate President Business Report

Moorpark College Classified Senate President. There was no report provided.

Karla Banks, Oxnard College Classified Senate Vice President, commented on fundraising activities, scholarship recipient selection, and scholarship nominations.

Peder Nielsen, Ventura College Classified Senate President, commented on a campus clean up scheduled April 19 to celebrate *Earth Day*.

11. Chancellor's Recommendations of Board of Trustees Agenda

Report: 11.01 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 March 13, 2012, were reviewed within the District's Consultation Council, and are hereby presented to the Trustees for action, with constituent objection.

Chancellor Meznek indicated the agenda was reviewed in Consultation Council and presented with constituent objection.

12. Chancellor's Accreditation Report

Report: 12.01 Chancellor's Accreditation Update regarding District Recommendations 1-7 for the October 2012 Accreditation Commission Report.

Chancellor Meznek discussed the progress made towards meeting the District Accreditation Recommendations 1-7.

The Chancellor's Consultation Council has been addressing the seven Accreditation Recommendations for the District.

- District Recommendation 1: Work on the organizational mapping is progressing and has resulted in the creation of a new consultative group: District Council on Accreditation and Planning. Linkages among consultative and governance entities are being clarified, as well as the role and authority of constituents. A preliminary draft of the organizational mapping should be completed by March 30, 2012.
- District Recommendation 2: The District's policy review process is under review with an eye towards expanding constituent input and analysis through existing or new consultative or governance bodies. Discussion of moving policy review from a two-year to four-year cycle is suggested.
- District Recommendation 3: The District Council on Accreditation and Planning is reviewing District planning processes and progress has been recently reported pertaining to uniform data elements to stand as outcome measures. Baseline data for Board planning should be presented to the Board by June 19, 2012.
- District Recommendation 4: Changes in District communication are tentatively scheduled, effective April 2012, and will include a Chancellor's message, summaries of District council activities, Trustee meeting summaries, progress towards meeting accreditation recommendations, and planning goals, as well as other issues of general concern. Once a semester forums and communication surveys are also planned.
- Recommendation 5: Will be addressed by the Board completing its self-evaluation process and calendaring its annual self-evaluation.
- District Recommendation 6: Through the use of a new organizational mapping, clarity will be provided to campuses regarding discretionary decision-making over operations and where uniformity and practice is required.
- District Recommendation 7: The Board may wish to further modify its assessment survey to include best practices, ethics, and consistency of actions related to adopted Board goals. In addition, Trustees should consider obtaining constituent feedback pertaining to their effectiveness.

13. STUDY SESSION: Accreditation Commission Concern Letter Response

Information: 13.01 Open Study Session.

Chair Blum opened the study session.

Discussion: 13.02 Accreditation Update/Special Concern. This item presents for Trustee review the February 2, 2012 ACCJC Letter. Trustees reviewed and discussed the draft March 15, 2012 Commission Concern Letter.

Discussion: 13.03 FOR REVIEW: BEST PRACTICES AGREEMENT. This item presents for discussion the Board of Trustees Best Practices Agreement. Trustees reviewed and discussed the Best Practices Agreement.

Discussion: 13.04 FOR REVIEW: ACTION TO REAFFIRM BOARD POLICY (BP) 2200 BOARD DUTIES AND RESPONSIBILITIES, CONSISTENT WITH COMMISSION CONCERN LETTER. This item presents for reaffirmation BP 2200 Board Duties and Responsibilities. No administrative procedure is required. Trustees reviewed and discussed Board Policy BP 2200 Board Duties and Responsibilities.

Discussion: 13.05 FOR REVIEW: ACTION TO REAFFIRM BOARD POLICY (BP) 2210 OFFICERS, CONSISTENT WITH COMMISSION CONCERN LETTER. This item presents for reaffirmation BP 2210 Officers. No administrative procedure is required. Trustees reviewed and discussed Board Policy BP 2210 Officers.

Discussion: 13.06 FOR REVIEW: ACTION TO REAFFIRM BOARD POLICY (BP) 2215 ROLE OF THE BOARD CHAIR, CONSISTENT WITH COMMISSION CONCERN LETTER. This item presents for reaffirmation BP 2215 Role of the Board Chair. No administrative procedure is required. Trustees reviewed and discussed Board Policy BP 2215 Role of the Board Chair.

Discussion: 13.07 FOR REVIEW: ACTION TO APPROVE BOARD POLICY (BP) 2430 DELEGATION OF AUTHORITY TO CEO, CONSISTENT WITH COMMISSION CONCERN LETTER. This item presents for approval BP 2430 Delegation of Authority to CEO. No administrative procedure is required. Trustees reviewed and discussed Board Policy BP 2430 Delegation of Authority to CEO.

Discussion: 13.08 FOR REVIEW: ACTION TO REAFFIRM BOARD POLICY (BP) 2434 CHANCELLOR'S RELATIONSHIP WITH THE BOARD, CONSISTENT WITH COMMISSION CONCERN LETTER. This item presents for reaffirmation BP 2434 Chancellor's Relationship with the Board. No administrative procedure is required. Trustees reviewed and discussed Board Policy BP 2434 Chancellor's Relationship with the Board.

Discussion: 13.09 FOR REVIEW: ACTION TO REAFFIRM BOARD POLICY (BP) 2710 CONFLICT OF INTEREST, CONSISTENT WITH COMMISSION CONCERN LETTER. This item presents for reaffirmation BP 2710 Conflict of Interest and provides Administrative Procedures (AP) 2710 Conflict of Interest and AP 2712 Conflict of Interest Code - Form 700: Statement of Economic Interests for information. Trustees reviewed and discussed Board Policy BP 2710 Conflict of Interest.

Discussion: 13.10 FOR REVIEW: ACTION TO APPROVE BOARD POLICY (BP) 2715 BOARD CODE OF ETHICS/STANDARDS OF PRACTICE, CONSISTENT WITH COMMISSION CONCERN LETTER. This item presents for approval BP 2715 and provides

Administrative Procedure (AP) 2715-A Code of Ethics (revised) and AP 2715-B Standards of Practice (no change) for information. Trustees reviewed and discussed Board Policy BP 2715 Board Code of Ethics/Standards of Practice.

Discussion: 13.11 FOR REVIEW: ACTION TO REAFFIRM BOARD POLICY (BP) 2720 BOARD MEMBER COMMUNICATION, CONSISTENT WITH COMMISSION CONCERN LETTER. This item presents for reaffirmation BP 2720 Board Member Communication. Administrative Procedure (AP) 2720 Board Member Communication is provided for information. Trustees reviewed and discussed Board Policy BP 2720 Board Member Communication.

Discussion: 13.12 FOR REVIEW: ACTION TO APPROVE BOARD POLICY (BP) 2740 TRUSTEE PROFESSIONAL DEVELOPMENT, CONSISTENT WITH COMMISSION CONCERN LETTER. This item presents for approval BP 2740 Trustee Professional Development. Administrative Procedure (AP) 2740 Trustee Professional Development is provided for information. Trustees reviewed and discussed Board Policy BP 2740 Trustee Professional Development.

Discussion: 13.13 FOR REVIEW: ACTION TO APPROVE BOARD POLICY (BP) 2745 BOARD SELF-EVALUATION, CONSISTENT WITH COMMISSION CONCERN LETTER. This item presents for approval BP 2745 Board Self-Evaluation. Revised Administrative Procedure (AP) 2745 Board Self-Evaluation is provided for information. Trustees reviewed and discussed Board Policy BP 2745 Board Self Evaluation.

Discussion: 13.14 FOR REVIEW: CONFERENCE ATTENDANCE AND BOARD MEETING ASSESSMENT FROM THE JANUARY 2012 COMMUNITY COLLEGE LEAGUE OF CALIFORNIA EFFECTIVE TRUSTEESHIP CONFERENCE IN RESPONSE TO COMMISSION CONCERN. This item presents for review a Board meeting assessment for the January 2012 Community College League of California Effective Trusteeship Conference. Trustees commented on the January 2012 Community College League of California Effective Trusteeship Conference in Sacramento, California. Trustees agreed the conference provided a valuable professional development opportunity, including legislative activities at the State Capitol.

Discussion: 13.15 STUDY SESSION. SPECIAL BOARD MEETING ATTENDANCE AND BOARD MEETING ASSESSMENT AND COMMITMENT FROM THE FEBRUARY 22, 2012 SPECIAL BOARD MEETING IN RESPONSE TO COMMISSION CONCERN. This item presents for review a Board meeting assessment for the February 22, 2012 Special Board of Trustees meeting. Trustees commented on the February 22, 2012 Special Board Meeting, acknowledged the success of the ad hoc committee, the effective work of the facilitator, and thanked Chair Blum for conducting an efficient, well organized, and effective meeting.

Discussion: 13.16 FOR REVIEW: BOARD PROFESSIONAL DEVELOPMENT PLAN IN RESPONSE TO COMMISSION CONCERN. This item presents for discussion the Board of Trustees Professional Development Plan, committed to during the February 22, 2012 Board of Trustees Special Board meeting. Trustees reviewed and discussed the Board Professional Development Plan 2012-2013.

Discussion: 13.17 FOR REVIEW: REQUEST FOR ACCJC TECHNICAL ASSISTANCE. This item presents for discussion the Board of Trustees formal request to the Accreditation Commission for technical assistance. Trustees reviewed the request for ACCJC technical assistance letter.

Discussion: 13.18 FOR REVIEW: BOARD OF TRUSTEES MARCH 15, 2012 SPECIAL REPORT TO THE ACCREDITING COMMISSION. This item presents for review the March 15, 2012 Special Report to the Accrediting Commission. Trustees reviewed the march 15, 2012 Special Report to the Accrediting Commission.

Information: 13.19 Close Study Session

Chair Blum closed the study session.

14. FOR ACTION: Response to Accreditation Commission Concern Letter

Action: 14.01 ACTION TO FORMALLY ADOPT BOARD OF TRUSTEES BEST PRACTICES AGREEMENT. This item presents for adoption the Board of Trustees Best Practices Agreement. That the Board of Trustees adopt the Best Practices Agreement. Motion by Trustee Bernardo Perez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 14.02 ACTION TO REAFFIRM BOARD POLICY (BP) 2200 BOARD DUTIES AND RESPONSIBILITIES, CONSISTENT WITH COMMISSION CONCERN LETTER. This item presents for reaffirmation BP 2200 Board Duties and Responsibilities. No administrative procedure is required. The Chancellor recommends the Board of Trustees reaffirm BP 2200 Board Duties and Responsibilities. No administrative procedure is required. Motion by Trustee Bernardo Perez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 14.03 ACTION TO REAFFIRM BOARD POLICY (BP) 2210 OFFICERS, CONSISTENT WITH COMMISSION CONCERN LETTER. This item presents for reaffirmation BP 2210 Officers. No administrative procedure is required. The Chancellor recommends the Board of Trustees reaffirm BP 2210 Officers. No administrative procedure is required. Motion by Trustee Bernardo Perez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 14.04 ACTION TO REAFFIRM BOARD POLICY (BP) 2215 ROLE OF THE BOARD CHAIR, CONSISTENT WITH COMMISSION CONCERN LETTER. This item presents for reaffirmation BP 2215 Role of the Board Chair. No administrative procedure

is required. The Chancellor recommends the Board of Trustees reaffirm BP 2215 Role of the Board Chair. No administrative procedure is required. Motion by Trustee Bernardo Perez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 14.05 ACTION TO APPROVE BOARD POLICY (BP) 2430 DELEGATION OF AUTHORITY TO CEO, CONSISTENT WITH COMMISSION CONCERN LETTER. This item presents for approval BP 2430 Delegation of Authority to CEO. No administrative procedure is required. The Chancellor recommends the Board of Trustees approve BP 2430 Delegation of Authority to CEO. No administrative procedure is required. Motion by Trustee Bernardo Perez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 14.06 ACTION TO REAFFIRM BOARD POLICY (BP) 2434 CHANCELLOR'S RELATIONSHIP WITH THE BOARD, CONSISTENT WITH COMMISSION CONCERN LETTER. This item presents for reaffirmation BP 2434 Chancellor's Relationship with the Board. No administrative procedure is required. The Chancellor recommends the Board of Trustees reaffirm BP 2434 Chancellor's Relationship with the Board. No administrative procedure is required. Motion by Trustee Bernardo Perez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 14.07 ACTION TO REAFFIRM BOARD POLICY (BP) 2710 CONFLICT OF INTEREST, CONSISTENT WITH COMMISSION CONCERN LETTER. This item presents for reaffirmation BP 2710 Conflict of Interest and provides Administrative Procedure (AP) 2710 Conflict of Interest and AP 2712 Conflict of Interest Code - Form 700: Statement of Economic Interest for information. The Chancellor recommends the Board of Trustees reaffirm BP 2710 Conflict of Interest. AP 2710 Conflict of Interest and AP 2712 Conflict of Interest Code - Form 700: Statement of Economic Interests are provided for information and are consistent with BP 2710. Motion by Trustee Bernardo Perez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 14.08 ACTION TO APPROVE BOARD POLICY (BP) 2715 BOARD CODE OF ETHICS/STANDARDS OF PRACTICE, CONSISTENT WITH COMMISSION CONCERN LETTER. This item presents for approval BP 2715 and provides Administrative Procedure AP 2715-A Code of Ethics (revised) and AP 2715-B Standards of Practice (no change) for information. The Chancellor recommends the Board of Trustees approve BP 2715 Board Code of Ethics/Standards of Practice as presented. AP 2715-A Code of Ethics (revised) and AP 2715-B Standards of Practice (no change) are provided for information. Motion by Trustee Bernardo Perez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 14.09 ACTION TO REAFFIRM BOARD POLICY (BP) 2720 BOARD MEMBER COMMUNICATION, CONSISTENT WITH COMMISSION CONCERN LETTER. This item presents for reaffirmation BP 2720 Board Member Communication. Administrative Procedure (AP) 2720 Board Member Communication is provided for information. The Chancellor recommends the Board of Trustees reaffirm BP 2720 Board Member Communication. AP 2720 Board Member Communication is provided for information. Motion by Trustee Bernardo Perez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 14.10 ACTION TO APPROVE BOARD POLICY (BP) 2740 TRUSTEE PROFESSIONAL DEVELOPMENT, CONSISTENT WITH COMMISSION CONCERN LETTER. This item presents for approval BP 2740 Trustee Professional Development. Administrative Procedure (AP) 2740 Trustee Professional Development is provided for information. The Chancellor recommends the Board of Trustees approve BP 2740 Trustee Professional Development. AP 2740 Trustee Professional Development is provided for information. Motion by Trustee Bernardo Perez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 14.11 ACTION TO APPROVE BOARD POLICY (BP) 2745 BOARD SELF-EVALUATION, CONSISTENT WITH COMMISSION CONCERN LETTER. This item presents for approval BP 2745 Board Self-Evaluation. Revised Administrative Procedure (AP) 2745 Board Self-Evaluation is provided for information. The Chancellor recommends the Board of Trustees approve BP 2745 Board Self-Evaluation. Revised AP 2745 Board Self-Evaluation is provided for information. Motion by Trustee Bernardo Perez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 14.12 ACTION TO ADOPT BOARD PROFESSIONAL DEVELOPMENT PLAN IN RESPONSE TO COMMISSION CONCERN. This item presents for discussion adopting the Board of Trustees Professional Development Plan. That the Board of Trustees adopt the Board Professional Development Plan in response to Commission Concern. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 14.13 ACTION TO REQUEST ACCJC STAFF TO PROVIDE VENTURA COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES WITH TECHNICAL ASSISTANCE IN MEETING ACCREDITATION CONCERN. The Chancellor recommends that the Board of Trustees request ACCJC staff to provide Ventura County Community College District Board of Trustees with technical assistance in meeting accreditation concern. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 14.14 ACTION TO FORMALLY ADOPT THE MARCH 15, 2012 SPECIAL REPORT TO THE ACCREDITING COMMISSION.

This item presents for adoption the March 15, 2012 Special Report to the Accrediting Commission. The Chancellor recommends the Board of Trustees adopt the March 15, 2012 Special Report to the Accrediting Commission. Motion by Trustee Bernardo Perez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

15. Board Professional Development

Discussion: 15.01 STUDY SESSION: BOARD PROFESSIONAL DEVELOPMENT. Educational Programs and Services. College Academic Senates provided professional development to the Board of Trustees in the area of academic senates and answered Trustee questions related to the Academic Senate and Board's relationship.

16. Board Policy

Information: 16.01 The Policy Committee met on February 15, 2012. The Policy Committee provides recommendations to the Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to ensure uniform practice Districtwide and avoid impeding college operational effectiveness (Accreditation Standards III.A.3.a, III.A.4.c, IV.B.1.b-c; IV.B.1.e).

Action: 16.02 ACTION TO REAFFIRM BOARD POLICY (BP) 5055 ENROLLMENT PRIORITIES. This item presents for reaffirmation BP 5055 Enrollment Priorities and provides revised Administrative Procedure (AP) 5055 Enrollment Priorities for information. The Chancellor recommends the Board of Trustees reaffirm BP 5055 Enrollment Priorities. AP 5055 has been revised, is provided for informational purposes only, and is consistent with BP 5055. Motion by Trustee Dianne McKay, second by Trustee Larry Miller. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

17. Trustees/Chancellor's Office

Discussion: 17.01 STUDY SESSION. BOARD MEETING ASSESSMENT FROM THE FEBRUARY 14, 2012 REGULAR BOARD MEETING. This item presents for review a Board meeting assessment for the February 14, 2012 Regular Board of Trustees meeting. Trustees discussed the February 14, 2012 Regular Board Meeting assessment.

Discussion: 17.02 FIRST READING: ACTION TO NOMINATE A CANDIDATE TO SERVE ON THE CALIFORNIA COMMUNITY COLLEGES TRUSTEES BOARD. This item presents for review the candidates to serve on the California Community College Trustees Board. Trustees reviewed the candidates. Trustees McKay and Perez indicated the Legislative Committee would meet and forward a slate of recommended candidates to the Board during the April 10, 2012 Board meeting.

Action: 17.03 ACTION TO APPROVE GOVERNING BOARD MEMBER ABSENCE. This item presents for approval the absence of a Board of Trustees member. That the Board of Trustees approve the absence of the Student Trustee Malekzadeh on February 22, 2012. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

18. Business Services

Report: 18.01 Audit and Budget Committee met on February 23, 2012.

Action: 18.02 REVISED: APPROVAL OF FISCAL YEAR 2012-13 BUDGET ASSUMPTIONS AND GUIDELINES: This item presents for approval the FY 2012-13 Budget Assumptions and Guidelines. (See Item 04.01). The Chancellor recommends that the Board of Trustees approve the FY 2012-13 Budget Assumptions and Guidelines as presented. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action: 18.03 APPROVAL OF INFRASTRUCTURE FUNDING MODEL: This item presents for approval the Infrastructure Funding Model, including a transition plan for funding. The Chancellor recommends the approval of the Infrastructure Funding Model and funding plan. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action: 18.04 APPROVAL OF AN INCREASE IN THE OXNARD COLLEGE ASSOCIATED STUDENT BODY (ASB) STUDENT IDENTIFICATION CARD FEE (AN OPTIONAL FEE): This item request approval to increase the Oxnard College ASB Student Identification (ID) Card fee (an optional fee) from \$2 per semester/\$6 per year to \$3 per semester/\$9 per year, effective Summer 2012. The Chancellor recommends that the Board of Trustees approve the increase in the Oxnard College ASB Student Identification Card fee from \$2 per semester/\$6 per year to \$3 per semester/\$9 per year, an increase of \$1 per semester/\$3 per year, effective Summer 2012. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

19. Human Resources

Action: 19.01 EMPLOYMENT AND POSITION CONTROL: APPROVAL OF THE ABOLISHMENT OF POSITIONS: This item presents for approval the abolishment of positions. The Chancellor recommends the Board of Trustees approve the abolishment of the positions presented. Motion by Trustee Dianne McKay, second by Trustee Larry Miller. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller. No: Vice Chair Arturo Hernandez, Trustee Bernardo Perez.

20. Capital Planning

There were no items.

21. Student Learning

There were no items.

22. Consent Calendar

Action (Consent): 22.01 APPROVAL OF CONSENT CALENDAR. This item presents for approval the Consent Calendar. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

23. Consent Calendar: Approval of Minutes

Action (Consent), Minutes: 23.01 APPROVAL OF MINUTES FOR THE REGULAR MEETING OF THE BOARD OF TRUSTEES FOR FEBRUARY 14, 2012. This item presents for approval the minutes of the Board of Trustees meeting of February 14, 2012. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent), Minutes: 23.02 APPROVAL OF MINUTES FOR THE SPECIAL MEETING OF THE BOARD OF TRUSTEES FOR February 22, 2012. This item presents for approval the minutes of the Special Board of Trustees meeting of February 22, 2012. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

24. Consent Calendar: Business Services

Action (Consent): 24.01 RATIFICATION OF ACCOUNTS PAYABLE AND PAYROLL FOR THE PERIOD OF JANUARY 24, 2012 TO FEBRUARY 21, 2012: This item presents for ratification Accounts Payable and Payroll for the period of January 24, 2012 to February 21, 2012. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 24.02 APPROVAL/RATIFICATION OF BOARD PURCHASE ORDER REPORT #10 FOR FY 2011-12: This item presents for approval/ratification of Board Purchase Order Report #10, for FY 2011-2012 from January 26, 2012 to February 27, 2012. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 24.03 ACCEPTANCE OF GIFTS: This item presents for approval the acceptance of gifts. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 24.04 SURPLUS/DISPOSAL OF EQUIPMENT: This item presents for approval the surplus/disposal of equipment and materials. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 24.05 APPROVAL OF BID 423, MOORPARK COLLEGE PERIMETER LIGHTING PROJECT: This item presents for approval award of Bid 423 Moorpark College Perimeter Lighting Project to the lowest responsible bidder, Blum and Sons Electrical, Inc. in the amount of \$284,960. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 24.06 APPROVAL OF BID 431, MOORPARK COLLEGE PHYSICAL SCIENCE BUILDING HVAC EQUIPMENT: This item presents for approval the award of Bid 431, Moorpark College Physical Science Building HVAC Equipment to Air Treatment Corporation with a bid of \$213,010. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 24.07 APPROVAL TO EXECUTE A MULTI-YEAR MEMORANDUM OF UNDERSTANDING (MOU) WITH DOWDEN ASSOCIATES, INC. FOR VENTURA COLLEGE: This item request approval to execute a multi-year MOU with Dowden Associates, Inc. for grant writing services and technical assistance to Ventura College under a proposed Federal (U.S. Department of Education) Title V (Hispanic-Serving) Institutional grant. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by

Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 24.08 MONTHLY BUDGET TRANSFER SUMMARY & AMENDMENT: This item presents for ratification the monthly budget transfer summary and budget amendment for the months of Jan - Feb 2012. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 24.09 APPROVAL OF NEW GRANTS FOR FISCAL YEAR 2011-12: This item request approval of new grants for FY 2011-12. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

25. Consent Calendar: Human Resources

Action (Consent): 25.01 CHANGES IN PERSONNEL/EMPLOYMENT STATUS: Approval of Employment Under Special Pre-Retirement Program: This item presents for approval a request by a full-time faculty member to participate in the Special Pre-Retirement Program Pursuant to Section 4.12 of the Agreement Between the Ventura County Community College District and the Ventura County Federation of College Teachers, AFT Local 1828, AFL-CIO. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 25.02 EMPLOYMENT AND POSITION CONTROL: RECLASSIFICATION OF POSITIONS: This item presents for approval the reclassification of an Accountant/Confidential position in the Business and Administrative Services Division and an Administrative Assistant II/Confidential position in the Police Department. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 25.03 EMPLOYMENT AND POSITION CONTROL: APPROVAL OF THE ESTABLISHMENT OF POSITIONS: This item presents for approval the establishment of two positions. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 25.04 EMPLOYMENT AND POSITION CONTROL: APPROVAL OF THE ABOLISHMENT AND ESTABLISHMENT OF POSITIONS: This item presents for approval the abolishment and establishment of positions. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 25.05 EMPLOYMENT AND POSITION CONTROL: REASSIGNMENT OF FULL-TIME ACADEMIC EMPLOYEE: The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

26. Consent Calendar: Capital Planning

Report: 26.01 Trustees: Capital Planning & Facilities Committee met on February 22, 2012.

Action (Consent): 26.02 ACCEPTANCE OF CHANGE ORDER SUMMARY REPORTS FOR CAPITAL PROJECTS: This item presents for approval the Change Order Summary Reports for Capital Projects. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 26.03 APPROVAL OF EASEMENT DOCUMENTS FOR VENTURA COUNTY WATER AND SANITATION DISTRICT WATER LINE AT MOORPARK COLLEGE: This item requests approval for the Chancellor to execute an Easement Deed on behalf of the District and to grant an easement to the Ventura County Water & Sanitation District for the water line serving the EATM complex at Moorpark College. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 26.04 APPROVAL OF MEASURE S BUDGET TRANSFERS AT MOORPARK COLLEGE: This item presents for approval budget transfers between the Measure S funded projects at Moorpark College as described. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 26.05 APPROVAL TO INCREASE PROJECT SCOPE OF MOORPARK COLLEGE PARKING STRUCTURE TO MEET RECOMMENDATIONS OF THE DIVISION OF THE STATE ARCHITECT, PROJECT #19125: This item presents for approval an increase in scope of the Moorpark College Parking Structure to meet recommendations from the Office of the Division of the state Architect, Project #19125. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

27. Consent Calendar: Student Learning

Action (Consent): 27.01 VENTURA COLLEGE NEW COURSE APPROVAL: This item presents for approval a new course at Ventura College. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 27.02 VENTURA COLLEGE NEW COURSE APPROVAL: This item presents for approval a new course at Ventura College. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 27.03 VENTURA COLLEGE REVISED COURSE APPROVAL: This item presents for approval a revised course at Ventura College. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 27.04 VENTURA COLLEGE REVISED COURSE APPROVAL: This item presents for approval a revised course at Ventura College. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 27.05 VENTURA COLLEGE REVISED COURSE APPROVAL: This item presents for approval a revised course at Ventura College. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 27.06 VENTURA COLLEGE REVISED COURSE APPROVAL: This item presents for approval a revised course at Ventura College. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 27.07 VENTURA COLLEGE REVISED COURSE APPROVAL. This item presents for approval a revised course at Ventura College. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 27.08 VENTURA COLLEGE NEW DEGREE APPROVAL: This item presents for approval a new degree at Ventura College. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 27.09 VENTURA COLLEGE NEW DEGREE APPROVAL: This item presents for approval a new degree at Ventura College. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 27.10 VENTURA COLLEGE REVISED DEGREE APPROVAL: This item presents for approval a revised degree at Ventura College. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 27.11 VENTURA COLLEGE NEW SUMMER 2012 COMMUNITY EDUCATION CLASSES: This item presents for approval the new summer 2012 Community Education Classes at Ventura College. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 27.12 OXNARD COLLEGE NEW COURSE APPROVAL: This item presents for approval a new course at Oxnard College. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 27.13 OXNARD COLLEGE REVISED COURSE APPROVAL: This item presents for approval the revised course at Oxnard College. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

Action (Consent): 27.14 OXNARD COLLEGE NEW PROGRAM: This item presents for approval a new program at Oxnard College. The Chancellor recommends the Board of Trustees approve the Consent Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Not Present at Vote: Vice Chair Arturo Hernandez.

28. Informational Items

There were no items.

29. Reports

- **Report: 29.01 Academic Senates**

Ms. Dwyer commented on linking the board self-evaluation to the Best Practices Agreement and the work of the academic senates.

Ms. Kamaila commented the progress made in providing the accreditation Special Report to the Academic Senates' review prior to Board adoption.

- **Report: 29.02 Trustees**

Trustees commented on the California Youth Authority, Workforce Education Committee, and provided an Insurance Broker Ad Hoc Committee progress report.

- **Report: 29.03 Chancellor**

Ms. Geisen provided a Student Trustee Elections update and indicated there are three candidates (one from each campus) running for the office. Elections are scheduled April 3-4, 2012.

30. Adjournment

Chair Blum adjourned the meeting at 9:37 p.m.

**Ventura County Community College District
Board of Trustees Regular Meeting
255 West Stanley Avenue, Suite 150
Ventura, CA 93001
Tuesday, May 8, 2012**

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

Members not present: Student Trustee Arshia Malekzadeh

1. Mission

District Mission: The Ventura County Community College District (VCCCD) is committed to assisting students in the attainment of its primary mission as a system of state supported two-year colleges.

The primary mission of the District is to produce student learning in lower division level academic transfer and career/vocational degree and certificate programs. Effective, efficient student support services are offered to assist in the accomplishment of the District's primary mission based on need and available resources.

Ventura County Community College District works to enhance state, regional, and local economic growth and global competitiveness within the pursuit of its primary mission. Additionally, workforce and economic development activities and services are offered based on need and available resources.

English as a Second Language instruction, remedial, adult education, and supplemental learning services that contribute to student success are offered and operated based on need and available resources.

Ventura County Community College District improves the quality of community life by offering not-for-credit, recreational, vocational, cultural, and civic programming based on community demand and available resources.

All District programs, services, and activities operate within a framework of integrated planning and budgeting. Ongoing, student learning outcome assessment and systematic program review are used to ensure District-wide excellence through sustainable, continuous quality improvement in compliance with its mission.

Governance Roles

Roles of Board, Chancellor, Faculty, Administrators, and Staff

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 outlined below is derived from several sources: the Government Code of California, California Code of Regulations (see relevant sections of Title 5 in Appendix III), VCCCD Board Policy, District practices and procedures, and job descriptions.

Role of the Board of Trustees

Trustees are guardians of the public's trust and are accountable to all county citizens although they are elected within subsections of Ventura County. The Board's primary responsibility is to establish District policies that align with the minimum standards set by the Board of Governors of the California Community Colleges.

The Board of Trustees, as elected representatives of the community, is the final voice in the District subject to the laws and appropriate regulations of the State Legislature and State Chancellor's Office. The Board completes work with a focus on the District mission. In these statements, most recently reviewed and adopted on July 14, 2009, and March 13, 2007, respectively, the members of the Board defined the end result of the efforts at the Colleges and District. The Board ensures that this mission and vision will be accomplished by assigning responsibilities to District employees through job descriptions. In this way, the Board remains outside the operations of the District.

As a legislative body, the VCCCD Board of Trustees conducts deliberations and actions openly within the realm of public scrutiny consistent with Government Code Section 54953, also known as the Ralph M. Brown Act (included in Appendix III). Minutes are prepared for all actions taken by the VCCCD Board of Trustees to serve as the District's public record.

Every regular Board meeting provides an opportunity for the public to address the Trustees on any item of interest to citizens within the jurisdiction of the Board. No action, however, can be taken on an issue unless it has first been noticed on the Board agenda.

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

- Request clarification from those making public comments;
- Request staff to provide factual information on the comments being presented;
- Request staff to report back to the Board on the subject of comment at a later meeting; or
- Direct staff to place the matter on a future agenda.

The exception to the requirement for open meetings is when the Board confers in private on one of the following:

- Consideration of the appointment, employment, evaluation, discipline or dismissal of an employee;
- Consideration of charges brought against an employee by another;
- Consideration of national or public security;
- Confer with legal counsel regarding litigation;
- Consideration of student disciplinary actions;
- Consideration of real property transactions;
- Confer with District representatives within the scope of collective bargaining; or
- Consideration of honorary degrees or gifts from anonymous donors.

Items to be discussed in such a closed session are disclosed in open session through the printed and public Board agenda. Following a closed session, the Board reconvenes in open session and announces any action taken in closed session and the vote or abstentions of its members. Trustees do not disclose personnel, collective bargaining, or other discussions prohibited by law.

Role of District Chancellor

The Chancellor is the administrative agent of the Board of Trustees and, as such, is the District's only employee responsible directly to the Board. The Chancellor is accountable for the operation of the District and for providing policy recommendations to the Board. Further definition of the Chancellor's responsibilities is provided in the Participatory Governance Manual *Role of Administrators*.

The Chancellor has the right to accept, reject, or modify recommendations from the District Consultation Council. When the Chancellor rejects or modifies a recommendation from the District Consultation Council, he/she informs that group of the objections to their recommendation. The Academic Senates, Service Employees International Union (SEIU), Ventura County Federation of College Teachers (AFT), and/or Associated Student Governments (ASG) retains the right to present their comments on the Chancellor's recommendation directly to the Board of Trustees.

Role of Faculty

Faculty members perform duties as instructors, librarians, or counselors in areas for which they possess appropriate qualifications; assess, develop, and recommend articulation agreements; implement activities based on applicable recommendations and District/College goals; perform other contractually identified professional responsibilities; and provide advice and recommendations regarding relevant policies and procedures through active participation on District committees, councils, and task forces.

Full-time and part-time faculty members at each College are represented in governance by an Academic Senate. The Academic Senate at each College assumes primary responsibility for making recommendations in the areas of curriculum, academic standards, and other areas of professional and academic matters identified in Assembly Bill 1725.

The VCCCD Board of Trustees agreed in Board Policy 2510 to function with the Colleges' Academic Senates in academic and professional matters under the mutual agreement option. When the Board elects to provide for mutual agreement with the Academic Senates, and an agreement has not been reached, existing policy shall remain in effect unless such policy exposes the District to legal liability or fiscal hardship. In cases where there is no existing policy, or when legal liability or fiscal hardship requires existing policy to be changed, the Board may act, after a good faith effort to reach agreement, only for compelling legal, fiscal, or organizational reasons.

Through the three Academic Senates and their College governance structure, recommendations are made to the administration of its College and the District on the following specific academic and professional matters:

- Curriculum, including establishing prerequisites and placing courses within disciplines;
- Degree and certificate requirements;
- Grading policies;
- Educational program development;
- Standards or policies regarding student preparation and success;
- District and College governance structures, as related to faculty roles;
- Faculty roles and involvement in accreditation processes, including self-study and annual reports;
- Policies for faculty professional development activities;
- Processes for program review;
- Processes for institutional planning and budget development; and
- Other academic/professional matters, mutually agreed upon between the Board of Trustees and the Academic Senate (Not implemented at VCCCD).

The Board and Chancellor consult collegially with Academic Senates on the matters described above. Consultation on processes in program review, planning, and budgeting means exactly that: It is not required to consult collegially on the “content” of program review, planning, and budget documents (although many people may be involved in the development of those activities).

Full-time and part-time faculty members within the District are represented in collective bargaining by a chapter of the American Federation of Teachers, which operates under a contract negotiated and approved by its members.

The two bodies that represent District faculty are compatible; the Academic Senates are responsible for professional and academic matters, while the chapter of the American Federation of Teachers responds to matters within the scope of salary, benefits, and working conditions.

Academic Senates appoint faculty members to District groups; in addition, provisions of the negotiated contract include appointment of faculty members to specific District and College governance committees to represent the American Federation of Teachers.

Role of Classified Staff

Classified staff members include College and District employees in a wide range of positions including administrative assistants, clerks, custodians, and grounds workers. Classified staff members are provided with opportunities to participate in the formulation and development of District and College recommendations as well as in the processes for developing recommendations that have or will have a significant effect on them.

Classified staff members at each College are represented by the Service Employees International Union, Local 99, including all regular, permanent and probationary, full-time and part-time merit system classified employees in Units “A” and “B” as certified by the Los Angeles Regional Director of the Public Employment Relations Board.

This collective bargaining unit conducts elections to appoint classified staff to District and College governing councils in the areas that have or will have a significant effect on staff and that are outside the scope of collective bargaining. Prior to the Board of Trustees taking action on such matters, classified staff are provided with the opportunity to participate in the formulation of recommendations through committee participation in areas that affect them. The Board gives every reasonable consideration to recommendations and opinions of staff.

Role of Students

Students are the reason the District and its Colleges exist: Students learn through participation in and completion of approved courses and involvement in college life activities.

Students at each College are represented by an Associated Student Government organization composed of an elected Board of Directors. Each College’s student government organization operates in accordance with its own constitution and bylaws and is responsible for appointing student representatives to serve on District councils. In their role representing all students, they offer opinions and make recommendations to the administration of the College and to the Board of Trustees with regard to District and College policies and procedures that have or will have a significant effect on students. Those areas are specifically defined as:

- Grading policies;
- Codes of student conduct;

- Academic disciplinary policies;
- Curriculum development;
- Courses or programs which should be initiated or discontinued;
- Processes for institutional planning and budget development;
- Standards and policies regarding student preparation and success;
- Student services planning and development;
- Students fees within the authority of the District to adopt; and
- Any other District and College policy, procedure, or related matter that the District Board of Trustees determines will have a significant effect on students.

Generally, the VCCCD Board of Trustees shall not take action on a matter having a significant effect on students unless they have been provided with an opportunity to participate in the recommendation process. The Board of Trustees ensures that recommendations and positions developed by students are given every reasonable consideration. Similarly, the Academic Senate at each College will consult with their counterpart Associated Student Government prior to making recommendations that impact students' interests.

Role of Administrators

The job descriptions for College and District administrators assign specific governance roles for administrators and call for both successful processes and products.

Product: Administrators are held accountable to provide effective leadership for and support of faculty and staff in the planning, implementation, and monitoring of District and College activities while maintaining compliance with state regulations, laws, and District policies.

Process: Administrators are held accountable to carry out their responsibilities in styles that support and maintain the spirit and letter of participatory governance.

Drawing from job descriptions approved by the Board of Trustees for each administrative position, the roles for College and District administrators are to:

- Provide leadership and expertise in assessing, identifying, formulating, and aiding in implementing the overall academic direction for the College in conjunction with the Chancellor;
- Plan, organize, direct, and evaluate the activities of the College pursuant to District and College mission and goals as set forth by the Board of Trustees; report on College achievement of District and College goals;
- Plan and recommend the instructional and student services programs, College budget, and organizational structure of the College;
- Prepare and maintain an educational master plan and support institutional research related to student learning, development, and outcomes;
- Remain current on emerging services, methodologies, and technologies relevant to the College's educational programs and student services;
- Establish and maintain liaisons with business and community representatives as participants in the planning, development, and modification of division curriculum and programs;
- Serve as a resource to and collaborate with faculty and staff in developing, coordinating, and evaluating the Colleges' programs and services;
- Ensure that the colleges' educational programs and student services comply with the Education Code, state and federal regulations, accreditation standards, District policies, contractual agreements, and articulation agreements;
- Serve as a resource to the Chancellor, the Board of Trustees, and College faculty and staff for colleges' educational and student service programs; and
- Promote the appropriate inclusion of students, faculty, and staff in participatory decision-making processes.

In attendance:

James Meznik, Chancellor

Robin Calote, Ventura College President

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
 David Keebler, Vice President, Business Services
 Iris Ingram, Vice President, Business Services
 Richard DeLaO, Chief of Police
 Michael Arnoldus, Director
 Terry Cobos, Director
 Will Deits, Director
 Sharon Dwyer, Project Manager
 Patricia Ewins, Dean
 Clare Geisen, Director
 Karen Gorback, Assistant Dean
 Tim Harrison, Dean
 Kim Hoffmans, Dean
 Gwen Huddleston-Lewis, Dean
 Carolyn Inouye, Dean
 Victoria Lugo, Dean
 Mary Anne McNeil, Director
 Darlene Melby, College Business Manager
 Lisa Miller, Dean
 David Oliver, Dean
 Marjorie Price, Dean
 Kathy Scott, Dean
 Terry Schukart, Project Manager
 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
 Connie Owens, Oxnard College Classified Senate President
 Carlos Gonzalez, Sr., Oxnard College Associated Student Government President
 Daniel Chavez, Ventura College Associated Student Government Director of External Affairs
 Les Dickey, Measure S
 Steve Hall, AFT President
 Patti Blair, Executive Assistant, Recorder

2. Call to Order:

Chair Blum called the meeting to order at 5:33 p.m.

3. Public Comments Regarding Closed Session Agenda Items

There were no public comments regarding Closed Session agenda items.

4. Recess to Closed Session

- 4.01 PUBLIC EMPLOYEE PERFORMANCE EVALUATION - CHANCELLOR (Gov. Code, section 54957)

5. Reconvene in Open Session and Closed Session Report

There was no closed session report.

6. Pledge to the Flag

Steve Hall led the pledge to the flag.

7. Acknowledgement of Guests and Special Recognitions

There were no guests or recognitions.

8. Public Comments

Public comment was made by Juan Smith.

9. Budget Update

Report: 9.01 BUDGET UPDATE: An update to the 2012/2013. Sue Johnson, Vice Chancellor, Business Services provided a 2012/2013 Budget Update.

10. Associated Student Government Reports

- Student Trustee Malekzadeh was not present and submitted a written report.
- Daniel Chavez, Ventura College Associated Student Government Director of External Affairs, thanked staff and students for their support; commented on the Districtwide student conference held at Moorpark College, inauguration of new student government officers, lending library, and student activities.
- Carlos Gonzalez, Sr., Oxnard College Associated Student Government President, commented on student finals, *Financial Aid Awareness Week* including student workshops, student activities including *Cinco de Mayo*, and thanked Oxnard College students, EOPS staff, and the VCCCD for the opportunity to serve as Associated Student Government President.

11. Senate President Business Report

- Riley Dwyer, Moorpark College Academic Senate President, commented on the 2012 State Spring Plenary Session, current structure of community colleges and Trustee roles, program reviews, *Participatory Governance Manual* and functional mapping chart, the budget, the hiring process for college vice presidents, and program review.
- Robert Cabral, Oxnard College Academic Senate President, commented on campus participatory governance committees, and work in the Program Effectiveness and Planning Committee and the Planning and Budget Council. Mr. Cabral thanked Associated Student Government President Carlos Gonzales for his participation and representation of students in the campus committees.
- Peter Sezzi, Ventura College Academic Senate President, commented on finals week, senate accomplishments, and the annual *Ventura College Faculty Satisfaction* survey. Mr. Sezzi acknowledged the recipients of four faculty awards: *Service to Students* - Ted Purell; *Service to Faculty* - Karrie Lang; *Service to College* (tie) - Mark Parley and Casey Mansfield. Mr. Sezzi also commented on the successful *Ventura College Open Forum*.
- Connie Owens, Oxnard College Classified Senate President, congratulated newly elected classified offices, commented on end-of-year classified and graduation activities, and thanked Human Resources for organizing the 5K event.
- Peder Nielsen, Ventura College Classified Senate President, thanked the Associated Student Body representatives and commented on *Earth Day*, Classified Appreciation BBQ, Human Resources 5K event, graduation, and the recent *Ventura College Open Forum*. Mr. Nielsen congratulated the Ventura County Women's Tennis Team for their success in the recent Ojai singles and doubles competition and reported the tennis team will compete in the State Championship.

12. Changes to the Agenda

- **12.01 REVISED ITEM 24.01: Changes in Personnel/Employment Status.**

13. Chancellor's Recommendations of Board of Trustees Agenda

Report: 13.01 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 Consultation Council meeting agenda of April 27, 2012, were reviewed within the District's Consultation Council and presented to the Trustees for action, without constituent objection.

14. Study Session: Accreditation Update

Discussion: 14.01 STUDY SESSION: ACCREDITATION UPDATE. This item presents for discussion an accreditation update.

Chancellor Meznik indicated accreditation work continues and commented on the May 2, 2012 visit to the ACCJC office by Chair Blum, Trustee McKay, and Dr. Meznik. The Delineation of Functions Mapping will be agendaized for review in Consultation Council on May 10, 2012. The District Council on Accreditation and Planning (DCAP)

continues its work with Information Technology, and discussed the establishment of a matrix to evaluate progress in meeting Board goals and objectives.

The Board of Trustees will review and update membership in the Citizens Advisory Body prior to surveying members through the Chancellor's Office/Administrative Relations. The Two-Year Board Policy and Procedure Review is ongoing. Ventura College recently accepted an invitation from ACCJC to host an accreditation event; all colleges will present program review during the workshop. The Board of Trustees Annual Self Evaluation Survey will be reviewed and the Board will discuss constituent participation in its annual evaluation.

Chair Blum commented on the ACCJC visit and indicated he gained a renewed understanding of Board expectations and will continue his work as Board Chair to ensure the Board meets accreditation recommendations.

Ms. Geisen distributed and discussed progress in the Board Policy/Administrative Procedure Two-Year Review Calendar. Ms. Geisen also distributed District/Colleges Accreditation Status Communications Plan and discussed activities related to pro-active accreditation communication activities, including portal updates, media releases, and correspondence with local high schools. An academic year-end letter from the Chancellor will be written and distributed, as well as a Letter to the Editor regarding accreditation status and activities.

Trustee McKay thanked Ms. Geisen for her ongoing work in communications and indicated the importance of outreach to the community, including e-blast activities, and suggested contracting with a communications specialist to augment Ms. Geisen's communications work in the area of communications. Trustee Miller supported Trustee McKay. Trustee Perez commented on the two-year review cycle matrix, suggested live streaming meetings, and the colleges occasionally hosting Board meetings. Trustee Hernandez agreed to the need for positive communication through community outreach, and indicated the need for immediate communication with other elected bodies throughout the counties. Trustee Blum asked for an agenda item for a communications specialist for the next Board meeting and indicated the need for communicate effectively and positively to the community related to accreditation. Ms. Geisen indicated the Citizens Advisory Body will be surveyed prior to the Board's Strategic Planning June 26, 2012 meeting and communication focus groups will be established to provide the Board with community feedback.

15. Board Policy

Information: 15.01 The Policy Committee met on April 18, 2012. The Policy Committee provides recommendations to the Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to ensure uniform practice Districtwide and avoid impeding college operational effectiveness (Accreditation Standards III.A.3.a, III.A.4.c, IV.B.1.b-c; IV.B.1.e). Chair Blum indicated the Policy Committee met and recommend the items presented.

Action: 15.02 ACTION TO APPROVE BOARD POLICY (BP) 2015 STUDENT MEMBER. This item presents for approval BP 2015 Student Member and provides existing Administrative Procedure (AP) 2015 Student Member for information. The Chancellor recommends the Board of Trustees approve revised BP 2015 Student Member. AP 2015 is provided for information and is consistent with BP 2015. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 15.03 ACTION TO APPROVE BOARD POLICY (BP) 2105 ELECTION OF STUDENT MEMBER. This item presents for approval BP 2105 Election of Student Member and provides existing Administrative Procedure (AP) 2105 Election of Student Member for information. The Chancellor recommends the Board of Trustees approve revised BP 2105 Election of Student Member. AP 2105 is provided for information and is consistent with BP 2105. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 15.04 ACTION TO REAFFIRM BOARD POLICY (BP) 4100 GRADUATION REQUIREMENTS FOR DEGREES AND CERTIFICATES. This item presents for reaffirmation BP 4100 Graduation Requirements for Degrees and Certificates and provides revised Administrative Procedure (AP) 4100 Graduation Requirements for Degrees and Certificates for information. The Chancellor recommends the Board of Trustees reaffirm BP 4100 Graduation Requirements for Degrees and Certificates. AP 4100 has been revised, is provided for information, and is consistent with BP 4100. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final

Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 15.05 ACTION TO REAFFIRM BOARD POLICY (BP) 4235 CREDIT BY EXAMINATION. This item presents for reaffirmation BP 4235 Credit By Examination and provides revised Administrative Procedure (AP) 4235 Credit By Examination for information. The Chancellor recommends the Board of Trustees reaffirm BP 4235 Credit By Examination. AP 4235 has been revised, is provided for information, and is consistent with BP 4235. 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.

Action: 15.06 ACTION TO REAFFIRM BOARD POLICY (BP) 6750 PARKING. This item presents for reaffirmation BP 6750 Parking and provides revised Administrative Procedure (AP) Parking 6750 for information. The Chancellor recommends the Board of Trustees reaffirm BP 6750 Parking. AP 6750 has been revised, is provided for information, and is consistent with BP 6750. 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.

16. Trustees/Chancellor's Office

Discussion: 16.01 STUDY SESSION. BOARD MEETING ASSESSMENT FROM THE APRIL 10, 2012 REGULAR BOARD MEETING. This item presents for review a Board meeting assessment for the April 10, 2012 Regular Board of Trustees meeting. Trustees discussed the April 10, 2012 Board Meeting Assessment. Trustee Hernandez apologized to Ms. Parham for any comments previously made. Trustee McKay requested the assessment be agendaized during the June strategic planning session.

Action: 16.03 ACTION TO APPROVE BOARD SELF-EVALUATION SURVEY. This item presents for approval the revised Board Self-Evaluation Survey and Discuss Authorized Individuals to Complete Survey.

Dr. Calote indicated DCAP recommends a quarterly Trustee evaluation. Trustees discussed broadening survey participation and agreed to include participation from the Consultation Council.

The Chancellor recommends the Board of Trustees approve the revised Board Self-Evaluation Survey, include three additional accreditation survey questions, and expand participation to include members of the Consultation Council.

Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 16.04 APPROVAL OF STUDENT TRUSTEE PRIVILEGES: This item presents for approval the annual establishment of Student Trustee privileges for 2012-2013. The Chancellor recommends the Board of Trustees approve the following privileges for the Student Trustee for 2012-2013: 1) Shall not be allowed to cast an advisory vote; 2) Shall not attend Closed Sessions; 3) Shall receive compensation similar to that of the Board, with no fringe benefits; and 4) The term of office will commence on June 1, 2012, and end May 31, 2013. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 16.05 APPROVAL OF RESOLUTION IN SUPPORT OF SCHOOLS AND LOCAL PUBLIC SAFETY AND PROTECTION ACT OF 2012: This item presents for approval the Resolution in Support of Schools and Local Public Safety and Protection Act of 2012. Dr. Steve Hall provided public comment. The Chancellor recommends the Board of Trustees approve the Resolution in Support of Schools and Local Public Safety and Protection Act of 2012. Motion by Vice Chair Arturo Hernandez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 16.06 ACTION TO APPROVE GOVERNING BOARD MEMBER ABSENCE. This item presents for approval the absence of a Board of Trustees member. That the Board of Trustees approve the absence of Student Trustee Arshia Malekzadeh. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final

Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

17. Business Services

There were no items.

Action: 23.06 APPROVAL OF A CONTRACT WITH AERONET COMMUNICATIONS FOR DESIGN SERVICES FOR DISTRICT PUBLIC WEBSITES: This item requests approval of a contract with Aeronet Communications for design services for District public websites. The Chancellor recommends that the Board of Trustees approve a contract with Aeronet Communications for website design services. Motion by Trustee Dianne McKay, 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: 23.11 APPROVAL OF NEW CONTRACTS FOR FISCAL YEAR 2012-13: This item request approval of new contracts for FY 2012-13. The Chancellor recommends the Board of Trustees approve this item. 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.

18. Human Resources

Action: 18.01 APPROVAL OF RESOLUTION FOR TERMINATION OF AN ACADEMIC EMPLOYEE: This item presents for approval the resolution for termination of an academic employee. The Chancellor recommends the Board of Trustees approve the Resolution for Termination of an Academic Employee as set forth below. Motion by Vice Chair Arturo Hernandez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

19. Capital Planning

Report: 19.01 Trustees: Capital Planning & Facilities Committee met on April 18, 2012. Trustee Perez indicated the Capital Planning and Facilities Committee met and recommend the items presented..

20. Student Learning

There were no items.

21. Consent Calendar

Action (Consent): 21.01 APPROVAL OF CONSENT CALENDAR. This item presents for approval the Consent Calendar. The Chancellor recommends the Board of Trustees approve this item. 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.

22. Consent Calendar: Approval of Minutes

Action (Consent), Minutes: 22.01 APPROVAL OF MINUTES FOR THE REGULAR MEETING OF THE BOARD OF TRUSTEES FOR April 10, 2012. This item presents for approval the minutes of the Board of Trustees meeting of April 10, 2012. The Chancellor recommends the Board of Trustees approve this item. 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.

23. Consent Calendar: Business Services

Action (Consent): 23.01 RATIFICATION OF ACCOUNTS PAYABLE AND PAYROLL FOR THE PERIOD OF MARCH 20, 2012 TO APRIL 18, 2012: This item presents for ratification Accounts Payable and Payroll for the period of March 20, 2012 to April 18, 2012. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 23.02 APPROVAL/RATIFICATION OF BOARD PURCHASE ORDER REPORT #12 FOR FY 2011-12: This item presents for approval/ratification of Board Purchase Order Report #12, for FY 2011-2012 from March 27, 2012 to April 23, 2012. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 23.03 ACCEPTANCE OF GIFTS: This item presents for approval the acceptance of gifts. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 23.04 APPROVAL OF REQUEST FOR PROPOSAL 435, FOOD VENDING SERVICES DISTRICT-WIDE: This item presents for approval award of Request for Proposal (RFP) 435 Food Vending Services District-wide to A Matter of Taste. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 23.05 APPROVAL OF REQUEST FOR PROPOSAL 436, BEVERAGE VENDING SERVICES DISTRICT-WIDE: This item presents for approval award of Request for Proposal (RFP) 436 Beverage Vending Services District-wide to Coca Cola Bottling for a three year period. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 23.07 APPROVAL OF A CONTRACT WITH BIBLIOTHECA FOR LIBRARY RADIO FREQUENCY IDENTIFICATION (RFID) HARDWARE, SOFTWARE AND SERVICES: This item requests approval of a contract with Bibliotheca for library Radio Frequency Identification (RFID) hardware, software, and services. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 23.08 APPROVAL OF A CONTRACT WITH NUVENTIVE FOR SOFTWARE TO MANAGE STRATEGIC PLANNING AND ASSESSMENT: This item requests approval of a contract with Nuventive for software to manage strategic planning and assessment. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 23.09 MONTHLY BUDGET TRANSFER SUMMARY & AMENDMENT: This item presents for ratification the monthly budget transfer summary and budget amendment for the months of March 2012. The Chancellor recommends the Board of Trustees approve this item. 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.

Action: 23.10 QUARTERLY FINANCIAL STATUS REPORT, GENERAL FUND – UNRESTRICTED (CCFS-311Q): This item requests acceptance of the quarterly financial status report (CCFS-311Q) for the General Fund-Unrestricted as required by law. The Chancellor recommends that the Board of Trustees accept the quarterly financial status report (CCFS-311Q) for the General Fund-Unrestricted and authorize that the report be filed with the Chancellor's Office of the California Community Colleges and the Ventura County Superintendent of Schools. Motion by Trustee Bernardo Perez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

24. Consent Calendar: Human Resources

Action (Consent): 24.01 REVISED: CHANGES IN PERSONNEL/EMPLOYMENT STATUS: Approval of Separation from Employment. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 24.02 CHANGES IN PERSONNEL/EMPLOYMENT STATUS: APPROVAL OF CHANGE OF EMPLOYMENT UNDER SPECIAL PRE-RETIREMENT PROGRAM. This item presents for approval a request by

a full-time faculty member to change her Special Pre-Retirement Work Percentage. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 24.03 CHANGES IN PERSONNEL/EMPLOYMENT STATUS: APPROVAL OF GRANTING SICK LEAVE DAYS FROM ESTABLISHED SICK LEAVE POOL FOR ACADEMIC EMPLOYEES: This item presents for approval the granting of sick leave days from the established Sick Leave Pool for Academic Employees. The Chancellor recommends the Board of Trustees approve this item. 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.

25. Consent Calendar: Capital Planning

Action (Consent): 25.01 ACCEPTANCE OF CHANGE ORDER SUMMARY REPORTS FOR CAPITAL PROJECTS: This item presents for approval the Change Order Summary Reports for Capital Projects. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 25.02 APPROVAL OF MEASURE S BUDGET TRANSFERS AT MOORPARK COLLEGE: This item presents for approval budget transfers between the Measure S funded projects at Moorpark College as described. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 25.03 ACCEPTANCE OF COMPLETION OF CONTRACT WITH SMC CONSTRUCTION FOR THE REGIONAL FIRE, SHERIFF & POLICE EDUCATION AND TRAINING ACADEMY, PROJECT 89106: This item presents for approval the acceptance of completion of the contract with SMC Construction for the Regional Fire, Sheriff & Police Education and Training Academy, Project 89106. The Chancellor recommends the Board of Trustees approve this item. 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.

26. Consent Calendar: Student Learning

Action (Consent): 26.01 SPRING 2012 CANDIDATES FOR GRADUATION AND CERTIFICATES AT MOORPARK COLLEGE. This item presents for approval the Spring 2012 candidates for graduation and certificates at Moorpark College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 26.02 SPRING 2012 CANDIDATES FOR GRADUATION AND CERTIFICATES AT OXNARD COLLEGE. This item presents for approval the Spring 2012 candidates for graduation and certificates at Oxnard College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 26.03 SPRING 2012 CANDIDATES FOR GRADUATION AND CERTIFICATES AT VENTURA COLLEGE. This item presents for approval the Spring 2012 candidates for graduation and certificates at Ventura College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 26.04 MOORPARK COLLEGE REVISED COURSE APPROVAL: This item presents for approval a revised course at Moorpark College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 26.05 MOORPARK COLLEGE NEW COURSE APPROVAL: This item presents for approval a new course at Moorpark College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 26.06 OXNARD COLLEGE DELETED PROGRAM APPROVAL: This item presents for approval the deletion of a program at Oxnard College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 26.07 OXNARD COLLEGE NEW COURSES APPROVAL: This item presents for approval the new courses at Oxnard College. The Chancellor recommends the Board of Trustees approve this item. 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.

Action (Consent): 26.08 OXNARD COLLEGE REVISED COURSES APPROVAL: This item presents for approval the revised courses at Oxnard College. The Chancellor recommends the Board of Trustees approve this item. 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.

27. Informational Items

There were no items.

28. Reports

- **Academic Senates**

Academic Senate Presidents commented about graduation activities, Academic Senate Elections, and finalizing campus-related activities prior to the end of the academic year.

- **Trustees**

Trustees commented on attending the May 4-6, 2012 Community College League Conference, graduation, campus activities, and community events. Trustee McKay and Chair Blum commented on their recent visit to the ACCJC office. Trustees congratulated students, faculty, and staff for a successful year.

29. Adjournment

Chair Blum adjourned the meeting at 9:24 p.m.



Ventura County Community College District
Board of Trustees Regular Meeting
255 West Stanley Avenue, Suite 150
Ventura, CA 93001
Tuesday, June 19, 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

1. Mission

District Mission: The Ventura County Community College District (VCCCD) is committed to assisting students in the attainment of its primary mission as a system of state supported two-year colleges.

The primary mission of the District is to produce student learning in lower division level academic transfer and career/vocational degree and certificate programs. Effective, efficient student support services are offered to assist in the accomplishment of the District's primary mission based on need and available resources.

Ventura County Community College District works to enhance state, regional, and local economic growth and global competitiveness within the pursuit of its primary mission. Additionally, workforce and economic development activities and services are offered based on need and available resources.

English as a Second Language instruction, remedial, adult education, and supplemental learning services that contribute to student success are offered and operated based on need and available resources.

Ventura County Community College District improves the quality of community life by offering not-for-credit, recreational, vocational, cultural, and civic programming based on community demand and available resources.

All District programs, services, and activities operate within a framework of integrated planning and budgeting. Ongoing, student learning outcome assessment and systematic program review are used to ensure District-wide excellence through sustainable, continuous quality improvement in compliance with its mission.

Governance Roles

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 outlined below is derived from several sources: the Government Code of California, California Code of Regulations, VCCCD Board Policy, District practices and procedures, and job descriptions.

Role of the Board of Trustees

The Board of Trustees are representatives of the broad community, elected to act as guardians of the public's trust. Although elected within subsections of Ventura County, Trustees serve and represent all county citizens. The Board's primary responsibility is to establish District policies that align with the Minimum Standards set by the Board of Governors of the California Community Colleges. The Board ensures that the mission and vision will be accomplished by assigning responsibilities to District employees through job descriptions. In this way, the Board remains outside the operations of the District.

The following responsibilities are stated in Education Code Section, which authorizes and defines local boards. The section also authorizes local boards to delegate their power to the chief executive officer and other college staff and committees, unless specifically prohibited by law.

1. Establish rules and regulations not inconsistent with the regulations of the Board of Governors and the laws of this state.
2. Establish policies for and approve comprehensive, academic, and facilities plans.
3. Establish policies for and approve courses of instruction and educational programs.
4. Establish academic standards and graduation requirements.
5. Employ all personnel and establish employment practices.
6. Determine budgets within legal constraints and determine the needs for tax and bond elections.
7. Manage and control district property.
8. Establish procedures for effective involvement in the local decision-making process.
9. Establish rules for student conduct.
10. Establish fees as required by law.
11. Accept grants, gifts, and scholarships.
12. Provide auxiliary services, as necessary.
13. Determine the academic calendar.
14. Participate in the Board of Governors' state consultation process.

Boards of Trustees in California delegate significant authority to the CEO, as well as to the Academic Senate according to Title 5 regulations. Effective boards limit their role to developing broad policy and providing oversight in the areas listed above, and delegate the responsibility for administrative and professional duties to the professionals in the colleges.

As a legislative body, the VCCCD Board of Trustees conducts deliberations and actions openly within the realm of public scrutiny consistent with Government Code Section 54953, also known as the Ralph M. Brown Act. Minutes are prepared for all actions taken by the VCCCD Board of Trustees to serve as the District's public record.

Role of District Chancellor

The Chancellor is the chief executive officer of the District and administrative agent of the Board of Trustees and, as such, is the District's only employee reporting directly to the Board. The Chancellor is accountable for the operation of the District and for providing policy recommendations to the Board. Further definition of the Chancellor's responsibilities is provided in the following section on the Role of Administrators and further referred to in BP 2430 Delegated Authority to Chancellor.

Role of Faculty

Full-time and part-time faculty members at each College are represented in governance by an Academic Senate. The Academic Senate at each College assumes primary responsibility for making recommendations in the areas of curriculum, academic standards, and other areas of professional and academic matters identified in Assembly Bill 1725.

The VCCCD Board of Trustees agreed in Board Policy 2510 to function with the Colleges' Academic Senates in academic and professional matters under the mutual agreement option. When the Board elects to provide for mutual agreement with the Academic Senates, and an agreement has not been reached, existing policy shall remain in effect unless such policy exposes the District to legal liability or fiscal hardship. In cases where there is no existing policy, or when legal liability or fiscal hardship requires existing policy to be changed, the Board may act, after a good faith effort to reach agreement, only for compelling legal, fiscal, or organizational reasons.

Through the three Academic Senates and their College governance structure, recommendations are made to the administration of its College and the District on the following specific academic and professional matters:

- Curriculum, including establishing prerequisites and placing courses within disciplines;
- Degree and certificate requirements;
- Grading policies;
- Educational program development;
- Standards or policies regarding student preparation and success;
- District and College governance structures, as related to faculty roles;
- Faculty roles and involvement in accreditation processes, including self-study and annual reports;
- Policies for faculty professional development activities;
- Processes for program review; and
- Processes for institutional planning and budget development
- Other academic/professional matters, mutually agreed upon between the Board of Trustees and the Academic Senate.

Academic Senates have a statutory requirement to confer with students in their respective areas of responsibility.

Consultation is required on processes in program review, planning, and budgeting. Consultation is not required on the content of program review, planning, and budgeting.

Academic Senates appoint faculty members to District groups.

Role of Classified Staff

Classified staff members include College and District employees in a wide range of positions. Classified staff members are provided with opportunities to participate in the formulation and development of District and College recommendations as well as in the processes for developing recommendations that have or will have a significant effect on them.

SEIU recommends classified representatives for appointments to the various groups as identified through Article 4.8 of the agreement between the Ventura County Community College District and Service Employees International Union Local 99.

Role of Administrators

Administrators are defined as college presidents, vice chancellors, college executive vice presidents, college vice presidents, deans, classified managers, and classified supervisors. The job descriptions for College and District administrators assign specific roles for administrators. Administrators are appointed to committees based on function or position or appointed by the College President or Chancellor. Administrators address issues of District-wide impact, including governance recommendations, operational matters to ensure alignment of practices, cross-District communication, uniform application of

policies and procedures, progress on District goals, and Board support in District-wide planning processes.

Role of Students

Students at each College are represented by an Associated Student Government organization composed of elected officers. Each College's student government organization operates in accordance with its own constitution and bylaws and is responsible for appointing student representatives to serve on District councils. In their role representing all students, they offer opinions and make recommendations to the administration of the College and to the Board of Trustees with regard to District and College policies and procedures that have or will have a significant effect on students. Those areas are specifically defined as:

- Grading policies;
- Codes of student conduct;
- Academic disciplinary policies;
- Curriculum development;
- Courses or programs which should be initiated or discontinued;
- Processes for institutional planning and budget development;
- Standards and policies regarding student preparation and success;
- Student services planning and development;
- Students fees within the authority of the District to adopt; and
- Any other District and College policy, procedure, or related matter that the District Board of Trustees determines will have a significant effect on students.

Generally, the Board of Trustees shall not take action on a matter having a significant effect on students unless they have been provided with an opportunity to participate in the recommendation process.

In attendance:

James Meznik, 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
James Meznec, Chancellor

2. Call to Order:

Chair Blum called the meeting to order at 5:15 p.m.

3. Public Comments Regarding Closed Session Agenda Items

Public comments regarding Closed Session agenda items were made by Helen Nielsen and Peder Nielsen.

4. Recess to Closed Session

- **4.01 CONFERENCE WITH LEGAL COUNSEL: Existing Litigation (Gov. Code 54956.9 subd. (a)); Larry Guevara v. Ventura County Community College District, et al.; Ventura County Superior Court Case No. 56-2007-00285673-CU-WM-VTA**
- **4.02 PUBLIC EMPLOYEE PERFORMANCE EVALUATION - CHANCELLOR (Gov. Code, section 54957)**
- **4.03 PUBLIC EMPLOYMENT (Gov. Code, section 54957) - Chancellor**

5. Reconvene in Open Session and Closed Session Report

Chair Blum provided the following Closed Session Report:

- **4.01 CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Gov. Code, Section 54956.9, subd. (a)) Larry Guevara v. Ventura County Community College District, et al.; Ventura County Superior Court Case No. 56-2007-00285673-CU-WM-VTA.** It was moved by Trustee Miller, seconded by Trustee McKay, and carried on a 5-0 vote, that the Board of Trustees of the Ventura County Community College District approve the proposed Settlement Agreement and General Release in connection with the case entitled Larry Guevara v. Ventura County Community College District, et al.; Ventura County Superior Court Case No. 56-2007-00285673-CU-WM-VTA. The Personnel Commission will also consider approval of the Settlement Agreement and General Release at its regularly-scheduled meeting on Thursday, June 21, 2012.
- **4.02 PUBLIC EMPLOYEE PERFORMANCE EVALUATION.** There was no action taken.
- **4.03 PUBLIC EMPLOYMENT (Gov. Code, Section 54957) - Chancellor.** It was moved by Trustee McKay, seconded by Trustee Miller, and carried on a 5 - 0 vote, that the Board of Trustees of the Ventura County Community College District appoint Susan Johnson as Interim Chancellor effective July 1, 2012 through July 31, 2012.

6. Pledge to the Flag

Steve Hall led the pledge to the flag.

7. Action Item : Trustees/Chancellor's Office

Action: 7.01 Public Swearing in and Seating of Student Member: This item presents for approval the public swearing in and seating of Arthur Valenzuela, Student Member, to serve for the term from June 1, 2012 - May 31, 2013. That the Board of Trustees approve the public swearing in and seating of Arthur Valenzuela, Student Trustee, to serve for the term from June 1, 2012 to May 31, 2013. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

8. Acknowledgement of Guests and Special Recognitions

- Dr. Handel Evans presented Construction Management Association of America awards to Oxnard College President Richard Duran and Moorpark College President Pam Eddinger.

Each year the Construction Management Association of America selects outstanding projects for achievement awards. Awards are based upon excellence in design and construction of both private and public projects: Oxnard College Student Services Center and the Moorpark College Electrical Infrastructure Replacement Project. The projects were chosen by an independent committee from a pool of over 100 competing projects as examples of outstanding construction management, led by Leslie Dickey and the Heery International team.

9. Public Comments

Daniel Chavez provided public comment.

10. Business Services

Report: 10.01 Trustees: Audit and Budget Committee met on May 30, 2012

Trustee Miller indicated the Audit and Budget Committee met on May 30, 2012 and recommend the 2012/13 Tentative Budget.

Action: 10.04 APPROVAL OF 2012-13 TENTATIVE BUDGET: This item requests Board of Trustees approval of the 2012-2013 Tentative Budget for all funds of the District. Approval of the Tentative Budget authorizes expenditures of funds until the Adoption Budget is approved. The Chancellor recommends that the Board of Trustees approve the FY 2012-2013 Tentative Budget for all funds of the District. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

11. Associated Student Government Reports

Report: 11.01 Associated Student Government

- Student Trustee Valenzuela did not provide a report.
- Daniel Chavez, Ventura College Associated Student Government Director of External Affairs, commented on summer session, summer lending library, thanked Trustees and staff for a successful graduation ceremony, and thanked Chancellor Meznek for his service to students. Mr. Chavez also commented on the cafeteria closures and student discussions.

12. Senate President Business Report

Information: 12.01 Academic Senate

- Riley Dwyer, Moorpark College Academic Senate President, commented on the District Council on Accreditation and Planning.

- Robert Cabral, Oxnard College Academic Senate President, commented on planning, program discontinuance, reflected on his senate work and the participatory governance process. Mr. Cabral thanked Oxnard College faculty for their support during the last three years, Dean Carmen Guerrero, Dr. Endrijonas, Dr. Duran, Mr. Sezzi, Ms. Dwyer, Associated Student Government, Connie Owens, College Presidents, District staff, Vice Chancellors Johnson and Parham, Chancellor Meznec, Board of Trustees, and the outreach from managers.
- Peter Sezzi, Ventura College Academic Senate President, acknowledged Robert Cabral's work as a senate president, thanked Trustees for attending the Ventura College graduation, acknowledged Peder Nielsen for his work during graduation, acknowledged Dean Huddleston's work in the site event, and commented on summer classes and the learning library

Report: 12.02 Classified Senate

- Connie Owens commented on her work as the Oxnard College Classified Senate President, Flex Week, and graduation.
- Peder Nielsen thanked Chancellor Meznec, Mr. Cabral, and Ms. Owens for their dedicated work, thanked Trustees for attending the Ventura College graduation, and acknowledged the work of many people who contributed to the successful graduation. Mr. Nielsen also commented on the Ventura College Classified BBQ, Classified Senate Awards, and acknowledged the following individuals who received Classified Senate awards: Service to Students: Karen Kittrell; Service to Staff: Jesse Llamas; and Service to the College: Joe Perez.

13. Changes to the Agenda

Information: 13.01 Changes to the Agenda

1. REVISED ITEM 24.04: CHANGES IN PERSONNEL/EMPLOYMENT STATUS: APPROVAL OF SEPARATION FROM EMPLOYMENT. The attachment to Item 24.04 was changed to remove Sections 3, 5, and 12.

2. REVISED ITEM 24.05: CHANGES IN PERSONNEL/EMPLOYMENT STATUS: APPROVAL OF REASSIGNMENT IN LIEU OF REDUCTION IN TIME OR LAYOFF. The attachment to Item 24.05 has been changed to remove Section 3.

3. PULLED ITEM 18.01. APPROVAL OF EMPLOYMENT AGREEMENT ADMINISTRATOR: CHANCELLOR.

14. Chancellor's Recommendations of Board of Trustees Agenda

Report: 14.01 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 Consultation Council meeting agenda of June 7, 2012, were reviewed within the District's Consultation Council, and presented to the Trustees for action, without constituent objection.

15. Study Session: Accreditation Update

Information: 15.01 OPEN STUDY SESSION: Accreditation Update.
Chair Blum opened the study session.

Discussion: 15.02 This item presents for discussion an accreditation update.

Dr. Meznec discussed accreditation work, Delineation of Functions, progress in the two-year policy review calendar, professional development, District Council on Accreditation and Planning, gap analysis, and indicated the District expects a follow-up letter from the ACCJC.

Information: 15.03 CLOSE STUDY SESSION.

Chair Blum closed the study session.

16. Board Policy

Information: 16.01 The Policy Committee met on May 15, 2012. The Policy Committee provides recommendations to the Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to ensure uniform practice Districtwide and avoid impeding college operational effectiveness (Accreditation Standards III.A.3.a, III.A.4.c, IV.B.1.b-c; IV.B.1.e).

Information: 16.02 REVIEW TWO-YEAR BOARD POLICY REVIEW CALENDAR. This item presents for review the two-year Board Policy Review Calendar. Ms. Geisen discussed the Board of Trustees Two-Year Review Cycle, progress in policy and procedure review, and the Board Policy Agenda Review Calendar.

Action: 16.03 ACTION TO APPROVE BOARD POLICY (BP) 2205 DELINEATION OF SYSTEM AND BOARD FUNCTIONS. This item presents for approval BP 2205 Delineation of System and Board Functions. No administrative procedure is required. The Chancellor recommends the Board of Trustees approve revised BP 2205 Delineation of System and Board Functions. No administrative procedure is required. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 16.04 ACTION TO APPROVE BOARD POLICY (BP) 2350 SPEAKERS. This item presents for approval BP 2350 Speakers. No administrative procedure is required. The Chancellor recommends the Board of Trustees approve revised BP 2350 Speakers. No administrative procedure is required. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. After discussion, motion was withdrawn and Trustees requested the item be reviewed at a future Board Policy Committee meeting. There was no action taken.

Action: 16.05 ACTION TO REAFFIRM BOARD POLICY (BP) 2715 BOARD CODE OF ETHICS. This item presents for reaffirmation BP 2715 Board Code of Ethics and provides revised Administrative Procedure (AP) 2715(A) Board Code of Ethics for information. The Chancellor recommends the Board of Trustees reaffirm BP 2715 Board Code of Ethics. AP 2715(A) has been revised, is provided for information, and is consistent with BP 2715. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 16.06 ACTION TO REAFFIRM BOARD POLICY (BP) 2745 BOARD SELF-EVALUATION. This item presents for reaffirmation BP 2745 Board Self-Evaluation and provides revised Administrative Procedure (AP) 2745 Board Self-Evaluation for information. The Chancellor recommends the Board of Trustees reaffirm BP 2745 Board Self-Evaluation. AP 2745 has been revised, is provided for information, and is consistent with BP 2745. Motion by Trustee Dianne McKay, 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: 16.07 ACTION TO REAFFIRM BOARD POLICY (BP) 4025 PHILOSOPHY AND CRITERIA FOR ASSOCIATE DEGREES AND GENERAL EDUCATION. This item presents for reaffirmation BP 4025 Philosophy and Criteria for Associate Degrees and General Education and provides revised Administrative Procedure (AP) 4025 Philosophy and Criteria for Associate Degrees and General Education for information. The Chancellor recommends the Board of Trustees reaffirm BP4025 Philosophy and Criteria for Associate Degrees and General Education. AP 4025 has been revised, is provided for information, and is consistent with BP 4025. 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.

Action: 16.08 ACTION TO REAFFIRM BOARD POLICY (BP) 4225 COURSE REPETITION. This item presents for reaffirmation BP 4225 Course Repetition and provides revised Administrative Procedure (AP) 4225 Course Repetition for information. The Chancellor recommends the Board of Trustees reaffirm BP 4225 Course Repetition. AP 4225 has been revised, is provided for information, and is consistent with BP 4225. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 16.09 ACTION TO APPROVE BOARD POLICY (BP) 4227 COURSE REPETITION ABSENT SUBSTANDARD ACADEMIC WORK. This item presents for approval BP 4227 Course Repetition Absent Substandard Academic Work and provides revised Administrative Procedure (AP) 4227 Course Repetition Absent Substandard Academic Work for information. The Chancellor recommends the Board of Trustees approve BP 4227 Course Repetition Absent Substandard Academic Work. AP 4227 has been revised and/or reviewed by District Council on Student Learning (DCSL) and Chancellor's Cabinet, is provided for information, and is consistent with BP 4227. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 16.10 ACTION TO REAFFIRM BOARD POLICY (BP) 4230 GRADING AND ACADEMIC RECORD SYMBOLS. This item presents for reaffirmation BP 4230 Grading and Academic Record Symbols and provides revised Administrative Procedure (AP) 4230 Grading and Academic Record Symbols for information. The Chancellor recommends the Board of Trustees reaffirm BP 4230 Grading and Academic Record Symbols. AP 4230 has been revised and/or reviewed by District Council on Student Learning (DCSL) and Chancellor's Cabinet, is provided for information, and is consistent with BP 4230. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

17. Trustees/Chancellor's Office

Discussion: 17.03 STUDY SESSION: BOARD MEETING ASSESSMENT FROM THE MAY 4-6, 2012 COMMUNITY COLLEGE LEAGUE OF CALIFORNIA ANNUAL TRUSTEE CONFERENCE. This item presents for review a Board meeting assessment for the May 4-6 Community College League of California Annual Trustee Conference. Trustees discussed the May 4-6, 2012 Community College League of California Annual Trustee Conference assessment. Trustees acknowledged the value of attending the conference and appreciated the opportunity to attend.

Discussion: 17.04 STUDY SESSION. BOARD MEETING ASSESSMENT FROM THE MAY 8, 2012 REGULAR BOARD MEETING. This item presents for review a Board meeting assessment for the May 8, 2012 Regular Board of Trustees meeting. Trustees commented on the May 8, 2012 meeting assessment.

Action: 17.05 ACTION TO ADOPT RESOLUTION. This item presents adoption of a Resolution of the Ventura County Community College District Ordering a Regular Governing Board Member Election, Ordering Consolidation with Other Elections, and Constituting "Specification of the Election Order" to be held on November 6, 2012. The Chancellor recommends that the Board of Trustees adopt a Resolution ordering a Regular Governing Board Member Election, Ordering Consolidation with Other Elections, and Constituting "Specification of the Election Order" to be held on November 6, 2012. Motion by Trustee Bernardo Perez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 17.06 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 and that determination is to hold a run-off election. Motion by Trustee Dianne McKay, second by Trustee

Larry Miller. Following discussion, Trustee McKay withdrew the motion, Trustee Miller withdrew the second, and Trustees agreed to place the item on the agenda for the June 26, 2012 Strategic Planning Meeting.

Action: 17.07 ACTION TO APPROVE GOVERNING BOARD MEMBER ABSENCE. This item presents for approval the absence of a Board of Trustees member. There was no action taken.

18. Human Resources

Action: 18.01 APPROVAL OF EMPLOYMENT AGREEMENT - ADMINISTRATOR: CHANCELLOR. This item was pulled and therefore no action was taken.

19. Capital Planning

Report: 19.01 Trustees: Capital Planning & Facilities Committee met on May 23, 2012. Trustee Miller indicated the Capital Planning met and recommend the items presented.

20. Student Learning

21. Consent Calendar

Action (Consent): 21.01 APPROVAL OF CONSENT CALENDAR. This item presents for approval the Consent Calendar. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez. Item 23.15 APPROVAL OF A CONTRACT FOR GENERAL LEGAL SERVICES WITH LIEBERT CASSIDY WHITMORE and Item 23.20 APPROVAL OF A CONTRACT WITH DOLINKA GROUP, LLC FOR REDEVELOPMENT CONSULTING AND ADVISORY SERVICES were pulled from the Consent Calendar and considered separately.

22. Consent Calendar: Approval of Minutes

Action (Consent), Minutes: 22.01 APPROVAL OF MINUTES FOR THE REGULAR MEETING OF THE BOARD OF TRUSTEES FOR MAY 8, 2012. This item presents for approval the minutes of the Board of Trustees Meeting of May 8, 2012. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent), Minutes: 22.02 APPROVAL OF MINUTES FOR THE SPECIAL BOARD MEETING OF THE BOARD OF TRUSTEES FOR MAY 25, 2012. This item presents for approval the minutes of the Board of Trustees Special Meeting of May 25, 2012. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent), Minutes: 22.03 APPROVAL OF MINUTES FOR THE SPECIAL BOARD MEETING OF THE BOARD OF TRUSTEES FOR JUNE 5, 2012. This item presents for approval the minutes of the Board of Trustees Special Meeting of June 5, 2012. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

23. Consent Calendar: Business Services

Action (Consent): 23.01 RATIFICATION OF ACCOUNTS PAYABLE AND PAYROLL FOR THE PERIOD OF APRIL 19, 2012 TO MAY 29, 2012: This item presents for ratification Accounts Payable and Payroll for the period of April 19, 2012 to May 29, 2012. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 23.02 APPROVAL/RATIFICATION OF BOARD PURCHASE ORDER REPORT #13 FOR FY 2011-12: This item presents for approval/ratification of Board Purchase Order Report #13, for FY 2011-2012 from April 23, 2012 to June 4, 2012. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 23.03 APPROVAL/RATIFICATION OF BOARD PURCHASE ORDER REPORT #01 FOR FY 2012-13: This item presents for approval/ratification of Board Purchase Order Report #01, for FY 2012-2013 from April 23, 2012 to June 4, 2012. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 23.04 ACCEPTANCE OF GIFTS: This item presents for approval the acceptance of gifts. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 23.05 SURPLUS/DISPOSAL OF EQUIPMENT: This item presents for approval the surplus/disposal of equipment and materials. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 23.06 APPROVAL OF BID 437 VENTURA COLLEGE STUDENT CENTER FLOOR LEVELING PROJECT: This item presents for approval the award of Bid 437, Ventura College Student Center Floor Leveling Project to the lowest responsive bidder, Reliable Floor Covering, in the amount of \$58,947. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 23.07 APPROVAL OF BID 432, PARKING AREA IMPROVEMENTS DISTRICT WIDE: This item presents for approval award of Bid 432, Parking Area Improvements District-Wide to the lowest responsible bidders, HeathCote Geotechnical, Quality Paving, and Mission Paving as displayed below. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 23.08 APPROVAL OF BID 438, MOORPARK COLLEGE CAMPUS CENTER VENDING AREA DEMOLITION: This item presents for approval award of Bid 438 Moorpark College Campus Center Vending Area Demolition to the lowest responsible bidder, Specialized Environmental, Inc. in the amount of \$83,000. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 23.09 APPROVAL OF BID 440, MOORPARK COLLEGE CAMPUS CENTER VENDING AREA RECONSTRUCTION: This item presents for approval award of Bid 440 Moorpark College Campus Center Vending Area Reconstruction to the lowest responsible bidder, Ardan Construction Company, Inc. in the amount of \$246,900. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez.

Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 23.10 APPROVAL OF BID 441, MOORPARK COLLEGE SOLAR PV LAB SITE WORK AND MOCK ROOF STRUCTURES: This item presents for approval award of Bid 441 Moorpark College Solar PV Lab Site Work and Mock Roof Structures to the lowest responsible bidder, Kiwitt's General Building, in the amount of \$64,000. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 23.11 APPROVAL OF CONTRACT WITH BLACKBOARD CONNECT TO PROVIDE MASS NOTIFICATION SERVICES: This item presents for approval the contract renewal with Blackboard Connect Inc. for mass notification services. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 23.12 APPROVAL OF CONTRACT WITH BURNING GLASS FOR USE OF THE LABOR/INSIGHT WEB-BASED PORTAL: This item presents for approval a contract with Burning Glass, Inc. for use of its Labor/Insight web-based portal to provide real-time labor market information, which will allow our three colleges to more closely align CTE courses with job availability. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 23.13 APPROVAL OF CONTRACT WITH OMNIUPDATE FOR OU WEB CONTENT MANAGEMENT SOFTWARE, LICENSE AND TECHNICAL SUPPORT: This item presents for approval a one-year agreement with OmniUpdate for OU Software, License and Technical Support for OmniUpdate web content management software. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 23.14 APPROVAL OF EXTENSION OF CONTRACT FOR GENERAL LEGAL SERVICES WITH FAGEN, FRIEDMAN & FULFROST: This item presents for approval the extension of a professional services contract with the law firm of Fagen, Friedman & Fulfroast for the period July 1, 2012 through June 30, 2013. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 23.15 APPROVAL OF A CONTRACT FOR GENERAL LEGAL SERVICES WITH LIEBERT CASSIDY WHITMORE: This item presents for approval a professional services contract with the law firm of Liebert Cassidy Whitmore for the period July 1, 2012 through June 30, 2013. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 23.16 APPROVAL OF EXTENSION OF CONTRACT FOR GENERAL LEGAL SERVICES WITH ORBACH, HUFF & SUAREZ, LLP: This item presents for approval the extension of a professional services contract with the law firm of Orbach, Huff & Suarez, LLP for the period July 1, 2012 through June 30, 2013. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 23.17 APPROVAL OF CONTRACT WITH STRATA INFORMATION GROUP TO PROVIDE PROJECT MANAGEMENT SERVICES FOR BANNER AND LUMINIS ADMINISTRATIVE SYSTEMS: This item presents for approval the contract renewal with Strata Information Group (SIG) for ongoing project management services and specialized technical support for the Banner administrative software system, the Luminis web portal system, and related database applications. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 23.18 RETIREMENT BOARD OF AUTHORITY (RBOA) INVESTMENT REPORT: This item presents for acceptance the Retirement Board of Authority (RBOA) Investment Report. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 23.19 MONTHLY BUDGET TRANSFER SUMMARY & AMENDMENT: This item presents for ratification the monthly budget transfer summary and budget amendment for the months of April - May 2012. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez

Action: 23.20 APPROVAL OF A CONTRACT WITH DOLINKA GROUP, LLC FOR REDEVELOPMENT CONSULTING AND ADVISORY SERVICES: This item request approval of a contract with Dolinka Group, LLC to provide Redevelopment consulting, advisory services, and study/audit effective June 20, 2012. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 23.21 APPROVAL OF NEW CONTRACTS AND GRANTS FOR FISCAL YEAR 2012-13: This item request approval of a new contracts and grants for FY 2012-13 and authorization to amend the General Fund Restricted budgets. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 23.22 APPROVAL OF A THREE-YEAR CONTRACT FOR MEASURE S BOND AUDIT SERVICES WITH VICENTI, LLOYD & STUTZMAN, LLP: This item presents for approval a three-year contract with the Certified Public Accounting firm of Vicenti, Lloyd & Stutzman LLP, for audit services for the Measure S bond program. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

24. Consent Calendar: Human Resources

Action (Consent): 24.01 CHANGES IN PERSONNEL/EMPLOYMENT STATUS: APPROVAL OF GRANTING LEAVE OF ABSENCE FOR UNION BUSINESS. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 24.02 EMPLOYMENT AND POSITION CONTROL: APPROVAL OF THE ESTABLISHMENT OF POSITIONS: This item presents for approval the establishment of three positions.

The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 24.03 EMPLOYMENT AND POSITION CONTROL: APPROVAL OF THE ABOLISHMENT AND ESTABLISHMENT OF POSITIONS: This item presents for approval the abolishment and establishment of positions. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 24.04 REVISED: CHANGES IN PERSONNEL/EMPLOYMENT STATUS: APPROVAL OF SEPARATION FROM EMPLOYMENT The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 24.05 REVISED: CHANGES IN PERSONNEL/EMPLOYMENT STATUS: APPROVAL OF REASSIGNMENT IN LIEU OF REDUCTION IN TIME OR LAYOFF. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

25. Consent Calendar: Capital Planning

Action (Consent): 25.01 ACCEPTANCE OF CHANGE ORDER SUMMARY REPORTS FOR CAPITAL PROJECTS: This item presents for approval the Change Order Summary Reports for Capital Projects. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 25.02 APPROVAL TO APPOINT AMADOR WHITTLE ARCHITECTS, INC. FOR THE DESIGN OF A FIRST STOP CENTER IN THE MOORPARK COLLEGE LIBRARY, PROJECT #19118: This item presents for approval the appointment of Amador Whittle Architects, Inc. for a First Stop Center in the Moorpark College Library, Project #19118. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 25.03 APPROVAL OF MEASURE S BUDGET TRANSFERS - OXNARD COLLEGE: This item presents for approval budget transfers between the Measure S funded projects at Oxnard College as described. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 25.04 REJECT ALL BIDS FOR 3-M WINDOW FILM TINTING AT OXNARD COLLEGE PERFORMING ARTS CENTER, PROJECT #29117: This item presents for approval the rejection of all bids for the 3-M Window Film Tinting at the Oxnard College Performing Arts Center, Project #29117. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 25.05 AUTHORIZATION FOR USE OF MEASURE 'S' INTEREST REVENUE TO SUPPLEMENT MEASURE 'S' BOND BUDGET AT OXNARD COLLEGE STUDENT SERVICES CENTER, PROJECT #29120 FOR THE DEMOLITION OF OLD MODULAR BLDGS CONTAINING

EAC/ASSESSMENT CENTER, CAMPUS POLICE AND HEALTH CENTER, PROJECT #29120: This item requests authorization to use \$1,051,702.33 of Measure 'S' Bond allocatable Interest Revenue for the Demolition project at Oxnard College Student Services Center, Project #29120. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 25.06 APPROVAL OF MEASURE S BUDGET TRANSFERS AT VENTURA COLLEGE: This item presents for approval budget transfers between the Measure S funded projects at Ventura College as described. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 25.07 APPROVAL OF CONTRACT WITH PACIFIC BUILDERS & ROOFING, db a WSP ROOFING, FOR THE REROOF OF THE VENTURA COLLEGE G BUILDING (THEATER), PROJECT #39117: This item presents for approval a contract with Pacific Builders & Roofing, dba WSP Roofing, in the amount of \$164,491 for the Ventura College Reroof of the G Building (Theater), Project #39117. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 25.08 APPROVAL OF REDUCTION IN RETENTION FOR VIOLA, INC. FOR THE VENTURA COLLEGE G BUILDING (THEATER) RENOVATION, PROJECT #39117: This item presents for approval the reduction in retention for Viola, Inc. from 10% to 5% of the contract value for the Ventura College G Building (Theater) Renovation, Project #39117. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 25.09 APPROVAL OF CONTINUATION OF CONTRACT WITH HEERY INTERNATIONAL AS PROGRAM AND CONSTRUCTION MANAGERS FOR THE VENTURA COUNTY COMMUNITY COLLEGE DISTRICT MEASURE S PROGRAM: This item presents for approval a one-year extension of the contract with Heery International to provide program and construction management services to the Measure S program for the Ventura County Community College District from October 1, 2012 through September 30, 2013, at a contract price not to exceed \$2,794,560. This amount is \$461,331 less than the contract extension for the previous year and is \$858,369 less than the contract amount two years ago. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 25.10 APPROVAL TO EXTEND THE CONTRACT WITH HE CONSULTING, INC. FOR CAPITAL CONSTRUCTION MANAGEMENT: This item presents for approval extending a contract with HE consulting, Inc. for the services of J. Handel Evans to provide oversight of the Measure S Capital Construction Program for the District. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

26. Consent Calendar: Student Learning

Action (Consent): 26.01 OXNARD COLLEGE AUTHORIZATION OF DESTRUCTION OF RECORDS. This item presents for approval the Authorization for Destruction of Records at Oxnard College. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay,

second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 26.02 VENTURA COLLEGE NEW COURSE APPROVAL: This item presents for approval a new course at Ventura College. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

27. Informational Items

The Participatory Governance Handbook was presented as an informational item.

28. Reports

- **Academic Senates**

- Peter Sezzi, Ventura College Academic Senate President, thanked Dr. Meznec for his work and wished him well during his retirement.
- Riley Dwyer, Moorpark College Academic Senate President, commented on the recent Year-End Faculty Luncheon. The following individuals were recognized: Lori Bennett, Manager of the Year; Katie Adam, Tim Lieber, and Renee Frazer, Full-time Faculty; Pat Ewins was given special recognition by the associated students during a very difficult year; and the Classified Award was presented to the entire classified staff. Ms. Dwyer thanked Dr. Meznec for his time and tutelage during the last eight years.
- Robert Cabral thanked Dr. Meznec for his leadership and support, and commented on flex activity programs,

- **Trustees**

Trustees commented on college graduations, Dr. Meznec's retirement, Strategic Planning process, Moorpark High School graduation, and acknowledged the work of Patricia Parham and Human Resources staff in the Chancellor's Search. Trustees thanked staff and faculty for all the work done on behalf of students.

- **Chancellor**

Dr. Meznec thanked the Board and the District for eight years serving as Chancellor.

29. Adjournment

Chair Blum adjourned the meeting at 10:33 p.m.

**Ventura County Community College District
Board of Trustees Regular Meeting
255 West Stanley Avenue, Suite 150
Ventura, CA 93001
Tuesday, July 10, 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:

Sue Johnson, Interim Chancellor
Robin Calote, Ventura College President
Richard Duran, Oxnard College President
Pam Eddinger, Moorpark College President
Dave Fuhrmann, Assistant Vice Chancellor, Information Technology
Jane Harmon, Executive Vice President
Ramiro Sanchez, Executive Vice President
Michael Bush, Vice President, Business Services
David Keebler, Vice President, Business Services
Iris Ingram, Vice President, Business Services
Richard DeLaO, Chief of Police
Michael Arnoldus, Director
Lori Bennett, Dean
Terry Cobos, Director
Sharon Dwyer, Project Manager
Patricia Ewins, Dean
Clare Geisen, Director
Cynthia Herrera, Director
Kim Hoffmans, Dean
Mary Anne McNeil, Director
Lisa Miller, Dean
Inajane Nicklas, Dean
Kathleen Schrader, Dean
Terry Schukart, Project Manager
Gail Warner, Director
Jay Wysard, Director
Linda Kamaila, Oxnard College Academic Senate President
Riley Dwyer, Moorpark College Academic Senate President
Peter Sezzi, Ventura College Academic Senate President
Karla Banks, Oxnard College Classified Senate President
Les Dickey, Measure S
Handel Evans, Measure S
Steve Hall, AFT President
Patti Blair, Executive Assistant, Recorder

1. District Mission and Governance Roles.

The District Mission and Governance Roles are standing agenda items for informational purposes only. There was no action taken.

2. Open Session: Call to Order

Chair Blum called the meeting to order at 5:37 p.m.

3. Public Comments Regarding Closed Session Agenda Items

Public comments were made by Donald Davis and Marien Hack.

4. Recess to Closed Session

- 4.01 Existing Litigation: Government Code Section 54956.9(a). Philip C. Ames; Gary B. Hand; State of California; and the Ventura County Community College District v. Vratsinas Construction Company, et al., Ventura County Superior Court Case No. 56-2011-00409056-CU-MC-VTA.

5. Reconvene in Open Session and Closed Session Report 5:45 p.m.

Chair Blum reconvened the meeting in open session at 6:20 p.m. There was no closed session report.

6. Pledge to the Flag

Peter Sezzi led the pledge to the flag.

7. Changes to the Agenda

Chair Blum indicated the following change to the agenda:

- Revised Item 16.03: The following was added to the item:

Background/Analysis

In December 2011, the Board appointed members of the following (sub) committees for a one-year term. The Board recognizes the commitment made by Trustees to serve on various committees, but also recognizes there may be occasion when a scheduling conflict arises. Therefore, it is recommended that alternate members be designated to serve on each Board committee in the event a scheduling conflict arises.

Below are brief descriptions of each committee, Trustee roles and responsibilities, and current Board committee membership.

There was a table added to the bottom of the item to record Trustee recommendations.

8. Acknowledgement of Guests and Special Recognitions

- Dr. Duran, Oxnard College President, introduced Michael Bush, Oxnard College Vice President, Business Services.
- Dr. Eddinger, Moorpark College President, introduced Jane Harmon, Moorpark College Interim Executive Vice President, Student Learning.

9. Public Comments

There were no public comments.

10. Associated Student Government Reports

Student Trustee Valenzuela commented on the summer session.

11. Senate President Business Report

Report: 11.01 Academic Senate Business Report

- Peter Sezzi, Ventura College Academic Senate President, requested a technical assistance visit in January from the Community College League of California and Statewide Academic Senate.
- Riley Dwyer, Moorpark College Academic Senate President, commented on the Executive Vice President and support of the technical assistance request made by Mr. Sezzi.
- Linda Kamaila, Oxnard College Academic Senate President, commented on the program discontinuance review calendar and support for Condor Middle College at Oxnard College.

Report: 11.02 Classified Senate Business Report

- Karla Banks, Oxnard College Classified Senate, commented on the summer session and a classified senate website.

12. Interim Chancellor's Recommendations of Board of Trustees Agenda

Report: 12.01 INTERIM 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 Consultation Council meeting agenda of June 28, 2012, have been reviewed within the District's Consultation Council, and are hereby presented to the Trustees for action, without constituent objection. Interim Chancellor Sue Johnson indicated the agenda is presented without objections.

13. Study Session: Accreditation Update

Information: 13.01 OPEN STUDY SESSION: Accreditation Update.

Chair Blum opened the study session at 6:32 p.m.

Discussion: 13.02 Accreditation Update.

Interim Chancellor Sue Johnson indicated the Ventura County Community College District received the ACCJC summary letter and accreditation report. Sustained and continued positive improvement must be demonstrated and maintained. Ms. Johnson indicated the visiting team noted the Board's progress and continued work towards addressing the Commission Concern.

Ms. Johnson distributed and reviewed *Update on Completion of DCAP Recommendations, Board of Trustees Planning Session, June 26, 2012.*

Chair Blum reconfirmed the Board's commitment to sustained improvement in meeting the Accreditation Commission Concern and Recommendations. Chair Blum asked that existing Board policy be followed.

Trustee McKay indicated the Planning, Accreditation, and Communication Committee reviewed the summary letter and accreditation and expressed confidence that the Board is working to meet the accreditation recommendations.

Trustee Hernandez provided a verbal statement in response to the ACCJC Accreditation summary letter and report.

Information: 13.03 CLOSE STUDY SESSION.

Chair Blum closed the study session at 6:52 p.m.

14. Study Session: Professional Development

15. Board Policy

Information: 15.01 The Policy Committee met on June 20, 2012. The Policy Committee provides recommendations to the Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to ensure uniform practice Districtwide and avoid impeding college operational effectiveness (Accreditation Standards III.A.3.a, III.A.4.c, IV.B.1.b-c; IV.B.1.e).

Action: 15.02 ACTION TO REAFFIRM BOARD POLICY (BP) 1100 VENTURA COUNTY COMMUNITY COLLEGE DISTRICT. This item presents for reaffirmation BP 1100 Ventura County Community College District. No administrative procedure is required. The Interim Chancellor recommends the Board of Trustees reaffirm BP 1100 Ventura County Community College District. No administrative procedure is required. 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.

16. Trustees/Chancellor's Office

Discussion: 16.01 STUDY SESSION. BOARD MEETING ASSESSMENT FROM THE June 19, 2012 REGULAR BOARD MEETING. This item presents for review a Board meeting assessment for the June 19, 2012 Regular Board of Trustees meeting. Trustees discussed the June 19, 2012 Board meeting assessment.

Trustees commented that questions will be raised prior to and during Board meetings, expressed satisfaction with Survey Monkey.

Action: 16.02 ACTION TO APPROVE REVISED BOARD OF TRUSTEES MEETING CALENDAR 2012. This item presents for approval the revised Board of Trustees Meeting Calendar 2012. The Interim Chancellor recommends the Board of Trustees approve this item, with a change to move the August 9, 2012 start time to 3:00 p.m. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 16.03 REVISED Item 16.03 (see item 7.01 Changes to Agenda) - ACTION TO APPOINT ALTERNATE BOARD COMMITTEE MEMBERS. This item presents for action the appointment of alternate members to serve on Board committees. The Interim Chancellor recommends the Board of Trustees approve this item. Chair Blum will serve as an alternate to Capital Planning and Audit and Budget. Trustee Miller will serve as an alternate to Legislative and Policy. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 16.04 ACTION TO APPROVE GOVERNING BOARD MEMBER ABSENCE. This item presents for approval the absence of a Board of Trustees member. There was no action taken.

17. Business Services

Action: 17.01 APPROVAL OF BUDGET AMENDMENT: This item requests approval to amend the General Fund Revenue and the General Fund Reserve account. The Interim Chancellor recommends approval of this amendment to the General Fund-Unrestricted budget in the amounts indicated. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

18. Human Resources

There are no items.

19. Capital Planning

Report: 19.01 Trustees: Capital Planning & Facilities Committee met on June 19, 2012. Trustee Perez indicated the Capital Planning Committee met and approved the agenda items.

20. Student Learning

Action: 20.01 ACTION TO APPROVE OXNARD COLLEGE DENTAL CLINIC FEE SCHEDULE EFFECTIVE SEPTEMBER 1, 2012: This item presents for approval the fee schedule for the Dental Hygiene Clinic at Oxnard College, effective September 1, 2012. The Interim Chancellor recommends that the Board of Trustees approve the Oxnard College Dental Clinic Fee Schedule effective September 1, 2012. Motion by Vice Chair Arturo Hernandez, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 20.02 APPROVAL OF A MEMORANDUM OF UNDERSTANDING WITH OXNARD UNION HIGH SCHOOL DISTRICT FOR CONDOR MIDDLE COLLEGE AT THE OXNARD COLLEGE CAMPUS: This item presents for approval the Memorandum of Understanding between Oxnard College and the Oxnard Union High School District for the Condor Middle College at Oxnard College. The Interim Chancellor recommends that the Governing Board approve the Memorandum of Understanding with Oxnard Union High School District to jointly support the program entitled Condor Middle College at Oxnard College for the period of July 1, 2012 through June 30, 2015. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

21. Consent Calendar

Action (Consent): 21.01 APPROVAL OF CONSENT CALENDAR. This item presents for approval the Consent Calendar. The Interim Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

22. Consent Calendar: Approval of Minutes

Action (Consent), Minutes: 22.01 APPROVAL OF MINUTES FOR THE REGULAR MEETING OF THE BOARD OF TRUSTEES FOR JUNE 19, 2012. This item presents for approval the minutes of the Board of Trustees Meeting of June 19, 2012. The Interim Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

23. Consent Calendar: Business Services

Action (Consent): 23.01 RATIFICATION OF ACCOUNTS PAYABLE AND PAYROLL FOR THE PERIOD OF MAY 30 TO JUNE 13, 2012: This item presents for ratification Accounts Payable and Payroll for the period of

May 30, 2012 to June 13, 2012. The Interim Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 23.02 APPROVAL/RATIFICATION OF BOARD PURCHASE ORDER REPORT #14 FOR FY 2011-12: This item presents for approval/ratification of Board Purchase Order Report #14, for FY 2011-2012 from June 4, 2012 to June 25, 2012. The Interim Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 23.03 APPROVAL/RATIFICATION OF BOARD PURCHASE ORDER REPORT #2 FOR FY 2012-13: This item presents for approval/ratification of Board Purchase Order Report #02, for FY 2012-2013 from June 4, 2012 to June 25, 2012. The Interim Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 23.04 ACCEPTANCE OF GIFTS: This item presents for approval the acceptance of gifts. The Interim Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 23.05 APPROVAL OF BID 439, VENTURA COLLEGE ADMINISTRATION & ENGLISH LEARNING CENTER (FORMERLY DP BUILDING) BUILDINGS ROOFING PROJECT: This item presents for approval the award of Bid 439, Ventura College Administration & English Learning Center (formerly DP Building) Buildings Roofing Project to the lowest responsible bidder, RMC Construction and Roofing, Inc., in the amount of \$168,000. The Interim Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 23.06 APPROVAL OF BID 442, VENTURA COLLEGE RENOVATION OF ATHLETIC LOCKER AREAS: This item presents for approval award of Bid 442, Ventura College Renovation of Athletic Locker Areas to the lowest responsible bidder, Bottenfield Construction Inc., in the amount of \$119,680. The Interim Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 23.07 MONTHLY BUDGET TRANSFER SUMMARY: This item presents for ratification the monthly budget transfer summary for the months of June 2012. The Interim Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

24. Consent Calendar: Human Resources

Action (Consent): 24.01 EMPLOYMENT AND POSITION CONTROL: APPROVAL OF THE ABOLISHMENT AND ESTABLISHMENT OF POSITIONS: This item presents for approval the abolishment and establishment of positions. The Interim Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 24.02 EMPLOYMENT AND POSITION CONTROL: APPROVAL OF PERMANENT INCREASE IN ASSIGNMENT. The Interim Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 24.03 EMPLOYMENT AND POSITION CONTROL: APPROVAL OF RESCISSION OF SEPARATION OF EMPLOYMENT. The Interim Chancellor recommends the Board of Trustees approve this

item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 24.04 EMPLOYMENT AND POSITION CONTROL: APPROVAL OF RESCISSION OF ACTION TO ELIMINATE A VACANT POSITION: This item presents for approval the rescission of an action that was previously approval by the Board of Trustees to eliminate a vacant position. The Interim Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

25. Consent Calendar: Capital Planning & Facilities

Action (Consent): 25.01 ACCEPTANCE OF CHANGE ORDER SUMMARY REPORTS FOR CAPITAL PROJECTS: This item presents for approval the Change Order Summary Reports for Capital Projects. The Interim Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 25.02 APPROVAL TO ISSUE AN ADDENDUM TO PAUL MURDOCH ARCHITECTS FOR CONSTRUCTION ADMINISTRATION SERVICES FOR THE OXNARD COLLEGE LEARNING RESOURCES CENTER RENOVATION/NEW CONSTRUCTION, PROJECT #29124: This item presents for approval an addendum to the Architectural Design Agreement with Paul Murdoch Architects, in the amount of \$66,385 for additional Construction Administration Phase Services for the Oxnard College Learning Resources Center Renovation/New Construction, project #29124. The Interim Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 25.03 ACCEPTANCE OF COMPLETION OF CONTRACT WITH SANTA BARBARA PLUMBING FOR THE OXNARD COLLEGE ROSE AVENUE CORRIDOR LANDSCAPE IMPROVEMENTS, PROJECT #29124: This item presents for approval the acceptance of completion of the contract with Santa Barbara Plumbing for the Oxnard College Rose Avenue Corridor Landscape Improvements, Project #29124. The Interim Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

26. Consent Calendar: Student Learning

Action (Consent): 26.01 MOORPARK COLLEGE REVISED DEGREE APPROVAL: This item presents for approval a revised degree at Moorpark College. The Interim Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

27. Informational Items

There were no items.

28. Reports

- **Report: 28.01 Academic Senates**

Academic Senate Presidents acknowledged Interim Chancellor Sue Johnson. Ventura College Academic Senate President Peter Sezzi commented on the summer session and the Curriculum Institute.

- **Report: 28.02 Trustees**

Student Trustee Valenzuela commented on the Student Trustee Conference in San Francisco and will provide a report during the August Board meeting.

Trustees commented on the Board Strategic Planning Session and thanked faculty and staff for their dedicated work in the service to our students.

- **Report: 28.03 Interim Chancellor**

There was no report.

29. Adjournment

Chair Blum adjourned the meeting at 7:57 p.m.



Ventura County Community College District
Board of Trustees Regular Meeting
255 West Stanley Avenue, Suite 150
Ventura, CA 93001
Tuesday, August 14, 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:

Jamillah Moore, Chancellor
Robin Calote, Ventura College President
Richard Duran, Oxnard College President
Pam Eddinger, Moorpark College President
Patricia Parham, Vice Chancellor, Human Resources
Sue Johnson, Vice Chancellor, Business and Administrative Services
Dave Fuhrmann, Assistant Vice Chancellor, Information Technology
Erika Endrijonas, Executive Vice President
Ramiro Sanchez, Executive Vice President
Jane Harmon, Interim Executive Vice President
Mike Bush, Vice President, Business Services
David Keebler, Vice President, Business Services
Iris Ingram, Vice President, Business Services
Richard DeLaO, Chief of Police
Michael Arnoldus, Director
Terry Cobos, Director
Clare Geisen, Director
Mary Anne McNeil, Director
Jay Wysard, Director
Linda Kama'ila, 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
Daniel Chavez, Ventura College Associated Student Government Director of External Affairs
Les Dickey, Measure S
Handel Evans, Measure S

Dan Casey, SEIU Chief Steward
Patti Blair, Executive Assistant, Recorder

1. District Mission and Governance Roles.

The District Mission and Governance Roles are standing agenda items for informational purposes only. There was no action taken.

2. Open Session: Call to Order

Chair Blum called the meeting to order at 5:33 p.m.

3. Public Comments Regarding Closed Session Agenda Items

There were no public comments regarding Closed Session items.

4. Recess to Closed Session 5:30 p.m.

Discussion: 4.01 Existing Litigation: Government Code Section 54956.9, subdivision (a). Philip C. Ames, Gary B. Hand, State of California, and the Ventura County Community College District v. Vratsinas Construction Company, et. al.; Ventura County Superior Court Case No. 56-2011-00409056-CU-MC-VTA.

5. Reconvene in Open Session 6:00 p.m.

Chair Blum reconvened in open session.

6. Closed Session Report

There was no closed session report.

7. Pledge to the Flag

Student Representative Daniel Chavez led the pledge to the flag.

8. Changes to the Agenda

There were no changes to the agenda.

9. Chancellor's Recommendations of Board of Trustees Agenda

Report: 9.01 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 Consultation Council meeting agenda of August 2, 2012, have been reviewed within the District's Consultation Council and are hereby presented to the Trustees for action, without constituent objection.

10. Acknowledgement of Guests and Special Recognitions

Chair Blum thanked Vice Chancellor Sue Johnson for serving as Interim Chancellor during the month of July. Trustees thanked Jim Walker and the Human Resources Department for a successful Chancellor search. Chair Blum and Trustees welcomed Chancellor Moore to the District. Dr. Moore thanked Ms. Johnson and the VCCCD team for the warm welcome, and thanked Presidents, Academic Senates, and union leadership for recent campus visits and introductory meetings.

11. Public Comments

Public comments were made by Felicia Rueff.

12. Associated Student Government Reports

- Daniel Chavez, Ventura College Associated Student Government Director of External Affairs, commented on the Ventura College Student Executive Retreat, Ventura College Lending Library, and expressed excitement with the beginning of the fall semester.

- Cindy Avalos, Oxnard College Associated Student Government President, commented on Club Rush and book swap, and expressed excitement with the beginning of the fall semester. Ms. Avalos thanked the District for the opportunity to represent Oxnard College students.
- Student Trustee Valenzuela commented on Assemblyman Jeff Gorell's meeting, District Council on Accreditation and Planning meeting, website redesign, and the Student Trustee Conference.

13. Senate President Business Report

Report: 13.01 Academic Senate

- Linda Kama'ila, Oxnard College Academic Senate President, commented on Flex Week, new and old technology, and welcomed eight new faculty members.
- Riley Dwyer, Moorpark College Academic Senate President, commented on Flex Week, welcomed new facility, and the new semester.
- Peter Sezzi, Ventura College Academic Senate President, commented on Flex Week, professional development, welcomed new faculty, student panel focusing on effective teaching practices. Lending Library, Academic Senate Meetings, a successful academic year, and thanked Dr. Moore for attending Flex Week,

Report: 13.02 Classified Senate

- Peder Nielsen, Ventura College Classified Senate President, commented on the new academic year.

14. Study Session: Accreditation

Information: 14.01 OPEN STUDY SESSION: Accreditation Update.

Chair Blum opened the study session.

Discussion: 14.02 Accreditation Update. This item presents for discussion an accreditation update. Dr. Moore commented on the Board Strategic Planning Session and the accreditation report. Dr. Eddinger commented on the progress made with meeting the accreditation recommendations, particularly work on recommendation 3 related to planning. A survey will be conducted Districtwide regarding formal communications. Ms. Geisen continues work on the accreditation report draft and indicated the District Council on Accreditation and Planning (DCAP) reviewed the first draft; the second draft will be reviewed on August 20, and the Board will receive the final report during the October 9, 2012 Board of Trustees meeting.

Information: 14.03 CLOSE STUDY SESSION.

Chair Blum closed the study session.

Action: 14.04 ACTION TO FORMALLY ACCEPT THE APRIL 16, 2012 FOLLOW-UP VISIT EVALUATION REPORT OF COMMISSION CONCERN. This item presents for acceptance the April 16, 2012 Follow-Up Visit Evaluation Report of Commission Concern. The Chancellor recommends the Board of Trustees take action to formally accept the April 16, 2012 Follow-Up Visit Evaluation Report of Commission Concern. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

15. Study Session: Professional Development

Information: 15.01 OPEN STUDY SESSION

Chair Blum opened the study session.

Discussion: 15.02 Human Resources

Patricia Parham, Vice Chancellor, Human Resources, distributed and presented Board Roles in Human Resources.

16. Board Policy. Information: 16.01 The Policy Committee met on July 18, 2012. The Policy Committee provides recommendations to the Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to ensure uniform practice Districtwide and avoid impeding college operational effectiveness (Accreditation Standards III.A.3.a, III.A.4.c, IV.B.1.b-c; IV.B.1.e)

Information: 16.02 REVIEW TWO-YEAR BOARD POLICY REVIEW CALENDAR. This item presents for review the two-year Board Policy Review Calendar. Ms. Geisen provided Trustees with an update of the Two-Year Board Policy Review Calendar and commented on current progress.

Action: 16.03 ACTION TO APPROVE BOARD POLICY (BP) 2350 SPEAKERS. This item presents for approval BP 2350 Speakers. No administrative procedure is required. The Chancellor recommends the Board of Trustees approve BP 2350 Speakers. No administrative procedure is required. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 16.04 ACTION TO REAFFIRM BOARD POLICY (BP) 2745 BOARD SELF-EVALUATION. This item presents for reaffirmation BP 2745 Board Self-Evaluation and provides revised Administrative Procedure (AP) 2745 Board Self-Evaluation for information. The Chancellor recommends the Board of Trustees reaffirm BP 2745 Board Self-Evaluation. AP.2745 has been revised, is provided for information, and is consistent with BP 2745. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 16.05 ACTION TO APPROVE BOARD POLICY (BP) 6100 DELEGATION OF AUTHORITY. This item presents for approval BP 6100 Delegation of Authority and provides existing Administrative Procedure (AP) 6100 Delegation of Authority for information. The Chancellor recommends the Board of Trustees approve proposed BP 6100 Delegation of Authority. Existing AP 6100 is provided for information and is consistent with BP 6100. 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.

Action: 16.06 ACTION TO REAFFIRM BOARD POLICY (BP) 6150 DESIGNATION OF AUTHORIZED SIGNATURES. This item presents for reaffirmation BP 6150 Designation of Authorized Signatures and provides existing Administrative Procedure (AP) 6150 Designation of Authorized Signatures for information. The Chancellor recommends the Board of Trustees reaffirm BP 6150 Designation of Authorized Signatures. Existing AP 6150 is provided for information and is consistent with BP 6150. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 16.07 ACTION TO APPROVE BOARD POLICY (BP) 6330 PURCHASING. This item presents for approval BP 6330 Purchasing and provides revised Administrative Procedure (AP) 6331 Procurement Cards, revised AP 6336 Travel, and existing AP 6337 Mileage Reimbursement for information. The Chancellor recommends the Board of Trustees approve BP 6330 Purchasing. Revised AP 6331 Procurement Cards, revised AP 6336 Travel, and existing AP 6337 Mileage Reimbursement are provided for information and are consistent with BP 6330. Motion by Trustee Dianne McKay, 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: 16.08 ACTION TO APPROVE BOARD POLICY (BP) 6340 CONTRACTS. This item presents for approval BP 6340 Contracts and provides revised Administrative Procedure (AP) 6340 Contracts and

existing AP 6365 Accessibility of Information Technology for information. The Chancellor recommends the Board of Trustees approve BP 6340 Contracts. Revised AP 6340 Contracts and existing AP 6365 Accessibility of Information Technology are provided for information and are consistent with BP 6340. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 16.09 ACTION TO REAFFIRM BOARD POLICY (BP) 6400 AUDITS. This item presents for reaffirmation BP 6400 Audits and provides revised Administrative Procedure (AP) 6400 Audits for information. The Chancellor recommends the Board of Trustees reaffirm BP 6400 Audits. AP 6400 has been revised, is provided for information, and is consistent with BP 6400. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 16.10 ACTION TO REAFFIRM BOARD POLICY (BP) 6500 PROPERTY MANAGEMENT. This item presents for reaffirmation BP 6500 Property Management and provides existing Administrative Procedure (AP) 6500 Property Management for information. The Chancellor recommends the Board of Trustees reaffirm BP 6500 Property Management. Existing AP 6500 Property Management is provided for information and is consistent with BP 6500. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 16.11 ACTION TO REAFFIRM BOARD POLICY (BP) 6520 SECURITY FOR DISTRICT PROPERTY. This item presents for reaffirmation BP 6520 Security for District Property and provides existing Administrative Procedures (AP) 6530 District Vehicles and AP 6535 Use of District Equipment for information. The Chancellor recommends the Board of Trustees reaffirm BP 6520 Security for District Property. Existing AP 6530 District Vehicles and AP 6535 Use of District Equipment are provided for information and are consistent with BP 6520. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 16.12 ACTION TO REAFFIRM BOARD POLICY (BP) 6540 INSURANCE. This item presents for reaffirmation BP 6540 Insurance. No administrative procedure is required. The Chancellor recommends the Board of Trustees reaffirm BP 6540 Insurance. No administrative procedure is required. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 16.13 ACTION TO REAFFIRM BOARD POLICY (BP) 6550 DISPOSAL OF PROPERTY. This item presents for reaffirmation BP 6550 Disposal of Property and provides revised Administrative Procedure (AP) 6550 Disposal of Property for information. The Chancellor recommends the Board of Trustees reaffirm BP 6550 Disposal of Property. AP 6550 Disposal of Property has been revised, is provided for information, and is consistent with BP 6550. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 16.14 ACTION TO APPROVE BOARD POLICY (BP) 6600 CAPITAL CONSTRUCTION. This item presents for approval BP 6600 Capital Construction and provides proposed Administrative Procedure (AP) 6600 Capital Construction for information. The Chancellor recommends the Board of Trustees approve revised BP 6600 Capital Construction. Proposed AP 6600 Capital Construction is provided for information and is consistent with BP 6600. Motion by Trustee Larry Miller, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 16.15 ACTION TO APPROVE BOARD POLICY (BP) 6620 NAMING BUILDINGS. This item presents for approval BP 6620 Naming Buildings and provides revised Administrative Procedure A(P) 6620 for information. The Chancellor recommends the Board of Trustees approve BP 6620 Naming Buildings. Revised AP 6520 Naming Buildings is provided for information and is consistent with BP 6620. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 16.16 ACTION TO APPROVE BP 6700 CIVIC CENTER AND OTHER FACILITIES USE. This item presents for approval BP 6700 Civic Center and Other Facilities Use. Revised Administrative Procedure (AP) 6700 Civic Center and Other Facilities Use is provided for information. The Chancellor recommends the Board of Trustees approve BP 6700 Civic Center and Other Facilities Use. AP 6700 Civic Center and Other Facilities Use has been revised, is provided for information, and is consistent with BP 6700. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 16.17 ACTION TO REAFFIRM BOARD POLICY (BP) 6740 CITIZENS OVERSIGHT COMMITTEE. This item presents for reaffirmation BP 6740 Citizens Oversight Committee and provides proposed Administrative Procedure (AP) 6740 Citizens Oversight Committee for information. The Chancellor recommends the Board of Trustees reaffirm BP 6740 Citizens Oversight Committee. Proposed AP 6740 Citizens Oversight Committee is provided for information and is consistent with BP 6740. Motion by Vice Chair Arturo Hernandez, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 16.18 ACTION TO APPROVE BOARD POLICY (BP) 6800 SAFETY. This item presents for approval BP 6800 Safety. Proposed Administrative Procedure (AP) 6800 Safety is provided for information. The Chancellor recommends the Board of Trustees approve BP 6800 Safety. Proposed AP 6800 Safety is provided for information and is consistent with BP 6800. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

17. Trustees/Chancellor's Office

Action: 17.01 ACTION TO APPOINT SECRETARY TO THE BOARD OF TRUSTEES. This item presents for approval the appointment of Jamillah Moore, Ed.D., as Secretary to the Board of Trustees. The Board of Trustees appoint Jamillah Moore, Ed.D., as Secretary to the Board of Trustees. Motion by Trustee Larry Miller, second by Trustee Dianne McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 17.02 ACTION TO ESTABLISH THE BOARD OF TRUSTEES PLANNING, ACCREDITATION, AND COMMUNICATION (PAC) COMMITTEE AS A REGULAR STANDING COMMITTEE AND DISSOLVE THE ACADEMIC AFFAIRS COMMITTEE. The Chancellor recommends that the Board of Trustees approve the establishment of the Planning, Accreditation, and Communication (PAC) Committee and dissolve the Academic Affairs Committee. 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.

Action: 17.03 ACTION TO APPOINT MEMBERS AND ALTERNATE MEMBERS TO THE BOARD PLANNING, ACCREDITATION, AND COMMUNICATION (PAC) COMMITTEE. The Chancellor recommends that members and alternate members be appointed to serve on the Planning, Accreditation, and Communication (PAC) Committee. That Chair Blum and Trustee McKay serve as members, and Trustee Perez serve as an alternate member. Motion by Trustee Larry Miller, second by Trustee Dianne

McKay. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 17.04 ACTION TO APPROVE THE 2013 MEETINGS OF THE BOARD CALENDAR. This item presents for approval the 2013 Meetings of the Board Calendar. That the Board of Trustees approve the 2013 Meetings of the Board Calendar. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action: 17.05 ACTION TO APPROVE GOVERNING BOARD MEMBER ABSENCE. There was no action taken.

18. Business Services

Action: 18.01 FISCAL YEAR-END BUDGET TRANSFERS: This item requests approval of 2011-2012 fiscal year-end closing budget transfers between major expenditure classifications, and use of fund balance/retained earnings in accordance with Education Code Section 70902 and Title 5, California Code of Regulations, Section 58307. The Chancellor recommends acceptance of the 2011-2012 fiscal year-end closing budget transfers and/or use of fund balance/retained earnings displayed as Exhibit 18.01.01. Motion by Trustee Larry Miller, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

19. Human Resources

There were no items.

20. Capital Planning

Report: 20.01 Trustees: Capital Planning & Facilities Committee met on July 25, 2012. Trustee Perez indicated the Capital Planning Committee met and recommend agenda items.

21. Student Learning

There were no items.

22. Consent Calendar

Action (Consent): 22.01 APPROVAL OF CONSENT CALENDAR. This item presents for approval the Consent Calendar. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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.

23. Consent Calendar: Approval of Minutes

Action (Consent), Minutes: 23.01 APPROVAL OF MINUTES FOR THE REGULAR MEETING OF THE BOARD OF TRUSTEES FOR JULY 10, 2012. This item presents for approval the minutes of the Board of Trustees Meeting of July 10, 2012. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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.

24. Consent Calendar: Business Services

Action (Consent): 24.01 RATIFICATION OF ACCOUNTS PAYABLE AND PAYROLL FOR THE PERIOD OF JUNE 13 TO JULY 17, 2012: This item presents for ratification Accounts Payable and Payroll for the period of June 13, 2012 to July 17, 2012. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 24.02 APPROVAL/RATIFICATION OF BOARD PURCHASE ORDER REPORT #03 FOR FY 2012-13: This item presents for approval/ratification of Board Purchase Order Report #03, for FY 2012-2013 from June 25, 2012 to July 31, 2012. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 24.03 ACCEPTANCE OF GIFTS: This item presents for approval the acceptance of gifts. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 24.04 SURPLUS/DISPOSAL OF EQUIPMENT: This item presents for approval the surplus/disposal of equipment and materials. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 24.05 APPROVAL OF AGREEMENT RENEWAL WITH IPARADIGMS FOR TURNITIN PLAGIARISM CHECKING SOFTWARE: This item requests approval for an agreement renewal with iParadigms for licenses, integration, and support for Turnitin plagiarism checking software, a system that can be used by faculty and students to check for originality and plagiarism. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 24.06 APPROVAL OF CONTRACT RENEWAL WITH EX LIBRIS FOR LIBRARY MANAGEMENT SOFTWARE: This item requests approval of a contract renewal with Ex Libris (USA) Inc. for the Library Management Software. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 24.07 ACCEPTANCE OF COMPLETION OF BID 437, VENTURA COLLEGE STUDENT SERVICE CENTER FLOOR LEVELING PROJECT: This item presents for approval the acceptance of completion of Bid 437 Ventura College Student Center Floor Leveling Project in the amount of \$58,947. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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: 24.08 APPROVAL OF NEW GRANTS FOR FISCAL YEAR 2012-13: This item request approval of new grants for FY 2012-13. The Chancellor recommends that the Board of Trustees approve the new grants for fiscal year 2012-13. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Final Resolution: Motion is approved. Yes: Chair Stephen Blum, Vice Chair Arturo Hernandez, Trustee Dianne McKay, Trustee Larry Miller, Trustee Bernardo Perez.

Action (Consent): 24.09 QUARTERLY FINANCIAL STATUS REPORT, GENERAL FUND – UNRESTRICTED (CCFS-311Q): This item requests acceptance of the quarterly financial status report (CCFS-311Q) for the General Fund-Unrestricted as required by law. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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.

25. Consent Calendar: Human Resources

Action (Consent): 25.01 EMPLOYMENT AND POSITION CONTROL: APPROVAL OF THE ESTABLISHMENT OF POSITIONS: This item presents for approval the establishment of three positions. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 25.02 CHANGES IN PERSONNEL/EMPLOYMENT STATUS: APPROVAL OF SEPARATION FROM EMPLOYMENT: This item presents for approval the separation of employment for an employee. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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.

26. Consent Calendar: Capital Planning & Facilities

Action (Consent): 26.01 ACCEPTANCE OF CHANGE ORDER SUMMARY REPORTS FOR CAPITAL PROJECTS: This item presents for approval the Change Order Summary Reports for Capital Projects. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 26.02 APPROVAL TO EXECUTE A CONTRACT FOR WITH AMADOR WHITTLE ARCHITECTS FOR THE DESIGN OF RENOVATION OF FOUNTAIN HALL (OLD LIBRARY) AT MOORPARK COLLEGE PROJECT 19118; This item presents for approval the authorization for management to execute a contract with Amador Whittle Architects, Inc. for the amount of One Hundred Twenty Three Thousand, Six Hundred (\$123,600.00) dollars for architectural and FFE design for interior renovation of the Library Building to accommodate student and staff for processing of student services at Moorpark College. This amount includes a \$3,100 allowance for reimbursable expenses. These fees may be subject to change depending on evolution of the conceptual design process. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 26.03 4.03 APPROVAL OF CONTRACT WITH TORO ENTERPRISES FOR THE BIOSWALE AT VENTURA COLLEGE, PROJECT #39302 INF PIPED UTILITY SYSTEMS: This item presents for approval a contract with Toro Enterprises in the amount of \$213,357 to construct a Bioswale at Ventura College, Project #39302 Inf Piped Utility Systems. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 26.04 APPROVAL OF CONTRACT WITH KIWITT'S GENERAL BUILDING FOR ADA ELECTRICAL PUSH PADS FOR THE MCE/MCW BUILDINGS AT VENTURA COLLEGE, PROJECT #39120 AT/ GPC/ HSC. This item presents for approval a contract with Kiwitt's General Building in the amount of \$38,000 to install additional ADA electrical push pads in the MCE/MCW buildings (previously known as the AT/GPC/HSC) at Ventura College, Project #39120. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 26.05 APPROVAL TO EXECUTE A CONTRACT WITH JDML INC. DBA STANDARD INDUSTRIES FOR THE POLICE AND CAFETERIA (FORMERLY STUDENT CENTER) BUILDINGS DEMOLITION, AT OXNARD COLLEGE PROJECT # 29120 STUDENT SERVICES CENTER. This item presents for approval a contract for \$215,500 with JDML Inc. dba Standard Industries for demolition of the Police and Cafeteria Buildings at Oxnard College, project # 29120 Student

Services Center. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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.

27. Consent Calendar: Student Learning

Action (Consent): 27.01 SUMMER 2012 CANDIDATES FOR GRADUATION AND CERTIFICATES AT MOORPARK COLLEGE: This item presents for approval the Summer 2012 candidates for graduation and certificates at Moorpark College. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 27.02 SUMMER 2012 CANDIDATES FOR GRADUATION AND CERTIFICATES AT OXNARD COLLEGE. This item presents for approval the Summer 2012 candidates for graduation and certificates at Oxnard College. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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 (Consent): 27.03 SUMMER 2012 CANDIDATES FOR GRADUATION AND CERTIFICATES AT VENTURA COLLEGE. This item presents for approval the Summer 2012 candidates for graduation and certificates at Ventura College. The Chancellor recommends the Board of Trustees approve this item. Motion by Trustee Bernardo Perez, 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.

28. Informational Items

There were no items.

29. Reports

Report: 29.01 Academic Senates

Academic Senate Presidents did not provide additional reports.

Report: 29.02 Trustees

Trustees and Student Trustees commented on California Youth Connection, Flex Day, and thanked faculty and staff for their dedication work on behalf of our students.

Report: 29.03 Chancellor

Chancellor Moore wished faculty and staff a successful Flex Day/Week, commented on the fall semester, and attending State Chancellor Jack Scott's retirement

30. Adjournment

Chair Blum adjourned the meeting at 7:55 p.m.