



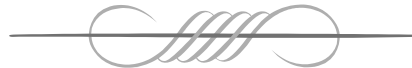
AGENDA OF THE REGULAR MEETING OF THE GOVERNING BOARD

Tuesday – November 19, 2013

**Location: West Hills Community College District – Board Room
9800 Cody Street – Coalinga, CA 93210**

Time: 3:10 pm (time approximate following Financing Corporation meeting)

Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the District office located at 9900 Cody Street, Coalinga, CA 93210 during normal business hours.



I. Call to Order/Open Session

- Introduction of Guests
- Public Comments

*This time has been reserved for the public to comment on **non-agenda items**. If an individual wants to address the Board of Trustees, he/she should complete the public comments form located at the handout table and proceed with comments at the podium when recognized by the Board President. Individuals who want to comment on **agendized items** may do so after being recognized by the Board President and before Board discussion of the particular item during the meeting.*

II. Reports from Organizations / Colleges / District Office

- Academic Senate Report – Mr. Jeff Wanderer & Mr. Joel Rogers, Academic Senate Presidents
- WHCFA Report – Mr. Ken Sowden, WHCFA President
- CSEA Report – Mr. Keith Brock, CSEA President
- Student Trustee Report – Terryeon Robinson, West Hills College Coalinga ASB Vice President
- West Hills College Coalinga and North District Center, Firebaugh – Dr. Carole Goldsmith, President
- West Hills College Lemoore – Mr. Don Warkentin, President
- Chancellor's Report – Dr. Frank Gornick, Chancellor

III. Consent Agenda

All consent agenda items are considered to be routine by the Board of Trustees and will be enacted by one motion. There will be no separate discussion of items unless a Board member or citizen so requests, in which event the item(s) will be considered following approval of the consent agenda.

- CA-25 Minutes
- CA-26 Warrants
- CA-27 Out of State Travel
- CA-28 Personnel Transactions

IV. Chancellor's Office

- CO-18 Consideration of resolution in the matter of trustee absence at Board meeting
- CO-19 Consideration of resolution in the matter of the annual organizational meeting of the Board of Trustees

V. Fiscal Services

- FS-18 Fiscal Services Report
- FS-19 Consideration of change order 1 for West Hills College Coalinga Farm of the Future Photovoltaic Array project
- FS-20 Consideration of notice of completion for West Hills College Coalinga Farm of the Future Photovoltaic Array project
- FS-21 Consideration of change order 1 for West Hills College Coalinga Workforce Development project
- FS-22 Consideration of notice of completion for West Hills College Coalinga Workforce Development project
- FS-23 Consideration of claim for damages submitted by Tamela Larson
- FS-24 Consideration of resolution in the matter of New Markets Tax Credit (NMTC) financing

VI. Personnel Services

- PS-7 Consideration of revised/updated confidential job description:
 - Human Resources Analyst

VII. Board Reports/Comments/Requests and Announcements

- Board Reports
- Announcement of next Board meeting: December 10, 2013

VIII. Closed Session

- Public Employee Discipline/Dismissal/Release (as per Government Code Section 54957)
- Conference with Labor Negotiator (as per Government Code section 54957.6. Agency negotiator: Chancellor; Vice Chancellor of Business Services. Employee organization: CSEA; CTA)

IX. Adjournment

Personnel Transactions

1. New Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Merk, Cassandra	Child Dev Center Associate Teacher Classified Lemoore Child Development Center	19 hrs/wk 10 mo/yr	Range 33 Step 1	Grant	11/1/13	Replacement for Sandy Uvalle
Trevino, Alissa	Program Assistant Classified West Hills College Coalinga	19 hrs/wk 12 mo/yr	Range 36 Step 1	District (Auxiliary)	12/2/13	Replacement for Sandy Haws
White, Tiffany	Program Assistant Classified West Hills College Lemoore	15 hrs/wk 12 mo/yr	Range 38 Step 1	Grant	11/4/13	Replacement for Pearl Gonzalez
Yanez, Tina	Foundation Secretary Classified West Hills Community College District	40 hrs/wk 12 mo/yr	Range 40 Step 4	District	10/28/13	Replacement for Monica Santino; Call back from layoff (39-month re-employment list)

2. Temporary Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Mauga, Zachary	Campus Security Officer I Classified West Hills College Coalinga	19 hrs/wk	Range 32 Step 1	District	11/20/13	
Padilla, Nora	After School Prog Site Coordinator Classified West Hills College Lemoore (Liberty Middle School)	19-21 hrs/wk	Range 40 Step 1	Grant	11/20/13	

3. Changes in Assignment

Name	Current/Previous Assignment	Change	Effective Date	Additional Information
Avitia, Amber	Senior Secretary Classified West Hills College Lemoore 40 hrs/wk, 12 mo/yr Range 40, Step 5 Funding: District	Administrative Assistant Confidential West Hills College Lemoore 40 hrs/wk, 12 mo/yr Range 26, Step 1 Funding: District	11/4/13	Replacement for Samantha MacFarlane
Battisti, Maria	Accounting Services Technician I Classified West Hills Community College District 19 hrs/wk, 12 mo/yr Range 49, Step 1 Funding: Grant	Accounting Services Technician I Classified West Hills Community College District 40 hrs/wk, 12 mo/yr Range 49, Step 1 Funding: Grant	10/1/13	New position

3. Changes in Assignment (continued...)

Name	Current/Previous Assignment	Change	Effective Date	Additional Information
Coronado, Ashley	After School Prog Activity Specialist Classified West Hills College Lemoore 19 hrs/wk, 9 mo/yr Range 32, Step 4 Funding: Grant	After School Prog Site Coordinator Classified West Hills College Lemoore 19 hrs/wk, 10 mo/yr Range 40, Step 1 Funding: Grant	11/12/13	Temporary work out of class
Fernandez, Jessica	Library Technician I Classified West Hills College Lemoore 19 hrs/wk, 12 mo/yr Range 42, Step 5 Funding: District	Library Technician I Classified West Hills College Coalinga 40 hrs/wk, 12 mo/yr Range 42, Step 5 Funding: District	11/21/13	New position
Jimenez, Jose	Custodian Classified North District Center, Firebaugh 19 hrs/wk, 12 mo/yr Range 35, Step 4 Funding: District	Custodian Classified North District Center, Firebaugh 40 hrs/wk, 12 mo/yr Range 35, Step 4 Funding: District	10/14/13	New position
Lopez, Gabriel	Custodian/Groundskeeper Classified West Hills College Lemoore 19 hrs/wk, 12 mo/yr Range 37, Step 2 Funding: District	Custodian/Groundskeeper Classified West Hills College Lemoore 40 hrs/wk, 12 mo/yr Range 37, Step 2 Funding: District	10/1/13	New position
Rouska, Brian	Tutoring Specialist Classified West Hills College Coalinga 19 hrs/wk, 12 mo/yr Range 42, Step 5 Funding: District/Grant	Tutoring Specialist Classified West Hills College Coalinga 40 hrs/wk, 11 mo/yr Range 42, Step 5 Funding: District/Grant	11/1/13	New position
Silvestre, Anna	Senior Secretary Classified West Hills College Lemoore 40 hrs/wk, 12 mo/yr Range 44, Step 10 Funding: Grant/District	UBMS Coordinator Classified West Hills College Lemoore 40 hrs/wk, 12 mo/yr Range 58, Step 8 Funding: Grant/District	9/9/13	Temporary work out of class
Villarreal, Oscar	Math & Science Outreach Specialist Classified West Hills College Lemoore 40 hrs/wk, 12 mo/yr Range 57, Step 5 Funding: District/Grant	Interim Coordinator of Special Grants Classified Management West Hills College Lemoore 40 hrs/wk, 12 mo/yr Range 21, Step 8 Funding: Grant	9/1/13	Temporary work out of class

4. Resignations / Retirements / Releases During Probation / Terminations

Name	Title & Location	Effective Date
Allison, Angela	Director of Special Grant Programs Administrative West Hills Community College District	11/30/13
Beloof, Larry	English Instructor Certificated West Hills College Lemoore	5/23/14
Brixey, Jim	Farm Technician Classified West Hills College Coalinga	6/30/14
Castagna, Kim	Math Instructor Certificated West Hills College Lemoore	5/23/14
Grijalva, Veronica	Counselor Certificated West Hills College Lemoore	6/20/14
Jorgens, Anne	Budget Services Supervisor Classified Management West Hills Community College District	6/30/14
Macfarlane, Samantha	Administrative Assistant Confidential West Hills College Lemoore	10/23/13
Roton, Marlese	Counselor Certificated North District Center, Firebaugh	3/1/14
Welch, Merlin	Heavy Equipment Instructor Certification West Hills College Coalinga	6/30/14