

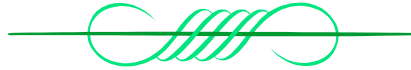


WEST HILLS COMMUNITY COLLEGE DISTRICT

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

MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD

November 21, 2006



CALL TO ORDER / OPEN SESSION

Trustee Levinson called the meeting of the Board of Trustees to order at 3:13 p.m.

Board members present:

Mark McKean
Nina Oxborrow
Bill Henry
Jeff Levinson
Edna Ivans

Board members absent:

Jack Minnite
Steve Cantu
Larry Logsdon, Student Trustee

Administrators present:

Frank Gornick, Chancellor
Tom Harris, Interim President, West Hills College Coalinga
Don Warkentin, President, West Hills College Lemoore
Ken Stoppenbrink, Vice Chancellor of Business Services
Keven Backman, Director of Human Resources
Jill Stearns, Dean of Student Learning, West Hills College Coalinga
Carlos Diniz, Dean of Student Learning, West Hills College Coalinga

Introduction of Guests

There were no guests introduced at this time.

Public Comments

There were no public comments made at this time.

REPORTS FROM ORGANIZATIONS / COLLEGES / DISTRICT OFFICE

President McKean arrived at this time.

Academic Senate Report - Ms. Anita Bart, Academic Senate President for West Hills College Coalinga, reported that the Academic Senate has been working on minimum

qualifications and equivalency and is addressing the issue of equivalency for adjunct instructors. She reported that the evaluation teams for new faculty have been formed and are nearly finished with evaluations. The Senate has also been looking at balancing out instructional areas. Ms. Bart reported on issues that the Academic Senate has with the use of the EduMetry program. She stated that they have sent a resolution to the College Presidents and Chancellor regarding stopping the use of this program. The Statewide Academic Senate has also taken a stand against the use of EduMetry. Ms. Bart stated that the Senate does not feel that EduMetry is a good solution. A comprehensive policy is needed that will hold the faculty and the administration accountable for the quality of online instruction. Ms. Bart stated that we need to have a committee to make policy determining what happens and makes everyone accountable for what happens with distance education covering areas such as classroom size, what is put online, curriculum, etc. This committee should include faculty (online and face to face instructors), distance education staff, administrators, CTA and Academic Senate representatives. Ms. Bart stated that the Senate also has issues with student privacy in regard to grades. She stated that the faculty are not opposed to online courses or increasing FTE, but is very important for online students to have access to their instructor. She stated that this needs to be done correctly and we need to follow best practices for community colleges and what is in the best interest of students.

President McKean questioned how EduMetry is a CTA issue. Ms. Bart responded that it is not, that it is an Academic Senate issue, but class size is a CTA issue.

Mr. James Preston, Academic Senate President for West Hills College Lemoore, expressed his thanks to Ms. Bart for her assistance with equivalency and for sharing documents and information with him as he takes on the task of being the Academic Senate President for West Hills College Lemoore. Mr. Preston reported that the Senate has established a Distance Education Task Force. Eventually, the task force may be a part of a district wide committee. Mr. Preston reported that the two most important areas for the Senate this year are Student Learning Outcomes (SLOs) and distance education. The task force will be looking at the staffing of online classes; the quality of online courses; and distance education addendums. There are currently five faculty members involved in the task force. With regard to SLOs, the Senate is dedicating time each semester to have discussion concerning this topic. The Senate will also be hearing from Ms. Neomi Daniels with regard to the budget and how the additional funds will be spent. In closing, Mr. Preston informed the Board that there is an Academic Senate page on the district website.

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

CSEA Report – Mr. Butch Brewer, CSEA President, was not present to report at this time.

ASB Report – Mr. Larry Logsdon, Student Government Association President, West Hills College Lemoore, was not present to report at this time.

West Hills College Coalinga and North District Center, Firebaugh – Dr. Tom Harris, Interim President, distributed a college activities report and commented on recent and upcoming events. He reported on the recent visit by Ms. Ruth Fremson, New York Times Pulitzer Prize Winning Photographer.

West Hills College Lemoore – Mr. Don Warkentin, President, distributed a college activities report and commented on recent and upcoming events. He stated that the Lemoore staff held their 21st annual Thanksgiving dinner this afternoon. He also briefly reported on the successful President’s Scholars Dinner held on November 9th.

Chancellor’s Report – Dr. Frank Gornick, Chancellor, expressed his thanks to the colleges for hosting Ruth Fremson on their campuses. He stated that this is a great thing that has been provided by the New York Times because of our involvement with their program. Dr. Gornick reported on the recent Grants Caravan trip to Washington, DC. He stated that the purpose was to meet the funding agency staff and let them know who we are. Dr. Gornick stated that the Measure W results brought bad news, but that blessings come in all sorts of ways. When the results are final, the Board will need to discuss other options and possibly re-prioritize some of the projects. He stated that it is important to hone our fundraising skills in terms of corporations and individuals that can be targeted. Dr. Gornick stated that he would like to have a study session to discuss ideas for the district. He stated that this is an important issue and it takes a lot of time and effort.

CONSENT AGENDA

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

- CA-19** Minutes – The minutes of the October 24, 2006 Board of Trustees study session; special meeting and regular meeting were approved as submitted.
- CA-20** Warrants – The warrants were approved as submitted.
- CA-21** Personnel Transactions – The list of personnel transactions was approved as submitted.

CHANCELLOR’S OFFICE

- CO-16** Board Policies and Administrative Procedures – The following Board Policies and Administrative Procedures were approved on a motion by Trustee Henry, seconded by Trustee Oxborrow, and carried unanimously:

- New Board Policy and Administrative Procedure 3510, Workplace Violence Plan
- Revised Board Policy and Administrative Procedure 3540, Sexual and Other Assaults
- New Board Policy 5030, Fees
- Revised Board Policy 6750, Parking

FISCAL SERVICES

- FS-16** Fiscal Services Report – Mr. Ken Stoppenbrink, Vice Chancellor of Business Services, discussed the status of the budget expenses and revenues to date. He reported that we are 33.3% through the 2006-2007 fiscal year. General fund revenues are at 34% and general fund expenditures are at 28.5%. He stated that the district is in good fiscal shape.
- FS-17** Resolution – Child Care Services – The following resolution in the matter of child care services was adopted on a motion by Trustee Levinson, seconded by Trustee Henry, and carried unanimously.
- Infant Toddler Resource Grant
Grant No. CCAP-6069-10-6213-00-6
Amount: \$4,922.00
- FS-18** Change Orders – The following change orders were approved on a motion by Trustee Henry, seconded by Trustee Ivans, and carried unanimously:
- Change Order No. 1 – West Hills College Lemoore soccer field project irrigation system
 - Change Order No. 2 – West Hills College Lemoore soccer field project hydro seeding phase
- FS-19** Notices of Completion – The following notices of completion were approved on a motion by Trustee Levinson, seconded by Trustee Henry, and carried unanimously:
- West Hills College Lemoore soccer field project, irrigation system
 - West Hills College Lemoore soccer field project, hydro seeding phase
- FS-20** Audit Services Contract – Trustee Oxborrow questioned how many vendors were solicited for bids. Mr. Stoppenbrink stated that there were approximately 12. Trustee Oxborrow questioned the reasons for the vendors not submitting bids. Mr. Stoppenbrink stated that many of them

were either too busy or already had enough clients at this time. Dr. Gornick stated that it is a good practice for the district to go through every couple of years. Mr. Stoppenbrink reported that other community colleges have been through this process with similar results.

On a motion by Trustee Ivans, seconded by Trustee Levinson, and carried unanimously, the contract for district audit services was awarded to Vavrinek, Trine, Day & Company, LLP for fiscal years ending June 30, 2007; June 30, 2008; and June 30, 2009 at a cost of \$24,850, \$25,600 and \$26,400 respectively.

PERSONNEL SERVICES

PS-5 Resolution - 39 Month Re-Employment List - The resolution in the matter of the placement of Ms. Megan Garner on the 39-month re-employment list was adopted on a motion by Trustee Ivans, seconded by Trustee Henry, and carried unanimously.

PS-6 Resolution - Elimination of Classified Positions - The resolution in the matter of the elimination of classified positions was adopted on a motion by Trustee Oxborrow, seconded by Trustee Ivans, and carried unanimously.

BOARD REPORTS / COMMENTS / REQUESTS AND ANNOUNCEMENTS

Trustee Oxborrow stated that she was happy to hear the news with regard to the basketball and rodeo programs. She wished everyone a happy Thanksgiving.

Trustee Ivans stated that she was glad to hear about the successful trip to Washington, DC. She expressed her congratulations to the College Presidents for the good things happening at their campuses. She wished everyone a happy Thanksgiving.

Trustee Henry stated that it is exciting to hear the news about West Hills College Coalinga's success in the basketball and rodeo programs. He commented that the ad on the play was also very good. He wished everyone a Happy Thanksgiving.

Trustee Levinson stated that he hopes everyone has a good Thanksgiving. He reported that he recently attended the Lemoore Chamber of Commerce retreat in San Simeon and received good feedback on the bond efforts.

President McKean expressed his gratitude to all who worked on the bond. He stated that it was a good effort and we got the word out about West Hills College and now more people are knowledgeable. He stated that it is disappointing but we need to think real hard about how we are going to accomplish things now. Just because the bond

didn't pass, it doesn't mean that progress stops. He stated that we will find other ways to make it happen.

President McKean announced that the next meeting of the Board of Trustees will be held on December 5, 2006.

CLOSED SESSION

The meeting was adjourned to closed session at 4:12 p.m.

- Public Employee Discipline/Dismissal/Release (as per Government Code Section 54957)
- Discussion of land acquisition/disposition of property (as per Government Code Section 54956.8). Property: Coalinga, California; Lemoore, California; Firebaugh, California

ADJOURNMENT

There being no further business before the Board of Trustees, the meeting was adjourned at 4:46 p.m.

Nina Oxborrow
Clerk of the Board of Trustees

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Personnel Transactions

1. New Hires - Classified

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Arambula, Norma	Child Development Center Assistant San Joaquin Child Development Center	19 hrs/wk 12 mo/yr	Range 23 Step A	Grant	11/1/06	Replacement for Lourdes Camacho
Armenta, Vanessa	Student Services Assistant West Hills College Coalinga	19 hrs/wk 12 mo/yr	Range 36 Step A	Grant	11/1/06	New position
Crider, Kyle	Secretary West Hills College Lemoore	40 hrs/wk 12 mo/yr	Range 36 Step A	District -90% Grant-10%	11/6/06	New position
Davis, Eric	Student Services Assistant West Hills College Coalinga	19 hrs/wk 12 mo/yr	Range 36 Step A	Grant	11/1/06	New position
Espinoza, Pilar	Library Technician West Hills College Coalinga	40 hrs/wk 12 mo/yr	Range 40 Step A	District	11/13/06	Replacement for Jim Vosburg
Rodriguez, Lucy	Child Development Center Assistant West Hills College Lemoore	19 hrs/wk 12 mo/yr	Range 23 Step A	Grant	10/16/06	New position

2. Resignations / Retirements / Releases During Probation / Terminations

Name	Title & Location	Effective Date	Additional Information
Brown, Tameka	Secretary West Hills College Coalinga	12/15/06	Resignation
Infante, Olga	Child Development Center Assistant West Hills College Coalinga	11/10/06	Resignation
Silva, Juan	Custodian North District Center	11/3/06	Resignation
Stone, Rebecca	Child Development Center Associate Teacher West Hills College Lemoore	11/9/06	Resignation
Valentine, Teasha	Office Assistant I West Hills College Lemoore	11/9/06	Resignation