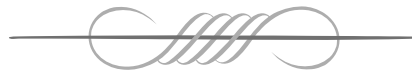




MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD

May 15, 2012



CALL TO ORDER / OPEN SESSION

President McKean called the meeting of the Board of Trustees to order at 3:26 pm.

Board members present:

Mark McKean, President
Bill Henry, Vice President
Nina Oxborrow, Clerk
Jeff Levinson
Edna Ivans
Jack Minnite
Steve Cantu
Gerald Butler, Student Trustee

Administrators present:

Frank Gornick, Chancellor
Ken Stoppenbrink, Vice Chancellor of Business Services
Pedro Avila, Vice Chancellor of Institutional Effectiveness and Planning
Willard Lewallen, President, West Hills College Coalinga
Don Warkentin, President, West Hills College Lemoore
Frances Squire, Executive Director, West Hills Community College Foundation
Sylvia Dorsey-Robinson, Vice President of Student Services, West Hills College Lemoore
Jill Stearns, Vice President of Educational Services, West Hills College Coalinga
Dave Bolt, Vice President of Educational Services, West Hills College Lemoore
Marcel Hetu, Director of North District Center, Firebaugh
Charles Freeman, District Director of Health Careers
Deborah Soria, Director of Financial Aid, West Hills College Lemoore
Richard Larson, Director of Farm of the Future, West Hills College Coalinga
Keith Stearns, Associate Vice Chancellor of Academic and Information Services
Cathy Barabe, Director of Grants
Anita Wright, Director of Special Grant Programs
Marlon Hall, Vice President of Student Services, West Hills College Coalinga

Introduction of Guests

There were no guests introduced at this time.

Public Comments

Mr. Gerardo (Jerry) Escalante addressed the Board of Trustees. He stated that he is aware that there is a decision made concerning his hearing. He expressed his thanks to Ms. Cathy Barabe for always believing in him. He also thanked Ms. Frances Squire for always taking pictures at events. Mr. Escalante passed around documents that he wanted the Board to be aware of. He stated that it was a joy to work at West Hills College and he will miss everyone.

REPORTS FROM ORGANIZATIONS / COLLEGES / DISTRICT OFFICE

Academic Senate Report – Mr. Jeff Wanderer, Academic Senate President for West Hills College Coalinga, reported that the Academic Senate had light agendas this semester, stating that “no news is good news”. He reported that Board Policy 4030, Academic Freedom, has been tabled for further review. The Senate is currently waiting for next year’s Policy and Procedure Review Schedule to be posted. In closing, Mr. Wanderer reported that the summer volleyball camps are in full swing.

Mr. Kurt Sterling, Academic Senate President for West Hills College Lemoore, expressed his wishes for a happy Mother’s Day to the ladies in attendance. He also acknowledged the graduation accomplishments of Ms. Donna Isaac’s daughter, Kimberlee. Mr. Sterling reported that he will serve another two year term as President of the Academic Senate. The Senate has been working on reviewing policies and procedures and has also approved the re-write of the West Hills College Lemoore Curriculum Handbook. Mr. Sterling reported that over a dozen department awards were given to students at the honors brunch last week. The joint Senates and counselors will be meeting this Friday to discuss Area E requirements. The Senate offers their full support for the sabbatical request of Ms. Jacqui Shehorn and the tenure recommendations of Ms. Cynthia Dolata and Ms. Maria Gonzalez. He introduced both faculty recommended for tenure and discussed their accomplishments.

WHCFA Report – Mr. Ken Sowden, WHCFA President, briefly commented on the state budget. He reported that Ms. Pat Kraft-Chapman is planning on retiring and he is looking forward to negotiating in June.

CSEA Report – In the absence of Mr. John Ieronimo, CSEA President, Mr. Keith Brock reported that CSEA’s initial proposal is in progress. He also reported that next week is classified employees’ week.

Student Trustee Report – Mr. Gerald Butler, Student Trustee, reported that the West Hills College Coalinga ASB is working on elections. Cheerleading tryouts have been held and nine females and two males (from both West Hills College Coalinga and West Hills College Lemoore) were selected. Mr. Butler presented a card to Dr. Willard Lewallen for his service to West Hills College Coalinga. He also thanked everyone for their support during his time as the Student Trustee.

West Hills College Coalinga and North District Center, Firebaugh – Dr. Willard Lewallen, President, recognized the recommendation of Mr. Steve Wright for tenure. He reported that the upcoming commencement ceremony will honor Ms. Phyllis Roberts with an

honorary degree; Dr. Robert Powell as Alumnus of the Year; and Mr. Phil Lopes, as the commencement speaker. Dr. Lewallen presented a picture of a falcon sculpture that was donated by Trustee Edna Ivans' daughter. He expressed his congratulations to Ms. Kimberlee Isaac for her graduation accomplishments. Dr. Lewallen reported that the ag science facility is over 90% complete and finishing touches are being added.

West Hills College Lemoore – Mr. Don Warkentin, President, introduced Ms. Lataria Hall and Ms. Stephanie Droker. He reported that they served as administrative interns for 2011-2012. Ms. Hall thanked Mr. Warkentin for the great and rewarding opportunity. She discussed the teams that were developed for learning areas in student services, stating that the goal was to make sure that opportunities were being created for students. Ms. Droker commented on the top ten activities and what she learned from them. She expressed her thanks to those who have helped.

Mr. Bob Clement provided a report on the recent Athletic Program Review at West Hills College Lemoore. He discussed the recommendations which include hiring a full time secretary, a full time athletic trainer, and a full time eligibility clerk. Mr. Clement reported that West Hills College Lemoore could have up to 160 athletes with the addition of sports. 14 commendations were given in the report. There were six standards with no recommendations. Mr. Warkentin discussed a recruiting event for athletics and the upcoming commencement ceremony. He reported that Trustee Ivans will be a guest speaker. Mr. Warkentin expressed his congratulations to Ms. Dolata and Ms. Gonzalez on their recommendation for tenure. He also stated that he will miss Ms. Kraft-Chapman.

Chancellor's Report – Dr. Frank Gornick, Chancellor, expressed his congratulations to the faculty for their recommendations of tenure.

Dr. Gornick reported that the district is always looking for other areas of revenue to assist in augmenting our revenue. He briefly discussed the possibility of a hydroponics project and stated that it may be a possibility to entertain with regard to the Farm of the Future. Dr. Gornick introduced Mr. Lee Loveland and Dr. Rick Wright.

Dr. Wright addressed the Board of Trustees, stating that the West Hills Community College District has been known to him for a long time. A lot of places in this environment are going to have to reinvent themselves. Dr. Wright is part of a development group that has been discussing a hydroponics project. The purpose of the presentation today is for Mr. Loveland to provide a brief overview of the project and then answer any questions that the Board may have. Everyone involved in the project has a strong interest in education.

Mr. Loveland stated that he has been in the development business for many years and has put together the pro forma for the project. Mr. Loveland discussed hydroponics and the reduced costs associated with it, food safety, controlled environment, and the reduced amount of water needed. Tomato crops are quite viable. Mr. Loveland provided a PowerPoint presentation and discussed climate control and new ways of growing with greenhouses.

Discussion took place and several questions were asked by Board members. Mr. Loveland reported that Costco likes the business model of working with the college and buying locally. He stated that this project needs to happen fairly quickly. Trustee Minnite stated that his greatest concern is a statement in the Memorandum of Understanding (MOU) that has to do with sufficient water resources. He questioned how much water is needed and who will supply it. Discussion took place regarding water availability and Mr. Loveland stated that it will have to be worked into the negotiations. Dr. Gornick commented that they know we have wells on our property. He stated that 36 million tons of tomatoes per greenhouse are produced with 430 acre feet of water. Discussion took place regarding the involvement of grants and the sustainability of the program.

Frank stated that he is asking the Board to approve the concept of the MOU and continue the discussions. Trustee Henry stated that he wants to table the MOU for a later date, but authorize the administration to proceed with the development of an MOU. Mr. Loveland stated that he needs to be able to take something back to the investors.

CONSENT AGENDA

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

- CA-48** Minutes – The minutes of the April 24, 2012 regular meeting were approved as submitted.
- CA-49** Warrants – The warrants were approved as submitted.
- CA-50** Quarterly Financial Status Report, 311Q – The Quarterly Financial Status Report, 311Q for the quarter ending March 31, 2012 was approved as submitted.
- CA-51** Out of State Travel – The following request for out of state travel was approved:
- CA-52** Personnel Transactions – The list of personnel transactions was approved as submitted.

CHANCELLOR'S OFFICE

- CO-46** Proposed Board of Trustees Meeting Schedule – The proposed Board of Trustees meeting schedule for 2012-2013 was approved on a motion by Trustee Ivans, seconded by Trustee Minnite, and carried unanimously.
- CO-47** Tenure Recommendation – West Hills College Coalinga – The following individual was approved for tenure on a motion by Trustee Minnite, seconded by Trustee Cantu, and carried unanimously:

- Mr. Steve Wright

CO-48 Tenure Recommendation – West Hills College Lemoore – The following individuals were approved for tenure on a motion by Trustee Minnite, seconded by Trustee Oxborrow, and carried unanimously:

- Ms. Cynthia Dolata
- Ms. Maria Gonzalez

CO-49 Sabbatical Leave Request – The sabbatical leave request for Ms. Jacqui Shehord for the spring 2013 semester was approved on a motion by Trustee Minnite, seconded by Trustee Henry, and carried unanimously.

CO-50 Memorandum of Understanding – Trustee Henry made a motion to table the Memorandum of Understanding between the West Hills Community College District and California APC Developments LLC until the June Board meeting. The motion was seconded by Trustee Levinson and carried unanimously.

FISCAL SERVICES

FS-50 Fiscal Services Report – Mr. Stoppenbrink provided the fiscal services report. He reported that the district is 83.3% through the fiscal year. General fund revenues are at 69.4% and general fund expenditures are at 75.9%. President McKean questioned how far the state is behind on reimbursements. Mr. Stoppenbrink stated that we have received all reimbursements for which we have billed.

FS-51 Contingency Fee Engagement Letter – Mr. Stoppenbrink explained that this item was tabled at the April Board meeting. He reported that he has conducted further research and the company can provide audits of our health insurance benefits program. An addendum to the original engagement letter has been developed. The services can be handled via mail and there would not be any travel expenses. Dr. Gornick stated that the company has indicated they would do the first pass by mail and then would deal with the exceptions. Mr. Stoppenbrink has checked with other districts that have used this company and there are no issues with arbitration. They have been able to save districts some money. Mr. Stoppenbrink stated that the company does not make recommendations to change our structure; they only audit our current structure. Trustee Oxborrow questioned how many employees would be reviewed. Mr. Stoppenbrink responded there would be approximately 450. Brief discussion took place regarding retirees and Mr. Stoppenbrink reported that they would be part of the review. The company will also be reviewing our internal procedures. Trustee Henry questioned if Mr. Joe Zampi, the district's attorney, has reviewed the document. Mr. Stoppenbrink stated

that he has not. Trustee Cantu stated that he is confused by the advantages or disadvantages of the service.

The contingency fee engagement letter and addendum were approved on a motion by Trustee Minnite, seconded by Trustee Ivans, and carried on the following vote: Ayes – 6; Noes – 1 (Trustee Cantu).

- FS-52** Contract Award – Mr. Chris Addington, district architect, distributed a bid protest on the proposal submitted by Housley Demolition. He provided an explanation and stated that we have a very prescriptive procedure. The protest was denied as it was meritless and self inflicted.

On a motion by Trustee Cantu, seconded by Trustee Ivans, and carried unanimously, the contract for the North District Center, Firebaugh demolition project, which included acceptance of the denied protest, was awarded to Housley Demolition Co., Inc. for a total bid of \$117,464.

PERSONNEL SERVICES

- PS-15** Public Comments – Initial Proposal to CSEA – There were no public comments made at this time.
- PS-16** Public Comments – Initial Proposal to CTA – There were no public comments made at this time.
- PS-17** Public Comments – Initial Proposal from CTA – There were no public comments made at this time.
- PS-18** Resolution – Reduction of Classified Services – Mr. Stoppenbrink explained that the After School Program is being reduced in terms of months. All of the affected positions are grant funded.

The resolution in the matter of reduction of classified services was adopted on a motion by Trustee Minnite, seconded by Trustee Cantu, and carried unanimously.

BOARD REPORTS / COMMENTS / REQUESTS AND ANNOUNCEMENTS

Trustee Cantu stated that he enjoyed hearing from the administrative interns.

Trustee Minnite stated that he also enjoyed hearing from the administrative interns. He thanked his fellow board members for their participation today and thanked Mr. Butler for being one of the best Student Trustees the Board has had. He stated that he has been an asset to the Board. Trustee Minnite expressed his congratulations to Dr. Lewallen and Ms. Jill Stearns on their new positions. He also thanked everyone for their hard work.

Trustee Ivans explained that she is dressed for the Kings County Homecoming and her role as former Homecoming Queen. She expressed her congratulations to Ms. Kimberlee Isaac on her accomplishments with graduation and to Ms. Donna Isaac's parents for being named as the Avenal Homecoming King and Queen for this year. Trustee Ivans stated that it was good to hear from the administrative interns, as well as to hear a good report on the Athletic Program Review for West Hills College Lemoore. She stated that the hydroponics presentation was interesting and this it is good to hear its connection with the Department of Labor.

Trustee Henry commended the administrative interns and thanked Mr. Clement for a good report on the Athletic Program Review. He stated that it was an interesting report on the hydroponics project. Trustee Henry thanked everyone for their input and service. He stated that we have a good district and he is glad to be a part of it.

Trustee Oxborrow expressed her congratulations to those who were granted tenure. She commented on Dr. Lewallen and Ms. Stearns leaving and stated that they will be missed terribly. The changes are great opportunities for our staff to grow and she thanked them for all they have done. Trustee Oxborrow stated that the Athletic Program Review was a great report and says a lot about our staff. She expressed her congratulations to the Isaac family, stating that they are awesome.

Trustee Levinson echoed the comments made by his fellow Board members.

President McKean commented on what Sacramento does to us in terms of the budget. He commented on the future opportunity with hydroponics, stating that we are doing our best to find our way through the mess. President McKean stated that it is nice to talk about the good things and not all of the bad things.

President McKean announced that the next regular meeting of the Board of Trustees is scheduled for June 26, 2012.

CLOSED SESSION

The meeting was adjourned to closed session at 5:47 pm.

- Discussion of Land Acquisition/Disposition of Property (as per Government Code Section 54956.8). Property: Firebaugh, California; Lemoore, California
- 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: CTA; CSEA

RECONVENE TO OPEN SESSION

The meeting was reconvened to open session at 6:49 pm.

President McKean announced that in the matter of Mr. Gerardo (Jerry) Escalante, a formal decision was completed after consultation with legal counsel following the April 24, 2012 Board meeting. The decision was signed by the President of the Board of Trustees on April 30. It was the unanimous decision of the Board of Trustees to affirm the recommendation of the Chancellor for termination.

ADJOURNMENT

There being no further business before the Board of Trustees, the meeting was adjourned at 6:50 pm.

Nina Oxborrow
Clerk of the Board of Trustees

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Personnel Transactions

1. New Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Gonzalez, Pearl	Learning Skills Program Assistant Classified West Hills College Lemoore	19 hrs/wk 12 mo/yr	Range 32 Step A	Grant	4/16/12	Replacement for Cherise Griggs
Lopez, Gabriel	Custodian/Groundskeeper Classified West Hills College Lemoore	19 hrs/wk 12 mo/yr	Range 37 Step A	District	4/16/12	Replacement for Fabian Balcazar
Tapia, Marlene	Child Development Center Assistant Classified West Hills College Lemoore	19 hrs/wk 11 mo/yr	Range 23 Step A	Grant	5/1/12	Replacement for Rosa Montoya
Zuniga, Jennifer	Senior Secretary Classified District Office	40 hrs/wk 12 mo/yr	Range 40 Step C	Grant	5/1/12	New position

2. Temporary Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Robles, Connie	Child Development Center Teacher West Hills College Lemoore	40 hrs/wk	Range 40 Step A	Grant	4/25/12 – 6/30/12	

3. Changes in Assignment

Name	Current Assignment	Change	Effective Date	Additional Information
Blankenship, Corie	Child Development Center Assistant West Hills College Coalinga Range 23, Step B	Child Dev. Center Associate Teacher West Hills College Coalinga Range 30, Step A	3/6/12 – 6/30/12	
Branker, Don	Interim Special Events Coordinator West Hills Community College District Range 5, Step 10	Special Events Coordinator West Hills Community College District Range 5, Step 11	3/12/12	
Crider, Kyle	Senior Secretary West Hills College Lemoore Range 40, Step D	Research Analyst District Office Range 66, Step A	4/16/12	
Lopez, Cristina	After School Prog. Site Coordinator West Hills College Lemoore 19 hrs/wk, 11 mo/yr Range 40, Step C	After School Prog. Asst. Coordinator West Hills College Lemoore 40 hrs/wk, 12 mo/yr Range 42, Step C	5/1/12	
Pimentel, Robert	Director of Special Grant Programs West Hills Community College District Range 41, Step 3	Interim Director of C6 Project West Hills Community College District Range 42, Step 3	3/1/12	

4. Resignations / Retirements / Releases During Probation / Terminations

Name	Title & Location	Effective Date
Burciaga, Rosemary	Office Manager North District Center, Firebaugh	6/29/12
Pelletier, Vanessa	Child Development Center Teacher San Joaquin Child Development Center	3/20/12
Wainwright, Dawn	Child Development Center Associate Teacher West Hills College Lemoore	3/13/12