

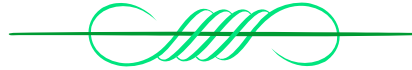


WEST HILLS COMMUNITY COLLEGE DISTRICT

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

MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD

August 25, 2009



CALL TO ORDER / OPEN SESSION

President McKean called the meeting of the Board of Trustees to order at 3:18 p.m.

Board members present:

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

Administrators present:

Frank Gornick, Chancellor
Ken Stoppenbrink, Vice Chancellor of Business Services
Willard Lewallen, President, West Hills College Coalinga
Don Warkentin, President, West Hills College Lemoore
Jana Cox, Director of Human Resources
Frances Squire, Director of Marketing
Jill Stearns, Dean of Student Learning, West Hills College Coalinga
Susan Whitener, Dean of Learning Resources and Web Services
Dolores Smith, Director of Financial Aid
Darlene Georgatos, Director of Enrollment Services
Pedro Avila, Director of Institutional Effectiveness and Planning
Richard Larson, Director of Farm of the Future, West Hills College Coalinga
Marcel Hetu, Director of North District Center, Firebaugh
Dave Bolt, Vice President of Educational Services, West Hills College Lemoore
Cathy Barabe, Director of Grants
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

Academic Senate Report – Ms. Anita Bart, Academic Senate President for West Hills College Coalinga, reported that it is good to be back. The first Academic Senate meeting is scheduled for August 26. Ms. Bart stated that a good flex day was held prior to the start of the semester. Learning area meetings were held that day along with training on Student Learning Outcomes (SLOs). SLOs for West Hills College Coalinga are now on the portal. Ms. Bart reported that all committees now have faculty representatives and the Senate will continue work on their bylaws and accreditation standards.

Ms. Stephanie Droker, Academic Senate President for West Hills College Lemoore, reported that the first Senate meeting of the semester was held on Monday, August 24. Joel Rogers, Kurt Sterling and Larry Belooof are now serving on the Senate and all committees have faculty representation.

WHCFA Report – Ms. Marty Ennes, WHCFA President, thanked Mr. Ken Sowden for reporting on her behalf at the July Board meeting. She reported that the faculty reached a tentative agreement with the district on August 11 and the agreement was ratified on August 14. The agreement outlines the furlough days which are to be taken by the faculty. Ms. Ennes stated that she and Sarah Shepard will be meeting with the College Presidents and Chief Instructional Officers (CIOs) to figure out the guidelines and the process for the furlough days. Ms. Ennes reported that the Faculty Association received a one-year release time grant from CCA. She will be taking a reduced load to be able to work on Faculty Association business and hopes that the Board and administration will see the value of having a Faculty Association President who is available for meetings and consultations and will see that the release time continues. Ms. Ennes stated that she looks forward to continuing the dialog and offering quality educational service to students.

CSEA Report – Mr. Mark Millett, CSEA President, apologized for missing the last two meetings, stating that his work was a priority. He stated that CSEA has approved the tentative agreement negotiated with the district and is pleased that it passed by over 90%. He stated that there are loyal employees throughout the district that are willing to step forward and help out. Mr. Millett reported that he will announce the classified employee of the year at the September Board meeting.

West Hills College Coalinga and North District Center, Firebaugh – Dr. Willard Lewallen, President, provided an update on enrollment. He also distributed a Farm of the Future update report. Mr. Richard Larson and Mr. Clint Cowden provided

information on the Farm of the Future and equipment recently purchased. Dr. Frank Gornick stated that all of the equipment was purchased with grant funds. Mr. Larson explained the certificate programs. He also introduced Mr. Ken Olson. Mr. Olson is a trainer with the Centers for Applied Competitive Technologies (CACT). Most of his work is training industry. He explained the link between industry and the college. Discussion took place regarding integration of technology. Mr. Larson explained that the program is currently an 18 unit certificate program. Work is being done on a two semester program that will eventually be developed into a two year program. Dr. Gornick distributed detailed grants information on the Farm of the Future and explained the funds that grants have brought to the program.

West Hills College Lemoore – Mr. Don Warkentin, President, reported that the first construction meeting for the Wellness Center has occurred. He reported that the first draft of the accreditation self study has been completed and his staff will now begin fine tuning the document. He stated that he is happy to see the sports program growing. Mr. Warkentin reported that West Hills College Lemoore will host the ACSA (Association of California School Administrators) conference on September 12.

Chancellor's Report – Dr. Frank Gornick, Chancellor, announced that a retirement dinner is planned for September 11 and will be held at the Tachi Palace Hotel and Casino. All of the retirees will be honored at that time. Tickets are \$10 per person and the event is being co-sponsored by the Foundation, CSEA and CTA. Dr. Gornick thanked Mr. Millett, Ms. Ennes and their respective negotiation teams for their work during the negotiation process. He reported that he will be chairing an upcoming accreditation visit to Sacramento City College in October.

CONSENT AGENDA

Trustee Oxborrow questioned the warrant for the Hyatt at Fisherman's Wharf. Mr. Ken Stoppenbrink explained that the warrant is for lodging for students participating in the CTE field trip. Discussion took place regarding the rate. President McKean questioned the warrant for Enhanced Virtualization. Mr. Stoppenbrink responded that it is payment for the maintenance contract on the SAN System.

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

- CA-7 Minutes – The minutes of the July 28, 2009 Board of Trustees meeting were approved as submitted.
- CA-8 Warrants – The warrants were approved as submitted.
- CA-9 Personnel Transactions – The list of personnel transactions were approved as submitted.

CHANCELLOR'S OFFICE

CO-4 Medi-Cal Administrative Activities (MAA) Audit Report – Mehri Barati, Supervising Accountant, stated that the goal of the program is to provide the best possible service and support the college in maximizing the revenue. Steven Decker, Accountant, Medi-Cal Administrative Activity/Targeted Case Management Coordinator, provided a presentation on the recent MAA site review.

FISCAL SERVICES

FS-7 Fiscal Services Report – Mr. Ken Stoppenbrink, Vice Chancellor of Business Services, provided the fiscal services report. He stated that we are 8.3% through the fiscal year. General fund revenues are at 11% and general fund expenditures are at 6.3%.

FS-8 Draft Master Environmental Impact Report (EIR) – President McKean questioned the reason for having to complete an EIR for the Farm of the Future. Mr. Kevin Cobb, district architect, responded that this area is not zoned for classroom buildings. He stated that it is more appropriate to do a large environmental document. Trustee Oxborrow questioned if Granite Construction has done an EIR as this may be a cost savings for us. Mr. Cobb stated that our EIR would be quite different because of the educational aspect. Mr. Stoppenbrink stated that the EIR has to be completed so that it can be included in the general plan for the City of Coalinga. He stated that the crop area has been excluded and it only covers the area where buildings would be built. Mr. Stoppenbrink explained that the document is a draft and is on display for public comment. The final EIR will need to be considered at the November Board meeting. Mr. Stoppenbrink reported that he has read through the draft document and has submitted his comments. Discussion took place regarding a “will serve” letter concerning water and sewer. Trustee Minnite questioned the expense for a lighted intersection. Mr. Cobb responded that it would be somewhere between \$250,000- \$400,000.

FS-9 2009-2010 Fiscal Year Budget – Mr. Stoppenbrink stated that it has been an interesting budget to put together in a timely fashion. He thanked Ms. Kathy Watts for the Child Development Center's donation of \$120,000 from their MAA account. He reported that the budget meets the 5% requirement. Dr. Gornick commented on the reserve, stating that it has always generated a lot of discussion. It was reported that the State of California requires a 3% reserve, while the Western Association of Schools and Colleges (WASC) requires a 5% or greater reserve. President McKean questioned the accounts for travel and conference and consultant services,

stating that he is surprised to see these numbers up due to the current circumstances. Discussion took place concerning the estimated costs for legal services (which fall under consultant services) being based on the previous year's expenses. With regard to travel, it was stated that the increase is due to the increase in gas prices.

The 2009-2010 Fiscal Year Budget was approved on a motion by Trustee Ivans, seconded by Trustee Levinson, and carried unanimously.

- FS-10** Chancellor's Office Tax Offset Program (COTOP) – On a motion by Trustee Levinson, seconded by Trustee Minnite, and carried unanimously, the Board of Trustees approved the district's participation in the Chancellor's Office Tax Offset Program (COTOP) for 2010.
- FS-11** Resolution – Child Care Services – The resolution certifying approval for the Prekindergarten and Family Literacy Supplement Grant, contract no. CPKS-9016-6213-00-9, for the 2009-2010 fiscal year in the amount of \$10,000 was adopted on a motion by Trustee Henry, seconded by Trustee Minnite, and carried unanimously.
- FS-12** Resolution – Intention to Convey Real Property – Mr. Stoppenbrink reported that the West Hills Community College Foundation Board recently took action to sell the property in Firebaugh to the district for \$1.00.
- The resolution in the matter of intention to convey real property was adopted on a motion by Trustee Levinson, seconded by Trustee Minnite, and carried unanimously.
- FS-13** Contract Award – CEQA Consulting Services – On a motion by Trustee Henry, seconded by Trustee Ivans, and carried unanimously, the contract for CEQA consulting services for the North District Center Master Plan was awarded to Quad Knopf in the amount of \$34,650.
- FS-14** Tentative Agreement – CSEA – The tentative agreement between the West Hills Community College District and California School Employees Association (CSEA) Chapter 429 was approved on a motion by Trustee Minnite, seconded by Trustee Cantu, and carried unanimously.
- FS-15** Tentative Agreement – CTA – The tentative agreement between the West Hills Community College District and the West Hills College Faculty Association CTA/NEA was approved on a motion by Trustee Minnite, seconded by Trustee Ivans, and carried unanimously.

Mr. Stoppenbrink thanked the negotiation teams for their work. He stated that the sessions were very professional

BOARD REPORTS / COMMENTS / REQUESTS AND ANNOUNCEMENTS

Trustee Cantu welcomed everyone back and thanked CTA and CSEA for their work on the bargaining agreements.

Trustee Minnite stated that it is a pleasure to work with extraordinary people who have a commitment and a common goal.

Trustee Ivans stated that times are tough and she thanked everyone for their hard work.

Trustee Henry expressed his thanks to CTA and CSEA for their sacrifice. He also thanked Mr. Larson, staff and guests for the presentation on the Farm of the Future. He stated that it is nice to hear good news about the MAA audit.

Trustee Oxborrow welcomed everyone back and thanked everyone for their time and efforts with regard to negotiations. She stated that she appreciates the update on the Farm of the Future and that she looks forward to students participating and seeing the results. She wished everyone a good year.

Trustee Levinson echoed the comments made by his fellow Board members and stated that he appreciates the comments. He thanked CTA and CSEA for their great team efforts.

President McKean stated that it is good to have negotiations done. He stated that everyone has come together in difficult times. He expressed that he is fearful that there will be more bad news from Sacramento, but is hopeful that the economy will turn around.

CLOSED SESSION

The meeting was adjourned to closed session at 5:07 p.m.

- Anticipated Litigation (as per Government Code Section 54956.9). Number of potential cases: 2
- 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; Firebaugh, California; Lemoore, California

- Conference with Labor Negotiator (as per Government Code Section 54957.6).
Agency negotiator: Chancellor; Vice Chancellor of Business Services; Director of Human Resources. Employee organization: CSEA; CTA. Unrepresented employees: Administrative; Management; Confidential.
- Public Employee Performance Evaluation (as per Government Code Section 54957).
Title: Chancellor

ADJOURNMENT

There being no further business before the Board of Trustees, the meeting was adjourned at 5:45 p.m.

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
Bravo, Gabriela	Child Development Center Assistant West Hills College Coalinga	19 hrs/wk 9 mo/yr	Range 23 Step A	Grant	8/26/09	Replacement for Rosalva Cabrera
Esparza, Anita	Child Development Center Assistant West Hills College Coalinga	19 hrs/wk 12 mo/yr	Range 23 Step A	Grant	8/26/09	Replacement for Alca Patel
Iniguez, Anabel	Child Development Center Assistant West Hills College Coalinga	19 hrs/wk 9 mo/yr	Range 23 Step A	Grant	8/26/09	Replacement for Laura Padilla
Nevarez, Sandra	Child Development Center Assistant West Hills College Coalinga	19 hrs/wk 12 mo/yr	Range 23 Step A	Grant	8/26/09	Replacement for Bethany Humphries
Pimentel, Veronica	Child Development Center Teacher West Hills College Coalinga	19 hrs/wk 9 mo/yr	Range 40 Step A	Grant	8/19/09	Replacement for Jennifer Rauh
Romero de Fenton, Sonia	Child Development Center Assistant West Hills College Coalinga	19 hrs/wk 9 mo/yr	Range 23 Step A	Grant	8/26/09	Replacement for Martha Saucedo
Sanchez, Ana	Child Development Center Assistant West Hills College Coalinga	19 hrs/wk 12 mo/yr	Range 23 Step A	Grant	8/26/09	Replacement for Karla Martinez de Garcia
Sexton, Sheri	Senior Employment Readiness Spec. West Hills College Coalinga	40 hrs/wk 12 mo/yr	Range 57 Step A	Grant	9/1/09	New position

2. Temporary Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Jimenez, Maria	Child Development Center Assistant Avenal Child Development Center	40 hrs/wk	Range 23 Step A	Grant	8/26/09 – 12/31/09	
Sosa, Rosalinda	Child Development Center Assistant Avenal Child Development Center	40 hrs/wk	Range 23 Step A	Grant	8/26/09 – 12/31/09	
Villegas, Maria	Child Development Center Assistant Avenal Child Development Center	40 hrs/wk	Range 23 Step A	Grant	8/26/09 – 12/31/09	

3 Changes in Assignment

Name	Current Assignment	Change	Effective Date	Additional Information
Blanks, Karen	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	8/19/09	Replacement for Alma Yliz Grant funded
Hernandez, Rozanne	Program Eligibility Specialist North District Center, Firebaugh Range 46, Step A	Senior Employment Readiness Spec. West Hills College Coalinga Range 57, Step A	9/1/09	New position Grant funded
Toledo, Margoth	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	8/19/09	Replacement for Tiffany Janik Grant funded

4. Resignations / Retirements / Releases During Probation / Terminations

Name	Title & Location	Effective Date
Barner, Etsel	Business Instructor West Hills College Lemoore	5/22/09
Benedict, Tom	Director of Duplicating Services West Hills Community College District	8/31/09
Brixey, Minerva	Student Services Office Manager West Hills College Coalinga	8/31/09
Bumpous, Rebecca	Financial Aid Assistant II North District Center, Firebaugh	8/21/09
Christenson, Eric	Biology Instructor West Hills College Lemoore	5/22/09
Georgatos, Darlene	Director of Enrollment Services West Hills Community College District	8/31/09
Jennings II, John	Program Assistant, Farm of the Future West Hills College Coalinga	9/9/09
Olson, Melinda	Office Manager West Hills College Lemoore	8/31/09
Parker, Michael	Computer Operations Manager West Hills Community College District	8/31/09
Phan, Hang	Food Services Cook West Hills College Coalinga	8/31/09
Wiest, Harold	Performing Arts Instructor West Hills College Coalinga	5/22/09