



MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD

February 14, 2012



CALL TO ORDER / OPEN SESSION

President McKean called the meeting of the Board of Trustees to order at 10:33 am.

Board members present:

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

Board members absent:

Gerald Butler, Student Trustee

Administrators present:

Frank Gornick, Chancellor
Ken Stoppenbrink, Vice Chancellor of Business Services
Don Warkentin, President, West Hills College Lemoore
Willard Lewallen, President, West Hills College Coalinga
Pedro Avila, Vice Chancellor of Institutional Effectiveness and Enrollment Management
Carole Goldsmith, Vice Chancellor of Educational Services and Workforce Development
Frances Squire, Executive Director, West Hills Community College Foundation
Sylvia Dorsey-Robinson, Vice President of Student Services, West Hills College Lemoore
Michelle Kozlowski, Assoc. Vice Chancellor of Educational Services & Information Technology
Keith Stearns, Associate Vice Chancellor of Academic and Information Services/Registrar
Richard Larson, Director of Farm of the Future, West Hills College Coalinga
Marlon Hall, Vice President of Student Services, West Hills College Coalinga

Introduction of Guests

Ms. Felicia Torrez introduced Mr. Richard Hill, Chair of the Citizens' Bond Oversight Committee for SFID #2.

Public Comments

There were no public comments made at this time.

REPORTS FROM ORGANIZATIONS / COLLEGES / DISTRICT OFFICE

Academic Senate Report – Mr. Jeff Wanderer, Academic Senate President for West Hills College Coalinga, reported that Edvance360, the new online learning platform, is working great. Instructors are accepting more students in their classes and students are declaring their majors. The Senate is developing a handbook, has reviewed the accreditation report, and is working on an effectiveness tool.

President McKean questioned the handbooks and Mr. Wanderer responded that it will outline how the Senate operates. They currently do not have a handbook.

Mr. Kurt Sterling, Academic Senate President for West Hills College Lemoore, was not present to report at this time.

WHCFA Report – In the absence of Mr. Ken Sowden, WHCFA President, Mr. Matt Magnuson reported on arbitration and stated that the Association is waiting for the results. With regard to negotiations, the faculty will be meeting to discuss which articles need to be addressed. It is anticipated that items will be sunshined at the March meeting.

CSEA Report – In the absence of Mr. John Ieronimo, CSEA President, Mr. Juan Rubio CSEA Vice President, stated that CSEA has nothing to report at this time.

Student Trustee Report – Mr. Gerald Butler, Student Trustee, was not present to report at this time.

West Hills College Coalinga and North District Center, Firebaugh – Dr. Willard Lewallen, President, reported that Mr. Gerald Butler is highlighted in his monthly report. Mr. Butler was selected as Volunteer of the Year by the Coalinga Chamber of Commerce. This is quite a remarkable accomplishment for him. Dr. Lewallen introduced Mr. Merlin Welch and reported that Mr. Welch was recently installed as the National President of the Land Improvement Contractors Association (LICA). Mr. Welch addressed the Board and stated that his installation is quite an honor. LICA is mostly a service organization. He discussed some of the relationships with companies.

Dr. Lewallen commented on events for Black History Month and distributed information concerning the events. He also distributed information on the upcoming World Ag Expo. Dr. Lewallen commented on the basketball team and their qualification for playoffs.

Dr. Lewallen introduced Mr. Richard Hill, Chairperson of the Citizens' Bond Oversight Committee for SFID #2. Mr. Hill provided a brief report on the activities of the committee. Mr. Hill also commented on his second chance to get an education at West Hills College. He thanked everyone for the opportunity. President McKean thanked Mr. Hill and the committee members for their service to the Citizens' Bond Oversight Committee.

In the absence of Mr. Jose Ochoa, Chairperson of the Citizens' Bond Oversight Committee for SFID #1, Dr. Lewallen distributed a brief report on the activities of the committee.

Dr. Lewallen introduced Ms. Sandy McGlothlin, Counselor. Ms. McGlothlin provided a report on her recent sabbatical leave. She expressed her sincere appreciation for being able to participate in this professional development activity and discussed her experiences with inpatient and outpatient facilities. Ms. McGlothlin thanked everyone for their approval and support, stating that she now feels more qualified to deal with issues the students may have.

West Hills College Lemoore – Mr. Don Warkentin, President, acknowledged the efforts of Dr. Carole Goldsmith with regard to the C6 Summit last week. He reported on the Lorrie Morgan and Pam Tillis concert held Friday night, stating that there were no incidents concerning the sale of alcohol. Mr. Warkentin commented on the upcoming event featuring Dr. Cornel West. He discussed Golden Eagle Days, reporting that 500 students are anticipated to attend.

In the absence of Mr. Les Brown, Chairperson of the Citizens' Bond Oversight Committee for SFID #3, Mr. Warkentin provided a brief report on the activities of the committee.

Chancellor's Report – Dr. Frank Gornick, Chancellor, extended his congratulations to Mr. Welch and Ms. McGlothlin for their accomplishments. He also thanked Dr. Goldsmith for her work with the C6 Consortium. He reported that approximately 20 people from the Consortium will be travelling to Washington, DC for a mandatory meeting on the C6 grant. 20 Million Minds will be partnering with the C6 Consortium for low cost, open source textbooks. Dr. Gornick thanked the staff at both colleges for their work in coordinating the Black History Month activities and he thanked the Board of Trustees for their attendance and participation at the recent Board Retreat, particularly for the time spent reflecting on their service to the district. He reported that the Board of Trustees Self Evaluation is posted on the website. Dr. Gornick reported that California Community Colleges Chancellor Jack Scott is scheduled to visit the district on March 1. He is specifically coming to take a look at what we do with priority registration. He wants to meet with students, staff, and potential community college students at both colleges. Dr. Gornick briefly discussed grant expiration dates and potential layoffs and also reported that there may be a significant reduction in dollars for the child development centers. He commented that this is troubling because the child development centers have been one of our hallmarks. The reduction is such that we cannot sustain the financial changes. In terms of general fund dollars, we are okay.

CONSENT AGENDA

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

CA-34 Minutes – The minutes of the January 17, 2012 meeting of the Governing Board were approved as submitted.

- CA-35** Warrants – The warrants were approved as submitted.
- CA-36** Surplus Property – The list of property was declared as surplus.
- CA-37** Personnel Transactions – The list of personnel transactions was approved as submitted.

CHANCELLOR'S OFFICE

- CO-32** SFID Bylaw Revisions – The SFID Bylaw revisions for SFID #1, #2, and #3 were presented for a first reading at this time. Approval will be requested at a later date.
- CO-33** West Hills College Coalinga Accreditation Follow Up Report – The Accreditation Follow Up Report for West Hills College Coalinga was approved on a motion by Trustee Minnite, seconded by Trustee Oxborrow, and carried unanimously.
- CO-34** West Hills College Lemoore Accreditation Follow Up Report – The Accreditation Follow Up Report for West Hills College Lemoore was approved on a motion by Trustee Minnite, seconded by Trustee Oxborrow, and carried unanimously.

FISCAL SERVICES

- FS-29** Fiscal Services Report – Mr. Stoppenbrink provided the fiscal services report. He reported that the district is 58.4% through the fiscal year. General fund revenues are at 63.6% and general fund expenditures are at 54%.

Mr. Stoppenbrink discussed grants and potential layoffs. Trustee Ivans questioned the donations that the child development centers have made from MAA funds for the budget shortfall a couple of years ago and if we can help them in any way. Dr. Gornick reported that the impact could be very great, affecting numerous employees and child development centers, but that this is certainly something that can be considered. Brief discussion took place concerning how the funding cuts will affect communities.

- FS-30** New Markets Tax Credit (NMTC) – Mr. Stoppenbrink commented on the letter provided by Mr. Mark Levinson concerning the New Markets Tax Credit (NMTC) financing. Mr. Stoppenbrink reported that he recently had a conference call with Mr. Willie Duncan at Taft College who has indicated that this is a viable financing mechanism. Mr. Stoppenbrink stated that no Board action will be necessary until we have the legal documents. At this time we just need consensus from the Board to move forward.

Trustee Cantu questioned attorney fees and how far we want to go while incurring these expenses. Mr. Stoppenbrink responded that the fees would be worked into the financing mechanism and doesn't think we would expend that much before committing to the project. Trustee Ivans stated that the opportunity is quite an amazing thing. Discussion took place concerning the dollar amounts. Mr. Stoppenbrink stated that we are looking at \$3-4 million; however, nothing is finalized yet. Dr. Gornick commented on various ideas including deferred maintenance, financial issues, and incomplete projects.

President McKean stated that there is a lot of information to be reviewed and there is some confusion about the program. He suggested that this item be a main topic of discussion at another meeting. Dr. Gornick suggested that Mr. Mark Levinson and Mr. TJ Cox be invited to a future meeting to answer any questions the Board members may have. Board members agreed with this idea.

Mr. Chris Addington, district architect, briefly addressed the Board concerning the California Department of Education approving the already built project and getting the funds. President McKean stated that he doesn't hear anyone saying not to pursue the program, just that more information is needed in order to be comfortable with making a decision. Dr. Gornick stated that he thinks an example would be helpful.

This item will be addressed at the March 6 Board meeting.

FS-31 Resolution – Labor Compliance Program (LCP) – Trustee Oxborrow questioned what we would use the Labor Compliance Program for. Mr. Stoppenbrink responded that it is for in house labor compliance. Mr. Addington stated that according to the bond act there was a requirement that we have an LCP. This is confirmation that we will comply with the bond act. Mr. Stoppenbrink stated that this will be applicable for any new projects as well.

The resolution in the matter of a Department of Industrial Relations approved Labor Compliance Program was adopted on a motion by Trustee Ivans, seconded by Trustee Oxborrow, and carried unanimously.

FS-32 Agreement and Grant of Easement – The agreement and grant of easement was approved on a motion by Trustee Henry, seconded by Trustee Minnite, and carried unanimously.

FS-33 Change Order No. 1 – Trustee Oxborrow questioned latent conditions mentioned in the change order. Mr. Addington responded that there were numerous patches on the project and the soil was too wet. Trustee Oxborrow questioned why it was wet, stating that the contractor should have done his homework. It is a known issue. Trustee Minnite commented on spending money to drain the area and putting in a base for

the entire complex. He agreed with Trustee Oxborrow that this is unacceptable. Mr. Addington stated that what has happened is overwatering of the grounds. He has worked with staff to get this mitigated.

On a motion by Trustee Minnite, seconded by Trustee Ivans, and carried on the following vote, change order no. 1 for the West Hills College Lemoore campus road repairs project was approved: Ayes – 6; Noes – 1 (Trustee Oxborrow).

Items FS-34 and FS-35 were taken on a single motion made by Trustee Minnite, seconded by Trustee Henry, and carried unanimously.

FS-34 Change Order No. 2 – Trustee Cantu questioned why there is a change order and a notice of completion on the agenda for the same project. Mr. Stoppenbrink explained that the change order has to be approved before the Notice of Completion as it is an addendum. Trustee Cantu questioned seismic damage and Mr. Stoppenbrink responded that it was from the 1983 earthquake. Mr. Addington briefly commented on the renovation in the dance room, stating that the damage was below the wood floor in the concrete. These are all latent conditions.

FS-35 Change Order A – Change Order A was approved as submitted.

FS-36 Notice of Completion – The notice of completion for the West Hills College Lemoore campus road repairs project was approved on a motion by Trustee Levinson, seconded by Trustee Ivans, and carried unanimously.

FS-37 Notice of Completion – The notice of completion for the West Hills College Coalinga Wellness Center project was approved on a motion by Trustee Cantu, seconded by Trustee Ivans, and carried unanimously.

BOARD REPORTS / COMMENTS / REQUESTS AND ANNOUNCEMENTS

Trustee Cantu thanked Mr. Welch for his participation with LICA. He also expressed his thanks to Ms. McGlothlin. Trustee Cantu commented that he hopes we can come up with funding for positions that are in jeopardy due to expired or reduced funding from other sources.

Trustee Minnite echoed the comments concerning Mr. Welch and Ms. McGlothlin. He reflected on the recent Board Retreat, stating that it was one of the better Retreats that have been held. Trustee Minnite expressed his thanks to everyone.

Trustee Ivans congratulated Mr. Welch, Ms. McGlothlin, Mr. Butler, and Dr. Lewallen for their accomplishments. She stated she is upset about the child development centers but understands the funding problem. Trustee Ivans expressed her appreciation for all of the reports and stated that she enjoyed the recent Board Retreat.

Trustee Henry agreed with Trustee Ivans' comments, stating that it is a tragedy about the child development centers. He commented that he is happy we have had grants for as long as we have.

Trustee Oxborrow expressed her congratulations to everyone for their accomplishments.

Trustee Levinson echoed the comments of his fellow Board members, stating that he has nothing to add.

Mr. Stoppenbrink reported that he just received information that the financial impact to the child development centers will be a \$711,000 hit to the revenue stream. They serve 674 families.

President McKean announced that the next regular meeting of the Board of Trustees is scheduled for March 6, 2012. A Board hearing will be held on February 29, 2012.

President McKean and Trustee Levinson left the meeting at this time.

CLOSED SESSION

The meeting was adjourned to closed session at 12:42 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

ADJOURNMENT

There being no further business before the Board of Trustees, the meeting was adjourned at 1:36 pm.

Nina Oxborrow
Clerk of the Board of Trustees

Personnel Transactions

1. New Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Del Real, Ramon	Custodian West Hills College Lemoore	19 hrs/wk 12 mo/yr	Range 35 Step A	District	2/13/12	Replacement for Andrew Johnson
Mata, Heather	Senior Secretary West Hills College Lemoore	40 hrs/wk 12 mo/yr	Range 40 Step A	Grant	2/13/12	Replacement for Donna Jimenez

2. Resignations / Retirements / Releases During Probation / Terminations

Name	Title & Location	Effective Date
Graham, Alison	Child Development Center Teacher West Hills College Lemoore	3/23/12
Martinez, Irene	Child Development Center Cook North District Center, Firebaugh	1/9/12
Noel, Catherine	Nursing Instructor West Hills College Coalinga	1/31/12
Smart, Marleen	Nursing Instructor West Hills College Lemoore	7/31/12