



## WEST HILLS COMMUNITY COLLEGE DISTRICT

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

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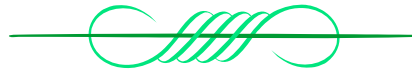
### AGENDA OF THE REGULAR MEETING OF THE GOVERNING BOARD

Tuesday - April 20, 2010

**Location:** West Hills College Coalinga - North District Center, Room 26  
1511 Ninth Street - Firebaugh, CA 93622

**Time:** 1:10 p.m. (Time approximate after 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 wishes to address the Board of Trustees, he/she should state his/her name and occupation/affiliation and proceed with comments at the podium.*

#### II. Reports from Organizations / Colleges / District Office

- Academic Senate Report - Ms. Anita Bart & Ms. Stephanie Droker, Academic Senate Presidents
- WHCFA Report - Ms. Marty Ennes, WHCFA President
- CSEA Report - Mr. John Ieronimo, CSEA President
- Student Trustee Report - Mr. Yohan Maeda, ASB President, West Hills College Coalinga
- West Hills College Coalinga and North District Center, Firebaugh - Dr. Willard Lewallen, 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-43 Minutes
- CA-44 Warrants
- CA-45 Quarterly Financial Status Report, 311Q
- CA-46 Records Destruction Annual Report
- CA-47 Surplus Property
- CA-48 Adult/Student Temporary Salary Schedule
- CA-49 Personnel Transactions

#### IV. Chancellor's Office

- CO-23 Consideration of district CWEE plan
- CO-24 Consideration of tenure recommendations from West Hills College Coalinga
  - Matthew Magnuson
  - Rhonda Mayer
  - Troy Holsonbake
- CO-25 Consideration of tenure recommendations from West Hills College Lemoore
  - Lataria Hall
  - Christian Raia
  - Joel Rogers
- CO-26 Consideration of ballot for California Community College Trustee (CCCT) Board
- CO-27 Consideration of Administrative Procedure 2712, Conflict of Interest Code
- CO-28 Review Board Policies and Administrative Procedures
  - Board Policy and Administrative Procedure 3530, Weapons on Campus
  - Board Policy and Administrative Procedure 4260, Prerequisites and Co-requisites
  - Board Policy and Administrative Procedure 5040, Student Records, Directory Information and Privacy
  - Administrative Procedure 5045, Student Records – Challenging Content and Access Log
  - Board Policy 6816, Hearing Conservation Program
  - Board Policy 6817, Transportation and Driver Selection
- CO-29 Review of proposed Board of Trustees Meeting Schedule for 2010-2011
- CO-30 Consideration of 2011-2012 and 2012-2013 Instructional Calendars

#### V. Fiscal Services

- FS-38 Fiscal Services Report

- FS-39** Consideration of permission to go to bid for West Hills College Coalinga ag science project
- FS-40** Consideration of subcontractor change for West Hills College Lemoore multi use sports complex project
- FS-41** Consideration of Memorandum of Understanding between the City of Coalinga and the West Hills Community College District regarding use of the Coalinga Sports Park
- FS-42** Consideration of quitclaim deeds for existing easements
- FS-43** Consideration of application processing fee for foreign citizens

#### **VI. Personnel Services**

- PS-7** Consideration of new job descriptions
  - Activities Specialist, After School Program (classified)
  - Instructor, After School Program (classified)
  - Coordinator of Special Grant Programs (classified management)
  - Director of Special Grant Programs (administrative)
- PS-8** Consideration of resolution in the matter of elimination of classified services

#### **VII. Board Reports/Comments/Requests and Announcements**

- Board Reports
- Announcement of next Board meeting: May 18, 2010

#### **VIII. Closed Session**

- 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 Legal Counsel – Potential Litigation (as per Government Code Section 54956.9). 2 potential cases
- Conference with Legal Counsel – Pending Litigation (as per Government Code Section 54956.9). Caganich v. West Hills Community College District

#### **IX. Adjournment**

## Personnel Transactions

### 1. New Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Campa, Lorena	Child Development Center Assistant West Hills College Lemoore	19 hrs/wk 12 mo/yr	Range 23 Step A	Grant	4/5/10	Replacement for Bhupinderjit Kaur
Cardoza, Maria	Child Development Center Assistant San Joaquin Child Dev. Center	19 hrs/wk 9 mo/yr	Range 23 Step A	Grant	4/12/10	Replacement for Melissa Blanco
Enriquez, Rosalba	Child Development Center Custodian Avenal Child Development Center	19 hrs/wk 9 mo/yr	Range 35 Step A	Grant	2/17/10	Replacement for Leopoldo Palos
Macayan, Jovanne	Child Development Center Assistant West Hills College Lemoore	19 hrs/wk 9 mo/yr	Range 23 Step A	Grant	4/5/10	Replacement for Lucy Rodriguez
Montoya, Rosa	Child Development Center Assistant West Hills College Lemoore	19 hrs/wk 12 mo/yr	Range 23 Step A	Grant	4/5/10	Replacement for Katherine Shafer
Neal, Johnny Ray	Security Guard West Hills College Lemoore	19 hrs/wk 12 mo/yr	Range 32 Step A	District	4/5/10	Replacement for Raymond Anderson
Shults, Mary	Office Assistant Farm of the Future	19 hrs/wk 12 mo/yr	Range 29 Step A	District	4/5/10	Replacement for John Jennings

### 2. Temporary Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Bailey, Justin	Equipment Coordinator West Hills College Coalinga	40 hrs/wk	Range 37 Step A	District	4/21/10 – 6/30/10	
Gomez, Michael	WIA Senior Employment Readiness Specialist	19 hrs/wk	Range 57 Step A	Grant	4/21/10 – 6/30/10	
Wiseman, Suellen	Accounting Services Technician I District Office	40 hrs/wk	Range 49 Step A	Grant	4/13/10 – 6/30/10	Temporary substitute for Penny Wilson

### 3. Changes in Assignment

Name	Current Assignment	Change	Effective Date	Additional Information
Avila, Sara	Student Services Assistant/Bookstore Assistant North District Center, Firebaugh Range 35, Sep F	Student Services Assistant/Library Technician North District Center, Firebaugh Range 38, Step D	1/1/10	
Diaz, Mirian	Child Dev. Center Associate Teacher West Hills College Lemoore Range 30, Step A	Child Development Center Teacher West Hills College Lemoore Range 40, Step A	4/1/10	Replacement for Aracely Navarro
Riddle, Rebecca	Financial Aid Assistant II West Hills College Lemoore	Financial Aid Assistant II West Hills College Coalinga	5/1/10	Replacement for Kira Tippins
Squire, Frances	Director of Marketing West Hills Community College District Range 42, Step 12	Executive Director of West Hills Community College Foundation Range 43, Step 12	4/5/10	Replacement for Rick Post, Interim
Tippins, Kira	Financial Aid Assistant II West Hills College Coalinga Range 42, Step C	Financial Aid Coordinator West Hills College Coalinga Range 51, Step A	4/1/10	Replacement for Leticia Lopez

**4. Leave of Absence**

<b>Name</b>	<b>Title &amp; Location</b>	<b>Effective Date</b>	<b>Additional Information</b>
Wilson, Penny	Accounting Services Technician I District Office	3/1/10 – 5/21/10	FMLA Request

**5. Resignations / Retirements / Releases During Probation / Terminations**

<b>Name</b>	<b>Title &amp; Location</b>	<b>Effective Date</b>
Alvarado, Victor	Farm Unit Technician West Hills College Coalinga Farm of the Future	4/10/10
Davis, Hillary	Work Study Coordinator West Hills College Coalinga	3/19/10
Gambin, Daniel	Child Development Center Assistant West Hills Co	3/12/10
Jimenez, David	Child Development Center Assistant North District Center, Firebaugh	4/16/10
Mativo, Kyalo	Humanities Instructor West Hills College Lemoore	6/30/10
Neal, Johnny Ray	Security Guard West Hills College Lemoore	4/13/10
Rolfsema, Tina	Psychiatric Technician Instructor West Hills College Coalinga	4/23/10