



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 22, 2006



CALL TO ORDER / OPEN SESSION

President McKean called the meeting of the Board of Trustees to order at 3:08 p.m.

Board members present:

Mark McKean
Jack Minnite
Nina Oxborrow
Jeff Levinson
Bill Henry
Steve Cantu
Larry Logsdon, Student Trustee

Board members absent:

Edna Ivans

Administrators present:

Frank Gornick, Chancellor
Ken Stoppenbrink, Vice Chancellor of Business Services
Don Warkentin, President, West Hills College Lemoore
Anthony Tricoli, President, West Hills College Coalinga
Keven Backman, Director of Human Resources
Susan Kincade, Dean of Learning Resources
Carlos Diniz, Dean of Student Learning, West Hills College Coalinga
Jill Stearns, Dean of Student Learning, West Hills College Lemoore
Dave Bolt, Vice President of Educational Services, West Hills College Lemoore

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, thanked Dr. Frank Gornick for the response to the resolution on distance education. She stated that she feels it cleared up concerns. Ms. Bart reported that flex and duty day were successful and the round table discussions are most helpful and popular. A breakout session was held with the new librarian. The Senate has not yet had a formal meeting but have had some discussions and will be working on curriculum. They will also be assessing policies that were put into place this past year. Ms. Bart reported that the Senate is relieved to be through the accreditation process for now and is ready to focus on other issues. On behalf of the faculty, Ms. Bart expressed thanks to Dr. Anthony Tricoli for his support of the faculty. She stated that he has been a true leader and has always asked for faculty input and always tried to do what is best. Ms. Bart stated that Dr. Tricoli was a mentor to her and whatever discussions they had, it was what was best for the college. Ms. Bart stated that she knows Dr. Tricoli is moving on to bigger things but doesn't think he will find better faculty. Dr. Tricoli expressed his agreement with her statement.

Mr. James Preston, Academic Senate President for West Hills College Lemoore, reported that this is his seventh year with West Hills College. He teaches English classes and is involved with Team Teach and the 5C Experience. Ms. Neomi Daniels is serving as the Academic Senate Vice President. Their first meeting will be held on Monday at noon. Mr. Preston stated that he will find out who the Senators are at that time. Mr. Preston reported that he has been working with Mr. David Rengh and other Senators throughout the summer. He reported that he has also been working with Mr. Pedro Avila to send out a survey to get ideas for this year. He has talked to the faculty about his role, stating that it focuses on three C's – Commitment, Communication and Curve (the learning curve).

WHCFA Report – Ms. Faye Mendenhall, WHCFA President, welcomed everyone back to the new semester. She reported that the district and the faculty association are finishing up language on the faculty contract. They are hoping to go to print in the next two weeks. Ms. Mendenhall thanked Mr. Stoppenbrink on behalf of the entire faculty for all of the time and effort he puts into negotiations. She commented that the new contract addresses the rising costs of insurance and the faculty are willing to help contribute. She reported that they will be having an election to choose the four health plan options to offer by September 1. Ms. Mendenhall, on behalf of the faculty, expressed thanks to everyone in student services for doing a fantastic job. She also thanked Cherie Mitchell and Lorna Davis for going above and beyond. Ms. Mendenhall reminded everyone that a reception will be held in the administration building on Thursday, August 24 at 12:30 p.m. to say goodbye and good luck to Dr. Tricoli. She stated that the faculty will miss him dearly. She stated that Dr. Tricoli brought back shared governance and it was sorely missing for a long time.

On behalf of the Board of Trustees, President McKean thanked Ms. Mendenhall for bringing closure to the three year contract. Trustee Henry questioned if the contract language is developed before a vote is taken. Ms. Mendenhall responded that it was not fine tuned at the May meeting and they did not have the final language ready to go. Trustee Henry questioned if the faculty will be re-voting. Ms. Mendenhall stated that there is nothing to be re-voted on. Dr. Gornick commented on the interpretations of what was meant by a contribution for a lesser plan from the district's perspective. He stated that it needed to be said again for the faculty to hear so that it was clear.

CSEA Report – Ms. Doris Williams, CSEA President, reported that CSEA recently held their first meeting of the year. They will be voting tomorrow on Blue Shield versus Blue Cross health insurance and will also be taking a vote for their new vice president. Ms. Williams reported that CSEA is hoping to have more job stewards located at the child development center sites. CSEA has started making plans to host a 50's themed dance for staff and families. They want to encourage employees and have fun. They have also been discussing the possibility of tailgate parties at sporting events.

ASB Report – Mr. Larry Logsdon, Student Government Association President, West Hills College Lemoore, reported that a Welcome Back Week was held at West Hills College Lemoore. New members were recruited for clubs; a new student orientation was held; and tours of the campus were given. Mr. Logsdon reported that bulletin boards on campus have been redecorated and a carwash event was held to raise startup funds for the semester. Mr. Logsdon stated that he will be in touch with West Hills College Coalinga before the next Board meeting to gather information to report on their events.

President McKean questioned the number of clubs. Mr. Logsdon responded that there are 11 listed clubs and that 6 are active.

West Hills College Coalinga and North District Center, Firebaugh – Dr. Anthony Tricoli, President, distributed a college activities report and commented on recent and upcoming events. He stated that he appreciates the emotion shared by Ms. Bart and Ms. Mendenhall and reported that he shared the same emotion a week ago. He stated that he has had a few mountains to climb in the last few years. He reported that he recently sent an email message to all employees with an attachment that highlighted the successes of the college and stated that he is proud to be a part of the success. Dr. Tricoli thanked the Board of Trustees and the Chancellor for the opportunity to lead West Hills College Coalinga. He stated that his goal is to serve students first and he is leaving the college in great shape. Dr. Tricoli stated that there are more Presidents Scholars this year than ever and international student enrollment is up. He stated that he and his staff work strong as a team and he has a great relationship with the faculty. He stated that he has spoken with Dr. Tom Harris and he is looking forward to working with everyone. Dr. Tricoli reported that enrollment is up in Coalinga and at the North District Center in Firebaugh. Ms. Jill Stearns and Mr. Carlos Diniz are working to

reactivate welding courses for the fall semester. Flex and duty day activities brought a lot of new faculty and staff to the college. We recently learned that we are the recipients of a \$3.5 million Title V grant in partnership with UC Merced which will be used to improve persistence rates and increase graduation rates. Dr. Tricoli reported that the five national best practice commendations were the deciding factor in Georgia Perimeter College choosing him for the job. In closing, Dr. Tricoli stated that he has enjoyed working with everyone.

West Hills College Lemoore – Mr. Don Warkentin, President, expressed his best wishes to Dr. Tricoli. Mr. Warkentin distributed a college activities report and commented on recent and upcoming events. He reported that Mr. Logsdon, Student Trustee, resides in Corcoran and travels to the campus every day. Mr. Warkentin reported that he received a letter today from the Corcoran city manager inquiring about van service to their area. Approximately 100 students come to the campus from that area and this may be something we want to explore. Mr. Warkentin stated that Corcoran is in the COS district but we received the unsolicited inquiry letter from the City of Corcoran. He stated that he will keep abreast of activity concerning this matter. Mr. Warkentin briefly discussed West Nile Virus and its effects at West Hills College Lemoore. He reported that the allied health program is going well. The EKG class is full and another section will be opened in October. Mr. Warkentin reported that he and others will be traveling to Sacramento on August 31 for the Board of Nursing presentation. It is hoped that that they will accept our application so that the program can be started in January. A second check for MediCal Administrative Activities has been received and the funds have been allocated to all who have participated.

Chancellor's Report – Dr. Frank Gornick, Chancellor, reported that Nick and Edna Ivans were in a car accident over the weekend. Mr. Ivans is still at St. Agnes Hospital and Mrs. Ivans has been released today to an extended stay facility in Fresno. Both are doing fine.

Dr. Gornick congratulated Dr. Tricoli on his achievement and stated that it will be a busy time for him. He reported that Dr. Harris will be serving as the Interim President beginning August 28. He has quite a resume in terms of the positions he has held in the state and will be ready to hit the ground running. Dr. Gornick commented on the reception that is planned in honor of Dr. Tricoli on August 24 and stated that it will be a nice send off for him.

Dr. Gornick reported that the presidential search timeline has been developed and he discussed the committee structure he would like to use (2 Board members; 2 faculty; 2 administrators; 2 classified and 1 student). The timeline was reviewed with the Board members. Trustee Oxborrow stated that she wants to get things going right away. Dr. Gornick stated that the consultant wants to take the time and do it right. We need to give a minimum of 8 weeks for advertisement and recruitment. He stated that we can certainly move up the timeline but we need to advertise. Trustee Henry commented on

having a consultant give the Board a presentation. Dr. Gornick stated there are advantages and disadvantages to using a consultant. An advantage for us to consider is that the Interim President would work with the committee. He stated that another option is to use a partial consultant. President McKean commented that he is not one who likes to use consultants as they want to run the search their way. He stated that he believes we have a good guy coming on as the interim. His guidance and active participation in the committee will be best for us. Trustee Henry commented that the timing of the search is important and he would like to see it happen sooner rather than later; however, he stated that he worries about doing it quickly and missing someone who wasn't aware of the opportunity. Trustee Oxborrow commented we have a lot of good forms of communication and we will find out quickly if we have applicants who are interested and when they would be available. She stated that she wants to get things moving and get things turned around at the college. Trustee Levinson concurred with President McKean and stated that he thinks Dr. Harris knows what he is doing and would have good input. Trustee Minnite commented that he wants to see someone who will work with both Coalinga and Firebaugh and do what is best for both communities. He stated that Firebaugh is growing and the individual has to be multi-tasked. Dr. Gornick stated that if we were to crunch the timeline we would need to move quickly and would need to get a brochure out right away. He stated that the Board will need to ask for representatives and appoint the committee. The committee will need to meet and discuss the qualities they want in a President. He stated that we have the brochures that have been used in the past and they can be modified. Ms. Bart stated that she agrees with Dr. Gornick and that the faculty ideas about leadership have changed over the last few years. She stated that it won't take long for the faculty to choose their representatives because they have already been talking about it. President McKean stated that the human resources office will be heavily involved and asked Mr. Keven Backman if they can do it. Mr. Backman responded in the affirmative, stating that his office is prepared to assist the district. Dr. Gornick stated that forums will be held during the process and college visits will be scheduled. The Board of Trustees will interview the finalists. Dr. Gornick stated that the committee's role is to recommend candidates. Ms. Sandy McGlothlin commented on the presidential search timeline and if candidates could leave their current contract early. Dr. Gornick responded that all candidates have the opportunity to leave their contracts early. Trustee Levinson recommended that Trustee Oxborrow or President McKean serve on the committee. Trustee Henry expressed his desire to serve on the committee. President McKean reiterated that he wants the search process to be as thorough and quick as possible. The Board members agreed not to use a consultant for this search, but to have Dr. Harris assist in the process. Dr. Gornick stated that he will send an email to all employees asking for representatives to serve on the committee. It was agreed that Trustee Oxborrow and Trustee Henry represent the Board of Trustees on the committee. Dr. Gornick stated that he will arrange for a conference call Board meeting to appoint the committee. He also stated that we will get ahead of the curve electronically and the brochure will be posted on the district's website.

With regard to Measure W, Dr. Gornick reported that a lot of activities are occurring. He announced that a barbecue dinner is planned to be held on September 6 in conjunction with the Rodeo Boosters meeting. Similar events are being planned in Lemoore and Firebaugh. Trustee Levinson reported that he just received his supplemental tax bills and the new valuation for homes was listed. He stated that we need to show people that the value of the bond is critical. We are not asking much for people to support the bond. We have to be able to show people exactly what it is going to cost. Dr. Gornick stated that this is a big investment for us.

Dr. Gornick commented on a recent Community College Times article concerning the Spelling Commission. He stated that we will be hearing a lot about this and the report will be a driving force behind a lot of accreditation issues in the future. He stated that we will become a lot more like the K-12 system in that they will be comparing us with other colleges.

Trustee Levinson questioned the meeting with the State Nursing Board on August 31 and if anyone will be there to object to our proposal. Mr. Warkentin responded that we expect to have people there who will speak out against our proposal and we have already contacted Hanford Community Hospital and Adventist Health for letters of support. The concern is that we would be infringing upon the COS clinical sites; however, there is a nursing shortage and we are hoping for support.

CONSENT AGENDA

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

- CA-7 Minutes - The minutes of the July 25, 2006 and August 3, 2006 Board meetings were approved as submitted.
- CA-8 Warrants - The warrants were approved as submitted.
- CA-9 Quarterly Financial Status Report, 311Q - The Quarterly Financial Status Report, 311Q for the quarter ending June 30, 2006 was approved as submitted.
- CA-10 Acceptance of Donation - The donation of books for the West Hills College Lemoore library was accepted.
- CA-11 Personnel Transactions - The list of personnel transactions was approved as submitted.

CHANCELLOR'S OFFICE

CO-4 West Hills College Coalinga Curriculum Committee Action Report - President McKean explained that this item has been tabled for the past two meetings. He stated that the Board desires to make the distance education addendums the same for both colleges. Trustee Levinson made a motion to move forward and approve BIO 35 being taught 100% online which includes the option of hybrid. The motion was seconded by Trustee Cantu.

Mr. Warkentin asked for clarification on the motion. Ms. McGlothlin commented that different components could be brought back to the campus. Ms. Bart commented that the faculty do not want the course to be taught 100% online. The actual addendums from Coalinga indicate hybrid tests and labs on campus. They don't want the course taught totally online at this time. President McKean clarified that Lemoore wants either online or hybrid. Mr. Dave Bolt stated that Lemoore wants instructor prerogative. He further stated that Lemoore doesn't want BIO 32 online. Trustee Minnite questioned the best interests of students. Mr. Warkentin commented on the current problem with online biology and Fresno State. He stated that Fresno State is denying our articulation for biology and their concern is with the online lab. It was stated that Trustee Levinson's motion would give faculty the flexibility to teach online or face to face. Dr. Gornick stated that he wants to have the best language possible to be able to accomplish this. He commented that Fresno State has a bigger problem with this than we do. Ms. Bart commented on students who cannot take the courses online as some students need someone looking over their shoulder and they don't have the sophistication to take online courses. She stated that faculty are concerned with students having the experience of a lab; not just articulation with Fresno State. Trustee Henry stated that we need to be able to teach in all manners. Ms. Bart stated that we do not have any policy on distance education. She discussed rotating classes - one semester online; one semester in class. Mr. Logsdon commented that most colleges want to see in class hours for classes taken. He stated that a hybrid course would enhance the learning experience. Dr. Gornick commented on the readiness of students and explained the online readiness assessment that was recently put into place on the website. Dr. Gornick reminded everyone that Lemoore's curriculum report was approved a couple of months ago.

With a motion and a second already on the floor, the Curriculum Committee Action Report for West Hills College Coalinga, was

unanimously approved with the notation that BIO 35 be taught 100% online, which includes the option by hybrid.

- CO-5** Reactivation of Welding Course – The reactivation of a welding course (Welding 40) for West Hills College Coalinga was approved on a motion by Trustee Cantu, seconded by Trustee Oxborrow, and carried unanimously.

Trustee Cantu commented that welding courses are getting a positive reaction on the west side. The numbers are there and we need to continue to offer these courses.

- CO-6** Program Review Report – Grants – Ms. Cathy Barabe reported that the program review for the grants department has gone through the review process at all levels and review by the Board of Trustees is the last step. Ms. Barabe reviewed the benefits of grants and five years of grant funds. Trustee Levinson questioned if we know how many people we have been able to hire because of grants. Dr. Gornick stated that it would be interesting to find out and is a good question. President McKean questioned if we are able to manage the grants with no problems. Ms. Barabe reported that there have been no exceptions (negative statements by the auditors). Dr. Gornick commented on in kind support and the downside to grants which includes absorbing the costs of employees into the general fund when the grants go away.

FISCAL SERVICES

- FS-7** Fiscal Services Report – Mr. Ken Stoppenbrink distributed the budget status report and discussed the status of the budget expenses and revenues to date. He stated that we are 8.33% through the 2006-2007 fiscal year. General fund revenues are at 13.7% and general fund expenditures are at 4.5%. Brief discussion took place regarding revenues.

- FS-8** 2006-2007 Fiscal Year Budget – The 2006-2007 Fiscal Year Budget was adopted on a motion by Trustee Levinson, seconded by Trustee Minnite, and carried unanimously:

- FS-9** 2007 Chancellor’s Office Tax Offset Program (COTOP) – The district’s participation in the 2007 Chancellor’s Office Tax Offset Program (COTOP) was approved on a motion by Trustee Minnite, seconded by Trustee Oxborrow, and carried unanimously.

BOARD REPORTS / COMMENTS / REQUESTS AND ANNOUNCEMENTS

Trustee Cantu welcomed the new hires. He expressed his best wishes to Dr. Tricoli at his new job in Georgia.

Trustee Minnite thanked everyone for their continued efforts to make West Hills the designated destination for education. He thanked Dr. Tricoli for his contribution to West Hills and for his diligence and thanked the faculty, staff and administrators for their work.

Trustee Oxborrow welcomed everyone and stated that we have one of the best staffs around. Trustee Oxborrow echoed the comments made by Trustee Cantu and Trustee Minnite. She expressed her best wishes to Nick and Edna Ivans. Trustee Oxborrow stated that Dr. Tricoli will be missed and she wished him well.

Trustee Henry thanked Dr. Tricoli for his contributions and wished him luck. He welcomed everyone to a new school year and stated that he thinks we are making progress on the dialogue we have among the various groups. He stated that it is awesome that the grants office has brought so much money to the institution. In closing, Trustee Henry stated that he is looking forward to the presidential search.

Trustee Levinson wished Dr. Tricoli good luck. He expressed his thanks to Ms. Barabe for her work in the grants department.

President McKean thanked Dr. Tricoli for his service to the college. He stated that we have had a tremendous year with accreditation and other significant accomplishments and we are going into another year of challenges. He commented that we will face the challenge of serving students and how we may do it best. He stated that we may sometimes disagree, but we need to come together on a decision and make it work for the students. This is the reason that West Hills College continues to do well.

President McKean reported that the next meeting is scheduled for September 26.

CLOSED SESSION

The meeting was adjourned to closed session at 5:15 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

- Conference with Labor Negotiator (as per Government Code Section 54957.6).
Agency negotiator: Vice Chancellor of Business Services. Employee
Organization: CSEA; CTA

ADJOURNMENT

There being no further business before the Board of Trustees, the meeting was adjourned at 5:47 p.m.

Nina Oxborrow
Clerk of the Board of Trustees

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Personnel Transactions

1. New Hires - Certificated

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Hayden, Maurice	PE/Health/Nutrition/Asst. Football Coach West Hills College Coalinga	199-day contract	Class II Step 5	District	8/8/06	New position
Holsonbake, Troy	AOJ Instructor West Hills College Coalinga	177-day contract	Class I Step 3	District	8/10/06	Replacement for John Bart
Reynolds, David	Philosophy/Humanities Instructor West Hills College Coalinga	177-day contract	Class IV Step 11	District	8/10/06	Replacement for Jeff Vaughn
Wilds, Brandy	English Instructor West Hills College Coalinga	177-day contract	Class II Step 4	District	8/10/06	Replacement for Marlon Hall

2. New Hires – Classified

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Esposito, Amy	Child Dev. Center Associate Teacher West Hills College Coalinga	19 hrs/wk 9 mo/yr	Range 30 Step A	Grant	8/21/06	New position
Guinn, Timothy	Athletic Equipment Coordinator West Hills College Coalinga	40 hrs/wk 12 mo/yr	Range 37 Step A	District	8/3/06	Replacement for Chris Hicks
Hayden, Lisa	Financial Aid Coordinator West Hills College Coalinga	40 hrs/wk 12 mo/yr	Range 51 Step B	Grant	8/15/06	Replacement for Jana Cox
Nava, Verence	Child Dev. Center Associate Teacher North District Center	19 hrs/wk 9 mo/yr	Range 30 Step A	Grant	8/18/06	Replacement for Veronica Lopez
Ramos, Anna	Child Dev. Center Associate Teacher West Hills College Coalinga	19 hrs/wk 10 mo/yr	Range 30 Step A	Grant	8/14/06	Replacement for Isaura Rizzo
Rodriguez, Nicholas	Groundskeeper West Hills College Coalinga	19 hrs/wk 12 mo/yr	Range 37 Step A	District	8/14/06	Replacement for Patrick Reynoso
Vargas, Maria	Child Dev. Center Associate Teacher West Hills College Lemoore	19 hrs/wk 12 mo/yr	Range 30 Step A	Grant	8/21/06	Replacement for Nancy Ramirez

3. Changes in Assignment – Administrative

Name	Current Assignment	Change	Effective Date	Additional Information
Hall, Marlon	Assoc. Dean of Educational Services, Evening College West Hills College Lemoore	Assoc. Dean of Educational Services, Evening College/Athletic Director West Hills College Lemoore	7/1/06	Additional assignment

4. Changes in Assignment – Classified

Name	Current Assignment	Change	Effective Date	Additional Information
Anthony, Sofia	Child Development Center Assistant West Hills College Coalinga Range 23, Step C	Child Dev. Center Associate Teacher West Hills College Coalinga Range 30, Step A	8/7/06	Replacement for Ana Gutierrez

4. Changes in Assignment – Classified (CONTINUED...)

Camacho, Lourdes	Child Development Center Assistant San Joaquin Child Dev. Center Range 23, Step C	Child Dev. Center Associate Teacher San Joaquin Child Dev. Center Range 30, Step A	8/21/06	Replacement for Rosa Cabrera
Gore, Deborah	Accounting Services Technician I District Office Range 49, Step B	Accounting Services Technician II District Office Range 52, Step B	8/1/06	Reclassification
Gutierrez, Ana	Child Development Center Teacher State Preschool 19 hrs/wk, 12 mo/yr	Child Development Center Teacher Avenal Child Development Center 40 hrs/wk, 12 mo/yr	8/1/06	Replacement for Erica Solorio
Rivera, Angelica	Child Dev. Center Associate Teacher North District Center Range 30, Step D	Child Dev. Center Assistant North District Center Range 23, Step D	8/1/06	Demoted due to lack of associate teacher permit
Tollison, Trista	Child Dev. Center Master Teacher West Hills College Coalinga 19 hrs/wk, 12 mo/yr	Child Dev. Center Master Teacher West Hills College Coalinga 40 hrs/wk, 10 mo/yr	8/7/06	Replacement for Conne Cleveland

5. Resignations / Retirements / Releases During Probation / Terminations

Name	Title & Location	Effective Date	Additional Information
Gonzalez, Maricela	Student Services Assistant, One Step Beyond West Hills College Coalinga	8/3/06	Resignation
Ruiz, Daniel	Financial Aid Assistant I North Districe Center	8/17/06	Resignation
Tricoli, Anthony	President West Hills College Coalinga	8/28/06	Resignation