



AGENDA OF THE REGULAR MEETING OF THE GOVERNING BOARD

Tuesday – October 22, 2013

**Location: West Hills Community College District – Board Room
9800 Cody Street – Coalinga, CA 93210**

Time: 3:10 pm (time approximate following 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 wants to address the Board of Trustees, he/she should complete the public comments form located at the handout table and proceed with comments at the podium when recognized by the Board President. Individuals who want to comment on **agendized items** may do so after being recognized by the Board President and before Board discussion of the particular item during the meeting.*

II. Reports from Organizations / Colleges / District Office

- Academic Senate Report – Mr. Jeff Wanderer & Mr. Joel Rogers, Academic Senate Presidents
- WHCFA Report – Mr. Ken Sowden, WHCFA President
- CSEA Report – Mr. Keith Brock, CSEA President
- Student Trustee Report – Terryeon Robinson, West Hills College Coalinga ASB Vice President
- West Hills College Coalinga and North District Center, Firebaugh – Dr. Carole Goldsmith, President
- West Hills College Lemoore – Mr. Don Warkentin, President
- Chancellor's Report – Dr. Frank Gornick, Chancellor
 - PG&E Check Presentation for President's Scholars Program

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-20** Minutes
- CA-21** Warrants
- CA-22** Quarterly Financial Status Report, 311Q
- CA-23** Declaration of Surplus Property
- CA-24** Personnel Transactions

IV. Chancellor's Office

- CO-14** Consideration of resolution in the matter of trustee absence at Board meeting
- CO-15** Consideration of new and revised Board Policies
 - Board Policy 3519, Children on District Facilities
 - Board Policy 6821, Lockout/Tagout
 - Board 4250, Probation, Dismissal and Readmission
- CO-16** Consideration of revised bylaws for West Hills Community College Foundation
- CO-17** Consideration of resolution in the matter of support of United States Department of Education Recognition of Accrediting Commission for Community and Junior Colleges (ACCJC)

V. Fiscal Services

- FS-14** Fiscal Services Report
 - Property Tax Assessment Analysis
- FS-15** Consideration of resolution in the matter of issuing a replacement warrant
- FS-16** Consideration of resolution in the matter of Owner Controlled Insurance Programs (Wrap Up)
- FS-17** Consideration of resolution in the matter of equipment lease purchase agreement

VI. Personnel Services

- PS-4** Consideration of new classified management job description:
 - Activity Director/Distance Instructional Design Specialist
- PS-5** Consideration of revised instructional calendars
 - 2013-2014
 - 2014-2015
 - 2015-2016
- PS-6** Consideration of Early Retirement Incentive Plan

VII. Board Reports/Comments/Requests and Announcements

- Board Reports
- Announcement of next Board meeting: November 19, 2013

VIII. Closed Session

- 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: CSEA; CTA

IX. Adjournment

Personnel Transactions

1. New Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Chaffer, Nina	Child Development Center Assistant Classified Avenal Child Development Center	19 hrs/wk 10 mo/yr	Range 25 Step 1	Grant	10/14/13	Replacement for Maria Valle
Duty, Sara	Child Development Center Assistant Classified Lemoore Child Development Center	19 hrs/wk 10 mo/yr	Range 25 Step 1	Grant	10/1/13	Replacement for Nicole Miller
Hamilton, Andrea	Senior Secretary Classified West Hills College Coalinga	40 hrs/wk 12 mo/yr	Range 44 Step 4	District / Grant	10/16/13	Replacement for Mary Laine Campos
Juarez, Yasmin	Child Development Center Assistant Classified Avenal Child Development Center	19 hrs/wk 9 mo/yr	Range 25 Step 1	Grant	10/1/13	New position
Magana, Rosa	Child Dev. Center Associate Teacher Classified Avenal Child Development Center	19 hrs/wk 10 mo/yr	Range 33 Step 1	Grant	10/1/13	Replacement for Paly Zamudio
Miller, George	Health Careers Instructor Certificated West Hills College Lemoore	179 day contract	Class I Step 8	Grant	10/14/13	New position
Miranda, Gracie	Child Development Center Assistant Classified Avenal Child Development Center	19 hrs/wk 9 mo/yr	Range 25 Step 1	Grant	10/1/13	Replacement for Linda Alcantar
Seed, Jeff	Network Support Specialist I Classified West Hills Community College District	40 hrs/wk 12 mo/yr	Range 66 Step 1	District	10/16/13	Recall from 39 Month Rehire List; Replacement for Truc Nguyen

2. Temporary Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Garcia, Melissa	Child Dev Center Associate Teacher Classified San Joaquin Child Dev Center	40 hrs/wk	Range 33 Step A	Grant	10/23/13	

3. Changes in Assignment

Name	Current/Previous Assignment	Change	Effective Date	Additional Information
Hauki, Aronne	Secretary Classified West Hills College Coalinga Range 40, Step 1	Senior Secretary Classified West Hills College Coalinga Range 44, Step 1	10/21/13	Replacement for Adriana Ochoa
McGlothlin, Sandy	Interim Vice Pres. of Student Services Administrative West Hills College Coalinga Range 48, Step 7	Vice President of Student Services Administrative West Hills College Coalinga Range 48, Step 7	10/1/13	Replacement for Pedro Avila

3. Changes in Assignment (continued...)

Name	Current/Previous Assignment	Change	Effective Date	Additional Information
Ovalle, Maria	Child Development Center Assistant Classified Avenal Child Development Center Range 23, Step 3	Child Dev. Center Associate Teacher Classified Avenal Child Development Center Range 33, Step 1	10/1/13	New position

4. Resignations / Retirements / Releases During Probation / Terminations

Name	Title & Location	Effective Date
Bass, Leonard	Business Account Specialist Classified West Hills Community College District	12/31/13
Hunt, Bruce	Rodeo Coach/Instructor Certificated West Hills College Coalinga	6/30/14
Santino, Monica	Secretary Classified West Hills Community College District	9/30/13