

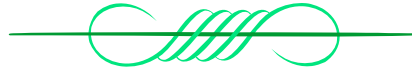


WEST HILLS COMMUNITY COLLEGE DISTRICT

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

MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD

October 26, 2010



CALL TO ORDER / OPEN SESSION

President McKean called the meeting of the Board of Trustees to order at 3:10 p.m.

Board members present:

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

Administrators present:

Frank Gornick, Chancellor
Ken Stoppenbrink, Vice Chancellor of Business Services
Pedro Avila, Vice Chancellor of Institutional Effectiveness and Enrollment Management
Willard Lewallen, President, West Hills College Coalinga
Don Warkentin, President, West Hills College Lemoore
Frances Squire, Executive Director of West Hills Community College Foundation
Jill Stearns, Vice President of Educational Services, West Hills College Coalinga
Jana Cox, Director of Financial Aid
Sylvia Dorsey-Robinson, Vice President of Student Services, West Hills College Lemoore
Marcel Hetu, Director of North District Center, Firebaugh
Susan Whitener, Associate Vice Chancellor of Educational Planning
Richard Larson, Director of Farm of the Future, West Hills College Coalinga
Anita Wright, Interim Director of Special Grant Programs

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 the Senate is working on the Board policy with regard to Academic Freedom. They have also been working on updates on Student Learning Outcomes (SLO) programs, and are developing additional SLOs. The curriculum committee has been updating their curriculum forms.

Mr. Kurt Sterling, Academic Senate President for West Hills College Lemoore, reported that the Senate is working on reviewing the Academic Freedom Board policy. He commented on the recent Central Valley Higher Education Consortium (CVHEC) summit that primarily dealt with SB 1440 which is the transfer requirement law. There is a lot of work that needs to be done and we need to be working on how it will be implemented. Mr. Sterling stated that the course identifiers (C-ID) program is also a very interesting process. He stated that there is a lot more information that will be forthcoming and this is a big issue in the state.

WHCFA Report – Ms. Marty Ennes, WHCFA President, reported that she, Jacqui Shehorn, and Tiffani McGee recently attended the CCA conference in San Francisco. She stated that she appreciates the comments by the Faculty Association being taken into consideration with regard to recently reviewed policies and procedures. She reported that the Faculty Association is working on reviewing the Academic Freedom policy. They also continue to work with Mr. Ken Stoppenbrink on payroll and are trying to schedule a meeting at this time. In closing, Ms. Ennes reported that the faculty are focused on midterms.

CSEA Report – In the absence of Mr. John Ieronimo, CSEA President, Mr. Keith Brock, CSEA Vice President, reported that a meeting will be held next week with the membership and they will be nominating officers for 2011-2012.

Student Trustee Report – Mr. Ryan Cardoza, Student Trustee, reported on recent and upcoming events including a Meet the Candidates Forum at WHC Lemoore; student town hall meeting; clubs working together to hold a Halloween carnival; art club's Day of the Dead shrine in the library; culinary club putting together a Thanksgiving dinner for \$5 per person; student art in the administration building for sale; and comment boxes around campus. Mr. Cardoza stated that he has nothing to report from West Hills College Coalinga or the North District Center, Firebaugh at this time.

West Hills College Coalinga and North District Center, Firebaugh – Dr. Willard Lewallen, President, discussed the college's mission statement and the need to keep it

front and center by placing it on meeting agendas. He reported on recent and upcoming events including the Karl Rove event on October 10; classical music concert on October 11; upcoming President's Scholars event; upcoming trip to American Samoa for an accreditation visit; and the partnership with DeVry University and the signing of an articulation agreement. Trustee Minnite questioned if the DeVry classes will also be offered at the North District Center, Firebaugh via video conference. Dr. Lewallen stated that he hopes to be able to do this.

West Hills College Lemoore – Mr. Don Warkentin, President, reported that he recently participated in an accreditation visit to San Jose-Evergreen Community and learned a lot. He reported on recent and upcoming events including candidates' night; student town hall meeting; upcoming President's Scholars Dinner; and upcoming Veteran's appreciation dinner.

Chancellor's Report – Dr. Frank Gornick, Chancellor, reported that he and Trustee Henry recently traveled to Toronto, Canada with Trustee Ivans for the ACCT Leadership Congress, at which Trustee Ivans was honored for her longevity on the Board of Trustees. The event was well attended and its focus was on the issues we are currently dealing with: student success and transferability. There is a push from Washington to generate more individuals with a bachelor's degree by 2025. Dr. Gornick reported that while in Toronto he had the opportunity to meet Trustee Ivans' extended family and was honored to receive a donation from them for the Nick and Edna Ivans Endowment Fund through the West Hills Community College Foundation.

Dr. Gornick reported on the recent CVHEC Degree Completion Summit. He stated that West Hills College was well represented. The event was funded by the Educational Employees Credit Union (EECU) and AT&T, among others. It was very productive to have Senator Padilla and Assemblyman Fong, the author and co-author of SB 1440, in attendance at the event. Both of them are interested in streamlining the process. The colleges and Presidents are working on the best way to provide information to staff on SB 1440 and are looking at a possible staff development day to accommodate this.

CONSENT AGENDA

Trustee Minnite questioned some of the warrants and Mr. Stoppenbrink explained the payments.

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

CA-15 Minutes – The minutes of the September 28, 2010 Board of Trustees meeting were approved as submitted.

CA-16 Warrants – The warrants were approved as submitted.

- CA-17** Quarterly Financial Status Report, 311Q – The Quarterly Financial Status Report, 311Q for the quarter ending September 30, 2010 was approved as submitted.
- CA-18** Acceptance of Donation – The donation of hay for the rodeo program was accepted.
- CA-19** Out of State Travel – The following request for out of state travel was approved as submitted:
- 10 West Hills College Coalinga agriculture students to attend Irrigation Show 2010 in Phoenix, Arizona December 5-7, 2010
- CA-20** Adult/Student Temporary Salary Schedule – The changes to the adult/student temporary salary schedule were approved as submitted.
- CA-21** Personnel Transactions – The list of personnel transactions was approved as submitted.

CHANCELLOR'S OFFICE

- CO-12** Board Policies and Administrative Procedures – Trustee Oxborrow questioned Administrative Procedure 6700, Facilities Use, and the ability to waive fees. Dr. Lewallen and Mr. Warkentin provided examples of times when the fees have been waived in the past, mainly due to charitable or educational uses of the facilities. Trustee Minnite questioned the fee structure and how the fees were determined. Mr. Stoppenbrink responded that the fees are based on surveys of other colleges, depreciation of buildings, and actual costs that can be incurred. Trustee Minnite stated that he does not think we are charging enough for the use of the new facilities coming online and does not want us to lose money. Discussion took place and Dr. Gornick stated that the fees can be changed at any time. Dr. Gornick explained that the need for the policy and procedure is because of the Civic Center Act. Trustee Cantu questioned what is done with the fees that are collected. Mr. Ken Stoppenbrink responded that they offset the maintenance budgets for each respective college.

The following Board Policies and Administrative Procedures were approved on a motion by Trustee Levinson, seconded by Trustee Cantu, and carried unanimously:

- Board Policy and Administrative Procedure 6700, Facilities Use

- Board Policy 6230, Energy and Sustainability
- Administrative Procedure 2410, Policy and Administrative Procedure

FISCAL SERVICES

FS-17 Fiscal Services Report – Mr. Ken Stoppenbrink, Vice Chancellor of Business Services, provided the fiscal services report. He stated that the good news is that the state of California passed the budget. He reported that we are 25% through the fiscal year. General fund revenues are at 14.9% and general fund expenditures are at 21.6%.

Mr. Stoppenbrink also provided a quarterly summary of the enterprise fund revenues and expenses for the cafeteria, farm, child development centers, residence halls, and international student program.

Mr. Stoppenbrink stated that we are in very good fiscal shape.

BOARD REPORTS / COMMENTS / REQUESTS AND ANNOUNCEMENTS

Trustee Cantu wished everyone a good weekend.

Trustee Minnite commented on the study session, stating that it allowed him time to appreciate the staff, Board, faculty, students, and facilities. He expressed his thanks to everyone and congratulated Trustee Ivans on her honor at the ACCT Leadership Congress.

Trustee Ivans thanked everyone for their reports and hard work. She expressed her apologies for missing the Hall of Fame event due to her trip to Toronto. Trustee Ivans stated that she enjoyed the Karl Rove event and concert. She reported that her trip to Toronto was good and student access and success were discussed at the conference. She stated that she had a wonderful trip and her family is supportive of the college. Trustee Ivans stated that it was nice to have Dr. Gornick and Trustee Henry attend the event with her.

Trustee Henry stated that he had a good time at the conference in Toronto and it was nice to meet Trustee Ivans' family. He thanked everyone for their leadership.

Trustee Oxborrow expressed her congratulations to Trustee Ivans. She reported that she attended the Hall of Fame event and it was nice to see everyone and hear the good things that others say about West Hills College.

Trustee Levinson stated that ACCT provided a nice honor for Trustee Ivans and expressed his congratulations.

President McKean expressed his congratulations to Trustee Ivans. He stated that he attended the Karl Rove event and it was an excellent, well attended event. He also stated that he attended the recent Farm of the Future strategic planning event and it was also good.

President McKean announced that the next meeting of the Board of Trustees is scheduled for November 16, 2010.

CLOSED SESSION

The meeting was adjourned to closed session at 4:19 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; Firebaugh, California; Lemoore, California
- Conference with Legal Counsel – Anticipated Litigation: Significant exposure to litigation (as per Government Code Section 54956.9). 3 cases

RECONVENE TO OPEN SESSION

The meeting was reconvened to open session at 5:21 p.m.

President McKean reported that the Governing Board considered a claim filed by Ms. Jessica Jennings on or about October 11, 2010 and, upon the Board's review, has taken action in closed session to reject the claim and submit it to Keenan and Associates, the district's SWAC Administrators, for resolution. The vote was:

Ayes: 7
Noes: 0
Absent: 0
Abstentions: 0

In addition, the Governing Board considered a claim filed by Kal Salcedo on or about October 11, 2010 and, upon the Board's review, has taken action in closed session to reject the claim and submit it to Keenan and Associates, the district's SWAC Administrators, for resolution. The vote was:

Ayes: 7
Noes: 0
Absent: 0
Abstentions: 0

ADJOURNMENT

There being no further business before the Board of Trustees, the meeting was adjourned at 5:22 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
Aguilar, Manuel	Custodian/Groundskeeper District Office	19 hrs/wk 12 mo/yr	Range 37 Step A	District	10/18/10	Replacement for Andre Robinson
D'Artenay, Pamela	Program Assistant One Stop Office	40 hrs/wk 12 mo/yr	Range 36 Step A	Grant	10/1/10	New position
Enriquez, Diana	After School Prog. Activity Specialist West Hills College Lemoore	19 hrs/wk 11 mo/yr	Range 32 Step A	Grant	10/11/10	New position
Guerrero, Maria	Child Development Center Assistant North District Center, Firebaugh	19 hrs/wk 12 mo/yr	Range 23 Step A	District	11/1/10	Replacement for David Jimenez
Piggue, Amber	Security Guard West Hills College Lemoore	19 hrs/wk 12 mo/yr	Range 32 Step A	District	10/18/10	Replacement for Esequiel Echeveste
Tafolla, Oscar	After School Prog. Activity Specialist West Hills College Lemoore	19 hrs/wk 11 mo/yr	Range 32 Step A	Grant	10/11/10	New position
Yanez, Mark	Groundskeeper West Hills College Coalinga	19 hrs/wk 12 mo/yr	Range 37 Step A	District	10/4/10	Replacement for Oscar Ramirez

2. Temporary Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Magana, Rosa	Child Development Center Assistant Avenal Child Development Center	40 hrs/wk	Range 23 Step A	Grant	10/27/10 – 12/31/10	

3. Changes in Assignment

Name	Current Assignment	Change	Effective Date	Additional Information
Sanchez, Sarah	Child Development Center Assistant North District Center, Firebaugh Range 23, Step D	Child Dev. Center Associate Teacher North District Center, Firebaugh Range 30, Step A	10/11/10	Replacement for Maria Herrera

4. Resignations / Retirements / Releases During Probation / Terminations

Name	Title & Location	Effective Date
Araiza, Jessica	Child Development Center Associate Teacher Avenal Child Development Center	12/17/10
Galindo, MaryAnn	Child Development Center Assistant West Hills College Lemoore	10/26/10
Martnez-Gonzalez, Adela	Child Development Center Assistant North District Center, Firebaugh	10/22/10
Yanez, Mark	Groundskeeper West Hills College Coalinga	10/19/10