

MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD
April 24, 2018

1. Call to Order / Open Session

President McKean called the meeting of the Board of Trustees to order at 1:00 pm.

Board members present:

Mark McKean, President
 Jeff Levinson, Vice President
 Nina Oxborrow, Clerk
 Steve Cantu
 Martin Maldonado
 Bobby Lee
 Salvador Raygoza
 Angie Mora, Student Trustee

Administrators present:

Stuart Van Horn, Chancellor
 Ken Stoppenbrink, Deputy Chancellor
 Linda Thomas, Vice Chancellor of Educational Services and Workforce Development
 Brenda Thames, President, West Hills College Coalinga
 Kristin Clark, President, West Hills College Lemoore
 Becky Cazares, Director of Human Resources
 Francisco Banelos, Executive Vice President, West Hills College Coalinga
 Kyle Crider, Director of Accreditation, Research, Institutional Effectiveness, and Planning
 Bertha Felix-Mata, Associate Dean of North District Center, Firebaugh
 Val Garcia, Vice President of Student Services, West Hills College Lemoore
 Amber Myrick, Director of Marketing, Communications, and Public Information
 Alex Perez, Executive Director of West Hills Community College Foundation
 Robert Pimentel, Associate Dean of Educational Services, West Hills College Coalinga
 James Preston, Vice President of Educational Services, West Hills College Coalinga

A. Introduction of Guests

There were no guests introduced at this time.

B. Public Comments

There were no public comments made at this time.

2. Reports from Organizations / Colleges / District Office

A. Academic Senate Reports – Mr. Jeff Wanderer, Academic Senate President for West Hills College Coalinga, was not present to report at this time.

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

B. WHCFA Report – Mr. Rodney Ragsdale, WHCFA President, expressed his thanks to Trustee Raygoza for hosting the meeting in Firebaugh. He reported that he recently returned from the spring conference where DACA was a topic on the agenda. Participants at the conference discussed what can be done to help. Also discussed at the conference was the “fair share” issue. Mr. Ragsdale commented on new policies coming down from state, as well as the online community college.

C. CSEA Report – Ms. Lenore Simonson, CSEA President, was not present to report at this time.

D. Student Trustee Report – Ms. Angelita Mora, Student Trustee, reported on recent and upcoming events:

- North District Center, Firebaugh – College day; poetry contest; burrito sale and salsa contest; and high school visits
- West Hills College Lemoore – PTK (Phi Theta Kappa) induction; drama club game night; business and entrepreneur club color run; Eagle pantry activities; national anthem auditions for graduation; drop a verse event; ASB candidate nominations; CAMP program picnic; Eagle Dayz; grad fair; and paint night.
- West Hills College Coalinga – Student athletes volunteering at the library; DSPS awareness event; football for youth camp; Cinco de Mayo event; ASB team building activity; and clothing pantry approval.

E. West Hills College Coalinga and North District Center, Firebaugh – Ms. Brenda Thames, President, reported that three CTE programs were recently recognized as strong workforce stars: child development, administration of justice, and psychiatric technician. Work is continuing on the implementation of AB 705 and placing students into college

level coursework. This impacts primarily math and English. The annual report has been submitted to the Accrediting Commission for Community and Junior Colleges (ACCJC). Ms. Thames also briefly discussed the report on institutional set standards; high school visits; college day; a field trip to UC Berkley; career fair held in the gymnasium; child development centers Week of the Young Child celebration; and online offerings.

F. West Hills College Lemoore – Dr. Kristin Clark, President, expressed her congratulations to Ms. Thames on a successful college day event. She discussed career and technical education (CTE) and the Memorandum of Understanding with the University of Phoenix for nursing students. New CTE programs are in development and it takes a great deal of work and effort. Several new programs are at various stages. Dr. Clark reported that Olam was recently on campus for an “Entree to Employment” dinner. Culinary students prepared and served the meal. The event brought in business partners who enjoyed speaking and co-mingling with students. Dr. Clark reported that under Mr. James Preston’s leadership on OER (Open Educational Resources), faculty are continuing to do great work and it is making a positive difference in the classroom. Dr. Clark discussed the statistical literacy class, campus safety; active shooter training; and safety statistics; and she thanked the Board of Trustees for continuing to contract with the police department. In closing, Dr. Clark reported the Mr. Val Garcia has been very busy with the coordination of Eagle Days, honors night, and plans for commencement. Dr. Clark announced that the nursing program pinning ceremony will be held on May 23 at the Golden Eagle Arena.

3. Consent Agenda

Trustee Oxborrow questioned the payment to the California Department of Education. Mr. Stoppenbrink explained that it was a reimbursement of overpayment of monies received for the child development center. The warrants for AP Architects were also questioned and Mr. Stoppenbrink explained that they are for the work related to Proposition 39 and pipe draining at West Hills College Lemoore.

The following consent agenda items were approved on a motion by Trustee Levinson, seconded by Trustee Raygoza, and carried on the following votes: Ayes: 7 (McKean, Levinson, Oxborrow, Cantu, Lee, Maldonado, Raygoza); Noes: 0; Abstain: 0; Absent: 0.

A. Minutes – The minutes of the March 13, 2018 regular meeting were approved as submitted.

B. Warrants – The warrants were approved as submitted.

C. Quarterly Financial Status Report, CCFS-311Q – The quarterly financial status report for the quarter ending March 31, 2018 was approved as submitted.

D. Adult/Student Temporary Salary Schedule – The revisions to the adult/student temporary salary schedule were approved as submitted.

E. Personnel Transactions – The list of personnel transactions was approved as submitted.

4. Chancellor's Office

A. Chancellor's Report – Dr. Stuart Van Horn, Chancellor, expressed his thanks to Ms. Thames and Dr. Bertha Felix-Mata for hosting the Board meeting at the North District Center, Firebaugh. He reported that the annual report is nearing completion and the marketing department is working on the finishing touches. It is scheduled to be mailed prior to graduation. The Chancellor’s Executive Cabinet has met to discuss the budget process and requests and will discuss again in May. Dr. Van Horn reported that he recently provided testimony on broadband funding. The Chancellor’s office is continuing to focus on Board Policies and Administrative Procedures and Dr. Van Horn reported that we have made great strides to meet the accreditation recommendation. Mr. Kyle Crider will soon be convening a meeting of the Strategic Planning Committee. Dr. Van Horn reported that a meeting on intercollegiate athletics was held on April 16 involving individuals from both colleges and the District Office. The meeting was necessitated by the launch of the expansion of athletic programs. He also reported that a good meeting was held last week at Holland Nut Company during their worker appreciation day. Dr. Van Horn reported that he is headed to the AACC (American Association of Community Colleges) Convention at the end of the month where he and Mr. Crider will be providing a presentation on Reg365. Additionally, at the Community College League of California Annual Trustees’ Conference, Dr. Van Horn will be attending an event at which Trustee Oxborrow will be honored for her years of service on the Board. Dr. Van Horn discussed briefly campus safety and emergency preparedness; the upcoming Leadership Retreat; and commencement activities planned in May. Trustee Levinson questioned if the basketball and volleyball coach positions will soon be announced. Dr. Van Horn responded that an announcement will probably be made by the end of the week. Finalists have been identified and recommendations have been made. Dr. Van Horn reported that he will be meeting with the finalists.

B. Foundation Update – Mr. Alex Perez provided a third quarter update, stating that the Foundation has raised more than \$564,000 in cash and pledges. Pepsi and gkkworks are recent donors, and the first five-year pledge for \$20,000 has been secured for the President’s Scholars program. Mr. Perez reported that he is working on a fundraising plan and scholarship awarding.

Trustee Oxborrow thanked Mr. Perez for his report, stating that quarterly reports are appreciated.

C. Proposed Board of Trustees Meeting Schedule – The proposed Board of Trustees meeting schedule for 2018-2019 was approved on a motion by Trustee Levinson, seconded by Trustee Maldonado, and carried on the following votes: Ayes: 7 (McKean, Levinson, Oxborrow, Cantu, Lee, Maldonado, Raygoza); Noes: 0; Abstain: 0; Absent: 0.

D. CCCT Board Election – On a motion by Trustee Oxborrow, seconded by Trustee Maldonado, and carried on the following votes: Ayes: 7 (McKean, Levinson, Oxborrow, Cantu, Lee, Maldonado, Raygoza); Noes: 0; Abstain: 0; Absent: 0, the Board of Trustees approved the following names to be submitted on the CCCT 2018 Board ballot: Greg Bonaccorsi, Ohlone CCD; Don Edgar, Sonoma County CCD; Brent Hastey, Yuba CCD; Greg Pensa, Allan Hancock CCD; Suzanne Woods, Palo Verde CCD

E. Appointment of Member to Citizens' Bond Oversight Committee, Measure L – On a motion by Trustee Oxborrow, seconded by Trustee Cantu, and carried on the following votes: Ayes: 7 (McKean, Levinson, Oxborrow, Cantu, Lee, Maldonado, Raygoza); Noes: 0; Abstain: 0; Absent: 0, Ms. Amy Ward was appointed as a member to the Citizens' Bond Oversight Committee for Measure L.

5. Board Policies

A. Board Policies and Administrative Procedures – First Reading – President McKean stated that the following Board Policies and Administrative Procedures are presented for a first reading. No action is needed at this time.

- BP 4010, Academic Calendar
- BP 4020, Program, Curriculum, and Course Development
- BP 4040, Library and Learning Support Services
- BP 2010, Board Membership
- BP 2015, Student Member
- BP 2105, Election of Student Member
- AP 2105, Election of Student Member
- BP 2200, Board Duties and Responsibilities
- BP 2320, Special and Emergency Meetings
- AP 2320, Special and Emergency Meetings
- BP 2435, Evaluation of the Chancellor
- AP 2435, Evaluation of the Chancellor
- BP 2610, Presentation of Initial Collective Bargaining Proposals
- AP 2610, Presentation of Initial Collective Bargaining Proposals
- AP 2714, Distribution of Tickets or Passes
- BP 2716, Political Activity
- BP 2717, Personal Use of Public Resources
- BP 2720, Communications Among Board Members
- BP 2725, Board Member Compensation
- AP 2725, Board Member Compensation
- BP 3300, Public Records
- BP 5055, Enrollment and Registration
- BP 5300, Student Equity

B. Board Policy 2410, Policy and Administrative Procedure – Board Policy 2410, Policy and Administrative Procedure, was approved on a motion by Trustee Cantu, seconded by Trustee Oxborrow, and carried on the following votes: Ayes: 7 (McKean, Levinson, Oxborrow, Cantu, Lee, Maldonado, Raygoza); Noes: 0; Abstain: 0; Absent: 0

C. Administrative Procedure 2410, Policy and Administrative Procedure – Administrative Procedure 2410, Policy and Administrative Procedure, was approved on a motion by Trustee Levinson, seconded by Trustee Maldonado, and carried on the following votes: Ayes: 7 (McKean, Levinson, Oxborrow, Cantu, Lee, Maldonado, Raygoza); Noes: 0; Abstain: 0; Absent: 0

D. Board Policy 3900, Speech: Time, Place, and Manner – Board Policy 3900, Speech: Time, Place, and Manner, was approved on a motion by Trustee Levinson, seconded by Trustee Maldonado, and carried on the following votes: Ayes: 7 (McKean, Levinson, Oxborrow, Cantu, Lee, Maldonado, Raygoza); Noes: 0; Abstain: 0; Absent: 0

E. Board Policy 4260, Prerequisites/Corequisites/Advisories – Board Policy 4260, Prerequisites/Corequisites/Advisories, was approved on a motion by Trustee Cantu, seconded by Trustee Oxborrow, and carried on the following votes: Ayes: 7 (McKean, Levinson, Oxborrow, Cantu, Lee, Maldonado, Raygoza); Noes: 0; Abstain: 0; Absent: 0

F. Board Policy 6200, Budget Preparation and Resource Allocation – Board Policy 6200, Budget Preparation and Resource Allocation, was approved on a motion by Trustee Cantu, seconded by Trustee Oxborrow, and carried on the following votes: Ayes: 7 (McKean, Levinson, Oxborrow, Cantu, Lee, Maldonado, Raygoza); Noes: 0; Abstain: 0; Absent: 0

G. Elimination of Board Policy 6225, Resource Allocation – Board Policy 6225, Resource Allocation, was eliminated on a motion by Trustee Cantu, seconded by Trustee Levinson, and carried on the following votes: Ayes: 7 (McKean, Levinson, Oxborrow, Cantu, Lee, Maldonado, Raygoza); Noes: 0; Abstain: 0; Absent: 0

6. Educational Services

A. Vice Chancellor's Report – Dr. Linda Thomas, Vice Chancellor of Educational Services and Workforce Development, briefly discussed the Innovation Award that funds the Bitwise Collaboration. She explained that 30 students travel to Bitwise in Fresno and back every week. Three of those students – Ms. Martha Hernandez, Mr. Ian Morris, and Mr. Joey Munoz – are here today to share some of their experiences. The students each addressed the Board of Trustees and commented on the opportunities with Bitwise, stating that they enjoy the program, are learning a lot, and the program is a great opportunity. Various Board members asked questions of the students regarding their experience. Dr. Thomas stated that the students are building nice resumes and portfolios that show all that they are learning. Board members commented on the opportunity being a life changing experience for the students. Dr. Thomas expressed her thanks to Mr. James Preston, Ms. Kris Costa, and Ms. Amy Babb for making sure the program happened.

In closing, Dr. Thomas announced that a welcome reception for the USDA (United States Department of Agriculture) Rural Development State Director, Ms. Kim Vann, will be held on April 25 and Board members are invited to attend.

B. Curriculum Action Report, West Hills College Coalinga – The Curriculum Action Report for West Hills College Coalinga was approved on a motion by Trustee Levinson, seconded by Trustee Oxborrow, and carried on the following votes: Ayes: 7 (McKean, Levinson, Oxborrow, Cantu, Lee, Maldonado, Raygoza); Noes: 0; Abstain: 0; Absent: 0.

C. Curriculum Action Report, West Hills College Lemoore – The Curriculum Action Report for West Hills College Lemoore was approved on a motion by Trustee Oxborrow, seconded by Trustee Cantu, and carried on the following votes: Ayes: 7 (McKean, Levinson, Oxborrow, Cantu, Lee, Maldonado, Raygoza); Noes: 0; Abstain: 0; Absent: 0.

Trustee Oxborrow commented that both reports are impressive and show a lot of work.

7. Fiscal Services

A. Fiscal Services Report – Mr. Ken Stoppenbrink, Deputy Chancellor, provided the fiscal services report. The District is 75% through the 2017-2018 fiscal year. Mr. Stoppenbrink summarized the allocations from the general fund and discussed revenues and expenses by location. He stated that we are on target with all revenues and expenses and summarized the revenue and expenses for all funds.

B. Memorandum of Understanding with Golden Plains Unified School District – The Memorandum of Understanding with Golden Plains Unified School District was approved on a motion by Trustee Levinson, seconded by Trustee Cantu, and carried on the following votes: Ayes: 7 (McKean, Levinson, Oxborrow, Cantu, Lee, Maldonado, Raygoza); Noes: 0; Abstain: 0; Absent: 0.

C. Bid Award – West Hills Community College District LED Lighting Retrofit 2015-18 Project – Mr. Stoppenbrink explained that there is no future funding and the final funds are provided through Proposition 39. There is only one contractor providing the services.

On a motion by Trustee Maldonado, seconded by Trustee Levinson, and carried on the following votes: Ayes: 7 (McKean, Levinson, Oxborrow, Cantu, Lee, Maldonado, Raygoza); Noes: 0; Abstain: 0; Absent: 0, the bid award for the West Hills Community College District LED Lighting Retrofit 2015-18 project was awarded to Clear Blue Energy Corp in the amount of \$446,619.00.

8. Personnel Services

A. Administrative/Management/Confidential Salary Schedule – Trustee Cantu questioned the changes made to the salary schedule. Ms. Becky Cazares responded that five additional columns have been included. Each column equate to a 5% increase.

The administrative/management/confidential salary schedule was approved on a motion by Trustee Levinson, seconded by Trustee Oxborrow, and carried on the following votes: Ayes: 7 (McKean, Levinson, Oxborrow, Cantu, Lee, Maldonado, Raygoza); Noes: 0; Abstain: 0; Absent: 0.

B. Resolutions – Reduction and/or Elimination of Classified Services – Ms. Cazares explained that there are three resolutions needing action due to the varying ending dates for the grants. Trustee Levinson questioned the opportunity for extended funding. Ms. Cazares explained that this process happens each year due to the fact that we must wait for the grant extension notices to be received. She further explained that some of the extension notices may be received in mid-June. Board members expressed concern that that the notices bring uncertainty for the employees and it is unfortunate that the notices must be sent. Trustee Oxborrow stated that she would like to know how many employees are able to retain a position and how many are actually laid off once all notices have been received.

The three resolutions in the matter of reduction and/or elimination of classified services were adopted on a motion by Trustee Levinson, seconded by Trustee Cantu, and carried on the following votes: Ayes: 7 (McKean, Levinson, Oxborrow, Cantu, Lee, Maldonado, Raygoza); Noes: 0; Abstain: 0; Absent: 0.

C. Resolutions – Reduction and/or Elimination of Management and/or Confidential Services – Ms. Cazares explained that there are two resolutions needing action. They are for the same grants that affect the classified employees, but are for classified manager positions.

The two resolutions in the matter of reduction and/or elimination of management and/or confidential services were adopted on a motion by Trustee Levinson, seconded by Trustee Raygoza, and carried on the following votes: Ayes: 7 (McKean, Levinson, Oxborrow, Cantu, Lee, Maldonado, Raygoza); Noes: 0; Abstain: 0; Absent: 0.

9. Board Reports / Comments / Requests / Announcements

A. Board Reports

Trustee Cantu stated that exciting news was shared today. He commented that he feels bad that employees have to be notified of potential layoffs.

Trustee Raygoza thanked everyone for being here and stated that he appreciates the good work.

Trustee Maldonado stated that he is glad that the North District Center, Firebaugh project is moving along.

Trustee Oxborrow expressed her thanks to the North District Center, Firebaugh for hosting the Board meeting, stating that she enjoys being in Firebaugh. She also thanked gkkworks for answering questions related to the projects. Trustee Oxborrow stated that she loves seeing the students in Firebaugh and thanked the staff for all of their hard work. She expressed her appreciation to Dr. Van Horn for getting answers when needed and stated that everyone does an amazing job.

Trustee Lee thanked everyone for coming to the meeting and stated that the high tech learning program is exciting.

Trustee Levinson stated that he enjoys being in Firebaugh and he had an opportunity to take a brief tour of the facility and talk to students.

President McKean thanked everyone for the good reports and congratulated Trustee Oxborrow on her 20 years of service to the West Hills Community College District Board of Trustees.

B. Announcement of Next Board Meeting

President McKean announced that the next regular meeting of the Board of Trustees will be held on May 22, 2018.

10. Closed Session

The meeting was adjourned to closed session at 2:15 pm.

A. Public Employee Discipline/Dismissal/Release (as per Government Code Section 54957)

B. Conference with Legal Counsel – Existing Litigation (as per Government Code Section 54956.9). Name of Case: Taylor/Zimmerman vs. West Hills Community College District

11. Adjournment

There being no further business before the Board of Trustees, the meeting was adjourned at 2:59 pm.

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