

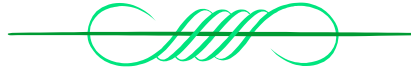


WEST HILLS COMMUNITY COLLEGE DISTRICT

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

MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD

Tuesday - March 8, 2005



CALL TO ORDER / OPEN SESSION

Vice President Minnite called the meeting of the Board of Trustees to order at 3:05 p.m.

Board members present:

Jack Minnite
Nina Oxborrow
Jeff Levinson
Edna Ivans
Bill Henry
Steve Cantu
Willie Lee

Board members absent:

Mark McKean

Administrators present:

Frank Gornick, Chancellor
Ken Stoppenbrink, Interim Vice Chancellor of Business Services
Don Warkentin, Interim President, West Hills College Lemoore
Anthony Tricoli, President, West Hills College Coalinga
Beverly Smith, Dean of Student Learning, West Hills College Coalinga
Keven Backman, Interim Director of Human Resources

Introduction of Guests

The following guests were in attendance at the meeting: Shontae Marr, Student; Antonio Reyes, Student; John Hooper, Student; Pedro Jurado, Student; Kim Souza Carson; Valerie Walker.

Public Comments

Mr. Benjamin Balderaz, West Hills College Student, stated that is the ASB Vice President at West Hills College Coalinga and is present at the meeting on behalf of the students to express concerns. Mr. Balderaz commented on cancellation of classes; tuition policy; instructors leaving and not being replaced; decreased instruction time; and English classes being in jeopardy. He stated that these things affect the students and their needs cannot be met without classes. He stated that the Board members

should evaluate the need to hire instructors. Mr. Balderaz stated that the students also have concerns regarding negotiations and that the recent articles in the newspapers have put a smudge on the school. He stated that instructors having to attend negotiations affects the students. In closing, Mr. Balderaz stated that he is wearing black for the faculty of West Hills Community College because they are a dying breed.

Ms. Kim Souza Carson addressed the Board. She stated that she has been an employee for almost 10 months and feels that she was wrongfully terminated. She stated that she also feels that she was harassed, belittled and put under a lot of stress. Dr. Frank Gornick explained the process for filing a grievance and stated that we do not want to put her situation in jeopardy. Mr. Tony Garcia, CSEA President, explained that Ms. Carson is a probationary employee and procedures were not followed with regard to her evaluations. He stated that he believes the termination is in retaliation to a meeting held with Mr. Keven Backman. Mr. Garcia stated that he wants to make sure that things are done properly and that evaluations are done timely and that managers are doing their job. He stated that evaluations need to be done to address the problems and give the employee an opportunity to make changes. Mr. Garcia stated that he feels management style complaints are legitimate and that this situation warrants the Board's evaluation of the recommendation. He stated that he just wants to make things fair. Trustee Ivans questioned the grievance procedure. Dr. Gornick stated that probationary employees can be terminated during their first year of employment and are not entitled to a grievance related to their termination. He further stated that the Board would be prejudicing themselves by taking action that is not part of our policy. Dr. Gornick stated that the employee always has the opportunity to apply for other positions.

REPORTS FROM ORGANIZATIONS / COLLEGES / DISTRICT OFFICE

Academic Senate Report – Mr. Marlon Hall, Academic Senate President at West Hills College Coalinga, stated that he has nothing to report at this time.

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

WHCFA Report – In the absence of Mr. John Bart, WHCFA President, Ms. Faye Mendenhall stated that the Faculty Association has nothing to report at this time.

CSEA Report – Mr. Tony Garcia, CSEA President, was not present to report at this time.

ASB Report – Mr. Willie Lee, Student Trustee, was not present to report at this time.

West Hills College Coalinga and North District Center, Firebaugh – Dr. Anthony Tricoli, President, briefly commented on recent and upcoming events. He stated that the performing arts department is gearing up for their spring performance in April.

The President's Scholars dinner was held on March 1. Area high school students, parents and counselors were invited and the evening was a success. The students in attendance were interested in the presentations and asked a lot of great questions. Dr. Tricoli reported that a walking tour video of the District has been created which will be shown soon. He stated that the basketball team did well and recruiting efforts were good over the past couple of years. Many of the students are from the local area. Dr. Tricoli reported that the accreditation visit begins on March 15. The dedication of the learning resource center and library will be held on April 13. Agriculture program staff have been recruiting students from all over.

West Hills College Lemoore – Mr. Don Warkentin, Interim President, distributed a campus activities report and briefly commented on recent and upcoming events. He stated that the Lemoore campus is currently reviewing their mission statement and strategic goals.

Chancellor's Report – Dr. Frank Gornick, Chancellor, thanked Mr. Balderaz for his presentation. He provided assurances to the groups stating that the college has no intention of not offering degrees. He stated that the Board's whole focus is to make sure the college has classes that the students need to complete their educational goals. He also stated that, based upon dollars from the state and our goals to hire faculty, we usually meet or exceed those goals. With respect to the kinds of classes, Dr. Gornick reported that Dr. Beverly Smith and Dr. Tricoli will work with the students. Our goal is to create greater access. Mr. Balderaz thanked Dr. Gornick and stated that there is some history that this has not taken place.

Mr. Willie Lee, Student Trustee, arrived at this time.

Dr. Gornick reported that Dr. Tricoli received good responses at the President's Scholars dinner. Both presidents are interested in seeing the program succeed. Dr. Gornick reported that Ms. Carole Goldsmith was very instrumental in working with the Lemoore staff to get the apprenticeship program going. The workshops were very well attended and we will see good benefit from the program. Trustee Cantu questioned the apprenticeship program and asked if all feeder schools will be included. Dr. Gornick reported that they will all be included in the future.

Dr. Gornick reported that we have received notification from Fresno Superior Court that we have prevailed in the Jim Grant matter with regard to his complaint about our reassignment of him. This ruling reinforces the collective bargaining agreement and that we are following the contract.

Mr. Willie Lee, Student Trustee, reported that the student government at West Hills College Lemoore has been busy raising money for upcoming events. He briefly commented on Black History month; women's forum; blood drive; and a governmental

forum planned for May. Mr. Lee stated that he has had good support for fundraising efforts from the City of Lemoore.

CONSENT AGENDA

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

- CA-37** Minutes - The minutes of the February 22, 2005 Board meeting were approved as submitted.
- CA-38** Warrants - The warrants were approved as submitted.
- CA-39** Declaration of Surplus Property - The list of surplus property was declared surplus as submitted.
- CA-40** Personnel Transactions - The list of personnel transactions (as attached to the official minutes) was approved as submitted.

CHANCELLOR'S OFFICE

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

- CO-19** Curriculum Committee Action Report, West Hills College Lemoore - The Curriculum Committee Action Report, Fall 2004 for West Hills College Lemoore was approved as submitted.
- CO-20** Curriculum Committee Action Report, West Hills College Coalinga - The Curriculum Committee Action Report, Fall 2004 for West Hills College Coalinga was approved as submitted.

Trustee Levinson commented on the curriculum committee action and how it relates to the courses we are offering. He questioned if we are taking all of the elements into account when we determine classes. Dr. Gornick commented that the Presidents and Committee Chairs could walk the Board through the curriculum process at the next Board of Trustees study session on April 5.

FISCAL SERVICES

- FS-38** Fiscal Services Report - Mr. Ken Stoppenbrink distributed the budget status report and briefly discussed the status of the budget expenses and revenues. He stated that we are 66.7% through the year and revenues and expenditures are looking good.

FS-39 Agreement for Medi-Cal Administrative Activities – Trustee Cantu questioned what we are doing with this service and Mr. Stoppenbrink explained that our staff go through an educational process on how to administer the information to students and the community. We provide services to our communities and are reimbursed for 50% of our staff time. We are reimbursed for any kind of service we provide that leads to Medi-Cal information. Fresno County is the clearing house and we pay back about 5% in administrative fees. Mr. Stoppenbrink stated that we think we will generate about \$300,000 this time around.

The agreement with the County of Fresno for Medi-Cal Administrative Activities (MAA) was approved on a motion by Trustee Ivans, seconded by Trustee Oxborrow, and carried unanimously.

FS-40 Bid Award – Trustee Cantu questioned the child development courses and how many of the graduated students have been reemployed back into our system. Ms. Patty Scroggins, Director of the District’s child development centers, stated that at least 65-75% are employed in our system. Trustee Oxborrow questioned the architect’s estimated budget and why the bids aren’t close to that amount. Dr. Gornick stated that he would find the answer for her.

On a motion by Trustee Cantu, seconded by Trustee Oxborrow, and carried unanimously, the contract for the Avenal Child Development Center Relocatable Building Sitework Project was awarded to the lowest and most responsive bidder, Mike Atkins Enterprise, for a total bid amount of \$77,500.

PERSONNEL SERVICES

With regard to the elimination of positions, Dr. Gornick reported that we are hoping to hear the news soon with regard to the Governor’s budget and the status of our funding. The effects of the layoffs will be negotiated.

The following resolutions were adopted on a motion by Trustee Ivans, seconded by Trustee Levinson and carried unanimously:

PS-10 Resolution – Elimination of Administrative Position – The resolution in the matter of the elimination of an administrative position for the 2005-2006 fiscal year was adopted.

PS-10 Resolution – Elimination of Classified/Classified Management Positions – The resolution in the matter of the elimination of classified/classified management positions for the 2005-2006 fiscal year was adopted.

BOARD REPORTS/COMMENTS/REQUESTS AND ANNOUNCEMENTS

Trustee Cantu stated that he thinks it is good to hear from students and it is great for them to have an opportunity to come before the Board and express their thoughts.

Trustee Ivans thanked everyone for their hard work and expressed her best wishes for the accreditation visit next week. She stated that she appreciates everyone and feels bad about the layoffs.

Trustee Oxborrow reported that she enjoyed the President's Scholars Dinner. She stated that it is important to get the word out into the community about this program. Trustee Oxborrow stated that all employees are valued.

Trustee Henry stated that he truly regrets having to be part of the process of laying someone off as they are good employees. He stated that it is too bad that the state government can't make a decision in a timely manner. Trustee Henry stated that it is nice to hear that the Grant matter is resolved.

Trustee Levinson commented that he appreciates the fact that students came to the meeting. He stated that he disagrees with the perception but it may be an education for him to learn the facts. He stated that the goal is to have viable campuses in Coalinga and Lemoore and we are accomplishing those goals. Trustee Levinson stated that he looks forward to the Board study session on April 5. He commented that the Board's focus is on the students.

Dr. Gornick commented that the Coalinga Citizens Institute realizes what a beautiful campus we have and what we have to offer.

Trustee Minnite stated that he appreciates the students coming forward and stated that follow through is paramount for us. We should always be service oriented to meet the needs of the students and the customer is the lifeline to success. He stated that we need to continuously focus on this. Trustee Minnite expressed his thanks to everyone and asked that they keep up the good work.

CLOSED SESSION

The meeting was adjourned to closed session at 4:25 p.m.

- Public Employee Discipline/Dismissal/Release (as per Government Code Section 54957)
- Existing Litigation (as per Government Code Section 54956.9(a)). Names of cases: Grant v. West Hills Community College District, et al; West Hills Community College District v. Doucette, et al

- Discussion of land acquisition/disposition of property (as per Government Code Section 54956.8). Property: Coalinga, California; Lemoore, California; Firebaugh, California
- Conference with Labor Negotiators (as per Government Code Section 54957.6). Agency negotiator: Director of Human Resources. Employee organizations: CTA; CSEA

ADJOURNMENT

There being no further business before the Board of Trustees, the meeting was adjourned at 6:08 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
Boyd, Gary	Food Services Manager West Hills College Coalinga	40 hrs/week 12 mo/year	Range 15 Step A	Auxiliary	3/14/05	Replacement for Michael Montoya
Jaime, Elizabeth	Child Development Center Assistant West Hills College Lemoore	19 hrs/week 9 mo/year	Range 23 Step A	Grant	3/1/05	Replacement for Nicole Placencia
Lesaca, Antonette	Science and Safety Technician District-wide	15 hrs/week 9 mo/year	Range 51 Step A	District	3/1/05	
Reynaga, Mary Helen	Child Development Center Teacher San Joaquin Child Dev. Center	19 hrs/week 12 mo/year	Range 40 Step A	Grant	3/1/05	New position

2. Temporary Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Dates	Additional Information
Aguirre, Rebecca	Student Services Assistant West Hills College Coalinga	19 hrs/week	Range 36 Step A	Grant	3/9/05 – 6/30/05	Temporary replacement for Deborah Browne while recruiting open position
Thompson, Alvis	Tutor Coordinator West Hills College Coalinga	15 hrs/week	Range 42 Step A	Grant	3/9/05 – 6/30/05	
Torres, Donna	Child Development Center Assistant West Hills College Coalinga	19 hrs/week	Range 23 Step A	Grant	3/9/05 – 6/30/05	Temporary replacement for Cynthia Ficken while out on medical leave

3. Resignations / Retirements / Releases During Probation / Terminations

Name	Title & Location	Effective Date	Additional Information
Ayala, Veronica	Learning Skills Program Assistant West Hills College Coalinga	2/28/05	Resignation
Carson, Kim	Bookstore Assistant II West Hills College Coalinga	3/2/05	Release During Probation
Flores, Constance	Financial Aid Assistant I West Hills College Coalinga	3/18/05	Resignation
Lopez, Paul	Security Guard West Hills College Coalinga	2/18/05	Resignation
Nettles, Molly	Student Services Assistant West Hills College Lemoore	2/28/05	Resignation
Santacruz, Refugio	Case Worker, All Youth One System West Hills College Coalinga	2/15/05	Resignation