



## WEST HILLS COMMUNITY COLLEGE DISTRICT

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

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### MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD

May 17, 2005



#### **CALL TO ORDER / OPEN SESSION**

President McKean called the meeting of the Board of Trustees to order at 3:21 p.m.

Board members present:

Mark McKean  
Jack Minnite  
Nina Oxborrow  
Jeff Levinson  
Edna Ivans  
Bill Henry  
Steve Cantu

Board members absent:

Willie Lee, Student Trustee

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  
Keven Backman, Interim Director of Human Resources  
Dave Bolt, Dean of Educational Services, West Hills College Lemoore  
Beverly Smith, Dean of Student Learning, West Hills College Coalinga  
Bertha Felix-Mata, Associate Dean of Student Learning, West Hills College Coalinga

#### **Introduction of Guests**

Frances Squire, Director of Marketing, introduced the following guests: Benjamin Balderaz, Felix Perez, Roberto Bravo, Pedro Jurado and Stephen Chabak.

#### **Public Comments**

Mr. Pedro Jurado, Associated Student Body President for West Hills College Coalinga, distributed written comments to the Board of Trustees. He stated that the students want to know why full time instructors haven't been replaced. He stated that the students understand the financial crisis but questioned where the allotted funding is going. Mr. Jurado questioned the number of available degrees.

Dr. Frank Gornick, Chancellor, thanked Mr. Jurado for his presentation and stated that it is appreciated. Dr. Gornick reported that he met with the College Presidents earlier today to discuss moving forward with the plan that was recommended in February. Dr. Gornick encouraged the students to meet with their College President to receive the information that has been shared. He stated that one of the things we have to anticipate is that sometimes the state will reduce our budget in the current fiscal year. The funding for the full time faculty positions was always there and was left in place so that we could protect ourselves as we did not know what our funding situation would be. We now know that the funds are available to do what is recommended by the campuses. Dr. Gornick reported that every district in the state is given a limit of how many full time faculty they can hire and we have always intended to meet that limit.

With regard to the comments made by Mr. Jurado and his questions of the Board inquiring if they were aware of what was happening at the colleges, President McKean responded that the Board is aware of the situation and has been all along.

Mr. Stephen Chabak stated that he is a physical therapist in town and provided correspondence to the Board of Trustees which he also read aloud. Mr. Chabak explained that he had been asked to leave the campus in April because of allegations by two women. He stated that he has not been allowed to provide his side of the story and urged the board to remove Ms. Bertha Felix-Mata from her position. President McKean stated that the Board will take Mr. Chabak's issue under advisement.

#### **REPORTS FROM ORGANIZATIONS / COLLEGES / DISTRICT OFFICE**

Academic Senate Report – Mr. Marlon Hall, Academic Senate President at West Hills College Coalinga, distributed a report to the Board and discussed the results of the spring plenary session. He explained that two resolutions have been adopted by the State Academic Senate to change the requirements for English and Math. Trustee Levinson questioned how our students are impacted. Mr. Hall explained that this resolution would require English 1A and Math 63 as a minimum requirement for an AA degree. Dr. Gornick questioned if the Senate in Coalinga has taken action on this resolution. Mr. Hall responded that they have not. The resolution will be presented to the Board of Governors. If it passes, it will take 12-18 months to put into effect. Dr. Gornick stated that this is a problem unique to California because we have one degree. Other states have an additional Associate of Applied Science Degree. Dr. Gornick stated that he would be happy to work with the Academic Senates to develop a resolution in the fall with regard to this matter.

Mr. David Rengh, Academic Senate President for West Hills College Lemoore, distributed a resolution in the matter of the Alda Diniz Memorial Portuguese Heritage Scholarship. The resolution was read as follows: (typed as submitted)

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*Resolution from the Academic Senate  
West Hills College Lemoore*

*In the Matter of the  
Alda Diniz Memorial  
Portuguese Heritage Scholarship*

**Friday May 6, 2005**

*Whereas, Alda and Carlos Diniz were instrumental in the creation of the Portuguese courses, through contract education, at West Hills College Lemoore, and;*

*Whereas, Alda and Carlos Diniz were responsible for bringing Dr. Alvin Graves, noted Portuguese author to West Hills College Lemoore for a night of Portuguese culture and entertainment, and;*

*Whereas, as a result of that evening's fund raising efforts a Portuguese Scholarship fund was established at West Hills College Lemoore;*

*Therefore, be it resolved that the name of the Portuguese Scholarship fund be officially named, "The Alda Diniz Memorial Portuguese Heritage Scholarship."*

*s/David-Michael Rengh, Academic Senate President  
s/Neomi Daniels, Academic Senate Vice President, Arts And Letters  
s/Bob Hall, Social Science/Child Development  
s/Monte Paden, CIS/Business/HRCM  
s/Julie Allvin, Secretary/Historian, Non-Teaching Faculty  
s/Terry Davis, Allied Health/Public Service  
s/Bob Gibson, Math/Science/PE*

Mr. Rengh stated that he would like to have the resolution voted on at the next Board meeting to be effective May 17, 2005. Mr. Rengh also reported that the Academic Senate is working on graduation plans.

WHCFA Report – In the absence of Mr. John Bart, WHCFA President, Ms. Faye Mendenhall thanked the Board of Trustees for granting tenure. She stated that the 13 individuals are fantastic instructors and thanked the Board for their part in this.

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, distributed a campus activities report and briefly commented on recent and upcoming events. He congratulated the faculty on receiving tenure and

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stated that he appreciates the hard work of faculty and administrators. Dr. Tricoli also commented on Project Coalinga; the Office of Civil Rights Review; and the recent Farm of the Future Ranch Breakfast.

West Hills College Lemoore – Mr. Don Warkentin, Interim President, distributed a campus activities report and briefly commented on recent and upcoming events. On behalf of Mr. Carlos Diniz, Mr. Warkentin expressed sincere appreciation for the support he has received during this time of tragic loss. Mr. Warkentin reported that it is a very busy time of year. He commented on the tour by Clark Community College; the upcoming honor's brunch; and graduation.

Mr. Dave Bolt, Dean of Educational Services, distributed the graduation seating chart and accreditation updates. He briefly discussed the reports and surveys and stated that the results will be incorporated into the write-ups for the self study. Trustee Minnite questioned where we are at with the accreditation process. Mr. Bolt commented that the self study is being written in the summer and edited in the fall. He stated that this is a better process for the timeline.

Chancellor's Report – Dr. Gornick reported on the Foundation golf tournament held at Kings Country Club and stated that there was a good turnout. He also reported on the recent compliance review visit by the Office of Civil Rights (OCR). He explained some of the recommendations which included public notice about nondiscrimination and implementing Board policies. He explained that the OCR exit report was given to the administrative retreat group and all administrators are aware of the recommendations. We are now awaiting the formal letter from OCR which will provide us with a timeline for compliance.

### **CONSENT AGENDA**

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

- CA-45**      Minutes – The minutes of the April 26, 2005 Board meeting were approved as submitted.
- CA-46**      Warrants – The warrants were approved as submitted.
- CA-47**      Out of State Travel – The request for rodeo students to travel to Casper, Wyoming for the College National Finals Rode, June 12-18, 2005 was approved as submitted.
- CA-48**      Personnel Transactions – The list of personnel transactions (as attached to the official minutes) was approved as submitted.

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**CHANCELLOR'S OFFICE**

- CO-26**      Board of Trustees Meeting Schedule - The 2005-2006 Board of Trustees meeting schedule was approved on a motion by Trustee Minnite, seconded by Trustee Ivans, and carried unanimously.
- CO-27**      Curriculum Committee Action Report - West Hills College Coalinga - The Curriculum Committee Action Report for West Hills College Coalinga was approved on a motion by Trustee Levinson, seconded by Trustee Ivans, and carried unanimously.
- CO-28**      Curriculum Committee Action Report - West Hills College Lemoore - The Curriculum Committee Action Report for West Hills College Lemoore was approved on a motion by Trustee Levinson, seconded by Trustee Oxborrow, and carried unanimously.
- CO-29**      Administrative Procedure 4045, College Library Fines - Discussion took place regarding citizens of the community utilizing the college libraries and it was requested that the policy be revised to reflect students and citizens. Dr. Gornick stated that he will review this issue to determine if we need to have a separate policy for the community.
- This item was presented for a first reading. Approval will be requested at a later date.
- CO-30**      Board Policy and Administrative Procedure 6317, Conference/Travel Reimbursement - There were no comments made at this time. This item was presented for a first reading. Approval will be requested at a later date.
- CO-31**      Child Development Centers' Annual Report - Ms. Patty Scroggins, Director of the District's Child Development Centers, introduced her staff. Several of the site supervisors provided presentations to the Board and the Child Development Centers' Annual Report was reviewed by the Board of Trustees.

**FISCAL SERVICES**

- FS-49**      Fiscal Services Report - Mr. Ken Stoppenbrink distributed the budget status report and briefly discussed the status of the budget expenses and revenues. Mr. Stoppenbrink also briefly discussed e-commerce activity.
- FS-50**      Change Order - Change order no. 1 for the West Hills College Coalinga Child Development Center Expansion Project was approved on a motion

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by Trustee Ivans, seconded by Trustee Cantu, and carried on the following vote: Ayes – 6; Noes – 0; Abstain – 1 (Trustee Oxborrow).

**FS-51**      Project List – Dr. Gornick presented charts from Chris Addington’s office and discussed enrollment numbers and FTES. Trustee Minnite questioned if our data was used. Dr. Gornick responded in the affirmative and commented that state funding numbers were also used. Dr. Gornick reported that the project list is a working document and can be refined in the future.

The project list for the anticipated West Hills Community College District bond measure, November 2005 was approved as a working document on a motion by Trustee Ivans, seconded by Trustee Levinson, and carried unanimously.

#### **PERSONNEL SERVICES**

**PS-14**      Part Time Faculty Salary Schedule – President McKean questioned how this salary schedule looks in comparison to our neighbors. Dr. Gornick stated that it is still lower. Trustee Minnite stated that it is his opinion that it be raised an additional \$6. Dr. Gornick stated that we need to take it one step at a time.

The changes to the part time faculty salary schedule were approved on a motion by Trustee Ivans, seconded by Trustee Levinson, and carried unanimously.

Dr. Gornick stated that he would like to bring back a more comprehensive study on what our competitors are doing. Trustee McKean stated that the report should include some of the issues that the students brought up today. He questioned where we lack in full time faculty and Dr. Gornick stated that we have a funded amount that the state gives us. Our full time faculty obligation is currently at 82 or 83. Roughly 52 of those faculty are assigned in Coalinga, with the balance in Lemoore. This matter becomes a budget issue and an allocation issue. The Presidents are working on the sharing of faculty. Dr. Gornick reported that in some years we have had more than our obligation, but this was in years where we had the dollars. He stated that we will have full time faculty in all of the areas where the Presidents have made recommendations. The Board members agreed that more comprehensive information is needed.

Trustee Henry questioned why the students developed the flyer regarding the full time faculty positions. Dr. Tricoli responded that he has explained the process to the students and they are aware of the budget issues;

however, they have a belief of their own. Brief discussion occurred regarding the integrity of the budget and President McKean recommended that the discussion occur at a later meeting.

#### **BOARD REPORTS/COMMENTS/REQUESTS AND ANNOUNCEMENTS**

Trustee Cantu stated that it is always a pleasure to have students speak to the Board. He expressed his best wishes for a good graduation.

Trustee Minnite thanked Dr. Gornick for his follow up on the FTES chart. He also thanked Dr. Tricoli, Mr. Warkentin and Dr. Beverly Smith for their hard work this last year. Trustee Minnite stated that he is indebted to all who are working in the front and behind the scenes to keep the district going. Trustee Minnite thanked Faye Mendenhall for being at the meeting and stated that the child development center staff excites him. Trustee Minnite thanked Ms. Squire for her coverage of the entire district. He stated that she has a huge job and she does it well. He also expressed his thanks for all the grants.

Trustee Ivans reported that the Foundation fundraiser was a wonderful event and she appreciates the work of Cheryl Bass and Valerie Keller. Trustee Ivans thanked the child development center staff for their work and presentation and stated that she is glad to see things moving forward on the rodeo and the accreditation surveys. Trustee Ivans expressed her regret over the recent deaths of Alda Diniz, Judy Eastman and Pamp Boreham.

Trustee Oxborrow echoed the comments made by her fellow Board members. She stated that it is great to see the child development center reports and thanked everyone for their hard work. Trustee Oxborrow stated that she looks forward to graduation.

Trustee Henry echoed the comments made by his fellow Board members and thanked everyone for their efforts.

Trustee Levinson echoed the comments made by his fellow Board members. He congratulated Trustee Ivans for the recent trustee award given to her for numerous years of service to the District.

President McKean expressed his thanks for the pictures hung around the Board Room. He expressed his congratulations to Ms. Scroggins and her staff for another successful accreditation. President McKean reported that the presidential search process for West Hills College Lemoore is moving quickly and interviews will be held soon.

President McKean announced that the next meeting of the Governing Board is scheduled for June 28, 2005.

**CLOSED SESSION**

The meeting was adjourned to closed session at 5:45 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: Wendy Paxton v. West Hills Community College District; West Hills Community College District v. Doucette, et al
- Anticipated Litigation (as per Government Code Section 54956.9). Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: 1 potential case
- 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
- Public Employee Performance Evaluation (as per Government Code Section 54957). Title: Chancellor

**ADJOURNMENT**

There being no further business before the Board of Trustees, the meeting was adjourned at 7:40 p.m.

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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
Blanco, Francisco	Child Development Center Assistant West Hills College Coalinga	19 hrs/week 12 mo/year	Range 23 Step A	Grant	4/26/05	Replacement for Leticia Bonilla
Davis, Hillary	Financial Aid Assistant I West Hills College Coalinga	19 hrs/week 12 mo/year	Range 33 Step A	Grant	4/25/05	Replacement for Constance Flores
Lopez, Zitlai	Child Development Center Assistant San Joaquin Child Dev. Center	19 hrs/week 12 mo/year	Range 23 Step A	Grant	5/2/05	Replacement for Raquel Ibanez
Perez, Araceli	Child Development Center Assistant North District Center, Firebaugh	19 hrs/week 9 mo/year	Range 23 Step A	Grant	4/25/05	Replacement for Ana Perez

### 2. Temporary Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Dates	Additional Information
Fees, Melissa	Child Development Center Teacher West Hills College Coalinga	19 hrs/week	Range 40 Step A	Grant	5/18/05 – 6/30/05	
Putnam, Katrina	Financial Aid Assistant West Hills College Lemoore	19 hrs/week	Range 33 Step A	District	4/18/05	Temporary replacement for Jennifer Schmidt while out on medical leave

### 3. Changes in Assignment

Name	Current Assignment	Change	Effective Date	Additional Information
Williams, Doris	Grants Accounting Supervisor District Office (Classified Management position) Range 25, Step B	Accounting Services Technician II District Office (Classified position) Range 52, Step E	7/1/05	Reclassification

### 4. Resignations / Retirements / Releases During Probation / Terminations

Name	Title & Location	Effective Date	Additional Information
Paxton, Keith	Youth Program Coordinator West Hills College Coalinga	4/30/05	Resignation
Urbina, Jose (Freddy)	Office Assistant I One Stop Office	5/31/05	Release during probation