



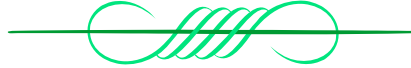
**WEST
HILLS**
COMMUNITY
COLLEGE
DISTRICT

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

June 12, 2008



CALL TO ORDER / OPEN SESSION

Trustee Levinson called the meeting of the Board of Trustees to order at 3:02 p.m.

Board members present:

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

Administrators present:

Frank Gornick, Chancellor
Ken Stoppenbrink, Vice Chancellor of Business Services
Don Warkentin, President, West Hills College Lemoore
Willard Lewallen, President, West Hills College Coalinga
Jana Cox, Interim Director of Human Resources
Barbara Caganich, Executive Director of West Hills Community College Foundation
Dolores Smith, Interim Director of Financial Aid
Dave Bolt, Vice President of Educational Services, West Hills College Lemoore
Marcel Hetu, Director of North District Center, Firebaugh
Carlos Diniz, Dean of Student Learning, West Hills College Coalinga
Pedro Avila, Director of Institutional Effectiveness and Planning
Susan Kincade, Dean of Learning Resources
Darlene Georgatos, Director of Enrollment Services

Introduction of Guests

There were no guests present 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 has taken a break for the summer and will be meeting again in the fall.

President McKean arrived at this time.

Ms. Stephanie Droker, Academic Senate President for West Hills College Lemoore, expressed her appreciation to Mr. James Preston for his time as Senate President. She reported that they, also, are taking a break over the summer but are working on flex day activities.

WHCFA Report - Ms. Marty Ennes, WHCFA President, congratulated everyone on the passage of the bond for the Firebaugh area. She stated that she is looking forward to working with Ms. Droker. Ms. Ennes reported that CTA is continuing to work on various matters, including a grievance. She expressed her best wishes to everyone for a wonderful summer.

CSEA Report - Mr. Mark Millett, CSEA President, expressed his congratulations on the passage of Measure Q. He reported that the classified staff have been working on the job description worksheets for the classification study. Mr. Millett reported that CSEA has also been working on their constitution and contract negotiations. CSEA will now be giving out two \$500 scholarships and the monthly dues have been raised to help pay for this.

President McKean presented Mr. Millett with the signed, framed resolution in the matter of Classified School Employee Week.

West Hills College Coalinga and North District Center, Firebaugh - Dr. Willard Lewallen, President, reported that his daughter is graduating from UC Santa Barbara on Sunday. He recognized Dr. Hetu for his leadership on Measure Q and recognized the staff and students for their support. He also expressed his thanks to Trustee Minnite, Dale Scott & Company, Mr. Millett and CSEA. Dr. Lewallen stated that we have received good news with regard to the recent bid openings and the project bid was well below what was budgeted. This will allow us to pick up all of the alternates. Dr. Lewallen reported that he has been working with the City of Coalinga on various projects.

Trustee Cantu arrived at this time.

West Hills College Lemoore – Mr. Don Warkentin, President, reported that Ms. Lenore Simonson’s son, Kyle, was recently killed in a tragic accident. Mr. Warkentin reported on the numerous high school graduates that have indicated that they will be attending West Hills College and stated that our outreach efforts are paying off. The first Middle College High School graduation will occur this year and the Charter Elementary School graduation was held last week.

Trustee Henry arrived at this time.

Mr. Warkentin reported that the 5C Camp and Upward Bound Camp will be held on campus this summer. There will be 32 Presidents Scholars on campus in the fall and there are 16 approved applicants for the Engineering Scholars Program.

Dr. Lewallen briefly reported on the accident on campus that resulted in injury to Mr. John Benson, groundskeeper.

Chancellor’s Report – Dr. Frank Gornick, Chancellor, expressed his congratulations to Dr. Hetu and Dr. Lewallen for the success with Measure Q. He stated that we are excited about what will be done. With regard to the budget, Dr. Gornick stated that there is organized chaos in Sacramento; however, we are in a good position that we can take care of ourselves. He thanked the Presidents for their work on the budget this year and for getting it to the target that we wanted. We don’t have an ending balance yet but hope to have it in 30 days. Dr. Gornick reported on the institutional effectiveness workshop in Savannah, Georgia that will be attended by several campus and district staff. He stated that curriculum, enrollment management, and educational master plan meetings will also be held throughout the summer and thanked the faculty for their cooperation to participate in these summer meetings.

CONSENT AGENDA

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

CA-48 Minutes – The minutes of the May 20, 2008 Board of Trustees meeting were approved as submitted.

CA-49 Warrants – The warrants were approved as submitted.

CA-50 Out of State Travel – The following out of state travel request was approved as submitted:

- 7 students to travel to Costa Rica for study abroad program, July 3-12, 2008

- CA-51** Personnel Transactions - The list of personnel transactions was approved as submitted.

CHANCELLOR'S OFFICE

- CO-48** Resolution - Grant Agreements - The resolution in the matter of authorizing the Chancellor and College Presidents to sign grant agreements was adopted on a motion by Trustee Minnite, seconded by Trustee Cantu, and carried unanimously.
- CO-49** Resolution - Intent to Form SFID No. 2 (Coalinga Area) - The resolution declaring intention to form School Facilities Improvement District No. 2 (Coalinga Area) was adopted on a motion by Trustee Minnite, seconded by Trustee Cantu, and carried unanimously.
- CO-50** Resolution - Intent to Form SFID No. 3 (Lemoore Area) - The resolution declaring intention to form School Facilities Improvement District No. 3 (Lemoore Area) was adopted on a motion by Trustee Minnite, seconded by Trustee Oxborrow, and carried unanimously.
- CO-51** Easement Grant Deed - The easement grant deed to the City of Coalinga was approved on a motion by Trustee Minnite, seconded by Trustee Oxborrow, and carried unanimously.

FISCAL SERVICES

- FS-42** Fiscal Services Report - Mr. Ken Stoppenbrink, Vice Chancellor of Business Services, provided the fiscal services report. He stated that we are 91.7% through the fiscal year. General fund revenues are at 91.4% and general fund expenditures are at 82.9%.
- Trustee Minnite questioned what the budget would look like if we had not initiated a hiring freeze. Mr. Stoppenbrink stated we would not have gone over budget, but we would not have the savings that we have now going into next year.
- FS-43** Tentative Budget, 2008-2009 - Mr. Stoppenbrink stated that the budget is built on a 1.67% growth factor. Budget assumptions are contingent upon an ending balance of \$3.2 million; no further cuts to Proposition 98; implementation of the Governor's recommendations from the May revise; and finance committee approval.

Brief discussion took place regarding interfund transfers and auxiliary fund operations. Dr. Gornick complimented Mr. Stoppenbrink for his work on the budget.

The tentative budget for 2008-2009 was approved on a motion by Trustee Minnite, seconded by Trustee Ivans, and carried unanimously.

FS-44 District Appropriations Limit (Gann Limit) - The District Appropriations Limit (Gann Limit) for 2008-2009 was reviewed by the Board of Trustees. The document will be made available to the public for review 15 days prior to the adoption date which is scheduled for July 22, 2008.

PERSONNEL SERVICES

PS-10 Resolution - Reduction/Elimination of Services - The resolution in the matter of the reduction or elimination of classified positions was adopted on a motion by Trustee Minnite, seconded by Trustee Henry, and carried unanimously.

BOARD REPORTS / COMMENTS / REQUESTS AND ANNOUNCEMENTS

Trustee Cantu congratulated everyone on the passage of Measure Q.

Trustee Minnite congratulated everyone on the passage of Measure Q and recognized and thanked Dr. Hetu and Dr. Lewallen. He stated that the community really embraced the bond and he thanks everyone for a job well done.

Trustee Ivans expressed her congratulations on passing the bond and thanks everyone who worked so hard. She stated that she enjoyed the graduation ceremonies at Coalinga and Lemoore. Trustee Ivans expressed her condolences to the Simonson family.

Trustee Henry echoed the remarks made by his fellow Board members. He stated that it is great to see Measure Q pass. Trustee Henry expressed his condolences to the Simonson family.

Trustee Oxborrow expressed her condolences to the Simonson family and thanked everyone for their work on Measure Q.

Trustee Levinson congratulated everyone on the passage of Measure Q.

President McKean stated that everyone did a great job on Measure Q and this provides great momentum for Coalinga and Lemoore.

President McKean announced that the next meeting of the Board of Trustees is scheduled for July 22, 2008.

Trustee Minnite left the meeting at this time.

CLOSED SESSION

The meeting was adjourned to closed session at 3:56 p.m.

- Potential Litigation (as per Government Code Section 54956.9). Number of potential cases: 1
- Public Employee Discipline/Dismissal/Release (as per Government Code Section 54957)
- 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 6:10 p.m.

Nina Oxborrow
Clerk of the Board of Trustees

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Personnel Transactions

1. New Hires – Classified

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Cortez-Ontiveros, Domenica	Career Center Technician West Hills College Coalinga	40 hrs/wk 12 mo/yr	Range 42 Step A	Grant	5/1/08	
Riddle, Rebecca	Financial Aid Assistant West Hills College Lemoore	40 hrs/wk 12 mo/yr	Range 33 Step A	Grant	6/2/08	

2. Temporary Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Araiza, Jessica	Child Development Center Assistant Avenal Child Development Center	19 hrs/wk	Range 23 Step A	Grant	6/13/08 – 12/31/08	
Garcia, Rosa Mendez	Child Development Center Custodian West Hills College Coalinga	19 hrs/wk	Range 35 Step A	Grant	6/13/08 – 12/31/08	Temporary replacement for Cherry Miller
Sosa, Rosalinda	Child Development Center Assistant Avenal Child Development Center	19 hrs/wk	Range 23 Step A	Grant	6/13/08 – 12/31/08	Temporary hire while recruiting
Vega, Rosa	Child Development Center Assistant WHC Coalinga	19 hrs/wk	Range 23 Step A	Grant	6/13/08 – 12/31/08	Temporary hire while recruiting

3. Resignations / Retirements / Releases During Probation / Terminations

Name	Title & Location	Effective Date	Additional Information
Miller, Cherry	Custodian West Hills College Coalinga	5/18/08	Resignation
Shirk, Suzanne	Web Assistant District Office	6/13/08	Resignation
Tincher, Hazel	Basic Skills Instructor West Hills College Coalinga	5/23/08	Temporary contract ended
Vierra, Stacey	Child Development Center Teacher West Hills College Lemoore	5/27/08	Release during probation