

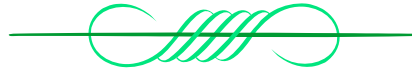


WEST HILLS COMMUNITY COLLEGE DISTRICT

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

MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD

July 26, 2011



CALL TO ORDER / OPEN SESSION

President McKean called the meeting of the Board of Trustees to order at 3:08 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
Willard Lewallen, President, West Hills College Coalinga
Don Warkentin, President, West Hills College Lemoore
Pedro Avila, Vice Chancellor of Institutional Effectiveness and Enrollment Management
Carole Goldsmith, Vice Chancellor of Educational Services and Workforce Development
Jill Stearns, Vice President of Educational Services, West Hills College Coalinga
Marlon Hall, Vice President of Student Services, West Hills College Coalinga
Richard Larson, Director of Farm of the Future, West Hills College Coalinga
Kathy Watts, Director of Child Development Centers
Sylvia Dorsey-Robinson, Vice President of Student Services, West Hills College Lemoore
Marcel Hetu, Director of North District Center, Firebaugh
Cathy Barabe, Director of Grants
Keith Stearns, Associate Vice Chancellor of Academic and Information Systems

Introduction of Guests

Ms. Felicia Torrez, Marketing Assistant, introduced Ms. Seferina Ramirez, intern in the grants department.

Public Comments

There were no public comments made at this time.

REPORTS FROM ORGANIZATIONS / COLLEGES / DISTRICT OFFICE

Academic Senate Report – Mr. Mike Burke, 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.

WHCFA Report – Ms. Marty Ennes, WHCFA President, was not present to report at this time.

CSEA Report – Mr. John Ieronimo, CSEA President, was not present to report at this time.

West Hills College Coalinga and North District Center, Firebaugh – Dr. Willard Lewallen, President, commented on the recent death of a student, Mr. Brett Wallis, who passed away from complications of diabetes. Mr. Wallis was a member of the baseball team and was a great athlete and student. Dr. Lewallen introduced Mr. Michael Curran, new head baseball coach and faculty member at West Hills College Coalinga.

Trustee Oxborrow arrived at this time.

Mr. Curran addressed the Board of Trustees and thanked them for the opportunity to serve as head baseball coach and faculty member.

Dr. Lewallen briefly reported on recent and upcoming events, including the visit by an international student group and performances in the fall.

West Hills College Lemoore – Mr. Don Warkentin, President, introduced Ms. Sylvia Dorsey-Robinson. She discussed the strategic plan and the initiative to prepare students to be successful. Ms. Dorsey-Robinson explained the implementation of the Bridge to Success (B2S) program, stating it is an intensive summer training in math and English. The preliminary results are promising. Mr. Warkentin announced upcoming event dates. The fall Duty Day will be held at the Golden Eagle Arena. An open house/dedication event for the Golden Eagle Arena is tentatively scheduled for November 2. Mr. Warkentin reported that plans are being made for a 10th anniversary gala at West Hills College Lemoore and the tentative date is March 24.

Chancellor's Report – Dr. Frank Gornick, Chancellor, introduced Mr. Pedro Avila.

- ARCC Report – Mr. Avila stated that the ARCC report is a requirement of the state. He briefly explained the peer groups and reviewed each of the ARCC indicators which include student progress and achievement rate; improvements in education plan delivery to students; percent of students who earn at least 30 units; fall to fall persistence rate; vocational courses success rate; basic skills completion rate; and basic skills improvement rate. Discussion took place concerning several of the slides for purposes of clarification.

Dr. Gornick distributed a recent publication of the Community College League of California which contains facts about community colleges in 2011. He also distributed copies of the Promising Practices Profiles, July 2011 which are provided as a resource to the U.S. Department of Labor Recovery Act grantees.

Dr. Gornick introduced Ms. Kathy Watts.

- Child Development Centers Annual Report – Ms. Watts stated that the annual report is a requirement of the Department of Education. Information was provided on the findings of progress for 4-year old students in the child development centers. Ms. Watts stated that we currently have seven child development center sites and one more in progress. The Huron site is anticipated to open October 3.

CONSENT AGENDA

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

- CA-1 Minutes – The minutes of the June 28, 2011 meeting of the Governing Board were approved as submitted.
- CA-2 Warrants – The warrants were approved as submitted.
- CA-3 Declaration of Surplus Property – The list of property was declared as surplus
- CA-4 Quarterly Financial Status Report, 311Q – The Quarterly Financial Status Report, 311Q was approved as submitted.
- CA-5 District Appropriations Limit (Gann Limit) – The District Appropriations Limit (Gann Limit) worksheet for 2011-2012 was approved as submitted.
- CA-6 Personnel Transactions – The list of personnel transactions was approved as submitted.

CHANCELLOR'S OFFICE

CO-1 Board Policy 4030, Academic Freedom – Dr. Gornick reported that approval of the academic freedom policy will not be requested until September, allowing faculty the opportunity to complete their review upon their return in August.

Board Policy 4030, Academic Freedom, was presented for a first reading at this time. Approval will be requested at a later date.

CO-2 Citizens' Bond Oversight Committee – On a motion by Trustee Minnite, seconded by Trustee Cantu, and carried unanimously, the following individuals were appointed to the Citizens' Bond Oversight Committee for SFID #1, Northern Area:

- Jose Ochoa
- Marcia Sablan

CO-3 Resolutions – Child Care Services – The following resolutions certifying approval for child care services were adopted on a motion by Trustee Ivans, seconded by Trustee Minnite, and carried unanimously:

- Child Care Contract CCTR-1042-6213-00-1
- State Preschool Contract CSPP-1092-10-6200-00-1
- Pre-Kindergarten and Family Literacy Program CPKS-1015-10-6213-00-1

FISCAL SERVICES

FS-1 Fiscal Services Report – Mr. Ken Stoppenbrink, Vice Chancellor of Business Services, provided the fiscal services report. He reported that we are 100% through the fiscal year. General fund revenues are at 83.9% and general fund expenditures are at 82.9%.

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.

Brief discussion took place regarding the workflow process for the residence halls. Trustee Cantu questioned the capacity for the residence halls and Dr. Lewallen responded that the men's facility can accommodate 120 students and the women's facility can accommodate 50.

An additional report was provided concerning the West Hills Community College Foundation and Mr. Stoppenbrink commented that it will be a standing quarterly report from this point forward.

The estimated revenue and expenses for the Sarah Palin event were discussed at length for purposes of clarification.

Mr. Stoppenbrink provided a brief update on the Laura Bush event accounting. Mr. Warkentin stated that we are approaching approximately 700 sold seats to date. There are several firm commitments for tables and it is anticipated that the tables will be sold out.

Mr. Stoppenbrink provided an update on the Bond Anticipate Note (BAN) issuance. The BAN was issued on June 4, 2009 in the amount of \$4,498,812. It is due on June 4, 2012; however, none of the BAN funds have been spent. Series B will be issued in spring 2012 to pay off the BAN. President McKean questioned why we aren't using the BAN funds to pay off the BAN. Mr. Stoppenbrink explained that BAN funds cannot be used to pay it off which is the reason to issue Series B.

With regard to the Retiree Health Benefits Plan, Mr. Stoppenbrink reported that there are currently 57 employees enrolled. This enrollment represents \$91,000 per year to subsidize the plan.

FS-2 Chancellor's Office Tax Offset Program – The district's participation in the 2012 Chancellor's Office Tax Offset Program (COTOP) was approved on a motion by Trustee Minnite, seconded by Trustee Cantu, and carried unanimously.

FS-3 Construction Change Directive – Mr. Stoppenbrink stated that he is providing this information prior to the change order because of the dollar amount involved. Trustee Oxborrow questioned the language in the bid that states "Due to fluctuating oil prices, this bid is subject to change." Mr. Kevin Cobb, district architect, stated that this has been clarified and the bid amount is good until September.

The construction change directive which precedes a change order for the West Hills College Lemoore Multi-Use Sports Complex asphalt paving and repairs project was approved on a motion by Trustee Minnite, seconded by Trustee Cantu, and carried unanimously.

BOARD REPORTS / COMMENTS / REQUESTS AND ANNOUNCEMENTS

Trustee Cantu welcomed Mr. Michael Curran, new head baseball coach, and thanked everyone for the reports provided.

Trustee Minnite had no comments at this time.

Trustee Ivans welcomed Mr. Curran and stated that she appreciates the reports that were given.

Trustee Henry had nothing to report at this time.

Trustee Oxborrow thanked everyone for the reports given and stated that she hopes everyone is enjoying the summer.

Trustee Levinson thanked everyone for their participation in the meeting.

President McKean expressed his thanks to everyone.

CLOSED SESSION

The meeting was adjourned to closed session at 5:14 p.m.

- Public Employee Discipline/Dismissal/Release (as per Government Code Section 54957)
- Potential Litigation (as per Government Code section 54956.9): 2 potential cases
- Conference with Labor Negotiator (as per Government Code Section 54957.6). Agency negotiator: Chancellor; Vice Chancellor of Business Services. Employee organization: CSEA; CTA. Unrepresented employees: Administrative; Management; Confidential.
- Discussion of Land Acquisition/Disposition of Property (as per Government Code Section 54956.8). Property: Firebaugh, California
- Public Employment (as per Government Code section 54957). Title: Chancellor

RECONVENE TO OPEN SESSION

The meeting was reconvened to open session at 6:00 p.m.

President McKean announced that during closed session the Board of Trustees discussed the Chancellor's employment. A contract addendum was approved on a motion by Trustee Cantu, seconded by Trustee Ivans, and carried on the following vote: Ayes - 6; Noes - 1 (McKean).

ADJOURNMENT

There being no further business before the Board of Trustees, the meeting was adjourned at 6:01 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
Curran, Michael	Head Baseball Coach/Instructor Certificated West Hills College Coalinga	199-day contract	Range V Step 8	District	8/8/11	Replacement for Paul Hodsdon
Hines, Letersha	Child Dev. Center Associate Teacher Classified West Hills College Lemoore	19 hrs/wk 11 mo/yr	Range 30 Step A	Grant	8/15/11	Replacement for Angela Garcia
Villalobos, Alex	Director of Residential Living and Student Activities Classified Management West Hills College Coalinga	40hrs/wk 12 mo/yr	Range 24 Step 1	District	7/11/11	Replacement for Ron Danner

2. Temporary Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Balboa, Carlos	Security Guard West Hills College Coalinga	Varies	Range 32 Step A	District	7/27/11 – 12/31/11	7/27/11 – 8/14/11: 40 hrs/wk 8/15/11 – 12/31/11: 19 hrs/wk
Gonzales, Miguel	Custodian West Hills College Coalinga	40 hrs/wk	Range 35 Step A	District and Grant	8/1/11 – 9/9/11	Temporary replacement for Annie Mata

3. Changes in Assignment

Name	Current Assignment	Change	Effective Date	Additional Information
Jurado, Griselda	Child Development Center Cook Avenal Child Development Center 40 hrs/wk, 12 mo/yr	Child Development Center Cook Avenal Child Development Center 40 hrs/wk, 10 mo/yr	7/1/11	Voluntary reduction in months
Pauwells-Lopez, Erika	Child Development Center Assistant West Hills College Lemoore Range 23, Step B	Child Dev. Center Associate Teacher West Hills College Lemoore Range 30, Step A	8/1/11	
Thissen, Layda	Child Development Center Teacher West Hills College Lemoore 19 hrs/wk, 9 mo/yr Range 40, Step E	Child Development Center Assistant West Hills College Lemoore 19 hrs/wk, 11 mo/yr Range 23, Step E	8/15/11	Voluntary title change

4. Resignations / Retirements / Releases During Probation / Terminations

Name	Title & Location	Effective Date
Cleveland, Franki	Secretary West Hills College Coalinga	7/15/11
Cortez, Edna	Child Development Center Assistant San Joaquin Child Development Center	8/31/11
Howard, Brett	Financial Aid Assistant I West Hills College Coalinga	7/12/11

4. Resignations / Retirements / Releases During Probation / Terminations (...continued)

Name	Title & Location	Effective Date
Lopez-Solorio, Joanna	Home Instruction Teacher San Joaquin Child Development Center	6/28/11
Montoya, Alejandro	After School Program Activity Specialist West Hills College Lemoore	6/3/11
Soto, Maricruz	Child Development Center Master Teacher San Joaquin Child Development Center	7/22/11
Winters, Tom	Learning Disabilities Counselor West Hills College Coalinga	8/30/11