



AGENDA OF THE REGULAR MEETING OF THE GOVERNING BOARD

Tuesday – September 24, 2013

**Location: West Hills College Lemoore – Conference Center
555 College Avenue – Lemoore, CA 93245**

Time: 1:00 pm

Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the District office located at 9900 Cody Street, Coalinga, CA 93210 during normal business hours.



I. Call to Order/Open Session

- Flag Salute
- Introduction of Guests
- Public Comments

*This time has been reserved for the public to comment on **non-agenda items**. If an individual wants to address the Board of Trustees, he/she should complete the public comments form located at the handout table and proceed with comments at the podium when recognized by the Board President. Individuals who want to comment on **agendized items** may do so after being recognized by the Board President and before Board discussion of the particular item during the meeting.*

II. Reports from Organizations / Colleges / District Office

- Academic Senate Report – Mr. Jeff Wanderer & Mr. Joel Rogers, Academic Senate Presidents
- WHCFA Report – Mr. Ken Sowden, WHCFA President
- CSEA Report – Mr. Keith Brock, CSEA President
- Student Trustee Report – Lizeth Hernandez, West Hills College Coalinga ASB President
- West Hills College Coalinga and North District Center, Firebaugh – Dr. Carole Goldsmith, President
- West Hills College Lemoore – Mr. Don Warkentin, President
 - Sabbatical Report – Ms. Jacqueline Shehorn, English/Basic Skills Instructor
- Chancellor's Report – Dr. Frank Gornick, Chancellor

III. Consent Agenda

All consent agenda items are considered to be routine by the Board of Trustees and will be enacted by one motion. There will be no separate discussion of items unless a Board member or citizen so requests, in which event the item(s) will be considered following approval of the consent agenda.

- CA-13** Minutes
- CA-14** Warrants
- CA-15** Change Order, West Hills College Coalinga Sewer Line Replacement project (informal bid award project)
- CA-16** Notice of Completion, West Hills College Coalinga Sewer Line Replacement project (informal bid award project)
- CA-17** Out of State Travel
- CA-18** Adult/Student Temporary Salary Schedule
- CA-19** Personnel Transactions

IV. Chancellor's Office

- CO-11** Consideration of resolution in the matter of trustee absence at Board meeting
- CO-12** Review of new and revised Board Policies and Administrative Procedures
 - BP 4250, Probation, Dismissal and Readmission
 - AP 4250, Probation
 - AP 4255, Disqualification and Dismissal
- CO-13** Consideration of Curriculum Committee Action Report for West Hills College Lemoore

V. Fiscal Services

- FS-10** Fiscal Services Report
- FS-11** Consideration of change order for West Hills College Coalinga Farm of the Future Diesel Fuel Relocation project
- FS-12** Consideration of notice of completion for West Hills College Coalinga Farm of the Future Diesel Fuel Relocation project
- FS-13** Consideration of notice of completion for North District Center Site Improvements (Phase 1) project

VI. Personnel Services

- PS-3** Consideration of job descriptions
 - Associate Vice Chancellor of Connected Learning (Administrative)
 - After School Program Lead Coordinator (Classified Management)

VII. Board Reports/Comments/Requests and Announcements

- Board Reports
- Announcement of next Board meeting: October 22, 2013

VIII. Closed Session

- Discussion of Land Acquisition/Disposition of Property (as per Government Code Section 54956.8). Property: Firebaugh, California; Lemoore, California
- Public Employee Discipline/Dismissal/Release (as per Government Code Section 54957)
- Conference with Labor Negotiator (as per Government Code section 54957.6. Agency negotiator: Chancellor; Vice Chancellor of Business Services. Employee organization: CSEA; CTA

IX. Adjournment

Personnel Transactions

1. New Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Seed, Amy	Marketing Assistant West Hills Community College District	40 hrs/wk 12 mo/yr	Range 47 Step 1	District	9/16/13	Replacement for Felicia Torrez
Sigala, Octabiano	Skilled Maintenance Worker West Hills College Coalinga	40 hrs/wk 12 mo/yr	Range 46 Step 1	District	9/16/13	Replacement for Jay Darnell

2. Temporary Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Mendez, Estefany	Child Dev Center Associate Teacher Avenal Child Development Center	40 hrs/wk	Range 33 Step A	Grant	9/25/13	

3. Changes in Assignment

Name	Current Assignment	Change	Effective Date	Additional Information
Jimenez Zaragoza (Byars), Fidela	Student Services Technician West Hills College Lemoore Range 36, Step 5	Senior Secretary West Hills College Lemoore Range 44, Step 3	10/1/13	New position

4. Resignations / Retirements / Releases During Probation / Terminations

Name	Title & Location	Effective Date
Chavez, Daisy	Child Development Center Assistant Lemoore Child Development Center	8/12/13
Fernandez, Laura	Child Development Center Assistant Lemoore Child Development Center	8/12/13
Garcia, Antonio	Network Support Specialist I West Hills Community College District	9/3/13
Hernandez, Michael	After School Program Activity Specialist West Hills College Lemoore	8/30/13
Macias, Lauro	Custodian West Hills College Lemoore	9/11/13
Reyes, Fabiola	Child Development Center Assistant Lemoore Child Development Center	8/28/13
Rivera, Monica	Child Development Center Associate Teacher San Joaquin Child Development Center	9/30/13
Schawe, Jean	Accounting Technician I West Hills Community College District	4/1/14
Tincher, Christopher	History Instructor West Hills College Coalinga	8/1/13