



MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD

November 13, 2012



CALL TO ORDER / OPEN SESSION

President McKean called the meeting of the Board of Trustees to order at 10:25 am.

Board members present:

Mark McKean, President
Bill Henry, Vice President
Edna Ivans
Jack Minnite
Steve Cantu
Brittany Burkhart, Student Trustee

Board members absent:

Nina Oxborrow, Clerk
Jeff Levinson

Administrators present:

Frank Gornick, Chancellor
Ken Stoppenbrink, Vice Chancellor of Business Services
Don Warkentin, President, West Hills College Lemoore
Tom Harris, Interim President, West Hills College Coalinga
Pedro Avila, Vice President of Student Services, West Hills College Coalinga
Sylvia Dorsey-Robinson, Vice President of Student Services, West Hills College Lemoore
Stephanie Droker, Vice President of Educational Services, West Hills College Coalinga
Keith Stearns, Associate Vice Chancellor of Academic and Information Services/Registrar
Frances Squire, Executive Director of West Hills Community College Foundation
Richard Larson, Director of Farm of the Future, West Hills College Coalinga
Marcel Hetu, Director of North District Center, Firebaugh
Daniel Tamayo, Director of International Student Services
Tom Wixon, Director of Marketing/Public Information Officer

Introduction of Guests

There were no guests introduced at this time.

Public Comments

There were no public comments made at this time.

REPORTS FROM ORGANIZATIONS / COLLEGES / DISTRICT OFFICE

Academic Senate Report – Mr. Jeff Wanderer, 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 – In the absence of Mr. Ken Sowden, WHCFA President, Mr. Matt Magnuson reported that the next negotiations session is scheduled for December 12 and the group hopes to come to an agreement.

CSEA Report – Mr. Keith Brock, CSEA President, commented on Proposition 30 and stated that he hopes to get things settled with negotiations. He also commented on an upcoming meeting with regard to the classification study.

West Hills College Coalinga and North District Center, Firebaugh – Dr. Tom Harris, President, reported that it is a busy time. Both of the Citizens' Bond Oversight Committee (for SFID #1 and SFID #2) met in the month of October. There are some vacancies on the committees, but membership information has been distributed. Dr. Harris reported that the ASB recently hosted a haunted theater event for Halloween and earned \$1,100. The students and Mr. Alex Villalobos did a good job on the event. Dr. Harris reported that Project Coalinga meets monthly and he was a guest speaker and provided an update at their most recent meeting. He also reported that the President's Scholars Dinner was held on November 5. He expressed his thanks to Trustee Ivans and Trustee Oxborrow for their attendance. Ms. Phyllis Roberts was recently honored with the Spirit of Philanthropy Award. Faith Christian High School students were recently on campus and exciting things are happening. Dr. Harris reported that Mendota Unified is anxious to partner with West Hills and establish programs that will be beneficial. The group is enthusiastic and a joint meeting with the Mendota superintendent will be scheduled.

Mr. Pedro Avila reported that Mr. Daniel Tamayo has been the Director for the International Student Program for 11 years and has traveled to 20 countries. In September a professional video company was hired to develop a video for outreach efforts. Mr. Avila showed the video and reported that students are interested in being here. Mr. Tamayo briefly reported on his outreach efforts in the various countries.

Dr. Marcel Hetu reported that Coach Mark Arce took the basketball team to Firebaugh High School for an event. He stated that our student athletes are great ambassadors for West Hills College.

West Hills College Lemoore – Mr. Don Warkentin, President, reported that the President's Scholars Dinner was held on November 5. He expressed his thanks to Ms. Frances Squire for her efforts with a capital campaign, stating that we could have a record number of President's Scholars next fall. Mr. Warkentin reported that West Hills College Lemoore will hold their annual Thanksgiving lunch next Tuesday. Counselors are conducting visits to high schools for outreach purposes, and a strategic planning

session with high schools is scheduled for December 7. He thanks Dr. Hetu for attending the recent cross country meet and reported that the women's team qualified for the state finals. The men's soccer team beat Fresno City College. We are "on the bubble" for playoffs. In closing, Mr. Warkentin reported that West Hills College Lemoore is hosting the state wrestling championships in December and Saturday was the first ever women's basketball game. That game ended in victory for West Hills College Lemoore.

Student Trustee Report – Ms. Brittany Burkhart, Student Trustee, was not present to report at this time.

Chancellor's Report – Dr. Frank Gornick, Chancellor, introduced Mr. Chris Addington. Mr. Addington distributed a site plan showing how the property in Lemoore will eventually be laid out. He also discussed the drainage sump and stated that there will not be a wetlands. Brief discussion took place regarding property.

Dr. Gornick reminded the Board members of the upcoming holiday reception which will be hosted by the West Hills Community College Foundation at Harris Ranch on December 2. In addition, he announced that February 14 is the tentative date for the Wellness Center dedication, and April 4 is the tentative date for the farm dedication event, which would coincide with the spring rodeo. Dr. Gornick reported that we are moving forward with the purchase and installation of the bleachers and they will be in place for the event.

CONSENT AGENDA

Trustee Minnite questioned item CA-28, stating that he wants justification for the need to add air conditioning units to a building that was designed only ten years ago. Mr. Addington responded that we have added more equipment in that building than originally planned and now we need to cool it. The equipment gives off a lot of heat. He stated that there is 50-60% redundancy and the units should be sufficient well into the future. This new units will provide the primary air conditioning, and the old units will be the backup. At this time we have exceeded the capacity of the existing units and are having to use fans for temporary cooling.

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

- CA-26** Minutes – The minutes of the October 23, 2012 study session and October 23, 2012 regular meeting were approved as submitted.
- CA-27** Warrants – The warrants were approved as submitted.
- CA-28** Award of Informal Bid – The bid for the West Hills College Lemoore MDF Library HVAC project was awarded to Alcorn Air in the amount of \$58,210.
- CA-29** Personnel Transactions – The list of personnel transactions was approved as submitted.

CHANCELLOR'S OFFICE

CO-16 Resolution – Annual Organizational Meeting – The resolution in the matter of the annual organizational meeting of the Board of Trustees was adopted on a motion by Trustee Henry, seconded by Trustee Minnite, and carried unanimously.

CO-17 Naming Opportunity – On a motion by Trustee Minnite, seconded by Trustee Ivans, and carried unanimously, the Wellness Center was named the 'Welborn Wellness Center' in honor of Guy and Dixie Welborn and their significant contribution to the West Hills Community College Foundation.

CO-18 Board Policies – The following Board Policies were approved on a motion by Trustee Ivans, seconded by Trustee Cantu, and carried unanimously:

- Board Policy 4235, Credit by Examination
- Board Policy 7215, Faculty Responsibilities

CO-19 Curriculum Committee Action Report – Trustee Cantu questioned accommodating the welding classes. It was stated that we will be able to accommodate them. Trustee Minnite stated that he likes this program as it is a job creator.

The Curriculum Committee Action Report for West Hills College Coalinga was approved on a motion by Trustee Minnite, seconded by Trustee Cantu, and carried unanimously.

FISCAL SERVICES

FS-24 Fiscal Services Report – Mr. Stoppenbrink provided the fiscal services report. He reported that the district is 33.3% through the fiscal year. General fund 11 revenues are at 25.5% and general fund 11 expenditures are at 30.5%. General fund 12 revenues are at 19.3% and general fund 12 expenditures are at 18.2%.

Mr. Stoppenbrink briefly discussed information on SFID #2 and #3 and the property tax assessment analysis. Brief discussion also took place regarding the bond measure analysis rates.

FS-25 Notice of Completion – The notice of completion for the West Hills College Lemoore roof recoating 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 stated that he had nothing to report at this time.

Trustee Minnite thanked the financial consultants for the Financing Corporation reports, stating that he appreciates good news. He thanked Mr. Tamayo for his efforts with the international students, stating that we are making a difference internationally and locally. Trustee Minnite expressed his congratulations to Mr. Warkentin and the success of the athletic department and thanked Dr. Harris for his input and due diligence at West Hills College Coalinga. He also thanked Mr. Addington for clarifying the infrastructure at West Hills College Lemoore.

Trustee Ivans stated that she appreciates the financial news and thanked Mr. Stoppenbrink for keeping the District financially solvent. She stated that the women's basketball game was great and the coaches do a wonderful job. She expressed her thanks to everyone for the great reports and news.

Trustee Henry stated that he enjoys the financial reports given by the consultants; however, he doesn't like the editorial comments about the poor performance of our state. Trustee Henry stated that he enjoyed the women's basketball game and the tailgate party. He commented on the financial stability of the District and expressed his appreciation of the efforts made by everyone. Trustee Henry reported that he is happy about passage of Proposition 30 and Measure L, stating that the District is doing well.

President McKean announced that the next regular meeting of the Board of Trustees is scheduled for December 11, 2012.

CLOSED SESSION

The meeting was adjourned to closed session at 11:59 am.

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

ADJOURNMENT

There being no further business before the Board of Trustees, the meeting was adjourned at 12:50 pm.

Nina Oxborrow
Clerk of the Board of Trustees

Personnel Transactions

1. New Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Covarrubias, Karima	After School Prog. Activity Specialist Lemoore Site	19 hrs/wk 10 mo/yr	Range 32 Step A	Grant	10/29/12	Replacement for Liliana Ochoa
Lopez, Claudia	After School Prog. Activity Specialist Lemoore Site	19 hrs/wk 10 mo/yr	Range 32 Step A	Grant	10/29/12	Replacement for April Aguilar
Moreno, Elena	After School Prog. Activity Specialist Avenal Site	19 hrs/wk 10 mo/yr	Range 32 Step A	Grant	10/29/12	Replacement for Elizette Rubio
Terrazas, Juditt	Senior Secretary West Hills College Lemoore	40 hrs/wk 12 mo/yr	Range 40 Step D	Grant	11/13/12	Replacement for Heather Bonilla

2. Temporary Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Magana, Rosa	Child Dev. Center Associate Teacher Avenal Child Development Center	40 hrs/wk	Range 30 Step A	Grant	11/14/12 – 12/31/12	
Ramirez, Evangelina	Child Dev. Center Associate Teacher Huron Child Development Center	40 hrs/wk	Range 30 Step A	Grant	11/14/12 – 12/31/12	

3. Resignations / Retirements / Releases During Probation / Terminations

Name	Title & Location	Effective Date
Burke, Michael	Biology Instructor West Hills College Coalinga	1/1/13
Moreno, Michael	Custodian West Hills College Lemoore	10/30/12