

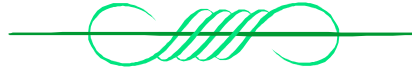
**WEST
HILLS**
COMMUNITY
COLLEGE
DISTRICT

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

April 24, 2007



CALL TO ORDER / OPEN SESSION

President McKean called the meeting of the Board of Trustees to order at 1:21 p.m.

Board members present:

Mark McKean
Bill Henry
Nina Oxborrow
Jeff Levinson
Jack Minnite
Edna Ivans
Steve Cantu
Larry Logsdon, Student Trustee

Administrators present:

Frank Gornick, Chancellor
Tom Harris, Interim President, West Hills College Coalinga
Ken Stoppenbrink, Vice Chancellor of Business Services
Dave Bolt, Vice President of Educational Services, West Hills College Lemoore
Jill Stearns, Dean of Student Learning, West Hills College Coalinga
Susan Kincade, Dean of Learning Resources

Introduction of Guests

President McKean introduced Mr. Sean Howard, Firebaugh resident and President of the Firebaugh-Las Deltas Unified School District.

Public Comments

Mr. Howard stated that he is an alumni of West Hills College and what West Hills College is doing is greatly helping the entire west side. He stated this his remarks are not meant to offend. Mr. Howard shared that his son currently attends West Hills College Coalinga and is a part of the Farm of the Future program. He stated that it is an excellent program and has motivated his son. His concern is that what should be

addressed is the emphasis on the farm program and not on the two year ascension to the degree. He stated that when students get out of the program, they are not in a position to fulfill their two year requirements. The emphasis is not on all the classes to get to the AA degree; it is focused on the program. He stated that his son will be taking classes in the summer to so that he may be able to transfer to Fresno State.

President McKean responded that this is also a concern of the Board of Trustees. He stated that they go back and forth about how to handle the program. He commented that if the program were converted to the kind of program it should be, we may miss some students. We will lose students if we don't have a narrow focus. President McKean stated that he agrees with Mr. Howard and understands his concern.

Trustee Ivans questioned how many units students need after they are done with the farm program. President McKean responded that they need quite a few. Dr. Frank Gornick commented that this is the route that we have decided to take for the reasons that President McKean articulated, but we also want to move students on the right track. It may be that this is where we need to evolve at this time. Trustee Ivans agreed that we need to work hard on this. Trustee Cantu commented that there are businesses hiring the students from the GPS program and this is another deterrent to the students completing their degree.

Mr. Howard also commented on the proposed learning center in the city of Mendota that will be a joint powers agreement with the Firebaugh-Las Deltas Unified School District, Mendota Unified School District, and possibly the Golden Plains Unified School District. He stated that they would like to have West Hills College as a partner and not just a participant. West Hills College involvement is crucial in that the adults will be served. Each school district wants to keep their own ADA and West Hills can keep their own funding. Mr. Howard stated that he likes Dr. Gornick's idea of a Memorandum of Understanding (MOU). Dr. Gornick stated that this was recently presented before the Fresno County Board of Supervisors. They have moved to proceed with the Learning Center and have recognized West Hills College as a partner. The county is also providing \$200,000 for vocational training. Mr. Howard stated that a key person is needed to run the program and two people need to be elected to serve on the steering committee.

Trustee Minnite complimented Mr. Howard for what the groups have done for the west side. Mr. Howard thanked West Hills College for what they are doing.

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 been working on Academic Senate awards for students in individual disciplines. She reported that Ms. Sarah Shepard will serve as the chair on the Curriculum Committee beginning in the fall. Ms. Bart was

elected to serve another term as Senate president. Ms. Bart reported that the revised equivalency policy and procedure have been submitted to the Chancellor and the College Presidents for their review and the senates from Coalinga and Lemoore are working on a joint tenure form. Ms. Bart reported that the Senate has been discussing the resource allocation procedure. They have not gotten information on how the procedure has worked and have not seen documentation. The faculty have also questioned the FTE goals and how they are determined. One of the changes to the procedure that is being questioned concerns the district office being able to take the restricted funding. With regard to the policy and procedure on the delineation of functions, the Senate wants to change the title around so that it matches the policy.

Mr. James Preston, Academic Senate President for West Hills College Lemoore, reported that the Senate has voted on the policies and procedures and the information has been sent to Ms. Donna Isaac. Mr. Preston commented on the annual report from WASC and the many questions regarding Student Learning Outcomes (SLOs). He stated that it was good to work on this and get benchmarks. It was also a good effort in collaborating and pulling information together. Mr. Preston commented on the resolutions addressed at the last meeting with regard to release time for the SLO coordinator and the hold harmless policy. He stated that the Senate is reviewing the learning areas and discussing reconstituting them and making the membership a little more even. They are also working on Senate awards and have submitted their list for the honors brunch in May.

Trustee Levinson questioned the hold harmless policy. Mr. Preston stated that it is something that is consistent throughout the state. It gives faculty the freedom in the evaluation of SLOs to be held harmless for the results. Mr. Preston stated that the resolution is clearly worded that it is the responsibility of the faculty to develop, implement and evaluate, but they can't be held responsible for students meeting the outcomes. Trustee Levinson questioned if the resolution will come to the Board. Dr. Gornick responded that the Senates have done a lot of good work and that discussion needs to be had concerning evaluation, which is a negotiable item.

WHCFA Report – Ms. Faye Mendenhall, WHCFA President, stated that the policies and procedures have been reviewed by the college council. She stated that the district has received good news from CVT (California's Valued Trust) regarding insurance premiums. There are no increases planned for this year and the retirees will be happy about this.

CSEA Report – Mr. Butch Brewer, CSEA President, stated that he had nothing to report at this time.

ASB Report – Mr. Larry Logsdon, Student Government Association President, West Hills College Lemoore, reported that the Spring General Assembly will be held the weekend of April 28. State issues will be discussed. A Region 5 meeting was held

earlier in April and the group began working on building a constitution. Student elections for Lemoore will be held May 9-10. Students with ASB cards are eligible to vote. Mr. Logsdon commented on shared governance and stated that he is thankful that the Board of Trustees seeks the opinion of the students. Mr. Logsdon commented on current and upcoming events including a job fair; blood drive; new clubs; updating of the SGA website; and the implementation of student fees in the future.

Trustee Minnite questioned if there has been any communication from the Coalinga campus because all the Board has heard is information about Lemoore. Mr. Logsdon responded that the information provided is mostly from the state level. Benjamin Balderaz, the ASB representative for Coalinga, serves on a state level group for students.

West Hills College Coalinga and North District Center, Firebaugh – Dr. Tom Harris, Interim President, distributed a college activities report and commented on recent and upcoming events. Dr. Harris stated that he would like to see a joint meeting between students from Coalinga and Lemoore.

Ms. Jill Stearns reported on accreditation. She stated that the midterm report is well on its way. There are two 2 separate sections, one being a response to the recommendations and the other addressing planning agenda items. Ms. Stearns reported that the team working on the response to the recommendations has a May 1 draft completion date. The next step is to work with Mr. Pedro Avila, amassing a campus task force to take a look at institutional student learning outcomes. They want to more fully determine where we are at in meeting our institutional goals. Ms. Stearns reported that the ACCJC annual report was also addressed in Coalinga and the SLO team addressed the questions. Ms. Stearns expressed her appreciation to Arkady Hanjev and Minerva Brixey for their assistance in getting this task accomplished.

With regard to the Claremont Custody Center, Ms. Stearns reported that courses began February 20. There is great interest in the areas of welding and heavy equipment. Ms. Stearns discussed some of the challenges with offering the programs. She reported that the program is currently in discussions concerning GED preparation and GED testing. Ms. Stearns acknowledged Javier Cazares for his work in this area. Dr. Harris stated that we have made a lot of friends in the community because of the good work being done at the Claremont Custody Center.

West Hills College Lemoore – In the absence of Mr. Don Warkentin, President, Mr. Dave Bolt, Vice President of Educational Services, distributed a college activities report and commented on recent and upcoming events. Mr. Bolt reported that Mr. Warkentin is attending the White House Initiative on Hispanic Serving Institutions in El Paso, Texas. He commented that there have been a number of visitors to West Hills College Lemoore recently. All events have been free of charge.

Chancellor's Report – Dr. Frank Gornick, Chancellor, commented on the recent CVHEC (Central Valley Higher Education Consortium) meeting and education forum. He also reported that the administrators participated in a good retreat last Friday and discussed the topics of diversity, operating as a system, and accreditation. Dr. Gornick reported that he will be making a presentation at the Community College League of California Annual Trustees Conference the first weekend of May concerning the Board's role in accreditation in terms of institutional effectiveness. He stated that we were asked by the State Chancellor's Office to be there after Chancellor Drummond heard Mr. Avila's presentation at the February Board meeting. They are interested in what we have done. Dr. Gornick stated that the colleges have done a good job in getting speakers on campus and encouraged them to continue these efforts.

CONSENT AGENDA

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

- CA-38** Minutes – The minutes of the February 2, 2007; February 12, 2007; February 27, 2007 and March 6, 2007 Board meetings were approved as submitted.
- CA-39** Warrants – The warrants were approved as submitted.
- CA-40** Quarterly Financial Status Report – The Quarterly Financial Status Report, 311Q for the quarter ending March 31, 2007 was approved as submitted.
- CA-41** Out of State Travel Requests – The following out of state travel requests were approved as submitted:
- Rodeo Team members traveling to Las Vegas, Nevada for UNLV Regional Finals – May 11-12, 2007
 - Rodeo Team members traveling to Caster, Wyoming for College National Finals Rodeo – June 10-16, 2--8
- CA-42** Personnel Transactions – The list of personnel transactions was approved as submitted.

CHANCELLOR'S OFFICE

- CO-26** Administrative Procedure 6225, Resource Allocation – Dr. Gornick commented that the resource allocation procedure is driven by accreditation. He stated that information concerning the district office was added because we have a district function.

This item was presented for a first reading. Approval will be requested at a later date.

CO-27 Board Policy and Administrative Procedure 2431, Delineation of Authority to College Presidents and District Chancellor – This item was presented for a first reading. Approval will be requested at a later date.

CO-28 Proposed Board of Trustees Meeting Schedule – President McKean stated that meetings held on the second Tuesday of the month are problematic for him. Trustee Cantu asked that there only be one meeting held in the month of April.

This item was presented for a first reading. Approval will be requested at a later date.

CO-29 Ballot for CCCT Board – The ballot for the California Community College Trustee Board was approved on a motion by Trustee Minnite, seconded by Trustee Cantu, and carried unanimously.

CO-30 Tenure Recommendations – Dr. Gornick stated that he is happy to present the tenure recommendations to the Board of Trustees for their consideration.

Mr. Preston commented that the West Hills College Lemoore Academic Senate had forwarded three names for tenure, including Mr. Ron Oxford. He explained that Mr. Warkentin did not concur with the recommendation for Ron Oxford and provided his reasoning. Mr. Preston stated, for the record, the phenomenal job that has been done by Mr. Oxford. He stated that he is a great person to have on campus.

Dr. Gornick commented that Mr. Warkentin has talked to Mr. Preston about the tenure recommendations and that Mr. Oxford has not yet met the time frame of four years as a certificated faculty member. He explained that the Senate Presidents know that we are following our policy and this is in no way a disagreement with the recommendation.

Ms. Mendenhall echoed the remarks made by Mr. Preston, stating that Mr. Oxford has worked on both campuses. She stated that she understands the logic behind the decision, but questioned Mr. Oxford's time as a classified management employee not being applied, although the job was the same. She further stated that the faculty feel that he has put in his time and would like to see tenure granted.

The following faculty from West Hills College Lemoore were approved for tenure on a motion by Trustee Cantu, seconded by Trustee Levinson, and carried unanimously:

- David Babb
- Suzanne Heskett

CO-31 CTA Contract Articles – Dr. Gornick explained that the district and CTA each have an opportunity to request two non-economic items to re-open for negotiations. These items are the articles that are officially being “sunshined”.

The Board of Trustees acknowledged the following CTA contract articles to re-open for negotiations:

- CTA: Article 20, Distance Learning; Article 22, Retirement
- District: Article 4, Evaluation; Article 5, Calendar

FISCAL SERVICES

FS-38 Fiscal Services Report – Mr. Stoppenbrink, Vice Chancellor of Business Services, distributed a recent article from GovPro.com and briefly commented on the information.

Mr. Stoppenbrink discussed the status of the budget expenses and revenues to date. He reported that we are 75% through the 2006-2007 fiscal year. General fund revenues are at 79.2% and general fund expenditures are at 60.8%.

Mr. Stoppenbrink also provided information concerning the auxiliary funds and their status. With regard to child care, Dr. Gornick commented that we will be providing services at Avenal High School and the City of Huron.

Trustee Oxborrow questioned how we are doing on the collection of debt. Mr. Stoppenbrink stated that he will provide an accounts receivable summary at the next meeting.

BOARD REPORTS / COMMENTS / REQUESTS AND ANNOUNCEMENTS

Trustee Minnite thanked everyone for coming to Firebaugh. He expressed his thanks to Mr. Howard for being at the meeting and for the partnership that has been started. He stated that we could not be in the position we are without faculty making the drive to Firebaugh to teach. He stated that there is a hunger for education at the North District Center that we are attempting to meet. There is commitment and new growth everywhere and we have a huge responsibility to our entire district. He stated that it is

what everyone contributes that makes West Hills what it is all about. He expressed his thanks to everyone.

Dr. Harris commented that having experienced other boards where there are personal political agendas, to be in Firebaugh last week and see agencies work in the best interest of students is commendable. He stated that we need to show everyone what cooperative boards can do for students.

Trustee Cantu stated that it is great to be in Firebaugh and it is great to hear from someone like Mr. Howard. Trustee Cantu stated that he would like to have more information on what the regional learning center is all about. Dr. Gornick commented that we have stayed in the background to see what was going to happen. We will now take our place at the table to help shape the discussions as there is still a lot to be worked out. He stated that it is good that Fresno County is involved.

Trustee Ivans thanks everyone for their presentations. She reported that there is a good article in the recent CCLC publication about the Farm of the Future.

Trustee Levinson expressed his congratulations to Mr. David Babb and Ms. Suzanne Heskett for achieving tenure.

Trustee Henry expressed his congratulations to the faculty for achieving tenure. He stated that it was nice to hear the comments from Mr. Howard as they reminded him of the gathering for the farm luncheon where the students had a lot of nice things to say. Trustee Henry thanked everyone for their hard work and dedication to the colleges.

Trustee Oxborrow stated that she enjoys coming to Firebaugh. She thanked everyone for their work and presentations.

President McKean stated that it is a real testament to the faculty and staff for another “mission accomplished” with Mr. Shawn Howard’s son.

President McKean announced that the next meeting of the Board of Trustees is scheduled for May 15, 2007.

CLOSED SESSION

The meeting was adjourned to closed session at 3:05 p.m.

- Public Employee Discipline/Dismissal/Release (as per Government Code Section 54957)
- Discussion of land acquisition/disposition of property (as per Government Code Section 54956.8). Property: Coalinga, California; Lemoore, California; Firebaugh, California

- Discussion of land acquisition/disposition of property (as per Government Code Section 54956.8. Property: Coalinga, California; Lemoore, California; Firebaugh, California)

ADJOURNMENT

There being no further business before the Board of Trustees, the meeting was adjourned at 3:35 p.m.

Nina Oxborrow
Clerk of the Board of Trustees

/di

Personnel Transactions

1. New Hires – Administrative

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Buckley, Shelley	Director of Health Careers	40 hrs/wk 12 mo/yr	Class II Step 8	District	12/18/06	Replacement for Donna Todd

2. New Hires – Certificated

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Holsonbake, Troy	Admin. of Justice (AOJ) Instructor West Hills College Coalinga	177-day contract	Class I Step 4	District	8/9/07	Currently on a temporary contract; change to a regular, tenure track faculty
Rolfsema, Tina	Psychiatric Technician Instructor West Hills College Coalinga	79-day contract	Class I Step 13	District	3/8/07	Temporary contract

3. New Hires – Classified

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Bernal, Johnathon	Skilled Maintenance Worker West Hills College Lemoore	40 hrs/wk 12 mo/yr	Range 46 Step A	District	5/1/07	New position
Castleman, Theresa	Child Development Center Teacher West Hills College Lemoore	19 hrs/wk 12 mo/yr	Range 35 Step A	Grant	3/20/07	Replacement for Nancy Ramirez
Jasso, Maria	Child Dev. Center Associate Teacher North District Center, Firebaugh	19 hrs/wk 9 mo/yr	Range 30 Step A	Grant	4/2/07	Replacement for Hilda Perez
Jimenez, David	Child Development Center Assistant North District Center, Firebaugh	19 hrs/wk 12 mo/yr	Range 23 Step A	Grant	4/2/07	Replacement for Irma Rodriguez
Martinez, Adela	Child Development Center Assistant North District Center, Firebaugh	19 hrs/wk 12 mo/yr	Range 23 Step A	Grant	4/2/07	Replacement for Araceli Perez
Miller, Cherry "CJ"	Custodian West Hills College Coalinga	19 hrs/wk 12 mo/yr	Range 35 Step A	Grant	3/20/07	New position
Moreno, Reyna	Student Services Assistant West Hills College Coalinga	40 hrs/wk 12 mo/yr	Range 36 Step A	Grant	4/2/07	Replacement for Jessica Pimentel
Rodriguez, Maria	Child Dev. Center Associate Teacher San Joaquin Child Dev. Center	19 hrs/wk 12 mo/yr	Range 30 Step A	Grant	4/9/07	New position
Torrez, Lupe	Child Development Center Assistant San Joaquin Child Dev. Center	19 hrs/wk 12 mo/yr	Range 23 Step A	Grant	4/9/07	New position

4. Changes in Assignment

Name	Current Assignment	Change	Effective Date	Additional Information
Camacho, Lourdes	Child Dev. Center Associate Teacher San Joaquin Child Dev. Center 19 hrs/week, 12 mo/year	Child Dev. Center Associate Teacher San Joaquin Child Dev. Center 40 hrs/week, 12 mo/year	3/12/07	Replacement for Laura Sanchez

4. Changes in Assignment (continued.....)

Name	Current Assignment	Change	Effective Date	Additional Information
Cantu, Becky	Human Resources Specialist District Office Range 1, Step F	Administrative Assistant District Office Range 3, Step B	5/1/07	
Espinoza, Ana	Advising Specialist West Hills College Lemoore 19 hrs/week, 12 mo/year Range 56, Step C	Sr. Employment Readiness Specialist One Stop Office 40 hrs/week, 12 mo/year Range 57, Step B	4/2/07	Replacement for April Chavarria
Pimentel, Robert	Sr. Employment Readiness Specialist (Classified position) One Stop Office Range 57, Step C	Interim WIA Youth/Adult Srvcs. Coord. (Classified Management position) One Stop Office Range 31, Step A	4/1/07	Temporary replacement for Liz Repp while recruiting; grant funded

5. Resignations / Retirements / Releases During Probation / Terminations

Name	Title & Location	Effective Date	Additional Information
Anthony, Sofia	Child Development Center Associate Teacher West Hills College Coalinga	3/23/07	Resignation
Denman, Shannon	Child Development Center Cook West Hills College Coalinga	7/31/07	Resignation
Dodd, Candis	Bookstore Assistant I West Hills College Lemoore	3/16/07	Resignation
Tario, Evelyn	Child Development Center Teacher West Hills College Coalinga	3/30/07	Resignation