



MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD

November 15, 2011



CALL TO ORDER / OPEN SESSION

President McKean called the meeting of the Board of Trustees to order at 4:41 pm and led the Board members and audience in the flag salute.

Board members present:

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

Administrators present:

Frank Gornick, Chancellor
Ken Stoppenbrink, Vice Chancellor of Business Services
Willard Lewallen, President, West Hills College Coalinga
Carole Goldsmith, Vice Chancellor of Educational Services & Workforce Development
Pedro Avila, Vice Chancellor of Institutional Effectiveness & Enrollment Management
Frances Squire, Executive Director, West Hills Community College Foundation
Jill Stearns, Vice President of Educational Services, West Hills College Coalinga
Sylvia Dorsey-Robinson, Vice President of Student Services, West Hills College Lemoore
Marcel Hetu, Director of North District Center, Firebaugh
Richard Larson, Director of Farm of the Future, West Hills College Coalinga

Public Comments

There were no public comments made at this time.

Introduction of Guests

There were no guests introduced at this time.

REPORTS FROM ORGANIZATIONS / COLLEGES / DISTRICT OFFICE

Academic Senate Report – Dr. 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 – Mr. Ken Sowden, WHCFA President, reported that CTA will be meeting with the administration to discuss the online calendar compression and online training. He stated he will also be meeting with the CTA membership this evening in order to discuss these issues.

CSEA Report – In the absence of Mr. John Ieronimo, CSEA President, Mr. Keith Brock, CSEA Vice President, stated that he has nothing to report at this time.

Mr. Ken Stoppenbrink notified Mr. Brock that he has received a call from Mr. Terry Flanagan, CSEA Labor Relations Representative, regarding the scheduled labor negotiations. He stated that they would be cancelled due to Mr. Flanagan being summoned for jury duty.

Student Trustee Report – Mr. Gerald Butler, Student Trustee, reported that West Hills College Lemoore has started the fitness challenge. West Hills College Coalinga has begun celebrating international student week. There have been several events scheduled on campus. The Lights of Love event at West Hills College Coalinga began yesterday. The football season is officially over and basketball season has started.

West Hills College Coalinga and North District Center, Firebaugh – Dr. Willard Lewallen, President, provided a brief report on Mr. Bruce Hunt, Instructor/Rodeo Coach. He is scheduled for hip replacement in December and hopes to return for the spring semester. Mr. Cameron Aubrey, student rodeo athlete, is now at home. He is walking and doing great and is currently going through physical therapy. Dr. Lewallen stated that he will keep the Board updated regarding the progress of these individuals.

Dr. Lewallen reported that a President's Scholars Dinner was held at the North District Center, Firebaugh this past Monday and was held last night at West Hills College Coalinga. Both events had a great turnout. He reported that this is the fourth year that West Hills College Coalinga will hold Lights of Love to provide the opportunity for children to be sponsored and receive a holiday gift. A total of 440 children have been sponsored since its inception. Dr. Lewallen briefly reported on the successes of the basketball team.

Trustee Oxborrow questioned the recent President's Forum and the questions asked by the student. Dr. Lewallen explained the purpose for the forum was to share information regarding the budget. He stated that he did not want students to be the last to know about the budget and wants them to be aware of what is happening. The students had asked really good questions. Dr. Lewallen commented that he clarified to them why buildings were being built. This was a great opportunity to explain and educate students on how certain things work. There were also a lot of questions regarding the availability of classes. Dr. Lewallen explained that he made it very clear that the college would work with the students and help them finish their degrees. He also stressed the importance of education plans. Dr. Marcel Hetu commented that the students also wanted to know why administrators couldn't teach for free. The bookstore manager was

also present to explain textbook rentals. Ms. Jill Stearns reported that students asked if the Board of Governors fee waiver would go away. Dr. Lewallen stated that he explained it is still available but under review.

In closing, Dr. Lewallen reported that the hot air balloons will be flying this weekend.

West Hills College Lemoore – In the absence of Mr. Don Warkentin, President, Ms. Sylvia Dorsey-Robinson, Vice President of Student Services, reported that West Hills College Lemoore held a town hall meeting with students. Students and staff revisited many of the previous issues and brought closure to some. SGA held a Carnival event with over 100 students in attendance. Ms. Dorsey-Robinson reported that an open house for the Golden Eagle Arena was held and was a wonderful event. Alpha Gamma Sigma held a conference which included several other colleges. There were about 200 students in attendance and several students were sent to UCLA. The target was freshman students and getting them to start thinking about transferring. The Susan B. Komen event raised over \$1,000. A health fair was held at West Hills College Lemoore and many students had their blood pressure checked and they donated blood. Those students who make the biggest life change will have access to the wellness equipment. In closing, Ms. Dorsey-Robinson reported that the wrestling team took first place in the championship.

Chancellor's Report – Dr. Frank Gornick, Chancellor, provided an update to the Board on Mr. Mike Isaac's condition. He reported that he is home; has good and bad days; but is doing well overall. Dr. Gornick reported that he and Dr. Carole Goldsmith recently attended a funders meeting with regard to the new grant. Of those funded, West Hills College is the only educational institution. There was a variety of different types of agencies but all focused on education. West Hills College has a good track record of doing well. The funding agency is very focused on what is happening in the Central Valley. Hewlett Packard is debating on whether or not to invest more funds in the Central Valley. Dr. Gornick explained that in order to help the valley, they need to come and see it.

At this time Dr. Gornick introduced Mr. Chris Addington and asked that he provide an update on the district's facilities. Mr. Addington reported that he is very satisfied with the progress of the ag science facility. He also stated that we currently have a quote for the parking lot which was lower than expected. With regard to the parking lot in Lemoore, there are many competitive bids.

Dr. Gornick stated that he recently had an opportunity to view a forum held by Mr. Jody Ruble, Dean of Categorical Services. Questions were displayed on the presentation screen and students responded using their phone. Dr. Gornick also shared that there was a good harvest this year with the orchards at West Hills College Coalinga and a good yield was produced.

CONSENT AGENDA

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

- CA-21** Minutes – The minutes of the October 25, 2011 meeting of the Governing Board were approved as submitted.
- CA-22** Warrants – The warrants were approved as submitted.
- CA-23** Personnel Transactions – The list of personnel transactions was approved as submitted.

CHANCELLOR'S OFFICE

- CO-25** Resolution – Annual Organizational Meeting – The resolution in the matter of the annual organizational meeting was adopted on a motion by Trustee Levinson, seconded by Trustee Cantu, and carried unanimously.
- CO-26** Resolution – Support of Senate Constitutional Amendment (SCA) 5 – The resolution in the matter of support of Senate Constitutional Amendment (SCA) 5 was adopted on a motion by Trustee Minnite, seconded by Trustee Ivans, and carried unanimously.
- CO-27** Resolution – Student Success Task Force Recommendations – The resolution in the matter of Student Success Task Force Recommendations was adopted on a motion by Trustee Minnite, seconded by Trustee Ivans, and carried unanimously.

FISCAL SERVICES

- FS-20** Fiscal Services Report – Mr. Ken Stoppenbrink, Vice Chancellor of Business Services, provided the fiscal services report. He reported that the district is 33.4% through the fiscal year. General fund revenues are at 30.8% and general fund expenditures are at 29.2%.

Trustee Oxborrow asked for clarification regarding online revenue. She expressed her concern as there are no dollars listed for Coalinga. Dr. Lewallen explained that the Coalinga online classes are coded to the North District Center, Firebaugh. Dr. Gornick explained that the state allows for this to occur. Dr. Lewallen further explained that the information is submitted to the state as West Hills College Coalinga. Discussion took place concerning how the coding works and how funds are allocated. Dr. Gornick explained that the Presidents have the ability to move funds to assist them in meeting certain requirements.

Trustee Henry asked for clarification on the 4,813.70 FTE. The budget report shows 5,367.85 throughout the document. Mr. Stoppenbrink explained that this is incorrect and should be 4,813.70. Trustee Henry questioned the actual FTE and Mr. Stoppenbrink responded that it is about 400 more than what the district is paid for. Mr. Stoppenbrink stated

that he will verify the numbers and provide the Board with the correct FTE numbers before the next Board meeting.

Trustee Henry asked if the allocation model is reviewed. Dr. Gornick explained that it is reviewed every year. Trustee Minnite asked Mr. Stoppenbrink for clarification on the \$6,000,000 deferral. Mr. Stoppenbrink explained the deferral affects the cash flow. He also explained that this is one of the reasons why spending is frozen earlier. Mr. Stoppenbrink reported that the state does this in order to balance their budget.

FS-21 SWACC Financial Report – Mr. Stoppenbrink provided a report on the State Wide Association of Community Colleges (SWACC) financials.

FS-22 Contract Award – On a motion by Trustee Ivans, seconded by Trustee Henry, and carried unanimously, the contract for the West Hills College Lemoore campus road repairs project was awarded to Kern Asphalt Paving & Sealing Co., Inc. in the amount of \$98,879.72. The amount includes the base bid and alternates 1 and 2.

Trustee Minnite asked where the funds for this project are coming from. Mr. Stoppenbrink responded that the funds will be from the SFID. Trustee Minnite questioned the fund balances for each of the SFIDs. Mr. Stoppenbrink stated that he does not have the totals with him at this time but would be able to provide them to the Board at a later date. Trustee Minnite expressed his concern about matching funds.

Dr. Gornick stated that there was concern expressed regarding the assessed value for Kings County. The district is currently working with consultants in order to determine if the assessed value is correct.

PERSONNEL SERVICES

PS-2 Resolution – Reduction and/or Elimination of Classified Services (Effective December 30, 2011) – The resolution in the matter of the reduction and/or elimination of classified services (2 employees, effective December 30, 2011), was adopted on a motion by Trustee Minnite, seconded by Trustee Cantu, and carried unanimously.

PS-3 Resolution – Reduction and/or Elimination of Classified Services (Effective January 31, 2012) – The resolution in the matter of the reduction and/or elimination of classified services (4 employees, effective January 31, 2012), was adopted on a motion by Trustee Minnite, seconded by Trustee Levinson, and carried unanimously.

BOARD REPORTS / COMMENTS / REQUESTS AND ANNOUNCEMENTS

Trustee Cantu wished everyone a happy Thanksgiving.

Trustee Minnite congratulated Trustee Ivans for her award and wished everyone a happy Thanksgiving.

Trustee Ivans stated that she enjoyed the open house for the Golden Eagle Arena and was glad the Board meeting started later in order to allow her to attend the awards ceremony.

Trustee Henry thanked all of the employees for their hard work.

Trustee Oxborrow congratulated Trustee Ivans and wished everyone a good holiday.

Trustee Levinson echoed the comments made by his fellow Board members.

President McKean congratulated Trustee Ivans and stated that he also enjoyed the Golden Eagle Arena dedication.

The next meeting of the Board of Trustees is scheduled for December 13, 2011 at 10:00 am.

CLOSED SESSION

The meeting was adjourned to closed session at 5:50pm.

- 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: CTA; CSEA

ADJOURNMENT

There being no further business before the Board of Trustees, the meeting was adjourned at 6:37 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
Cruz, Amanda	Child Development Center Assistant Classified Avenal Child Development Center	19 hrs/wk 9 mo/yr	Range 23 Step A	Grant	11/11/11	Replacement for Maria Guerrero
Garcia, Margarita	Child Dev. Center Associate Teacher Classified Avenal Child Development Center	19 hrs/wk 9 mo/yr	Range 30 Step A	Grant	11/11/11	Replacement for Cecilia Solorio
Guillen, Erika	Child Development Center Assistant Classified West Hills College Lemoore	19 hrs/wk 9 mo/yr	Range 23 Step A	Grant	11/11/11	Replacement for Roselia Gomez
Reyes, Fabiola	Child Development Center Assistant Classified West Hills College Lemoore	19 hrs/wk 9 mo/yr	Range 23 Step A	Grant	11/11/11	Replacement for Erika Pauwells-Lopez

2. Temporary Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Padilla, Laura	Child Dev. Center Associate Teacher Classified Huron Child Development Center	40 hrs/wk	Range 30 Step A	Grant	11/16/11	

3. Changes in Assignment

Name	Current Assignment	Change	Effective Date	Additional Information
Tafolla, Oscar	After School Program Activity Spec. Classified West Hills College Lemoore 19 hrs/wk, 11 mo/yr Range 32, Step B	Equipment/Event/Coordinator Classified West Hills College Coalinga 40 hrs/wk, 12 mo/yr Range 42, Step A	11/21/11	Replacement for Justin Bailey
Valadez de Ayala, Maria	Child Dev. Center Associate Teacher Classified West Hills College Lemoore 19 hrs/wk, 11 mo/yr Range 30, Step B	Child Dev. Center Home Instr. Teacher Classified San Joaquin Child Dev. Center 40hrs/wk, 10 mo/yr Range 40, Step A	12/1/11	Replacement for Joanna Solorio

4. Resignations / Retirements / Releases During Probation / Terminations

Name	Title & Location	Effective Date
Chavarria, April	Senior Employment Readiness Specialist West Hills College Coalinga	10/31/11
Escalante, Gerardo	Business Account Specialist West Hills Community College District	11/4/11