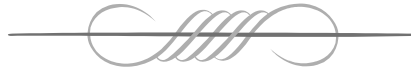




MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD

January 14, 2014



1. Call to Order / Open Session

President McKean called the meeting of the Board of Trustees to order at 10:16 am.

Board members present:

Mark McKean, President
Jack Minnite, Clerk
Jeff Levinson
Edna Ivans
Jack Minnite
Len Falter

Board members absent:

Nina Oxborrow, Vice President

Administrators present:

Frank Gornick, Chancellor
Ken Stoppenbrink, Deputy Chancellor
Stu Van Horn, Vice Chancellor of Educational Services and Workforce Development
Don Warkentin, President, West Hills College Lemoore
Carole Goldsmith, President, West Hills College Coalinga
Becky Cazares, Director of Human Resources
Sylvia Dorsey-Robinson, Vice Pres. of Student Services, West Hills College Lemoore
Sandy McGlothlin, Vice President of Student Services, West Hills College Coalinga
Dave Bolt, Vice President of Educational Services, West Hills College Lemoore
Stephanie Droker, Vice Pres. of Educational Services, West Hills College Coalinga
Marcel Hetu, Director of North District Center, Firebaugh
Frances Squire, Executive Director of West Hills Community College Foundation
Michelle Kozlowski, Assoc. Vice Chancellor of Ed. Services and Info. Technology
Keith Stearns, Assoc. Vice Chancellor of Academic and Information Services/Registrar
Tom Wixon, Director of Marketing
Mark Gritton, Associate Dean of Student Services, West Hills College Coalinga
David Castillo, Director of Farm of the Future, West Hills College Coalinga

A. Introduction of Guests

There were no guests introduced at this time.

B. Public Comments

There were no public comments made at this time.

2. Reports from Organizations / Colleges / District Office

- A. Academic Senate Report** – Mr. Jeff Wanderer, Academic Senate President for West Hills College Coalinga, was not present to report at this time.

Mr. Joel Rogers, Academic Senate President for West Hills College Lemoore, was not present to report at this time.

- B. WHCFA Report** – Mr. Ken Sowden, WHCFA President, was not present to report at this time.

- C. CSEA Report** – Mr. Keith Brock, CSEA President, stated that he had nothing to report at this time.

- D. Student Trustee Report** – Ms. Kristian Wilson, Student Trustee, reported on various student activities.

- E. West Hills College Coalinga and North District Center, Firebaugh** – Dr. Carole Goldsmith, President, commented on the almond and garlic crops at the Farm of the Future. She reported that all classes in that area have a hands-on project with regard to the farm. The idea is to make money, but the projects have to be tied to the instructional piece. A field day was held involving five or six high schools. It was a great recruitment opportunity. Dr. Goldsmith discussed agriculture and integrating it into existing courses. Dr. Goldsmith reported that an evaluation training day was held for faculty. There is information provided in the Curriculum Action Report with regard to tutoring and it targets how students are tutored. Discussion took place regarding professional development days and technology. Dr. Goldsmith reported that she and a group of faculty and administrators will be going to Corcoran High School to take a look at the 1 to 1 program wherein the Corcoran High School students use iPads. Dr. Goldsmith expressed her thanks to Mr. Mark Gritton for taking on additional duties as the football coach this past season. Mr. Gritton introduced the new head football coach, Mr. Robert Tucker, to the Board, stating that he has a good coaching pedigree. Mr. Tucker addressed the Board, thanking them and Dr. Frank Gornick for the opportunity. He provided a brief summary of his background and experience. Trustee Levinson commented on the quality of student athletes and Mr. Gritton being an asset to the District. In closing, Dr. Goldsmith thanked Ms. Stephanie Droker for her work on the accreditation midterm report. Ms. Droker introduced the newest employee in the office of instruction, Ms. Angela Eldridge, who will provide services as a senior secretary.

- F. West Hills College Lemoore** – Mr. Don Warkentin, President, reported that the first week of classes is occurring and the parking lots are still full. Last Tuesday West Hills College Lemoore hosted the District's evaluation training for faculty and administrators. He thanked Ms. Becky Cazares and Mr. Ken Stoppenbrink for their work. Ms. Marty Ennes and Ms. Sarah Shepard led the training along with the Chief Instructional Officers (CIOs) from each college. There was good

dialogue back and forth concerning the process. Mr. Warkentin reported that he is looking forward to the classified staff development day scheduled for February. Mr. Warkentin reported that the final profit on the Jose Ramirez boxing event held on November 9 is approximately \$13,464.00. He commented that he learned a lot when planning the event and it took a lot of staff hours. There are firms that specialize in handling these types of events and it may be more beneficial to use these services in the future. The event did not lose money. It was a great event and there were very few problems. Brief discussion took place regarding fees for the use of facilities.

G. Chancellor's Report – Dr. Frank Gornick, Chancellor, provided a summarized version of his State of the District address given on January 10. He introduced Mr. Keith Stearns to discuss the student success initiative. Discussion to place and President McKean questioned if the student trustee uses the degree audit tool. Ms. Wilson responded in the affirmative, stating that it is important and provides good information. Dr. Gornick updated the Board on the recent Accrediting Commission meeting and stated that he thinks there will be favorable results for those institutions currently on warning.

3. Consent Agenda

Trustee Minnite questioned the farm appraisal as listed in the warrants and inquired about the value of the farm. Mr. Ken Stoppenbrink responded that the purpose of the appraisal was not to determine the value of the farm, but to determine if the value of the farm will cover the New Market Tax Credits (NMTC) funding. Trustee Minnite also questioned the costs paid for Teter LLP for the facilities master plan. Dr. Gornick explained that it is a comprehensive master plan that encompasses all areas including facilities, education, technology, etc.

The following consent agenda items were approved on a motion by Trustee Ivans, seconded by Trustee Levinson, and carried on the following votes: Ayes: 6 (McKean, Minnite, Levinson, Ivans, Cantu, Falter); Noes: 0; Absent: 1 (Oxborrow); Abstain: 0

- A. Minutes – December 10, 2013 Special Meeting**
- B. Minutes – December 10, 2013 Regular Meeting**
- C. Warrants**
- D. Quarterly Financial Status Report (311Q)**
- E. Personnel Transactions**
- F. Non-Resident Tuition Rates**

4. Chancellor's Office

A. Board Policies and Administrative Procedures – The following Board Policies and Administrative Procedures were presented for a first reading at this time. Approval of the policies will be requested at a later date.

- Board Policy and Administrative Procedure 4021, Program Viability (NEW)

- Board Policy 1200, District Mission, Vision, and Goals (NEW)
- Board Policy and Administrative Procedure 3310, Records Retention and Destruction (REVISED)

B. Resolution – Trustee Absence from Board Meeting – The resolution in the matter of trustee absence from Board meeting was adopted on a motion by Trustee Levinson, seconded by Trustee Minnite, and carried on the following votes: Ayes: 5 (McKean, Minnite, Levinson, Cantu, Falter); Noes: 0; Absent: 1 (Oxborrow); Abstain: 1 (Ivans)

C. Resolutions – Child Development Centers – The resolutions in the matter of the District’s child development centers were adopted on a motion by Trustee Cantu, seconded by Trustee Minnite, and carried on the following votes: Ayes: 6 (McKean, Minnite, Levinson, Ivans, Cantu, Falter); Noes: 0; Absent: 1 (Oxborrow); Abstain: 0

D. Curriculum Committee Action Report – West Hills College Coalinga – The Curriculum Committee Action Report for West Hills College Coalinga was approved on a motion by Trustee Ivans, seconded by Trustee Levinson, and carried on the following votes: Ayes: 6 (McKean, Minnite, Levinson, Ivans, Cantu, Falter); Noes: 0; Absent: 1 (Oxborrow); Abstain: 0

E. Curriculum Committee Action Report – West Hills College Lemoore – The Curriculum Committee Action Report for West Hills College Lemoore was approved on a motion by Trustee Levinson, seconded by Trustee Minnite, and carried on the following votes: Ayes: 6 (McKean, Minnite, Levinson, Ivans, Cantu, Falter); Noes: 0; Absent: 1 (Oxborrow); Abstain: 0

F. Accreditation Midterm Report – West Hills College Coalinga – The Accreditation Midterm Report for West Hills College Coalinga was approved on a motion by Trustee Minnite, seconded by Trustee Levinson, and carried on the following votes: Ayes: 6 (McKean, Minnite, Levinson, Ivans, Cantu, Falter); Noes: 0; Absent: 1 (Oxborrow); Abstain: 0

G. Accreditation Midterm Report – West Hills College Lemoore – The Accreditation Midterm Report for West Hills College Lemoore was approved on a motion by Trustee Minnite, seconded by Trustee Falter, and carried on the following votes: Ayes: 6 (McKean, Minnite, Levinson, Ivans, Cantu, Falter); Noes: 0; Absent: 1 (Oxborrow); Abstain: 0

5. Fiscal Services

A. Fiscal Services Report – Mr. Ken Stoppenbrink provided the fiscal services report. He reported that the district is 50% through the fiscal year. General fund 11 revenues are at 42.6% and general fund 11 expenditures are at 47.3%. General fund 12 revenues are at 35% and general fund 12 expenditures are at 35.2%.

Mr. Stoppenbrink also provided a quarterly summary of the Foundation revenues and expenses, as well as enterprise fund revenues and expenses for the cafeteria, farm, child development centers, residence halls, and international student program.

Dr. Gornick expressed his thanks to Dr. Goldsmith and her staff for turning the residence halls numbers around. He commented that we are sitting at 5,100 FTE and this is what was budgeted. Mr. Stoppenbrink reported that he will be attending a budget meeting in Sacramento on January 17. The District is facing \$2.2 million in mandated expenses with no new revenue. More information about the budget will be learned on Friday.

- B. Contract – Cenergistic, Inc.** – Mr. Stoppenbrink reminded the Board of Trustees that they were provided with an energy savings presentation from Cenergistic, Inc. at the December Board meeting. The Board is now being asked to consider a contract with the company.

Trustee Levinson questioned if legal counsel has reviewed the contract. Mr. Stoppenbrink responded in the affirmative and stated that he also checked references and they came back positive. President McKean commented that the contract puts the District in a really tight box. It is expensive to get out of the contract. Trustee Minnite commented on start-up fees and monthly fees, stating that they amount to almost \$14,000 per month, all inclusive. He stated that he doesn't think we have looked at what the solar farm will be saving us. The penalty to get out of the contract is high. Trustee Minnite questioned how much will be saved and if this is a good deal for the District. Mr. Stoppenbrink commented on \$2 million in savings. President McKean stated that the contract allows for Cenergistic, Inc. to determine whether or not we have done a good job. Dr. Gornick stated that the contract can be reviewed further before consideration.

Trustee Minnite made a motion to table the contract. The motion was seconded by Trustee Cantu. Dr. Gornick requested that the Board members provide all of their questions to Mr. Stoppenbrink for further research and review. He will work with Cenergistic, Inc. for responses.

The contract with Cenergistic, Inc. was tabled on a motion by Trustee Minnite, seconded by Trustee Cantu, and carried on the following votes: Ayes: 6 (McKean, Minnite, Levinson, Ivans, Cantu, Falter); Noes: 0; Absent: 1 (Oxborrow); Abstain: 0

- C. Campus Master Plans (Final Project Proposals)** – It was explained that the Final Project Proposals (FPPs) need to be submitted to the State Chancellor's Office as they will need to approve where the projects will be physically located. Trustee Minnite questioned the North District Center facility and if our project priority at the Chancellor's Office will be affected if the City of Firebaugh does not approve of the location. Dr. Gornick stated that the city has already agreed to it.

The Campus Master Plans (Final Project Proposals) were approved on a motion by Trustee Cantu, seconded by Trustee Minnite, and carried on the following votes: Ayes: 6 (McKean, Minnite, Levinson, Ivans, Cantu, Falter); Noes: 0; Absent: 1 (Oxborrow); Abstain: 0

6. Personnel Services

A. Job Description – The following job description was approved on a motion by Trustee Levinson, seconded by Trustee Cantu, and carried on the following votes: Ayes: 6 (McKean, Minnite, Levinson, Ivans, Cantu, Falter); Noes: 0; Absent: 1 (Oxborrow); Abstain: 0

- Child Development Center (CDC) Cook Assistant

7. Board Reports / Comments / Requests / Announcements

A. Board Reports

Trustee Cantu wished everyone a happy new year and welcomed Mr. Robert Tucker to West Hills. He stated that it is good to have Trustee Ivans back at the meetings. He commented that there has been a lot of positive movement and he likes the idea of the Commit to Complete project at West Hills College Coalinga.

Trustee Minnite welcomed Ms. Kristian Wilson, Mr. Tucker, and Ms. Angela Eldridge. He expressed his thanks to Mr. Mark Gritton for stepping up and making a commitment to the football team this past season, stating that it was very much appreciated. He thanked everyone for their work on the accreditation midterm reports.

Trustee Ivans expressed her congratulations to Mr. Don Warkentin on being named Citizen of the Year for Lemoore. She also thanked him for his work on the Jose Ramirez boxing event and stated she was glad to hear that the event was profitable. Trustee Ivans commented that the news on the Farm of the Future is good and she thanked Mr. Stoppenbrink for the fiscal information.

Trustee Falter stated that he is really enjoying his work as a Board member. He expressed his thanks for the technology provided for the Board meetings.

Trustee Levinson echoed the remarks of his fellow Board members and stated that it is a pleasure to have Trustee Ivans back at the meetings.

President McKean also echoed the remarks made and welcomed the new hires to West Hills. He also stated that the information on agriculture projects is good.

B. Announcement of Next Board Meeting – President McKean announced that the next meeting of the Board of Trustees is its annual Board Retreat scheduled for January 31 and February 1, 2014. The next regular meeting of the Board of Trustees is scheduled for February 11, 2014.

8. Closed Session

The meeting was adjourned to closed session at 12:32 pm.

A. Public Employee Discipline/Dismissal/Release (as per Government Code Section 54957)

B. Conference with Labor Negotiator (as per Government Code section 54957.6). Agency negotiators: Chancellor; Deputy Chancellor. Employee organizations: CSEA; CTA

9. Adjournment

There being no further business before the Board of Trustees, the meeting was adjourned at 12:42 pm.

Jack Minnite
Clerk of the Board of Trustees

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