



WEST HILLS COMMUNITY COLLEGE DISTRICT
Board of Trustees
1165 Phelps Avenue, Suite 205
Coalinga, CA 93210
(559) 934-2100

MINUTES OF THE MEETING OF THE GOVERNING BOARD

ANNUAL BOARD RETREAT

February 4, 2005



OPEN SESSION / CALL TO ORDER

President Levinson called the meeting of the Board of Trustees to order at 8:30 a.m.

Board members present:

Mark McKean
Jack Minnite
Nina Oxborrow
Jeff Levinson
Edna Ivans
Bill Henry
Steve Cantu

Board members absent:

Willie Lee, Student Trustee

Administrative staff present:

Frank Gornick, Chancellor
Ken Stoppenbrink, Interim Vice Chancellor of Business Services
Don Warkentin, Interim President, West Hills College Lemoore
Anthony Tricoli, President, West Hills College Coalinga
Beverly Smith, Dean of Educational Services, West Hills College Coalinga

Introduction of Guests

There were no guests present at this time.

Public Comments

There were no public comments made at this time.

INFORMATION / DISCUSSION ITEMS

Discussion took place regarding taking action at this meeting. Although the agenda lists three action items, the agenda specifically states that there will be no action taken at

the meeting. It was agreed that no action will be taken at this meeting. However, discussion will occur for each item.

FS-30 Agreement for Sale of Farm Property – Mr. Ken Stoppenbrink reported that we are waiting for notification from the City of Coalinga that they have approved the agreement. Discussion occurred regarding the agreement and details. Mr. Stoppenbrink explained that the City of Coalinga has received a presentation of the master plan for the farm area.

FS-31 Bid Award for ATM Project – Mr. Stoppenbrink discussed his analysis of the ATM project vendors. He stated that he recommends that the Educational Employees Credit Union would be the best option because they provide the best opportunity for service. Discussion took place regarding the process and how the service would work. Dr. Frank Gornick stated that it would be convenient for us to have a banking institution for our students.

It was stated that the dollars generated from the ATM service would go to the West Hills College Foundation accounts for the campuses. Discussion took place regarding the Foundation funds and the dollars donated. Individuals expressed their thoughts that the funds not be specific to the colleges but be for the benefit of all.

FS-32 Agreement for Completion of Projects at West Hills College Lemoore – An agreement was not yet ready at the time of the meeting for review by the Board of Trustees.

District and College Reports – Dr. Gornick discussed the budget and explained that the budget was based on FTE of 4,266. He stated that we have observed a better retention rate this year based on students having to pay when they enroll and that this makes a big difference. The first period FTE reported was submitted in January and we were at 4,296 FTE. Today's report for the first apportionment shows that we are at 4,375. Dr. Gornick stated that these numbers do not include any FTE from summer enrollment.

Dr. Anthony Tricoli discussed the Hospital Peace Officer Training for the Department of Mental Health. He stated that curriculum has been developed and the campus is working on an agreement to provide the training. Dr. Tricoli presented a PowerPoint presentation, providing a summary of the 10 Year Educational Master Plan for West Hills College Coalinga.

(At this time President McKean left the meeting.)

Mr. Don Warkentin presented a PowerPoint presentation and provided information on enrollment, partnerships, the budget process and the educational master plan for West Hills College Lemoore.

Board Workshop – Mr. Joe Zampi, legal counsel for the District, distributed a handout and provided a presentation regarding communications between the public and Board of Trustees. He stressed that Board member authority occurs only during Board meetings as a group. Discussion also occurred regarding the role of the Board and each member as an individual. The Board of Trustees reviewed the existing job descriptions for the Board as a whole and for individual trustees and also reviewed various Board policies relating to Board members.

The Board of Trustees also took time to review Board Policy 2715, Code of Ethics/ Standards of Practice and Administrative Procedure 2745, Board Self-Evaluation. It was agreed that suggested changes be given to the Chancellor's Office for incorporation into the documents.

(President McKean returned to the meeting at this time.)

General Obligation Bonds – Dr. Gornick distributed a 7-year construction plan and discussed general obligation bonds. He stated that we would want to use the Proposition 39 rules which call for a majority of 55% to pass the bond. Dr. Gornick stated that he thinks we can obtain about \$35 million and it would be a series of two bonds. It was stated that the ag science building needs to be added under the Coalinga projects. President McKean discussed adding the movement of the rodeo grounds in the bond (rodeo transition, rodeo arena, etc.). Brief discussion took place regarding polling for the bond.

BOARD REPORTS/COMMENTS/REQUESTS AND ANNOUNCEMENTS

Trustee Levinson commented that the retreat has been an education.

Trustee Minnite commented that it has been a nice day and he enjoyed the presentations and good information. He stated that he appreciates everyone's input and the diversity within the Board.

Trustee Cantu stated that the retreat was very productive.

Trustee Ivans commented that the retreat was very good and nice reports were given by the Presidents and Mr. Zampi.

Trustee Oxborrow stated that this is one of the best retreats she has attended. She stated that it is nice to be able to use Mr. Zampi's presentation as a reference guide.

Trustee Oxborrow encouraged her fellow Board members to attend the basketball games as they are awesome.

President McKean stated that as we all come together from different walks of life, we all come together with the District in mind and the decisions the group makes will be right for the District.

ADJOURNMENT

There being no further business before the Board of Trustees, the retreat was adjourned at 4:05 p.m.

Nina Oxborrow
Clerk of the Board of Trustees

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