

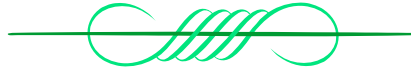


WEST HILLS COMMUNITY COLLEGE DISTRICT

Board of Trustees
9900 Cody Street
Coalinga, CA 93210
(559) 934-2100

MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD

February 17, 2009



CALL TO ORDER / OPEN SESSION

President McKean called the meeting of the Board of Trustees to order at 3:37 p.m.

Board members present:

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

Board members absent:

Jaqueline DePue, Student Trustee

Administrators present:

Frank Gornick, Chancellor
Ken Stoppenbrink, Vice Chancellor of Business Services
Don Warkentin, President, West Hills College Lemoore
Willard Lewallen, President, West Hills College Coalinga
Jana Cox, Director of Human Resources
Frances Squire, Director of Marketing
Darlene Georgatos, Director of Enrollment Services
Richard Larson, Director of Farm of the Future, West Hills College Coalinga
Dave Bolt, Vice President of Educational Services, West Hills College Lemoore
Jill Stearns, Dean of Student Learning, West Hills College Coalinga
Susan Whitener, Dean of Learning Resources
Marcel Hetu, Director of North District Center, Firebaugh

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 – Ms. Stephanie Droker, Academic Senate President for West Hills College Lemoore, commented on Board Policies and Administrative Procedures and stated that she appreciates that the communication is consistent on policies and procedures. She commented on program reviews that are currently in progress, stating that seven are in instructional areas and five are in the non-instructional areas. Ms. Droker reported that 7% of program level outcomes have been completed and a schedule of assessment has been created. They are making great progress.

Ms. Anita Bart, Academic Senate President for West Hills College Coalinga, commented on Board Policies and Administrative Procedures, stating that the Senate didn't have any problems with them. She commented that AP 4225 refers to AP 4227, 4228 and 4229 and suggested that this reference be removed as the procedures have not yet been approved. Ms. Bart reported that the Student Learning Outcomes (SLO) committee is in the process of developing a new schedule. They are also working on an electronic repository for SLOs.

WHCFA Report – Ms. Marty Ennes, WHCFA President, commented on the conference attended in February by herself, Angela Tos and Scott Sutherland.

CSEA Report – Mr. Mark Millett, CSEA President, commented on the recent West Hills College Coalinga Governance Retreat, stating that it was nice for some of the classified staff to be involved. He reported on the Classified Staff Development Day held on Friday, February 13, stating that it was a great day of training and information. He expressed his thanks to Ms. Jana Cox and the human resources staff for organizing the event.

Student Government Association (SGA) Report – Ms. Jaqueline DePue, Student Trustee, was not present to report at this time.

West Hills College Coalinga and North District Center, Firebaugh – Dr. Willard Lewallen, President, briefly commented on his President's Pen report and reported that several employees will be attending the upcoming ACCCA Conference in San Diego.

West Hills College Lemoore – Mr. Don Warkentin, President, commented on the latest edition of the Screaming Eagle; the recent Lemoore Kiwanis Valentine Dinner; and the upcoming student town hall meeting.

Chancellor's Report - Dr. Frank Gornick, Chancellor, thanked Mr. Millett and Ms. Cox for their work on the Classified Staff Development Day. He distributed information from the National Education Association (NEA) and stated that the information gives us an idea of the kinds of dollars generated by the bill that will be distributed to California. He stated that Pell grants will be increased for students by \$500.

CONSENT AGENDA

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

CA-38 Minutes - The minutes of the January 20, 2009 Board of Trustees meeting were approved as submitted.

CA-39 Warrants - The warrants were approved as submitted.

CA-40 Out of State Travel - The following out of state travel requests were approved as submitted:

- Rodeo students to travel to Las Vegas, Nevada for rodeo at UNLV, May 8 & 9, 2009
- Rodeo students to travel to Casper, Wyoming for College National Finals Rodeo, June 14-20, 2009

CA-41 Personnel Transactions - The list of personnel transactions were approved as submitted.

CHANCELLOR'S OFFICE

CO-39 Board Policies and Administrative Procedures - The following policies and procedures were approved on a motion by Trustee Ivans, seconded by Trustee Oxborrow, and carried unanimously:

- BP 2432, Chancellor Succession
- BP & AP 2433, Chancellor Selection
- BP & AP 4225, Course Repetition
- BP & AP 5050, Matriculation

CO-40 Follow Up Accreditation Report - The Follow Up Accreditation Report for West Hills College Lemoore was approved on a motion by Trustee Cantu, seconded by Trustee Minnite, and carried unanimously.

- CO-41** Educational Master Plan, West Hills College Lemoore – The Educational Master Plan for West Hills College Lemoore was approved on a motion by Trustee Levinson, seconded by Trustee Cantu, and carried unanimously.
- CO-42** Resolution – Child Development Center Grant – The resolution in the matter of the Child Development Center facility renovation and repair grant from the Department of Education in the amount of \$99,998 was adopted on a motion by Trustee Minnite, seconded by Trustee Ivans, and carried unanimously.

FISCAL SERVICES

- FS-38** Fiscal Services Report – Mr. Ken Stoppenbrink, Vice Chancellor of Business Services, provided the fiscal services report. He stated that we are 58.4% through the fiscal year. General fund revenues are at 60.7% and general fund expenditures are at 56.1%. Mr. Stoppenbrink also discussed the state budget proposal for 2008-2009 and 2009-2010.
- FS-39** Mid-Year Budget Adjustments – Mr. Stoppenbrink explained the revenue and expenditure changes. Discussion took place concerning the various changes to the expenditures. He stated that the reserve will be increased from \$1.6 million to \$2.4 million when the budget adjustments are approved.
- The mid-year adjustments to the 2008-2009 adopted budget were approved on a motion by Trustee Minnite, seconded by Trustee Cantu, and carried unanimously.
- FS-40** Resolution – TRANs Participation – The resolution in the matter of the district’s participation in the 2009-2010 Piper Jaffray California Cash Reserve Program (Tax and Revenue Anticipation Notes – TRANs) was adopted on a motion by Trustee Ivans, seconded by Trustee Minnite, and carried unanimously. The resolution will allow, but does not obligate, the District to utilize the TRANs program. It is a means of interim cash flow financing only. President McKean questioned the interest rate and Mr. Stoppenbrink responded that it is around 1.7%.
- FS-41** Actuarial Study of Retiree Health Liabilities – At this time Mr. Stoppenbrink provided a report on the 2008 Actuarial Study of Retiree Health Liabilities. He stated that under the requirements of GASB 45, this information must be disclosed. Discussion took place concerning contributions and investments for purposes of clarification.

BOARD REPORTS / COMMENTS / REQUESTS AND ANNOUNCEMENTS

Trustee Cantu stated that the Financing Corporation report was fantastic. He expressed his thanks for the presentation.

Trustee Minnite complimented Mr. Warkentin and the information provided on strategic planning and SLOs. He expressed his thanks to the staff for all of their work.

Trustee Ivans thanked everyone for their reports today. She stated that she is looking forward to the ACCCA Conference. Trustee Ivans stated that it is nice to see some dollars coming in for the Financing Corporation.

Trustee Henry stated that he is appreciative of the expertise of the investment managers. He reported that he will be attending the ACCCA conference in San Diego.

Trustee Oxborrow thanks everyone for their hard work on the reports and information provided at the meeting. She stated that it is nice to see the student services newsletter and the list of staff in that area.

President McKean announced that the next regularly scheduled meeting of the Board of Trustees will be held on March 9, 2009.

CLOSED SESSION

The meeting was adjourned to closed session at 4:49 p.m.

- Potential Litigation (as per Government Code Section 54956.9). Number of potential cases: 2
- 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; Firebaugh, California; Lemoore, California

ADJOURNMENT

There being no further business before the Board of Trustees, the meeting was adjourned at 5:35 p.m.

Nina Oxborrow
Clerk of the Board of Trustees

Personnel Transactions

1. New Hires – Classified

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Graham, Alison	Child Development Center Teacher West Hills College Lemoore	19 hrs/wk 12 mo/yr	Range 30 Step A	Grant	2/11/09	Replacement for Athena Wilker

2. Temporary Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Alvarado, Valerie	Child Development Center Assistant West Hills College Lemoore	19 hrs/wk	Range 23 Step A	Grant	2/18/09 – 6/30/09	

3. Changes in Assignment

Name	Current Assignment	Change	Effective Date	Additional Information
Pelletier, Vanessa	Child Dev. Center Associate Teacher West Hills College Coalinga Range 30, Step A	Child Development Center Teacher West Hills College Coalinga Range 40, Step A	3/1/09	