



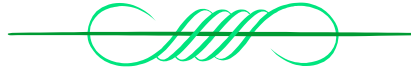
## WEST HILLS COMMUNITY COLLEGE DISTRICT

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

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### MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD

December 5, 2006



#### **CALL TO ORDER / OPEN SESSION**

President McKean called the meeting of the Board of Trustees to order at 3:02 p.m.

Board members present:

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

Board members absent:

Larry Logsdon, Student Trustee

Administrators present:

Frank Gornick, Chancellor  
Don Warkentin, President, West Hills College Lemoore  
Ken Stoppenbrink, Vice Chancellor of Business Services  
Keven Backman, Director of Human Resources  
Jill Stearns, Dean of Student Learning, West Hills College Coalinga  
Susan Kincade, Dean of Learning Resources

#### **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. Anita Bart, Academic Senate President for West Hills College Coalinga, reported that the Academic Senate has submitted NISOD nominee names to the College President and Deans. They have also been working on finalizing

the schedule for flex day. The faculty will be working on Student Learning Outcomes during the morning session and will hear various presentations from new faculty in the afternoon. Ms. Bart wished happy holidays to all.

WHCFA Report – Ms. Faye Mendenhall, WHCFA President, reported that two of the Faculty Association members recently met with Dr. Frank Gornick and Mr. Ken Stoppenbrink to discuss issues of concern. Four separate issues were discussed and resolved. Ms. Mendenhall thanked the District for working with them. In closing, Ms. Mendenhall expressed her thanks to Dr. Harris and stated that it has been great working with him and getting to know him. He has been a great asset to the college. Ms. Mendenhall wished all a happy holiday and expressed congratulations for completing another semester.

CSEA Report – Mr. Butch Brewer, CSEA President, apologized for not making the last meeting. He reported that CSEA will have a meeting next week to finalize the calendar for the upcoming year.

ASB Report – Mr. Larry Logsdon, Student Government Association President, West Hills College Lemoore, was not present to report at this time.

West Hills College Lemoore – Mr. Don Warkentin, President, distributed a college activities report and commented on recent and upcoming events. He reported that the students are getting ready for finals week which begins Monday. Many have already completed petitions to graduate and there will be a significant number of students who will be eligible to graduate in December. The counseling and advising staff have been working on Extreme Registration which is scheduled to occur on January 12<sup>th</sup> from 7:00 p.m. to 2:00 a.m. Mr. Warkentin expressed his thanks to Mr. Eliseo Gamino and West Hills College students for the presentation in Lemoore on “Life Choices, Careers and Dreams”.

West Hills College Coalinga and North District Center, Firebaugh – In the absence of Dr. Tom Harris, Interim President, Ms. Jill Stearns, Dean of Educational Services, distributed a college activities report and commented on recent and upcoming events. She stated that there has been a lot of activity on and off campus. She reported that the basketball team is doing very well and the rodeo team is number one in the nation. Ms. Stearns reported that Ms. Pilar Espinoza has been hired as the new library technician. She also introduced Mr. Javier Cazares, Interim Claremont Custody Center Education Coordinator.

Mr. Cazares provided a brief presentation on the program he is coordinating at the Claremont Custody Center. Brief discussion took place regarding how the district is paid for the services provided. Ms. Stearns explained that Mr. Cazares’ salary is paid by the Claremont Custody Center and the District provides the benefits. We also earn

non-credit FTE for the students that participate. We anticipate that the funding will be ongoing but can only take it on a year to year basis.

Ms. Stearns reported that Ms. Shelley Buckley has been approved as the director for the psychiatric technician program. The current class of students is doing very well and the next cohort begins December 18. Four new faculty will be starting with the new cohort. Two of the positions are being provided by Coalinga State Hospital and two are being provided by the district. Trustee Minnite questioned if we provide further training beyond the psychiatric technician program. Ms. Stearns responded that we do not and that what we offer is all that is necessary for psychiatric technicians.

Chancellor's Report - Dr. Frank Gornick, Chancellor, reported that he met with the rodeo boosters last night and discussed the rodeo program. They are very interested in our timeline and schedule on the new facility. Dr. Gornick reported that we are on schedule and anticipate that during the first week of school or soon after everything will be in place. Cranston Land Surveying will be doing the initial staking of land this week and Wood Brothers will be doing the grading. Dr. Gornick reported that Mr. Chris Addington is working on finishing the bid process for the equipment that will need to be purchased.

With regard to the Life Choices touring group, Dr. Gornick reported phone calls have been received concerning the performances and statements were made that the performances have made a difference in dialog with the students that attended. Dr. Gornick acknowledged Mr. Gamino for his work on this project.

Dr. Gornick reported that he recently met with Topcon executives. They have been installing new high tech equipment for the GIS GPS program. He stated that he viewed a demonstration of an 80 foot sprayer and each nozzle was controlled by GPS. The intent of Topcon is to look at Coalinga as a hub for their training worldwide.

Academic Senate Report - Mr. James Preston reported that the faculty and students are looking to finish the fall semester strong. The Distance Education Task Force held their first meeting today and discussed distance education addendums. They are looking at a form to make sure it is rigorous. The group also discussed universal course design and EduMetry. Mr. Preston reported that there are currently three instructors (Bob Gibson, Freida Ganter and Shawn Jackson) participating in the EduMetry program. The instructors feel that it is providing good feedback and they are pleased with the quality of the virtual assistants. He stated that the jury is still out on retention rates but statistics are being kept and data is being analyzed. Mr. Preston stated that the Distance Education Task Force will continue to watch this closely. Dr. Gornick suggested that they also work with Ms. Susan Kincade, Mr. Pedro Avila and Ms. Lenore Simonson on this issue. Mr. Preston reported that the Curriculum Committee has been very busy the last few weeks and is working on Student Learning Outcomes (SLOs). He stated that every course that comes through does not get approved unless it has SLOs attached.

Mr. Preston reported that the committee has also looked at a lot of nursing curriculum in the past few weeks. He reported that NISOD nominations have been submitted to the College President.

### **CONSENT AGENDA**

Trustee Ivans questioned van rental costs in Lemoore. Mr. Warkentin reported that the vans are mostly used for the athletic teams. Dr. Gornick commented that we have gotten rid of all of our vans and we lease them. This is a much better program because the rental company takes care of the maintenance.

President McKean questioned the MySpace advertising. Ms. Frances Squire reported that we gave our advertising consultants the markets that we want them to reach and they regionalize the marketing. This has brought good results. Ms. Squire reported that our online enrollment headcount is up 79% from one year ago.

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

- CA-22      Minutes - The minutes of the November 21, 2006 Board of Trustees meeting were approved as submitted.
- CA-23      Warrants - The warrants were approved as submitted.
- CA-24      Personnel Transactions - The list of personnel transactions was approved as submitted.

### **CHANCELLOR'S OFFICE**

At this time, President McKean turned the meeting over to Dr. Gornick to conduct the annual organizational portion of the meeting.

- CO-17      Election of Board Officers - The following slate of officers was elected on a motion by Trustee Levinson, seconded by Trustee Henry, and carried unanimously:

President	Mark McKean
Vice President	Bill Henry
Clerk	Nina Oxborrow
Legislative Representative	Jack Minnite
Voting Representative (Fresno County)	Jack Minnite
Farm of the Future Advisory Committee (2)	Mark McKean
	Steve Cantu
Fresno County School Board Association	Mark McKean

Kings County School Board Association  
VIP/JPA

Jeff Levinson  
Nina Oxborrow

The meeting returned to the charge of President McKean at this time.

### **FISCAL SERVICES**

- FS-21**      Fiscal Services Report – Mr. Ken Stoppenbrink, Vice Chancellor of Business Services, discussed the status of the budget expenses and revenues to date. He reported that we are 41.7% through the 2006-2007 fiscal year. General fund revenues are at 40.1% and general fund expenditures are at 36.7%.
- FS-22**      Early Retirement Plan Options – Dr. Gornick reported that in both of the unions (faculty and classified) there are retirement options. However, these options do not currently exist for administrative, management and confidential employees. Mr. Stoppenbrink stated that the proposal provides for an early retirement incentive option prior to the age of 65. He stated that we currently only have about 10 employees that fit the profile. Trustee Ivans questioned the Golden Handshake and Mr. Stoppenbrink responded that this is not a Golden Handshake offer. Trustee Henry questioned the number of years of service, stating that most plans call for 20 years and this one is only 10 years. Mr. Stoppenbrink responded that it is just a starting place for the Board to consider. Dr. Gornick commented that one of the things with respect to the year that triggers the eligibility is that we have made that offer during the collective bargaining process with CTA. This may be perceived as a better offer in future bargaining sessions. Dr. Gornick questioned keeping the years the same and Trustee Henry stated that he would like to see the years consistent with all groups. The Board expressed their desire to review the proposal further and President McKean questioned the opinion of the Board on excluding those administrators with contracts. Trustee Henry responded that they already have the incentive to stay in their contract. He stated that it is a reasonable compromise not to include the Chancellor and the Presidents. Dr. Gornick stated that changes will be made to the proposal and it will be brought back to the Board at the January meeting for consideration.
- FS-23**      Total Compensation Plan – Dr. Gornick explained that the total compensation plan is a way to fold the benefits we are already paying to employees into their salary. Trustee Cantu stated that he would like to see the information in writing. Mr. Stoppenbrink provided a presentation on the total compensation plan. Trustee Henry stated that Lemoore Elementary has been doing this for a while but that it is relatively new. It

was stated that most employees wait until they are getting ready to retire to join the program because of the fact that the employee has to pay additional STRS fees. Some districts do not offer the plan to PERS employees because they don't want to pay the tax for 30 years. Mr. Stoppenbrink stated that it is something to think about because of the cost. Discussion took place regarding the pros and cons of the program. President McKean stated that he would like to revisit this item at a later date due to the need for more information.

### **BOARD REPORTS / COMMENTS / REQUESTS AND ANNOUNCEMENTS**

Trustee Cantu expressed his congratulations to the basketball and wrestling teams and welcomed Mr. Cazares.

Trustee Minnite thanked everyone for the presentations and wished all a happy holiday.

Trustee Oxborrow echoed the comments made by her fellow Board members and wished happy holidays to all.

Trustee Ivans wished everyone happy holidays and thanked everyone for their hard work.

Trustee Henry wished everyone a merry Christmas and a happy new year and thanked everyone for their hard work.

Trustee Levinson wished everyone a happy holiday. He stated that he recently had the opportunity to talk to a parent about the Topcon program. The parent stated that their student was truly challenged and impressed with what was being done.

President McKean wished happy holidays to all and announced that the next meeting of the Board of Trustees is scheduled for January 23, 2007.

### **CLOSED SESSION**

The meeting was adjourned to closed session at 4:52 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

**ADJOURNMENT**

There being no further business before the Board of Trustees, the meeting was adjourned at 4:57 p.m.

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Nina Oxborrow  
Clerk of the Board of Trustees

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## Personnel Transactions

### 1. New Hires - Classified

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Arana, Christina	Student Services Assistant North District Center	19 hrs/wk 12 mo/yr	Range 36 Step A	Grant	11/13/06	New position
Cazares, Javier	Interim Claremont Custody Center Education Coordinator	40 hrs/wk 12 mo/yr	Range 9 Step A	Grant	11/27/06 – 6/30/07	New position
Dodd, Candis	Bookstore Assistant I West Hills College Lemoore	19 hrs/wk 12 mo/yr	Range 32 Step A	Auxiliary	11/27/06	Replacement for Eric Polk
Uvalle, Sandra	Child Dev. Center Associate Teacher West Hills College Lemoore	19 hrs/wk 12 mo/yr	Range 30 Step A	Grant	11/16/06	New position

### 2. Resignations / Retirements / Releases During Probation / Terminations

Name	Title & Location	Effective Date	Additional Information
Espinoza, Jose	Custodian/Groundskeeper West Hills College Lemoore	11/27/06	Resignation
Sanchez, Laura	Child Development Center Associate Teacher San Joaquin Child Development Center	12/15/06	Resignation