



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

September 29, 2006



CALL TO ORDER / OPEN SESSION

Vice President Minnite called the meeting of the Board of Trustees to order at 1:08 p.m.

Board members present:

Mark McKean
Jack Minnite
Jeff Levinson
Nina Oxborrow
Bill Henry
Steve Cantu
Larry Logsdon, Student Trustee

Board members absent:

Nina Oxborrow

Administrators present:

Frank Gornick, Chancellor
Tom Harris, Interim President, West Hills College Coalinga
Don Warkentin, President, West Hills College Lemoore
Keven Backman, Director of Human Resources
Susan Kincade, Dean of Learning Resources
Dave Bolt, Vice President of Educational Services, West Hills College Lemoore
Jill Stearns, Dean of Student Learning, West Hills College Coalinga
Carlos Diniz, Dean of Student Learning, West Hills College Coalinga
Jose Lopez, Dean of Students, West Hills College Lemoore
Marlon Hall, Associate Dean of Evening College, West Hills College Lemoore

Introduction of Guests

There were no guests present at this time.

Public Comments

There were no public comments made at this time.

STUDY SESSION

Ed2Go

Dr. Frank Gornick reported that the Ed2Go program was recently presented to the West Hills College Foundation as a way to provide additional educational services and generate revenue for the Foundation.

Ms. Susan Kincade provided a presentation on the Ed2Go program which acts as a publisher that recruits highly qualified author-instructors to develop and deliver courses according to a proven model and methodology. The Ed2Go courses are a way to supplement courses that are already being offered.

Trustee Levinson questioned the cost to West Hills College. Ms. Kincade responded that there is no initial investment and the program provides a revenue stream. Brief discussion took place regarding the costs of the program. It was stated that we make money on every student who takes one of the Ed2Go courses.

Ms. Linda Vang inquired about continuing education credit through Ed2Go. Ms. Kincade responded that there are several packages that have been put together for continuing education credit; however, it is at a different price than what is outlined for the Board's review.

Ms. Tammy Weatherman questioned if the credit appears on West Hills College transcripts. Dr. Gornick responded that it does not and stated that the registration is through Ed2Go.

Strategic Planning Update

Dr. Gornick reported that the last Strategic Planning Committee meeting was held on Friday, September 22. At that meeting, Mr. Pedro Avila shared information with the group concerning the progress on the district's strategic planning goals.

Mr. Avila provided a presentation to the Board on the strategic planning goals update. He explained the strategic planning review cycle and the progress made on each goal.

- Goal # 1 – A graph was developed which shows enrollment and FTES growth trends. Trustee Levinson questioned the growth and Mr. Avila explained that the strategic planning goals do not go into that much detail and this information is monitored by the college.
- Goal #2 – Ms. Frances Squire reported on marketing efforts. She reported that the number of news releases have increased and are posted on the district's web site. Ms. Squire commented on the employee newsletter and the distribution of

the Dialogue newsletter. Vice President Minnite commented that he has had several people tell him how much they enjoy the information. Ms. Squire also discussed online advertising.

- Goal #3 – Participation rates by city were reviewed.
- Goal #4 – Mr. Avila explained that this goal deals with transfer and success rates. Discussion occurred with regard to success rates and Mr. Avila explained that success is indicated by a grade of A, B, C or CR (credit).

President McKean arrived at this time.

Mr. Avila discussed the number of awards (degrees and certificate) conferred.

- Goal #5 – Recruitment efforts were discussed. A graph showing the high school market share was reviewed, along with service area high school participation rates. Mr. Avila explained that the chart shows that the participation rates have decreased from 2005 to 2006 for some of the high schools. Brief discussion took place concerning the need to find out where the students are going.

Mr. Avila stated that a survey was given to the committee members at the meeting on September 22 and they were asked to rate the progress of the goals. The results of the survey were shared with the Board.

EduMetry

Ms. Kincade provided a presentation on EduMetry. She explained that EduMetry deals with rich feedback grading. It provides virtual teaching assistants for classes that participate.

Mr. Bob Gibson, math instructor, provided commentary on his participation with EduMetry. He stated that the results with his classes have been very good. Dr. Gornick questioned if this program helps him to do a better job of teaching. Mr. Gibson responded in the affirmative, stating that it allows him more time to do other things that need to be done and respond to the students on a more personal basis and deal with their specific concerns. Dr. Gornick explained that EduMetry is a value added component to our courses.

Ms. Kincade stated that one of the strategic planning goals deals with increasing success rates. With online students, contact increases success rates. This program is a form of contact with the student and we should see data that reflects increased success rates.

Dr. Gornick thanked Mr. Gibson for stepping up and trying out this program.

Ms. Anita Bart stated that the faculty have a lot of questions about EduMetry and this is the first time they have seen this information. Ms. Kincade stated that she can provide further information for the faculty. She further stated that all of the individuals working through EduMetry have degrees. Ms. Bart stated that this information needs to go through the Curriculum Committee. Dr. Gornick explained that the program was piloted in the summer and this is the first time that the information has been rolled out to everyone. He stated that he wanted to share this information with the Board in a study session. Informational meetings will be held at the colleges. Dr. Gornick stated that it is a faculty driven program and participation was on a volunteer basis. He stated that the focus was on the online classes because they have been a problem for us with regard to retention and success. We wanted to take a look at the program and see if it would help us in any way. Ms. Kincade stated this program does not bypass the faculty at all and the faculty member is in charge. Ms. Bart stated that the faculty concerns are that it has all happened without faculty knowledge. Dr. Gornick responded that we will not stop progress just because it's summer break. If the program is going to benefit students and faculty, then that is our key interest. Ms. Kincade reported that some faculty have requested to participate in the program. She stated that she would be happy to make presentations concerning the program at any time. Ms. Bart questioned the cost of the program. Ms. Kincade responded that we are currently piloting the program and are the first college on the west coast to participate. It is a really exciting programs for us. Ms. Bart commented on having major concerns with assessments and the education of the people grading papers.

REPORTS FROM ORGANIZATIONS / COLLEGES / DISTRICT OFFICE

West Hills College Coalinga and North District Center, Firebaugh – Dr. Tom Harris, Interim President, distributed a college activities report. He briefly commented on the importance of the Farm of the Future. Dr. Harris reported that the North District Center, Firebaugh recently published their first newspaper. He stated that it is extremely well done. Dr. Harris commented that he is very pleased to be here and is pleasantly surprised that the district is so well organized as he has been to colleges that were not so well organized. He stated that the district is on the cutting edge and he is glad to be here. Dr. Gornick thanked Dr. Harris for his work so far and reported that Dr. Harris has already attended several meetings.

Ms. Bertha Felix-Mata commented on the Upward Bound Program and introduced Mr. Ricardo Marmolejo, Advising Specialist. Mr. Marmolejo distributed information with regard to the Upward Bound summer program and explained that the program is geared toward students from low income families and/or potential first generation college students. Trustee Minnite questioned funding for the Upward Bound program and if it can be partnered with the recent grant received in partnership with UC Merced. Ms. Felix-Mata responded that the funding is separate (Title IV versus Title V). Trustee Minnite questioned the number of students we are able to accept and if we have had to turn any away. Ms. Felix-Mata reported that there is a waiting list of

approximately 20 students. A video presentation of the summer program was shown to the Board.

Academic Senate Report – Ms. Anita Bart, Academic Senate President for West Hills College Coalinga, welcomed Trustee Ivans and stated that she is glad to have her back at the meetings. She reported that the Academic Senate has held their first meeting of the academic year and are reviewing the first batch of new policies and procedures. The Curriculum Committee has been reviewing updates for distance education addendums and would like to make a presentation to the Board concerning curriculum addendums at their annual retreat. Ms. Bart reported that the Senate is continuing their review of the equivalency policy and has been brainstorming ideas for flex day in the spring. In closing, Ms. Bart reported that Cal Tincher has been nominated as Vice President for the Coalinga Academic Senate. All Academic Senate and Curriculum Committee positions are now full.

In the absence of Mr. James Preston, Academic Senate President for West Hills College Lemoore, Ms. Neomi Daniels was present to report. Ms. Daniels reported that there are now Senators assigned for all areas. She commented on the Friday workshops which help to increase communication. Ms. Daniels reported that the Senate has formed an ad hoc committee to review policy and procedure. The policies and procedures are also sent to all instructors for review and comment. Ms. Daniels expressed the thanks of the Senate for allowing the time for communication to occur with regard to the policies and procedures. She reported that one of the hot topics this year includes student learning outcomes.

WHCFA Report – Ms. Faye Mendenhall, WHCFA President, reported that the faculty have selected health insurance plans for California's Valued Trust (formerly Central Valley Trust). Open enrollment is occurring at this time. Ms. Mendenhall reported that the faculty are currently discussing the bargaining agreement articles to re-open this year. Dr. Gornick commented that they will be non-economic articles. Ms. Mendenhall reported that the Coalinga and Lemoore Senates have been meeting for the past couple of months with the Curriculum Committee and discussing issues including distance education addendums. She stated that they hope to come to an agreement that will be beneficial to all groups and students.

CSEA Report – Mr. Butch Brewer, CSEA President, stated that he has nothing to report at this time.

ASB Report – Mr. Larry Logsdon, Student Government Association President, West Hills College Lemoore, distributed an SGA report and commented on recent and upcoming events. He stated that he has contacted the Coalinga ASB but has not received a response concerning their activities. Trustee Minnite questioned the lack of response from Coalinga and Dr. Gornick responded that Dr. Harris is aware of it.

West Hills College Lemoore - Mr. Jose Lopez introduced Ms. Lataria Hall, DSPS Counselor/LD Specialist, who is a replacement for Julie Allvin. Mr. Dave Bolt introduced Dave Neer, golf coach and biology instructor; Brian Abela, chemistry instructor; Linda Vang, sociology instructor; and Kyalo Mativo, ethnic studies and communications instructor.

Mr. Don Warkentin, President, distributed a college activities report and commented on recent and upcoming events. Mr. Warkentin discussed outreach activities that have been occurring and referred the Board to the outreach display in the romp reared by Susie Briones.

Chancellor's Report - Dr. Frank Gornick, Chancellor, thanked Mr. Warkentin for the hospitality for the Board meeting. He also thanked everyone for their work to date on Measure W and stated that he thinks we are changing minds. The person to person approach will continue as it is having a positive effect. Dr. Gornick reported that the Foundation recently adopted new bylaws and have approved their budget for the year. He briefly commented on solving the equivalency issue and stated that he is looking forward to the Board retreat and the information that will be shared. Dr. Gornick reported that the District Leadership Council will be focusing on the Rule of 5 and student learning outcomes and will soon be bringing a revised policy an new procedure for review. Dr. Larry Rathbun has been hosting representatives from Topcon (a GPS organization) and John Deere. They are very interested in what we are doing at the Farm of the Future and there will be a lot of exciting opportunities available.

CONSENT AGENDA

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

- CA-12** Minutes - The minutes of the August 22, 2006 and September 12, 2006 Board meetings were approved as submitted.
- CA-13** Warrants - The warrants were approved as submitted.
- CA-14** Personnel Transactions - The list of personnel transactions was approved as submitted.

CHANCELLOR'S OFFICE

- CO-9** Resolution - Support of Public Education Facilities BondAct - Dr. Gornick commented that this bond is also known as Proposition 1D.

The resolution in the matter of support of the Kindergarten-University Public Education Facilities Bond Act of 2006 was adopted on a motion by Trustee Minnite, seconded by Trustee Cantu, and carried unanimously.

Trustee Cantu questioned what will be done with the resolution. Dr. Gornick responded that it will be sent to the Proposition 1D Committee.

FISCAL SERVICES

FS-10 Fiscal Services Report - In the absence of Mr. Ken Stoppenbrink, Ms. Tammy Weatherman, Director of Fiscal Services, discussed the status of the budget expenses and revenues to date. She reported that we are 16.7% through the 2006-2007 fiscal year. General fund revenues are at 17.3% and general fund expenditures are at 11.7%.

Student Trustee Logsdon questioned the ASB fund and Ms. Weatherman reported that it contains all student club funds, not just ASB.

FS-11 Application for Exemption From 50% Law - Dr. Gornick reported that this is an annual precautionary item.

The district's application for exemption from Education Code Section 84362 (50% Law) for 2005-2006 was approved on a motion by Trustee Levinson, seconded by Trustee Ivans, and carried unanimously.

FS-12 Extension of Escrow - The extension of escrow for the old school farm property for thirty (30) days from September 27, 2006 to October 27, 2006 for an additional \$50,000 which is to be added to the purchase price was approved on a motion by Trustee Cantu, seconded by Trustee Levinson, and carried unanimously.

BOARD REPORTS / COMMENTS / REQUESTS AND ANNOUNCEMENTS

Trustee Minnite thanked everyone for participating in the meeting. He stated that the facility is beautiful and is complementary of what we can collectively do as a district to offer vocational programs. He expressed his thanks to everyone for working for West Hills College and supporting the decisions that are made. He expressed his thanks to Dr. Gornick for his due diligence in consistently bringing West Hills College to the forefront of education. He stated that it is a great place for all to share, learn and grow.

Trustee Cantu expressed his thanks to Mr. Warkentin for hosting the meeting at his campus. He stated that he is always amazed at the changes in Lemoore.

Trustee Ivans stated that the outreach presentation looks great and it is good to hear the great news stories. She reported that her husband is doing well since their accident and he was released on Tuesday. She thanked everyone for their support.

Trustee Henry thanked Mr. Warkentin for the lunch in the culinary building and for the outreach presentation setup in the room. He welcome all of the new employees and thanked everyone for their work.

Trustee Levinson expressed his thanks to Don Warkentin and stated that it is good to have Trustee Ivans back at the meetings.

President McKean welcomed the new faculty and staff.

CLOSED SESSION

The meeting was adjourned to closed session at 3:52 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 4:25 p.m.

Nina Oxborrow
Clerk of the Board of Trustees

/di

Personnel Transactions

1. New Hires - Certificated

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Mayer, Rhonda	RN Instructor, Psychiatric Tech Program West Hills College Coalinga	221-day contract	Class I Step 6	Grant / District	9/4/06	Grant funded until March, 2007; District funded after March, 2007

2. New Hires – Classified

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Acevedo, Angelica	Child Dev. Center Associate Teacher San Joaquin Child Dev. Center	40 hrs/wk 12 mo/yr	Range 30 Step A	Grant	8/18/06	Replacement for Iliana Ayala
Flores, Connie	Secretary, Student Learning West Hills College Coalinga	40 hrs/wk 12 mo/yr	Range 36 Step A	District	10/2/06	New position
Kozlowski, Corey	Media Assistant West Hills College Coalinga	19 hrs/wk 12 mo/yr	Range 25 Step A		8/14/06	Replacement for Pete Bustamante
Sanchez, Kathy	Child Development Center Assistant West Hills College Coalinga	19 hrs/wk 9 mo/yr	Range 23 Step A	Grant	9/1/06	Replacement for Cynthia Ficken
Santino, Monica	Marketing Assistant District Office	19 hrs/wk 12 mo/yr	Range 40 Step A	District	9/11/06	Replacement for Wendy Arevalo
Young, Ashley	Student Services Assistant West Hills College Lemoore	19 hrs/wk 12 mo/yr	Range 36 Step A	District	9/1/06	Replacement for Monique Suter

3. Changes in Assignment – Classified

Name	Current Assignment	Change	Effective Date	Additional Information
Rodriguez, Irma	Child Development Center Assistant NDC, Firebaugh Child Dev. Center Range 23, Step A	Child Development Center Teacher NDC, Firebaugh Child Dev. Center Range 40, Step A	8/19/06	Replacement for Angelica Rivera
Valentine, Teasha	Office Assistant I, Career Center West Hills College Lemoore 15 hrs/wk, 12 mo/yr	Office Assistant I, Career Center West Hills College Lemoore 19 hrs/wk, 12 mo/yr	9/11/06	

4. Resignations / Retirements / Releases During Probation / Terminations

Name	Title & Location	Effective Date	Additional Information
Jensen, Cathy	Child Development Center Assistant Avenal Child Development Center	9/8/06	Released during probation
Miller, Frank	Security Guard West Hills College Coalinga	10/1/06	Resignation
Padilla, Laura	Child Development Center Cook West Hills College Coalinga	9/15/06	Resignation
Williams, Doris	Accounting Services Technician II District Office	9/22/06	Resignation