

Board of Trustees Ventura County Community College District

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Chancellor/Secretary to the Board

**ORDER OF THE AGENDA
FOR THE MEETING OF
TUESDAY, AUGUST 12, 2008**

*Ventura County Community College District Office
255 W. Stanley Avenue, Suite 150
Ventura, CA 93001*

CALL TO ORDER

5:30 p.m.

PUBLIC COMMENTS REGARDING CLOSED SESSION AGENDA ITEMS

Limit: three minutes per person and 30 minutes per topic.

RECESS TO CLOSED SESSION

CONFERENCE WITH REAL PROPERTY NEGOTIATOR *{Government Code § 54956.8}*

Property: Portion of Camarillo Airport Site -- approximately 16 acres located west of Las Posas Road and north of Pleasant Valley Road currently in use by the Ventura County Fire Protection District (VCFPD).

Agency Negotiator: Chancellor James Meznik and/or designee.

Negotiating Parties: VCCCD and VCFPD.

Under negotiation will be the amount of lease payments and duration of lease including specific lease requirements as to the use of the property.

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION *{Government Code § 54956.9(a)}* (1 Case)

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION *{Government Code § 54956.9(b)}* (1 Case)

RECONVENE IN OPEN SESSION

6:00 p.m.

PLEDGE TO THE FLAG

CLOSED SESSION REPORT (if necessary)

ACKNOWLEDGEMENT OF GUESTS AND SPECIAL RECOGNITIONS

PUBLIC COMMENTS

Limit: Three minutes per person and 30 minutes per topic. The public is invited to speak on any item on the agenda or an item of interest that is not on the agenda. Agendized items may be addressed at the time the Board of Trustees considers the item.

REPORTS

- **Student Representatives**
- **Chancellor**
 - **Classified Employees' Staff Development Program – Patricia Parham**
 - **Recycling Report – Sue Johnson**
- **Academic Senates**
- **Classified Senates**
- **Trustees**
 - **Committees**

CHANGES TO THE AGENDA

CONSENT CALENDAR ITEMS

Written material relating to a Board meeting agenda item that are distributed to at least a majority of Board members less than 72 hours before a noticed meeting, and that are public records not otherwise exempt from disclosure, will be available for inspection at the District Administrative Center, 255 West Stanley Avenue, Suite 150. The material will also be available on the District's website http://www.vcccd.edu/board_of_trustees/meetings/ . (Govt. Code Section 54957.5 (b).)
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Approval of Minutes

C-1 Meeting Minutes

A. Action to Approve the Minutes of the Regular Meeting of the Board of Trustees for July 8, 2008 [p. 01]

This item presents for approval the minutes of the regular meeting of the Board of Trustees for July 8, 2008.

Human Resources

C-2 Employment and Position Management

A. Approval/Ratification, Abolishment, and Establishment of Positions [p. 10]

This item presents for approval the abolishment and establishment of positions.

B. Approval of Establishment of Positions and Related Assignments [p. 14]

This item presents for approval the establishment of positions.

C-3 Changes in Personnel/Employment Status

A. Approval of Changes in Sabbatical Leave Plan [p. 18]

This item presents for approval a change of purpose and/or plan of a previously granted sabbatical leave.

Business Services

C-4 Ratification of Accounts Payable and Payroll for the Period of June 17, 2008 – July 21, 2008 [p. 24]

This item presents for ratification Accounts Payable and Payroll for the period of June 17, 2008 – July 21, 2008.

C-5 Approval/Ratification of Board Purchase Order Report #15 for FY 2007-08 [p. 25]

This item presents for approval/ratification of Board Purchase Order Report #15, for FY 2007-08 from June 16, 2008 to July 18, 2008.

C-6 Approval/Ratification of Board Purchase Order Report #3 for FY 2008-09 [p. 34]

This item presents for approval/ratification of Board Purchase Order Report #3, for FY 2008-09 from June 16, 2008 to July 18, 2008.

C-7 Surplus/Disposal of Equipment [p. 52]

This item presents for approval the surplus/disposal of equipment and materials.

C-8 Monthly Budget Transfer Summary [p. 53]

This item presents for ratification the monthly budget transfer summary for the time period of June 16, 2008 through June 30, 2008 for the General Fund-Unrestricted and General Fund-Restricted.

C-9 Fiscal Year-end Budget Transfers [p. 55]

This item requests approval of 2007-2008 fiscal year-end closing budget transfers between major expenditure classifications in accordance with Education Code Section 70902 and Title 5, California Code of Regulations, Section 58307.

C-10 Quarterly Financial Status Report, General Fund – Unrestricted (CCFS-311Q) [p. 57]

This item requests acceptance of the quarterly financial status report (CCFS-311Q) for the General Fund-Unrestricted as required by law.

C-11 Approval of New Grants and Contracts for Fiscal Year 2008-09 [p. 60]

This item presents for approval new grants and contracts for FY 2008-09.

C-12 Award of Bid 339, Restroom Renovation at Oxnard College [p. 63]

This item presents for approval the award of Bid 339, Restroom Renovation at Oxnard College, to SBS Corporation, with the low bid of \$87,953.

C-13 Approval of Contract for Consultant Services with Stratus, a division of Heery International, Inc., to update the Ventura College Educational Master Plan [p. 64]

This item presents for approval a contract for consultant services with Stratus, a division of Heery International, Inc., to update the Ventura College Educational Master Plan.

C-14 Approval of Extension of Contract for General Legal Services with Fagen, Friedman & Fulfroost [p. 65]

This item presents for approval the extension of a professional services contract with the law firm of Fagen, Friedman & Fulfroost effective for the period October 1, 2008 through June 30, 2009.

C-15 Approval of Extension of Contract for Legal Services with Atkinson, Andelson, Loya, Ruud, and Romo [p. 67]

This item presents for approval the extension of a professional services contract with the law firm of Atkinson, Andelson, Loya, Ruud, and Romo for the period of October 1, 2008 through June 30, 2009.

C-16 Approval of Extension of Contract for Legal Services with Orbach, Huff & Suarez, LLP [p. 69]

This item presents for approval the extension of a professional services contract with the law firm of Orbach, Huff & Suarez, LLP for the period of October 1, 2008 through June 30, 2009.

Capital Planning and Facilities

C-17 Capital Planning and Facilities

A. Approval of Architectural Agreement for Design of New P.E. Annex at Moorpark College, Project #19210 [p. 71]

This item presents for approval the award of a contract to Villarruel Architects, Inc in the amount of \$44,577.34 for the design of the new P.E. Annex at Moorpark College, project #19210.

B. Budget Amendment: Capital Projects Fund (State Construction Funds) for the Construction Phase Funding the Moorpark College Health Science Complex [p. 72]

This item presents for approval to amend the Capital Projects Fund budget in the amount of \$7,886,000 of construction phase funding for the Moorpark College Health Science Complex project.

C. Budget Amendment: Capital Projects Fund (State Construction Funds) for the Construction Phase Funding the Oxnard College Performing Arts Classroom/Auditorium [p. 74]

This item presents for approval to amend the Capital Projects Fund budget in the amount of \$6,629,000 for the Construction Phase funding for the Oxnard College Performing Arts Classroom/Auditorium.

D. Approval to Supplement the Contract with MVE Institutional, Inc., for Architectural Services for the Oxnard College Performing Arts Classroom and Auditorium Project #29117 [p. 76]

This item presents for approval a supplement to the contract with MVE Institutional, Inc. in the amount of \$62,071, to expedite the DSA approval process for the Oxnard College Performing Arts Classroom and Auditorium Project #29117.

E. Approval of Contract with PacifiCom for the Ventura College Sports Complex Audio System, Project #39827 [p. 78]

This item presents for approval a contract with PacifiCom in the amount of \$95,590 to provide and install an Audio System for the Ventura College Sports Complex, project #39827.

F. Approval to Issue a Contract for Emergency Work on Moorpark College High Voltage System, Project #19115 (Phase III Electrical Infrastructure) [p. 79]

This item presents for approval a contact to DeYoung Power Systems, Inc. in the amount of \$108,000 for emergency work on the Moorpark College High Voltage System.

G. Acceptance of Change Order Summary Report for Capital Projects [p. 80]

This item presents for approval the Change Order Summary Report for Capital Projects.

Student Learning

C-18 Summer 2008 Candidates for Graduation and Certificates at Moorpark, Oxnard, and Ventura Colleges [p. 93]

This item presents for acceptance of the Summer 2008 candidates for graduation and certificates at Moorpark, Oxnard, and Ventura Colleges.

C-19 Approval of a New Fall 2008 Community Education Classes at Ventura College [p. 115]

This item presents for approval the Fall 2008 Community Education new classes at Ventura College.

*Action on Items Listed on the
Consent Calendar but Pulled to be Considered Individually*

FIRST READING ITEMS

• **First Reading: Course Approvals: New and Revised Courses, New Proficiency Awards at Ventura College [p 118].**

This item presents for First Reading new and revised courses and new proficiency awards at Ventura College.

ACTION ITEMS/SECOND READING ITEMS

Business and Administrative Services

A-1 FY 2007-08 Budget Amendment General Fund – Unrestricted [p. 124]

This item requests approval to amend the General Fund Revenue and Expenditure accounts.

Trustees/Chancellor

A-2 Action to Approve Governing Board Member Absence [p.126]

This item presents for approval Board of Trustees Member(s) Absence.

A-3 Biennial Update of the Designated Position List in AP 2712: Conflict Of Interest Code [p. 127]

Acceptance of this item by the Board of Trustees will update the Designated Position List in AP 2712: Conflict of Interest Code.

End of Board Actions

DISCUSSION

Discussion Regarding the Appointment of a Personnel Commissioner [p. 137]

The Board of Trustees will discuss the process to be used for the appointment of a Personnel Commissioner. Alternatives include reappointment of the current Personnel Commissioner or the appointment of a new Personnel Commissioner.

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RECESS TO CLOSED SESSION

RECONVENE IN OPEN SESSION

CLOSED SESSION REPORT (if any)

ADJOURNMENT

Pursuant to the federal Americans with Disabilities Act, if you need any special accommodation or assistance to attend or participate in the meeting, please direct your written request, as far in advance of the meeting as possible, to the office of Chancellor James Meznick, Ph.D., VCCCD, 255 W. Stanley Avenue, Suite 150, Ventura, CA.