



**Tuesday, March 11, 2014  
Board of Trustees**

**Order of the Agenda  
Ventura County Community College District  
at Ventura College, Guthrie Hall  
4667 Telegraph Road  
Ventura, CA 93003  
Closed Session: 5:30 p.m.  
Open Session 6:00 p.m.**

**1. Ventura County Community College District**

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1.01 Ventura County Community College District Mission

**2. Call to Order 5:30 p.m.**

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2.01 Call to order.

**3. Public Comments Regarding Closed Session Agenda Items**

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3.01 Chair will ask for public comments. 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 the Chancellor, Dr. Jamillah Moore, VCCCD, 255 W. Stanley Avenue, Suite 150, Ventura, CA.

**4. Recess to Closed Session**

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4.01 PUBLIC EMPLOYEE PERFORMANCE EVALUATION - CHANCELLOR (Gov. Code, § 54957)

4.02 CONFERENCE WITH LABOR NEGOTIATOR: SEIU AND AFT (Gov. Code, § 54957.6)

4.03 CONFERENCE WITH LEGAL COUNSEL: Anticipated Litigation (Gov. Code, § 54956.9, subd. (b)); 1 case)

**5. Reconvene in Open Session and Closed Session Report**

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5.01 Chair will reconvene and provide a closed session report.

**6. Pledge to the Flag**

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6.01 Pledge to the Flag

**7. Board of Trustees Agenda**

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7.01 CHANCELLOR'S RECOMMENDATION OF THE AGENDA. The District's Consultation Council is the representative body designed to support the governance processes at each College and to assist in District governance through the review and analysis of the Board of Trustees agenda prior to action by the Trustees. The items presented to the Board of Trustees contained in the meeting agenda of March 11, 2014, have been reviewed within the District's Consultation Council and are hereby presented to the Trustees for action, without constituent objection.

7.02 Changes to the Agenda

**8. Foundation Reports**

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8.01 Foundation Reports: Moorpark College, Oxnard College, and Ventura College Yearly Reports on College Foundations

## **9. Acknowledgement of Guests and Special Recognitions**

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9.01 ACTION TO APPROVE RESOLUTION RECOGNIZING WOMEN'S HISTORY MONTH. This item presents for approval the adoption of a Resolution Recognizing Women's History Month.

## **10. Public Comments**

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10.01 Chair will ask for public comments. 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 the Chancellor Dr. Jamillah Moore, VCCCD, 255 W. Stanley Avenue, Suite 150, Ventura, CA.

## **11. College Reports**

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11.01 STUDY SESSION. Hispanic Serving Institutions.

11.02 Moorpark College: President; Academic Senate President; Classified Senate President; and Associated Student Government.

11.03 Oxnard College: President; Academic Senate President; Classified Senate President; and Associated Student Government.

11.04 Ventura College: President; Academic Senate President; Classified Senate President; and Associated Student Government.

## **12. Board Policy**

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12.01 Policy Committee Update

## **13. Trustees/Chancellor's Office**

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13.01 Legislative Committee Update

13.02 Planning, Accreditation, Communication, and Student Success Committee Update

13.03 STUDY SESSION: BOARD MEETING ASSESSMENT FROM THE February 11, 2014 BOARD OF TRUSTEES MEETING. This item presents for review an assessment for the February 11, 2014 Board of Trustees Meeting.

13.04 ACTION TO APPROVE REVISIONS TO THE BOARD OF TRUSTEES 2014 MEETING CALENDAR. This item presents for approval revisions to the Board of Trustees 2014 Meeting Calendar.

13.05 ACTION TO APPROVE GOVERNING BOARD MEMBER ABSENCE. This item presents for approval the absence of a Board of Trustees member.

## **14. Business Services**

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14.01 The Finance Committee met on February 19, 2014.

14.02 UPDATE ON FINANCIAL STATUS OF CHILD DEVELOPMENT CENTERS: The Vice Chancellor of Business and Administrative Services will provide an update on the financial status of the Child Development Centers.

14.03 APPROVAL OF BUDGET AMENDMENT: This item requests approval to amend the General Fund Revenue and General Fund Expenses.

14.04 APPROVAL OF FISCAL YEAR 2014-15 BUDGET CRITERIA AND ASSUMPTIONS: This item presents for approval the FY 2014-15 Budget Criteria and Assumptions.

14.05 SELECTION OF AUDIT FIRM FOR YEAR ENDING JUNE 30, 2014 - JUNE 30, 2016: It is recommended that the Governing Board accept the recommendation of the Finance Committee Committee and award a contract to Vavrinek, Trine, Day & Company, LLP ("VTD") to conduct the independent audit for Ventura County Community College District for a three-year engagement period, commencing with the audit for the fiscal year ending June 30, 2014 with an option to renew for a fourth and fifth year. This contract does not include the District's Measure S bond audit.

14.06 APPROVAL TO RELEASE REQUEST FOR QUALIFICATIONS (RFQ) FOR LEGAL SERVICES. This item presents for approval a request to staff to prepare and release a Request for Qualifications (RFQ) for legal services.

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**15. Human Resources**

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15.01 HUMAN RESOURCES REPORT. The Human Resources "Learn. Empower. Achieve. Develop. (L.E.A.D.) Academy" held on February 21, 2014 at Oxnard College.

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**16. Capital Planning**

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16.01 Capital Planning and Facilities Committee Update

16.02 APPROVAL TO EXECUTE A CONTRACT FOR MASTER PLANNING SERVICES AT MOORPARK COLLEGE. This item presents for approval the authorization for management to execute a contract for Master Planning services to assist the campus in its revision of the existing Master Plan in order to accommodate the 2014-2019 campus five-year Capital Outlay Program.

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**17. Student Learning**

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17.01 MOORPARK COLLEGE NEW DEGREE AND REVISED COURSE FOR APPROVAL. This item presents for approval a New Degree and Revised Course at Moorpark College.

17.02 OXNARD COLLEGE COURSE APPROVALS. This item presents for approval new curriculum at Oxnard College.

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**18. Consent Calendar**

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18.01 APPROVAL OF CONSENT CALENDAR. This item presents for approval the Consent Calendar.

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**19. Consent Calendar: Approval of Minutes**

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19.01 APPROVAL OF MINUTES FOR THE BOARD OF TRUSTEES MEETING February 11, 2014. This item presents for approval the minutes of the February 11, 2014 Board of Trustees Meeting.

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**20. Consent Calendar: Business Services**

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20.01 RATIFICATION OF ACCOUNTS PAYABLE AND PAYROLL FOR THE PERIOD OF JANUARY 17, 2014 TO FEBRUARY 11, 2014: This item presents for ratification Accounts Payable and Payroll for the period of January 17, 2014 to February 11, 2014.

20.02 APPROVAL/RATIFICATION OF BOARD PURCHASE ORDER REPORT #11 FOR FY 2013-14: This item presents for approval/ratification of Board Purchase Order Report #11, for FY 2013-2014 from January 17, 2014 to February 13, 2014.

20.03 ACCEPTANCE OF GIFTS: This item presents for approval the acceptance of gifts.

20.04 SURPLUS/DISPOSAL OF EQUIPMENT: This item presents for approval the surplus/disposal of equipment and materials.

20.05 ACCEPTANCE OF COMPLETION OF BID 461, MOORPARK COLLEGE ROOFING PROJECT: This item presents for approval the acceptance of completion of Bid 461, Moorpark College Roofing Project.

20.06 APPROVAL OF BID 463, VENTURA COLLEGE TENNIS CENTER CONCRETE PROJECT: This item presents for approval award of Bid 463 Ventura College Tennis Center Concrete Project, to the lowest responsible bidder, Kiwitte General Building, in the amount of \$48,000.

20.07 APPROVAL OF AMENDMENTS TO RESTRICTED CATEGORICAL FUNDS: This item request approval of amendments to restricted categorical funds for FY 2013-14.

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**21. Consent Calendar: Human Resources**

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21.01 EMPLOYMENT AND POSITION CONTROL: APPROVAL OF THE ABOLISHMENT AND ESTABLISHMENT OF POSITIONS: This item presents for approval the abolishment and establishment of positions.

21.02 EMPLOYMENT AND POSITION CONTROL: APPROVAL OF PERMANENT INCREASES IN ASSIGNMENTS. This item presents for increases in assignment for eight positions.

21.03 CHANGES IN PERSONNEL/EMPLOYMENT STATUS: Approval of Employment Under Special Pre-Retirement Program

21.04 AUTHORIZATION FOR DESTRUCTION OF RECORDS; This item presents for approval the authorization for destruction of records pursuant to the provisions in the Regulations for Destruction of Records (Cal. Code Regs., Title 5, §§ 59020-59041).

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**22. Consent Calendar: Capital Planning & Facilities**

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22.01 ACCEPTANCE OF CHANGE ORDER SUMMARY REPORTS FOR CAPITAL PROJECTS. This item presents for approval the Change Order Summary Reports for Capital Projects.

22.02 APPOINTMENT TO THE CITIZENS OVERSIGHT COMMITTEE. This item presents for approval the appointment of one new member to the Citizens Oversight Committee for the Measure S Bond Program.

22.03 APPROVAL TO AMEND CONTRACT WITH ORBACH HUFF & SUAREZ FOR: LEGAL SERVICES FOR BOND MEASURE S. This item presents for approval a name change for contracts with Orbach Huff & Suarez LLP.

22.04 APPROVAL FOR ALLOCATION OF SCE ENERGY INCENTIVE REVENUE TO MEASURE "S" BOND BUDGETS. This item requests authorization to allocate \$17,556.02 of an SCE Energy Incentive received in prior years. The allocation is in the same proportion as interest revenues are allocated.

22.05 AUTHORIZATION FOR USE OF MEASURE S INTEREST REVENUE TO SUPPLEMENT MEASURE S BOND BUDGET AT MOORPARK COLLEGE LIBRARY, FOUNTAIN HALL PROJECT #19118. This item requests authorization to use \$25,819.84 of Measure S Bond allocable Interest Revenue for the Moorpark College, Fountain Hall, Project 19118.get transfers between the Measure S funded projects at Moorpark College described below.

22.06 APPROVAL OF REDUCTION IN RETENTION FOR ARB STRUCTURES, INC. FOR THE PARKING STRUCTURE AT MOORPARK COLLEGE, PROJECT #19125. This item presents for approval the reduction in retention for ARB Structures, Inc. from 10% to 5% of the contract value for the Parking Structure at Moorpark College, Project #19125.

22.07 APPROVAL OF SUBCONTRACTOR SUBSTITUTION FOR THE METAL STUD, DRYWALL AND CEMENT PLASTER PORTION OF THE WORK FOR THE APPLIED SCIENCE CENTER AT VENTURA COLLEGE, PROJECT #39110. This item presents for approval the substitution of Davcal, Inc. with Rutherford Co, Inc. as the new listed metal stud, drywall and cement plaster subcontractor for the Applied Science Center at Ventura College, Project #39110.

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**23. Consent Calendar: Student Learning**

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23.01 There are no items.

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**24. Informational Items**

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24.01 There are no items.

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**25. Reports**

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25.01 Trustees

25.02 Chancellor

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**26. Adjournment**

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26.01 Chair will adjourn the meeting.