



Tuesday, October 11, 2022 Board of Trustees Meeting

Order of the Agenda

Ventura County Community College District

Closed Session: 5:00 p.m.

Open Session: 7:00 p.m.

Zoom: <https://vcccd-edu.zoom.us/j/92385222213>

1. Regular Meeting of the Board

Subject	1.01 Call to Order.
Meeting	Oct 11, 2022 - Board of Trustees Meeting
Category	1. Regular Meeting of the Board
Type	Procedural

Subject **1.02 2020 VCCCD Board of Trustees Ground Rules and 2022 Board Vision.**

Meeting	Oct 11, 2022 - Board of Trustees Meeting
Category	1. Regular Meeting of the Board
Type	Information

Background

On August 4, 2020, the Board of Trustees reviewed and agreed to the following Board Ground Rules:

Ground rules are flexible and advance mutual interest in promoting effectiveness, civility, and willingness to cooperate and collaborate in working together to serve the needs of students in the best interests of VCCCD.

1. The manner in which the Board operates matters. How it engages with the Chancellor, college community, and public impacts its effectiveness, the effectiveness of others in the college community, the District's work and educational environments, and accreditation.
2. Trustees and the Chancellor act in good faith on behalf of the District.
3. There is quality, honest, focused, respectful, and patient debate on any matter of concern to a Trustee or the Chancellor that is within the purview of the Board.
4. Decisions are based on sufficient, relevant data, and other reliable sources of information that have been made available to all members. Trustees may make requests for information to the Chancellor, and that information will be provided if it is readily available. Any such information provided will be provided to the full Board. All other Trustees requests for data or information shall be made at Board meetings, and directed to the Board Chair. The Board Chair will then informally poll the Board to see if a majority supports the request. If so, the request will be made to the Chancellor. The request will include a date by which the information will be provided, with the date established collaboratively with the Chancellor. If a date for production cannot be established at the meeting, the Board Chair will work with the Chancellor to establish a timeline after the Chancellor has had an opportunity to confer with staff.
5. Trustees avoid backtracking; once the Board has heard and considered the views of its members and acted, all members will respect the action of the quorum, unless and until the Board takes up the matter again. The Board respects the requests of members to revisit issues when based on new information.
6. Trustees hold each other accountable for following these ground rules. No single Trustee can sidetrack the Board without the Board's acquiescence.
7. Continued Board development occurs through the purposeful application of these agreed-upon ground rules during productive work sessions.
8. The Board and Chancellor lead by example by engaging in transparent professional development activities.

Vision Statement: VCCCD Board of Trustees - January 8, 2022

In unity, we provide equitable educational and student support opportunities that bring forth justice for anyone. Be open to continuous growth and investment in each other.

- Commit to committee meetings (including alternate)
- Set dates to receive college and department reports quarterly
- Encourage curiosity and spirited dialogue
- Respect separation of roles and responsibilities
- Promote and manage growth

Further Information

Rick MacLennan

Subject **1.03 Chancellor's Recommendation of the Agenda**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 1. Regular Meeting of the Board

Type Procedural

The Chancellor's Consultation Council is the representative body designed to support the governance processes at each College, assist in District governance through the review and analysis of the Board of Trustees agenda prior to action by the Trustees, and advise the Chancellor. Critical to the integrity of the College and District governance structure is that each member of the District community understands the roles, responsibilities, and accountability of each constituent group in the governance process. Members of the District have the authority and responsibility to make recommendations in matters appropriate in scope. The scope for each constituent group is derived from several sources: the Government Code of California, California Code of Regulations, VCCCD Board Policy, District practices and procedures, and job descriptions.

The purpose of the Board Meeting is to provide the venue for the Trustees to meet together as a unit to conduct a business meeting. The business meeting contains items where Board action is required for approval of new/revised Board Policies, budget adoption, financial actions, and other reports and documents that require Board approval. Board review and approval is the final step of the participatory governance process where applicable governance committees and the college and/or district level have discussed, reviewed, and provided recommendations for action. The review and approval of these items by the Board supports the timely and effective operations of the Ventura County Community College District and the services that we provide to our students and communities. The Board Meeting also contains study sessions, information items, and reports to provide background information for the Trustees as they work together as a Board in meeting their responsibilities.

The following excerpt from the Community College League of California Trustee Handbook defines the key responsibilities of the Board:

The Board as a Unit

Trustees have authority only when they are meeting as a board. The board as a whole is the legal governing unit. Trustees contribute their collective talents, skills, and perspectives to their boards, but have no individual power. Individual trustees have no authority to direct any college staff, make no statements representing the board (unless they are reports of adopted board positions and policy), and support board decisions once they are made.

Governs through Policy

The most important board responsibility is to make good policy, which then provides guidance for college staff. Policy is defined as broad statements that set the general direction and standards for acceptable practice.

This emphasis on policy reflects the nature of trusteeship. Board members are community representatives who hire a CEO to lead the institution. The CEO hires staff members who have the expertise to implement board policy and fulfill the purposes of the institution. The system works best when trustees focus their efforts on representing community interests through the policies they adopt. The policies are most effective when they delegate the day-to-day operations to the CEO and college staff; the board can then concentrate on future needs and institutional effectiveness.

A primary policy focus for boards is the district's vision and mission. It requires that boards are strategic in their thinking and focused on the future learning needs of their communities. Trustees must be aware of broad and diverse community values and needs. They must provide leadership for the mission of the college to provide access,

promote equity, and ensure that students are successful. They ensure that strategic and educational plans support what is needed for students and the community.

Boards adopt policies that guide the operations of the district. They periodically review their policy manual to ensure that it is both current and relevant.

The items presented to the Board of Trustees have been reviewed within the District's Consultation Council and are hereby presented to the Trustees, without constituent objection.

Administrative Decision-Making Groups

Chancellor's Cabinet

Members: Chancellor; Vice Chancellors: Business and Administrative Services, Institutional Effectiveness, Human Resources; Associate Vice Chancellor, Information Technology; Director, Public Affairs and Marketing; Members from each College: Presidents. Non-Voting Member: Executive Assistant to the Chancellor.

Chancellor's Presidents Council (CPC)

Members: Chancellor; College Presidents.

Chancellor's Administrative Council (CAC)

Members: Chancellor; Vice Chancellor, Business and Administrative Services; Vice Chancellor, Institutional Effectiveness; Vice Chancellor, Human Resources; Associate Vice Chancellor, Information Technology; Director, Public Affairs and Marketing, Chief of Police, Directors: Fiscal Services, General Services, Software and Application Development; Supervisors: Payroll, Accounts Payable, Marketing and Communications, Fiscal; From Each College: Presidents, Chief Instructional Officers, Chief Student Services Officers, Chief Business Officers; Non-Voting Member: Executive Assistant to the Chancellor

District Advisory and Planning Group

District Chancellor's Consultation Council (DCCC)

Members: Chancellor; Vice Chancellors: Business and Administrative Services; Institutional Effectiveness; Human Resources; Associate Vice Chancellor, Information Technology; Vice President; One College Chief Instructional Officer (appointed by the Chancellor); Director of Public Affairs and Marketing; One District Administrative Classified Representative; One Classified Confidential Representative; Members from Each College: President, Academic Senate President (or designee), Classified Senate President (or designee), Student Representative as appointed by Associated Student Government; From the Collective Bargaining Units: AFT President, SEIU Chief Stewart; Non-Voting Member: Executive Assistant to the Chancellor.

District Advisory Groups

Administrative Technology Advisory Committee (ATAC)

Members: Associate Vice Chancellor, Information Technology; Vice Chancellors: Business and Administrative Services, Institutional Effectiveness, Human Resources; Directors: Software Applications and Development, Public Affairs and Marketing; From Each College: Chief Instructional Officer, Chief Student Services Officer, Chief Business Officer, Director, Information Technology; Guest/Resources: District Information Technology Project Support Staff.

Distance Education & Education Technology Advisory Committee (DEETAC)

Members: Associate Vice Chancellor, Information Technology; Dean (is rotated amongst the three colleges that hosts the DE Summit, and the maximum term for a co-chair is one-year); Faculty (rotating amongst the three colleges hosted DE Summit the previous year); Classified (rotating amongst the three colleges for the future DE Summit); Vice Chancellor, Institutional Effectiveness; LMS (Canvas) System Administrator; Chief Instructional Officer; Dean (Representing Distance Education); Instructional Faculty Members (up to 2); Online Counselor (1 if possible); Instructional Technologist/Designers (up to 3 w/ 1 vote per college); Assistive Computer Technology/Alternate Media Access Specialist; Ongoing Invited Guests: Public Affairs & Marketing Representatives, Information Technology Directors, DEI Workgroup Member, Faculty, staff, and administration who ask to be invited.

District Council on Accreditation and Planning (DCAP)

Members: Vice Chancellor of Institutional Effectiveness; Faculty Committee Member (nominated from membership, rotated annually amongst the three colleges); Vice Chancellors: Business and Administrative Services, Human Resources; Associate Vice Chancellor, Information Technology; One Vice President from: Academic Affairs, Business Services, Student Support; Director of Public Affairs & Marketing, DAC Classified Senate President (or designee); Members from each College: President, Academic Senate President (or designee), Accreditation Liaison Officer (or designee), Classified Senate President (or designee), Associated Student Government President (or designee).

District Council on Administrative Services (DCAS)

Members: Vice Chancellor, Business and Administrative Services; Committee Faculty Member (Academic Senate and/or designee, nominated by Academic Senate President(s) and/or designee); One District Administrative Center Classified Senate President (or designee); One AFT Representative; One SEIU Representative; One College Chief

Instructional Officer or College Chief Student Services Officer (appointed by the Chancellor); Members from Each College: Chief Business Officer; Academic Senate President (or designee); Classified Senate President (or designee); Student Representative (as appointed by Associated Student Government).

District Council on Human Resources (DCHR)

Members: Vice Chancellor, Human Resources; Faculty (nomination from faculty membership and elected by entire committee at first meeting of the year); College President (designated by the Chancellor); Administrative Representatives from Academic Affairs, Student Services & Administrative Services (designated by the Chancellor); Human Resources Directors; DAC Classified Representative (appointed by SEIU); AFT Representative; SEIU Chief Steward; From Each College: Dean (appointed by College President); Academic Senate President (or designee); Classified Representative (appointed by SEIU)

District Diversity, Equity and Inclusion Workgroup (DDEIW)

Members: District: Two Administrators & Two Classified; From each College: One Administrator, One Classified, Two Faculty (one from VC), One Student.

Equal Employment Opportunity Advisory Committee (EEOAC)

Members: Vice Chancellor, Human Resources; Three Administrators/Managers/Supervisors (appointed by the Chancellor); Members from each College: Faculty Representative (appointed by the Academic Senate President), Classified Representative (appointed by the Agreement between the VCCCD and SEIU, Local 99); Ex Officio Members: Vice Chancellor, Human Resources, Equal Employment Opportunity Officer (Director of Employment Services), Director of Employee Relations and Human Resources Operations.

Institutional Effectiveness Advisory Committee (IEAC)

Members: Vice Chancellor, Institutional Effectiveness; College Institutional Researcher/Manager; Associate Vice Chancellor, Information Technology; Director of Software Applications and Development; Director, Public Affairs & Marketing; One Senior Programmer Analyst; One Data Analyst (DAC); Others as determined by the Chancellor; Members from each College: One Institutional Effectiveness Dean and up to two additional Research/Data Staff, One Academic Senate President, one VP Student Development (or designee).

Governance Recommending Groups

District Council on Curriculum and Instruction (DCCI)

Members: Vice Chancellor, Institutional Effectiveness; Committee Faculty member (nominated from membership, rotated annually amongst the three colleges); From Each College: Chief Instructional Officer; Faculty Co-Chair(s) of the College Curriculum Committee; Articulation Officer; Academic Senate President (or designee).

District Council on Enrollment Management (DCEM)

Members: Vice Chancellor, Institutional Effectiveness (or Chancellor appointee); Three members (nominated from membership and rotates annually amongst the three colleges); Vice Chancellor, Business and Administrative Services; Associate Vice Chancellor, Information Technology; Director, Public Affairs & Marketing; One College Chief Business Officer (appointed by the Chancellor); DAC Classified Senate President (or designee); One Director of Outreach and International Students; One DAC Data Analyst; From each College: Chief Instructional officer, Chief Student Support Services, Academic Senate President (or designee), Classified Senate President (or designee), Dean, Institutional Effectiveness, Director, Outreach and Marketing, Student Representative (as appointed by Associated Student Government).

District Council on Student Services (DCSS)

Members: Chancellor Administrative Appointee; Committee Faculty Member (annually nominated from committee membership, rotates amongst the colleges with a term limit of two years); Vice Chancellor, Institutional Effectiveness; Associate Vice Chancellor, Information Technology, Director of Software Applications and Development, Director, Public Affairs & Marketing; District Information Technology Representatives; From Each College: Chief Student Services Officer, Dean (Student Services), Associated Student Government Representative, Registrar, Counseling Chair (or designee), Academic Senate President (or instructional Faculty designee), Financial Aid Officer, Student Activities Specialist, Student Success Supervisor (or designee), Title IX Coordinator (non-voting member).

District Emergency Preparedness Committee (DEPC)

Members: Vice Chancellor of Business and Administrative Services; Director of General Services; Associate Vice Chancellor, Information Technology; Director, Public Affairs & Marketing, Director, Fiscal Services; SEIU Member, Others as determined by the Chancellor; From Each College: Chief Business Officer; College Incident Commander; Director of Facilities, Maintenance and Operations; Police Lieutenant; Coordinator, Student Health Services

Districtwide Title IX Advisory Committee (DTIXAC)

Members: Vice Chancellor, Institutional Effectiveness, Committee Member (rotated annually among the three colleges, appointed by District Co-Chair), From each College: Title IX Coordinator (required), Conduct Officers (or

designee), Health Center Coordinator (at least one from any of the Colleges), Other resource staff or faculty who work regularly with student activities or conduct/behavior intervention matters.

Further Information

Rick MacLennan

Subject **1.04 Changes to the Agenda/Consent Items to be Pulled**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 1. Regular Meeting of the Board

Type Procedural

Following the public distribution of the agenda on Wednesday, October 5, 2022, the following items were added to the agenda on Thursday, October 6, 2022, within the provisions of the Brown Act:

ADDED: 10/06/22

- Item 2.04: EMPLOYEE APPEAL FROM THE DISTRICT'S ADMINISTRATIVE DETERMINATION, pursuant to Title 5, CCR, § 59338, regarding Complaint of Discrimination. (One Case)
- Item 21.01: The meeting is adjourned in memory of: Delta College Trustee Dr. Teresa Brown.

PULLED: 10/11/22

- Item 2.01 - CONFERENCE WITH LEGAL COUNSEL: Existing Litigation - 1 Case (Gov. Code, § 54956.9, subd. (d).
 - VCCCD Retiree Association vs. Ventura County Community College District, et. al.

Further Information:

Rick MacLennan

Subject **1.05 Public Comments - Closed Session Agenda items.**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 1. Regular Meeting of the Board

Type Procedural

The Board meeting will be held in-person. If you wish to give public comments, please fill out the electronic [Public Comment Card](#) by 5:00 p.m. on Monday, October 10, 2022. Persons may speak on an agenda item or on other matters of interest to the public that are within the subject matter jurisdiction of the Board in person or through the webinar link.

A Spanish translator will be available.

A copy of all submitted public comments will be provided to each Trustee for their review prior to the Board Meeting. An electronic copy of all submitted public comments will be added to this agenda item prior to the start of the meeting.

Per [Board Policy 2350 Speakers](#), those wishing to speak to the Board are subject to the following:

- The Chair of the Board may rule members of the public out of order if their remarks do not pertain to matters that are within the subject matter jurisdiction of the Board, or if remarks consist of personal attacks on others.
- Non-scheduled substitutes may not speak in place of scheduled speakers unless alternates have been submitted on the original request.
- Employees who are members of a bargaining unit represented by an exclusive bargaining agent may address the Board under this policy, but may not attempt to negotiate terms and conditions of their employment. This policy does not prohibit any employee from addressing a collective bargaining proposal pursuant to the public notice requirements of Government Code Section 3547 and the policies of this Board implementing that section.
- Individuals wishing to address the Board shall complete a public speaker card that includes the individual's name, name of organization or group represented, if any, and a statement noting the agenda item or topic to be addressed. The individual can submit the completed public speaker card to the Board Clerk prior to the start of Closed Session, Open Session, or prior to the agenda item he/she has requested to address. A speaker can elect to speak during Public Comments or speak at the time the agendized item is addressed by the Board. Public speakers are required to address unagendized topics during Public Comments.
- No member of the public may speak without being recognized by the Chair of the Board.
- Each speaker will be allowed a maximum of three (3) minutes per topic; thirty (30) minutes shall be the maximum time allotment for public speakers on any one subject regardless of the number of speakers at any one board meeting. At the discretion of a majority of the Board, these time limits may be extended.
- Each speaker coming before the Board is limited to one (1) presentation per specific agenda item before the Board, and to one (1) presentation per meeting on non-agenda matters.

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 request, as far in advance of the meeting as possible, to:

VCCCD Clerk of the Board, 761 East Daily Drive, Suite 200, Camarillo, CA 93010 (805) 652-5507,
boardoftrusteesclerk@vccd.edu

File Attachments

[10-11 Public Comments Report-final.pdf \(27 KB\)](#)

2. Closed Session

Subject **2.01 PULLED: CONFERENCE WITH LEGAL COUNSEL: Existing Litigation - 1 Case (Gov. Code, § 54956.9, subd. (d) (see item 1.04 Changes to Agenda/Consent Items to be Pulled).**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 2. Closed Session

Type Closed Session

CONFERENCE WITH LEGAL COUNSEL: Existing Litigation - 1 Case (Gov. Code, § 54956.9, subd. (d).

- VCCCD Retiree Association vs. Ventura County Community College District, et. al.

Further Information

Rick MacLennan, David El Fattal, Laura Barroso
 Advisory - Legal Counsel

Subject **2.02 CONFERENCE WITH LABOR NEGOTIATORS: AFT and SEIU (Gov. Code, § 54957.6)**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 2. Closed Session

Type Closed Session

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

Further Information

Rick MacLennan, Laura Barroso, David El Fattal
Advisory - Legal Council

Subject 2.03 PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Chancellor (Gov. Code § 54957)

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 2. Closed Session

Type Closed Session

Public Employee Performance Evaluation - Chancellor (Gov. Code § 54957).

Chancellor Performance Goals:

- Instill a culture that values diversity, students, our communities, collaboration, and the success of each employee.
- Increase equitable access and success for all students.
- Support the closing of academic achievement and support services equity gaps across all racial, ethnic, socioeconomic, and gender groups.
- Actively support equitable workforce and economic development in Ventura County through partnerships and relevant programs and pathways leading from education to careers.

Further Information

Rick MacLennan

Subject 2.04 EMPLOYEE APPEAL FROM THE DISTRICT'S ADMINISTRATIVE DETERMINATION, pursuant to Title 5, CCR, Section 59338, regarding Complaint of Discrimination. (One Case)

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 2. Closed Session

Type Closed Session, Action

Further Information:

Rick MacLennan, Laura Barroso

Motion & Voting

Motion to grant the appeal of an administrative determination on an employee sexual harassment complaint.

Motion by Trustee Joshua Chancer, second by Trustee Gabriela Torres.

Final Resolution: Motion was not approved.

Yes: Trustee Joshua Chancer, Trustee Gabriela Torres

No: Trustee Dianne McKay, Trustee Bernardo Perez

Not Present at Vote: Trustee Stan Mantooth

3. Reconvene in Open Session

Subject 3.01 Pledge to the Flag

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 3. Reconvene in Open Session

Type Procedural

Subject 3.02 Closed Session Report

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 3. Reconvene in Open Session

Type Report

Further Information:

Rick MacLennan

Subject 3.03 Public Comments - Open Session Agenda items.

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 3. Reconvene in Open Session

Type Procedural

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File Attachments

[10-11 Public Comments Report-final.pdf \(27 KB\)](#)

4. Guests and Recognitions

Subject 4.01 Acknowledgement of New Employees.

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 4. Guests and Recognitions

Type Information

Congratulations to the following employees who were hired or promoted during the period of September 1 - September 30:

Appointment of Classified Personnel

- Beatriz Ortiz, Program Coordinator I (Bilingual), Oxnard College
- Catherine Tran, Instructional Lab Technician II - Sciences, Oxnard College
- Emma Mosbergen, Human Resources Analyst I, District Administrative Center
- Erika Cabral, Child Development Assistant, Oxnard College
- Gabriela Ramos, Accounting Technician, Moorpark College
- Jennifer Mota, Student Outreach Specialist, Moorpark College
- Lisa Smith, College Fiscal Services Supervisor, Moorpark College
- Mayte Ipatzi, Human Resources Assistant (Bilingual), District Administrative Center
- Nairi Zograbyan, Information Security Analyst, District Administrative Center
- Scott Pilch, Senior Human Resources Analyst, District Administrative Center
- Shandor Batoczki, Instructional Lab Technician I - Learning Resources, Moorpark College
- Susana Espinosa, Office Assistant, Ventura College
- Victoria Nielsen, Student Outreach Specialist, Ventura College

Appointment of Management Personnel

- Aaron Jones, Dean of Student Learning, Ventura College
- Oscar Rivera, Program Coordinator II, Ventura College
- Steve Timmons, Assistant Director of Facilities, Maintenance, and Operations, Moorpark College

Further Information

Rick MacLennan, Laura Barroso

Subject 4.02 Recognition of Ventura County Community College District Retirees.

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 4. Guests and Recognitions

Type Information

The Ventura County Community College District Board of Trustees recognizes the following individuals for their dedication and years of service, and offers congratulations upon retirement:

- David Gardner, Assistant Director of Facilities, Maintenance, and Operations. District service began on December 2, 1996. Expected retirement date of September 30, 2022.
- Martin Navarro, Custodian, Moorpark College. District service began on July 2, 1984. Expected retirement date of August 11, 2022.
- Robert Gabino, Custodian, Moorpark College. District service began on March 1, 1997. Expected retirement date of July 29, 2022.

Further Information

Rick MacLennan, Laura Barroso

Subject **4.03 Acknowledgement of Guests and Special Recognitions.**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 4. Guests and Recognitions

Type Information

Further Information:

Rick MacLennan

5. Senate Consultation

Subject **5.01 Academic Senate Presidents Consultation.**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 5. Senate Consultation

Type Report

Critical to the integrity of the College and District governance structure is that each member of the District community understands the roles, responsibilities, and accountability of each constituent group in the governance process. Members of the District have the authority and responsibility to make recommendations in matters appropriate in scope. The Academic Senate represents full-time and part-time faculty at each College and assumes primary responsibility for making recommendations in the areas of curriculum, academic standards, and other areas of professional and academic matters identified in Assembly Bill 1725.

The VCCCD Board of Trustees agreed in Board Policy 2510 to consult collegially with the Colleges' Academic Senates in academic and professional matters under the mutual agreement option. Through the three Academic Senates and their College governance structure, recommendations are made to the administration of its College and the District on the following specific academic and professional matters:

1. Curriculum, including establishing prerequisites and placing courses within disciplines;
2. Degree and certificate requirements;
3. Grading policies;
4. Educational program development;
5. Standards or policies regarding student preparation and success;
6. District and College governance structures, as related to faculty roles;
7. Faculty roles and involvement in accreditation processes, including self-evaluation and annual reports;
8. Policies for faculty professional development activities;
9. Processes for program review;
10. Processes for institutional planning and budget development; and
11. Other academic/professional matters, mutually agreed upon between the Board of Trustees and the Academic Senate.

Consultation is required on processes in program review, planning, and budgeting. Consultation is not required on the content of program review, planning, and budgeting.

Further Information

Erik Reese, Elissa Caruth, Dan Clark

Subject **5.02 Classified Senate Presidents Consultation.**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 5. Senate Consultation

Type Report

Role of Classified Staff

Classified staff members include College and District employees in a wide range of positions. Classified staff members are provided with opportunities to participate in the formulation and development of District and College recommendations as well as in the processes for developing recommendations that have or will have a significant effect on them.

Classified Senate represents all full-time and part-time classified, classified Supervisors, classified confidential employees, and other unrepresented groups in the governance process on matters outside the scope of collective bargaining.

Through the three College Classified Senates and their governance structure, recommendations are made to their College administration and to the District on the following specific academic and professional matters (9 + 1):

1. Standards or policies regarding student support and success
2. College governance structures, as related to classified roles
3. Classified roles and involvement in accreditation processes
4. Policies for classified professional development activities
5. Processes for program review
6. Processes for institutional planning and budget development
7. Curriculum systems integrations and implementation
8. Degree and certificate requirements
9. Educational program development

Plus, any other district and college policy, procedure, or related matters that will have a significant effect on Classified Staff. Classified Senates appoint classified members to appropriate District groups. In the absence of a Classified Senate at a site, all full-time and part-time classified, classified supervisors, classified confidential employees, and other unrepresented groups there shall designate classified members to appropriate District groups. SEIU recommends classified representatives for appointments to specific groups as identified through the agreement between the Ventura County Community College District and Service Employees International Union Local 99.

Further Information

Linda Resendiz, Amparo Medina, April Montes, Alexander Fredell

6. Reports

Subject 6.01 College Associated Student Government Reports

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 6. Reports

Type Report

§ 51023.7. Students.

(a) The governing board of a community college district shall adopt policies and procedures that provide students the opportunity to participate effectively in district and college governance. Among other matters, said policies and procedures shall include the following:

- (1) Students shall be provided an opportunity to participate in formulation and development of district and college policies and procedures that have or will have a significant effect on students. This right includes the opportunity to participate in processes for jointly developing recommendations to the governing board regarding such policies and procedures.
- (2) Except in unforeseeable, emergency situations, the governing board shall not take action on a matter having a significant effect on students until it has provided students with an opportunity to participate in the formulation of the policy or procedure or the joint development of recommendations regarding the action.
- (3) Governing board procedures shall ensure that at the district and college levels, recommendations and positions developed by students are given every reasonable consideration.
- (4) For the purpose of this Section, the governing board shall recognize each associated student organization or its equivalent within the district as provided by Education Code Section 76060, as the representative body

of the students to offer opinions and to make recommendations to the administration of a college and to the governing board of a district with regard to district and college policies and procedures that have or will have a significant effect on students. The selection of student representatives to serve on college or district committees, task forces, or other governance groups shall be made, after consultation with designated parties, by the appropriate officially recognized associated student organization(s) within the district.

(b) For the purposes of this Section, district and college policies and procedures that have or will have a "significant effect on students" includes the following:

- (1) grading policies;
- (2) codes of student conduct;
- (3) academic disciplinary policies;
- (4) curriculum development;
- (5) courses or programs which should be initiated or discontinued;
- (6) processes for institutional planning and budget development;
- (7) standards and policies regarding student preparation and success;
- (8) student services planning and development;
- (9) student fees within the authority of the district to adopt; and
- (10) any other district and college policy, procedure, or related matter that the district governing board determines will have a significant effect on students.

(c) The governing board shall give reasonable consideration to recommendations and positions developed by students regarding district and college policies and procedures pertaining to the hiring and evaluation of faculty, administration, and staff.

(d) Nothing in this Section shall be construed to impinge upon the due process rights of faculty, nor to detract from any negotiations or negotiated agreements between collective bargaining agents and district governing boards. It is the intent of the Board of Governors to respect agreements between academic senates and collective bargaining agents as to how they will consult, collaborate, share or delegate among themselves the responsibilities that are or may be delegated to academic senates pursuant to the regulations on academic senates contained in Sections 53200-53206.

(e) The governing board of a community college district shall comply substantially with policies and procedures adopted in accordance with this Section.

Note: Authority cited: Sections 66700 and 70901(b)(1)(E), Education Code. Reference: Sections 70901 (b)(1)(E), 70902(b)(7) and 76060, Education Code.

Further Information

Moorpark, Oxnard, and Ventura College Associated Student Government Representatives

File Attachments

[BoT Oct 2022 Report.pdf \(119 KB\)](#)

Subject	6.02 Student Trustee Report
Meeting	Oct 11, 2022 - Board of Trustees Meeting
Category	6. Reports
Type	Report

State law ([Education Code 72023.5](#)) requires the board of trustees of each community college district to have at least one non-voting student member to be chosen by the students in a manner determined by the board. To be eligible, the student must be enrolled in a community college of the district for at least five semester units. The term of office for the student trustee is one year, commencing on May 15 or June 1 of each year. Student trustees have the same general responsibilities as all trustees to represent the interests of the entire community; however, they

also provide a student perspective on the issues facing the board.

Student trustees are not necessarily advocates for specific student issues, just as other trustees are not advocates for single interests. Student trustees provide their perspective to ensure that the students of the future will be served well.

Student Member Rights

1. Right to attend all meetings. The student trustee has the right to attend all meetings of the governing board, with the exception of closed sessions.
2. Participation. During all meetings, the student member has the right to participate in discussion, ask questions, and be seated with the board. As an official member of the board, the student member is entitled to receive materials furnished to regular board members with the exception of materials related to closed sessions.
3. Mileage Reimbursement. The nonvoting student member is entitled to mileage reimbursement to the same extent and under the same policies as other governing board members.

Student Member Privileges

[VCCCD Board Policy 2015 Student Member](#) outlines Student Member Privileges, as outlined in [California Education Code Section 72023.5](#) and reviewed annually.

Responsibilities

The extent to which the student trustee is viewed as an advocate for and representative of the current student body varies from board to board, and depends somewhat on the attitude of the person holding the position. Some feel the student trustee plays a similar role to the Associated Students organization and represents current students – in this case, the responsibilities are similar to A.S. leaders. However, as a trustee, the student member of the board has the same responsibility as all trustees – to make board decisions that benefit the community as a whole and students of the future, as well as the current student body. The League has published a paper, *Perspectives on the Role of Student Trustees*, that further explores the different views.

Student trustees have the following responsibilities to become acquainted with the issues, successfully perform the duties of their position, and be a contributing member of the board. Student trustees should be aware of current issues and prepare themselves for board meetings. Effective decision-making also requires understanding the role of a governing board member. As with any obligation, the ability to be heard and to influence others depends on taking seriously the responsibility as a student board member. "Doing one's homework" about the issues before the board enhances effectiveness. Following are other specific responsibilities:

Become educated about board and district issues by attending:

- Board meetings prior to taking office.
- College and state conferences.
- Campus committee meetings.
- Meetings of the student association(s).
- Meetings of community groups.

Carefully read:

- All board agendas.
- The board policy manual.
- Important district materials such as the most recent accreditation report and long-range planning documents.
- Material on trusteeship and the role of boards, including the League's *Trustee Handbook*.

Periodically meet with:

- Chancellor or district superintendent/president.
- Board president and other board members.
- The advisor to the position.
- The Associated Student President and/or Council.

Study the role and responsibilities of being a member of the board:

- Meet with the past student trustee.
- Attend conferences and workshops on trusteeship.
- Learn from other trustees about how to be a good board member.
- Seek a mentor on the board.

Further Information

Rick MacLennan, Chancellor

Azure Heirshberg, Student Trustee

Subject **6.03 AFT Report**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 6. Reports

Type Report

Further Information

Ty Gardner, AFT Chief Negotiator

Subject **6.04 SEIU Report**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 6. Reports

Type Report

Further Information

Maria Urenda, SEIU Chief Steward

Subject **6.05 Board Committee Reports**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 6. Reports

Type Information, Report

Standing Committees of the Board

Administrative Services.

Board Committee Members: Trustees Stan Mantooh, Bernardo Perez

The draft minutes from the September 22 2022, Administrative Services Committee Meeting are provided for Trustee reference. The minutes will be reviewed and approved during the next committee meeting.

The Administrative Services Committee receives and reviews recommendations from the Chancellor and provides advice and recommendations to the Board of Trustees related to (a) the ongoing fiscal status of the District and its short-term and long-term financial condition, including timely strategies for necessary financial and educational adjustments, as appropriate; (b) matters of human resources practices, workplace safety, diversity, and professional development; (c) facilities, capital planning, and construction; and, (d) maintaining and updating Board policies on financial, facilities, capital planning, administrative, and human resources matters. The Committee advises the Board on a variety of issues regarding finance, human resources, facilities, capital planning, and construction. The Committee meets monthly or on an as-needed basis (at least quarterly).

Planning, Accreditation, and Student Success.

Board Committee Members: Trustees Gabriela Torres, Joshua Chancer

The draft minutes from the September 20, 2022, Planning, Accreditation, and Student Success Committee Meeting are provided for Trustee reference. The minutes will be reviewed and approved during the next committee meeting.

The Planning, Accreditation, and Student Success Committee receives and reviews policy recommendations from the Chancellor to ensure instructional programs are effective and consistent with District and College practices, plans, strategies, and community needs. The Committee reviews and discusses pending local, statewide, and federal legislative issues that may affect or be of interest to the District. The Committee reviews recommendations from the Chancellor for District and College planning, assuring that programs are comprehensive and meet organizational and community needs. The Committee provides guidance to the Board on programs recommended by the Chancellor that enhance student success. With guidance from the Chancellor, the Committee informs the Board on accreditation matters within the District and receives reports from the Chancellor and colleges regarding District and College practices and activities for alignment with Accrediting Commission Standards and student success. The Committee

serves the internal and external Board communication needs in evaluating and reviewing recommendations from the Chancellor regarding District communication needs, policies, and practices. The Committee meets monthly or on an as-needed basis.

Ad Hoc Committees of the Board (as of January 18, 2022)

Chancellor Search

Board Committee Members: Chair Dianne McKay, Vice Chair Stan Mantooth

Diversity, Equity and Inclusion

Board Committee Members: Chair Dianne McKay, Trustee Gabriela Torres

Board Evaluation

Board Committee Members: Chair Dianne McKay, Trustee Gabriela Torres

File Attachments

[Administrative Services Committee Meeting NOTES 9-22-2022.pdf \(736 KB\)](#)

[09.20.22 PASS Meeting Notes DRAFT.pdf \(196 KB\)](#)

7. Approval of Consent Calendar.

Subject 7.01 Approval of Consent Calendar.

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 7. Approval of Consent Calendar.

Type Consent (Action)

Recommended Action The Chancellor recommends approval.

All matters on the Consent Calendar are considered routine or sufficiently supported by back-up information so that additional discussion is not required. Consent Calendar items will be approved in one motion unless a Board Member requests separate action on a specific item. Items removed from the Consent Calendar will be changed from Consent to Action and considered separately.

Further Information

Rick MacLennan

Motion & Voting

The Chancellor recommends approval.

Second by Student Trustee Heirshberg.

Student Trustee Heirshberg Advisory Vote: Yes

Motion by Trustee Joshua Chancer, second NONE.

Final Resolution: Motion was approved.

Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooth, Trustee Dianne McKay, Trustee Bernardo Perez

8. Consent: Approval of Minutes

Subject 8.01 Action to Approve Minutes from the September 13, 2022 Board Meeting.

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 8. Consent: Approval of Minutes

Type Consent (Action), Minutes

Recommended Action The Chancellor recommends approval.

Minutes

[View Minutes](#) for Sep 13, 2022 - Board of Trustees MeetingFurther Information

Rick MacLennan

File Attachments

[09.13.22 BoT Meeting Minutes DRAFT.pdf \(266 KB\)](#)

Motion & Voting

The Chancellor recommends approval.
 Second by Student Trustee Heirshberg.
 Student Trustee Heirshberg Advisory Vote: Yes

Motion by Trustee Joshua Chancer, second NONE.

Final Resolution: Motion was approved.

Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooth, Trustee Dianne McKay, Trustee Bernardo Perez

9. Consent Calendar: Trustees/Chancellor

Subject **9.01 There are no items.**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 9. Consent Calendar: Trustees/Chancellor

Type Information

Further Information:

Rick MacLennan

10. Consent Calendar: Business and Administrative Services

Subject **10.01 Action to Approve/Ratify Accounts Payable and Payroll for the Period of August 15, 2022 to September 11, 2022.**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 10. Consent Calendar: Business and Administrative Services

Type Consent (Action)

Recommended Action The Chancellor recommends approval.

Presenter

David El Fattal

Background

California Education Code Section 85231 requires that all payments from the funds of a community college district be made by written order of the governing board of the district.

Analysis

The total accounts payable and payroll expenditures listed below for the specified period are recommended for ratification.

Accounts Payable	\$3,933,397.52
Payroll	11,631,987.56
TOTAL	\$15,565,385.08

Impact of Approval

Vendors and employees are paid timely and the daily operations of the District continue without undue disruption or

interruption.

Impact of Non-Approval

For the stated period, payment to vendors and employees for services rendered has occurred. Non-approval of requested ratification would likely result in varied negative impacts to the daily operations of the District, including expenditure of staff time to allow for interacting with external agencies and potential negative public perception of the District.

Fiscal

Included in approved budgets.

Further Information

David El Fattal

Motion & Voting

The Chancellor recommends approval.
Second by Student Trustee Heirshberg.
Student Trustee Heirshberg Advisory Vote: Yes

Motion by Trustee Joshua Chancer, second NONE.

Final Resolution: Motion was approved.

Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooh, Trustee Dianne McKay, Trustee Bernardo Perez

Subject 10.02 Action to Approve the Acceptance of Gifts for FY 2022-2023 August 19, 2022 to September 20, 2022.

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 10. Consent Calendar: Business and Administrative Services

Type Consent (Action)

Recommended Action The Chancellor recommends approval.

Presenter

David El Fattal

Background

VCCCD Board Administrative Procedures (AP 3820) allows the District to accept gifts, donations, and bequests which contribute towards the goals of the District.

Analysis

The following items have been donated:

Donation of \$10,000

To be used by Ventura College Paramedic Program
Donated by: Swift Memorial Health Care Foundation

Donation of \$4,305

To be used by Ventura College Diesel Mechanic Program
Donated by: Quinn Company

Donation of \$2,500

To be used by Moorpark College Athletics
Donated by: Wells Fargo Bank

Donation of \$1,500

To be used by Moorpark College Athletics
Donated by: Idea Engineering Inc.

Donation of \$1,000

To be used by Moorpark College EATM

Donated by: Thomas J. Hampson

Impact of Approval

Acceptance of cash or non-cash donations provide additional resources that contribute towards instructional and/or student support programs including facilities projects.

Impact of Non-Approval

If donations are not approved for acceptance, the colleges and students will not benefit from the additional resources for academic programs. Also, the colleges may find it necessary to expend equivalent college resources to achieve desired outcomes.

Fiscal

N/A

Further Information

Kimberly Hoffmans, Julius Sokenu, David El Fattal

Motion & Voting

The Chancellor recommends approval.
Second by Student Trustee Heirshberg.
Student Trustee Heirshberg Advisory Vote: Yes

Motion by Trustee Joshua Chancer, second NONE.

Final Resolution: Motion was approved.

Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooth, Trustee Dianne McKay, Trustee Bernardo Perez

Subject **10.03 Action to Approve/Ratify Board Purchase Order Report #6, for FY 2022-2023 from August 22, 2022 to September 20, 2022.**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 10. Consent Calendar: Business and Administrative Services

Type Consent (Action)

Recommended Action The Chancellor recommends approval.

Presenter

David El Fattal

Background

Per Board Policy 6330 and Administrative Procedure 6330, the Chancellor has delegated authority to the Vice Chancellor of Business and Administrative Services to purchase supplies, materials, apparatus, equipment, and services as necessary for the efficient operation of the District. No such purchase shall exceed the amounts specified by Section 20651 of the California Public Contract Code (PCC) as amended from time to time, without going through the formal bid process, except for emergency work contracts as identified in the PCC.

The District Purchasing Department has the responsibility to manage the procurement policy as it relates to the acquisition of all equipment, supplies and services for use within the District or from funds held by the District, in compliance with all federal, state and local regulations and the PCC.

All purchase orders, contracts, leases, rentals, memorandums of understanding (MOUs), and service agreements require the signature of the Vice Chancellor, Business and Administrative Services, or designee.

Analysis

A listing of all purchase orders in the amount of \$10,000 or more will be submitted to the Board of Trustees for ratification at the next regular meeting following issuance of the purchase order. The list of purchase orders issued from August 22, 2022 to September 20, 2022 is attached.

All purchase orders, contracts, agreements, and MOUs for goods or services in the amount of \$50,000 or more require approval of the Board of Trustees prior to issuance of a purchase order. However, the Chancellor, or designee, may authorize purchases of \$50,000 or more if he/she deems it to be in the best interest of the District and if in

his/her judgment, the purchase should not wait until the next regularly scheduled Board meeting. In such a case, the Chancellor shall immediately notify the Board of the action.

BPO = Blanket Purchase Order (Blanket purchase orders are issued to selected vendors, on a fiscal year basis for use by District employees to procure repetitive, high volume, low dollar value items or services on a continuing basis. The use of an established blanket purchase order is limited to the dollar value of the written purchase order issued. Blanket purchase orders require approval by the Vice Chancellor, Business and Administrative Services, or designee prior to issuance of the purchase order).

Any purchase order, with the exception of Blanket Purchase Orders, over \$50,000 and change orders for public works projects are explained in further detail on the attached Supplement.

Impact of Approval

Services, supplies and equipment that are required for the District to operate effectively and efficiently on a daily basis can be procured in a timely manner.

Impact of Non-Approval

The timely procurement of services, supplies and equipment that enable the effective daily operations of the District would be delayed in many circumstances, causing varied negative impacts such as delayed services to students and employees, inefficient use of facilities, reduced employee productivity, unnecessary disruption for campus programs and services, and more.

Fiscal

In approved budgets

Further Information

Kim Hoffmans, Oscar Cobian, Julius Sokenu, David El Fattal

File Attachments

[Oct PO list.pdf \(275 KB\)](#)

[PO Board Report Supplement.pdf \(93 KB\)](#)

Motion & Voting

The Chancellor recommends approval.
Second by Student Trustee Heirshberg.
Student Trustee Heirshberg Advisory Vote: Yes

Motion by Trustee Joshua Chancer, second NONE.
Final Resolution: Motion was approved.
Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooh, Trustee Dianne McKay, Trustee Bernardo Perez

Subject **10.04 Action to Approve Award of Bid 635, Food Vending Services.**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 10. Consent Calendar: Business and Administrative Services

Type Action

Recommended Action The Chancellor recommends approval.

Presenter

David El Fattal

Background

The District released Request for Proposal (RFP) #635 – Food Vending Services for the furnishing, stocking, and maintenance of food vending machines districtwide. The food vending machines conveniently provide ready-to-eat food and snacks throughout the campuses for students to purchase.

To complement the food vending machines, the District also provides beverage vending machines through a separate contractual partnership. Additionally, the campuses offer fresh food options via food truck services on a regular basis. Further, with students now returning to in-person classes on campus as COVID-19 restrictions are subsiding statewide, countywide, and districtwide, the District is in process of developing an RFP for customized cafeteria food services to be provided on campus.

Analysis

Notice of the RFP #635 – Food Vending Services was posted in the Ventura County Star, and multiple local and national vendors were directly notified of the RFP. Three vendors participated in the mandatory job walk. A sole proposal was submitted, by First Class Vending, the District’s existing vendor. The proposal met the evaluation criteria listed in the RFP and is recommended for award.

Company	Commission
First Class Vending	5%

Impact of Approval

A comprehensive fleet of food vending machines offering ready-to-eat food and snacks will continue to be available at each college, without disruption of services to students, employees, and campus visitors.

Impact of Non-Approval

Students, employees, and campus visitors will no longer be able to conveniently purchase ready-to-eat food and snacks at the colleges.

Fiscal

N/A

Further Information

David El Fattal

Motion & Voting

The Chancellor recommends approval.

Student Trustee Heirshberg Advisory Vote: Yes

Motion by Trustee Joshua Chancer, second by Trustee Gabriela Torres.

Final Resolution: Motion was approved.

Yes: Trustee Gabriela Torres, Trustee Stan Mantooth, Trustee Dianne McKay, Trustee Bernardo Perez

No: Trustee Joshua Chancer

Subject **10.05 Action to Approve Award of Bid 636, Beverage Vending Services.**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 10. Consent Calendar: Business and Administrative Services

Type Action

Recommended Action The Chancellor recommends approval.

Presenter

David El Fattal

Background

The District released Request for Proposal (RFP) #636 – Beverage Vending Services for the furnishing, stocking, and maintenance of beverage vending machines districtwide. The beverage vending machines conveniently provide a variety of beverage items throughout the campuses for purchase by students, employees, and visitors.

To complement the beverage vending machines, the District also provides food vending machines through a separate contractual partnership. Additionally, the campuses offer fresh food options via food truck services on a regular basis. Further, with students now returning to in-person classes on campus as COVID-19 restrictions are subsiding statewide, countywide, and districtwide, the District is in process of developing an RFP for customized

cafeteria food services to be provided on campus.

Analysis

Notice of the RFP #636 – Beverage Vending Services was posted in the Ventura County Star, and multiple local and national vendors were directly notified of the RFP. Five vendors participated in the mandatory job walk, with three vendors submitting a proposal.

After review of the proposals against the RFP evaluation criteria, PepsiCo is recommended for award. The PepsiCo proposal includes a 38-39% commission on beverages sold as well as bonus incentives that average out to \$11,000 per year over a three-year contract.

Company	Commission	Annual Bonus Incentive
PepsiCo	38-39%	\$11,000
Reyes Coca Cola	20%	\$0
First Class Vending	5%	\$0

Impact of Approval

A comprehensive fleet of beverage vending machines will continue to be available at each college, without disruption of services to students, employees, and campus visitors.

Impact of Non-Approval

Students, employees, and campus visitors will no longer be able to conveniently purchase beverages through vending machine availability at the colleges.

Fiscal

N/A

Further Information:

David El Fattal

Motion & Voting

The Chancellor recommends approval.

Student Trustee Heirshberg Advisory Vote: Yes

Motion by Trustee Joshua Chancer, second by Trustee Gabriela Torres.

Final Resolution: Motion was approved.

Yes: Trustee Gabriela Torres, Trustee Stan Mantooh, Trustee Dianne McKay, Trustee Bernardo Perez

No: Trustee Joshua Chancer

Subject 10.06 Action to Approve Acceptance of the Annual Financial and Budget Report for FY2021-2022 (CCFS-311).

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 10. Consent Calendar: Business and Administrative Services

Type Action

Recommended Action The Chancellor recommends approval.

Presenter

David El Fattal

Background

The CCFS-311 aggregates the District's funds into 7 categories: General Fund, Debt Service Funds, Special Revenue Funds, Capital Projects Funds, Enterprise Funds, Internal Services Funds, and Fiduciary Funds, then summarizes by major object code. The CCFS-311 report General Fund category is comprised of a combined total of the District's General Fund-Unrestricted (111) and General Fund-Unrestricted Designated (113,114) plus General Fund-Restricted (12x), which includes categorical and grant funds.

Analysis

The Annual Financial and Budget Report (CCFS-311) as displayed in the attached Exhibit reflects the actual revenues

and expenditures for the time period July 1, 2021 through June 30, 2022, the ending fund balance for the period ending June 30, 2022 and the Adoption Budget for FY 2022-2023. The report has been prepared in conformity with generally accepted accounting principles as set forth in the California Community Colleges Budget and Accounting Manual and includes general purpose financial information. The CCFS-311 is audited annually by the District's auditors and reflects the District's official financial records. Also included in the CCFS-311 is the calculation of the 50% law which shows the District at 50%.

Impact of Approval

The District's reporting obligations to stakeholders like the California Community Colleges Chancellor's Office will be met.

Impact of Non-Approval

The District's reporting obligations to stakeholders like the California Community Colleges Chancellor's Office may be delayed or be negatively impacted.

Fiscal Impact

None

Further Information

David El Fattal

File Attachments

[311 Annual FY2021-2022 Master-Report.pdf \(620 KB\)](#)

Motion & Voting

The Chancellor recommends approval.

Student Trustee Heirshberg Advisory Vote: Yes

Motion by Trustee Joshua Chancer, second by Trustee Stan Mantooth.

Final Resolution: Motion was approved.

Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooth, Trustee Dianne McKay, Trustee Bernardo Perez

11. Consent Calendar: Institutional Effectiveness

Subject **11.01 Moorpark College Accreditation ISER Report - 1st Read**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 11. Consent Calendar: Institutional Effectiveness

Type Action, Discussion, Report

Recommended Action The Chancellor recommends approval.

Further Information

Rick MacLennan, Julius Sokenu

File Attachments

[MC_ISER_2022_V5_Oct BOT 1st Read.pdf \(3,994 KB\)](#)

Motion & Voting

The Chancellor recommends approval.

Second by Student Trustee Heirshberg

Student Trustee Heirshberg Advisory Vote: Yes

Motion by Trustee Bernardo Perez, second NONE.

Final Resolution: Motion was approved.

Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooth, Trustee Dianne McKay, Trustee Bernardo Perez

Subject **11.02 Oxnard College Accreditation ISER Report - 1st Read**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 11. Consent Calendar: Institutional Effectiveness

Type Action, Discussion, Report

Recommended Action The Chancellor recommends approval.

Further Information

Rick MacLennan, Oscar Cobian

File Attachments

[Accreditation_Oxnard-College-DRAFT-09.28.22.pdf \(44,958 KB\)](#)

Motion & Voting

The Chancellor recommends approval.

Second by Student Trustee Heirshberg

Student Trustee Heirshberg Advisory Vote: Yes

Motion by Trustee Bernardo Perez, second NONE.

Final Resolution: Motion was approved.

Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooh, Trustee Dianne McKay, Trustee Bernardo Perez

Subject **11.03 Ventura College Accreditation ISER Report - 1st Read**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 11. Consent Calendar: Institutional Effectiveness

Type Action, Discussion, Report

Recommended Action The Chancellor recommends approval.

Further Information

Rick MacLennan, Kim Hoffmans

File Attachments

[2023 Institutional Self Evaluation Report.pdf \(4,009 KB\)](#)

Motion & Voting

The Chancellor recommends approval.

Second by Student Trustee Heirshberg

Student Trustee Heirshberg Advisory Vote: Yes

Motion by Trustee Bernardo Perez, second NONE.

Final Resolution: Motion was approved.

Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooh, Trustee Dianne McKay, Trustee Bernardo Perez

Subject **11.04 Action to Approve Moorpark College Curriculum.**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 11. Consent Calendar: Institutional Effectiveness

Type Consent (Action)

Recommended Action The Chancellor recommends approval.

Background/Analysis

The presented curriculum has been approved by the Moorpark College Curriculum Committee as of 09/06/2022. It has been reviewed by District Council on Curriculum & Instruction (DCCI) on 09/08/2022. The presented curriculum meets the standards and requirements established by Title 5, the Course Identification Numbering System (C-ID), the Transfer Model Curriculum (TMC), and the College Curriculum Committee.

Further Information

Cynthia Herrera, Julius Sokenu

File Attachments

[MC curriculum submission_October 2022.pdf \(169 KB\)](#)

Motion & Voting

The Chancellor recommends approval.
Second by Student Trustee Heirshberg.
Student Trustee Heirshberg Advisory Vote: Yes

Motion by Trustee Joshua Chancer, second NONE.

Final Resolution: Motion was approved.

Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooth, Trustee Dianne McKay, Trustee Bernardo Perez

12. Consent Calendar: Human Resources

Subject 12.01 Action to Approve/Ratify Personnel.

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 12. Consent Calendar: Human Resources

Type Action

Recommended Action The Chancellor recommends approval.

Further Information

Laura Barroso

File Attachments

[Personnel Actions 09.05.2022 - 09.30.2022.pdf \(101 KB\)](#)

Motion & Voting

The Chancellor recommends approval.
Student Trustee Heirshberg Advisory Vote: Yes

Motion by Trustee Joshua Chancer, second by Trustee Gabriela Torres.

Final Resolution: Motion was approved.

Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooth, Trustee Dianne McKay, Trustee Bernardo Perez

Subject 12.02 Action to Approve the Abolishment of a Student Services Assistant Position and the Establishment of a Career Services Specialist at Ventura College.

Meeting Oct 11, 2022 - Board of Trustees Meeting
 Category 12. Consent Calendar: Human Resources
 Type Consent (Action)

Recommended Action The Chancellor recommends approval.

Presenter
 Laura Barroso

	Classification	Department	Location	Position Number	FTE	Effective
Abolish	Student Services Assistant (vacant)	Counseling and Student Engagement	Ventura	VCU595	12 months/100%	10/12/2022
Establish	Career Services Specialist	Counseling and Student Engagement	Ventura	VCU628	12 months/100%	10/12/2022

Background

Under the general supervision of an assigned supervisor, a Career Services Specialist develops employment opportunities for students and provides career and professional development services to students.

Analysis

The following information was provided by the college:

Justification and process by which this position was given priority at the campus, including how it supports the mission of the college/District:

This position would be aligned with the Strong Workforce Plan for Ventura College to prepare students for interviews, internships, and job placement. By expanding the Career Center staff this position will support employer recruitment efforts, provide resources to facilitate hiring, and promote internship opportunities to campus constituents. In addition, this position will engage with local & regional employers to develop strategies to expand internships and experiential learning opportunities for Ventura College students.

The Student Services Assistant position is currently vacant as of March 31, 2022.

Funding Source:

The Strong Workforce Program plans for allocation year 2021-2022 have been approved California Community Colleges will have 24 months to expend the 2021-2022 allocation dollars and are expected to report expenditures for the 2021-22 allocation. Beginning 2021-23 allocations, the Chancellor's Office will begin to hold back funds allocated to colleges/districts that are as of September 30, 2022 underspent by 50% or more of prior year's allocations.

If funding were to cease, the funds would be requested through the College Program Review process for general funds. If general funds are not allocated, the position will be abolished.

Approval Impact

If approved, the college will be aligned and compliant in meeting the Strong Workforce Program plan and objectives in preparing Ventura College students for workforce opportunities in the region.

Non-Approval Impact

If not approved, the college would be required to return state allocation funds. Ventura Community College District students would not be served equitably in this region.

Fiscal Impact

Increase in salary of \$2,976 and Benefits of \$1,041 for a total increase of \$4,017 charged to Categorical Funds.

Further Information

Laura Barroso, Kimberly Hoffmans

File Attachments

[Org Chart Counseling and Student Engagement.pdf \(190 KB\)](#)[Career Services Specialist_01.2021.pdf \(112 KB\)](#)

Motion & Voting

The Chancellor recommends approval.
 Second by Student Trustee Heirshberg.
 Student Trustee Heirshberg Advisory Vote: Yes

Motion by Trustee Joshua Chancer, second NONE.
 Final Resolution: Motion was approved.
 Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooth, Trustee Dianne McKay, Trustee Bernardo Perez

Subject **12.03 Action to Approve the Establishment of a Senior Accounting Technician Position at Ventura College.**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 12. Consent Calendar: Human Resources

Type Consent (Action)

Recommended Action The Chancellor recommends approval.

Presenter

Laura Barroso

	Classification	Department	Location	Position Number	FTE	Effective
Establish	Senior Accounting Technician	Business and Administrative Services	Ventura	VCU627	12 months/100%	10/12/2022

Background

Under the direction of an assigned supervisor, a Senior Accounting Technician performs a variety of advanced technical accounting work in support of various college auxiliary functions, categorical programs, grants and/or district functions.

Analysis

The following information was provided by the college:

Justification and process by which this position was given priority at the campus, including how it supports the mission of the college/District:

The number and complexity of categoricals and grants awarded to VC has grown over the past years. These programs, as well as increased Capital Facilities projects, have required increased monitoring and reporting by Fiscal Services. An additional Senior Accounting Technician is needed to allow the reallocation of assignments to improve responsiveness and ensure accurate and timely fiscal information. This position was submitted, highly ranked and approved to fill through the Program Review process.

Funding Source:

The number of grants awarded to VC has grown over the past years. These grants include a portion of expenditures to support indirect costs. This position will be funded by these indirect cost funds.

Indirect cost funding will continue to be generated as long as VC has grants that have an indirect cost component. There currently are sufficient funds to sustain this position 7-9 years. If funding is exhausted, alternative sources of funding will be explored and the position will be prioritized against others for possible unrestricted general funds from retirements and vacancies.

Approval Impact

The number and complexity of categoricals and grants awarded to VC has grown over the past years. These

programs, as well as increased Capital Facilities projects, have required increased monitoring and reporting by Fiscal Services. The department is struggling with assisting departments, keeping up with requested changes (i.e. budget transfers, payroll changes, purchases) and meeting deadlines. An additional Senior Accounting Technician is needed to allow the reallocation of assignments to improve responsiveness and ensure accurate and timely fiscal information.

Non-Approval Impact

The department is currently struggling with the increasing amount of categoricals and grants. The department is currently over capacity on fulfilling daily requests from other departments along with the increasingly complex reporting requirements from the categoricals and grants. If this request is not approved, the department will not be able to adequately meet the Fiscal requests from other departments and reporting deadlines will not be met.

Fiscal Impact

Increase in salary of \$61,248 and benefits of \$52,583 for a total increase of \$113,831 funded through indirect costs received from grants in Fund 114.

Further Information

Kimberly Hoffmans

File Attachments

[Organizational Charts FINAL.pdf \(155 KB\)](#)

[Senior Accounting Technician 06.24.2013-5.pdf \(29 KB\)](#)

Motion & Voting

The Chancellor recommends approval.
Second by Student Trustee Heirshberg.
Student Trustee Heirshberg Advisory Vote: Yes

Motion by Trustee Joshua Chancer, second NONE.
Final Resolution: Motion was approved.
Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooth, Trustee Dianne McKay, Trustee Bernardo Perez

Subject **12.04 Action to Approve the Permanent Change in Employment/Personnel Status of a Community College Police Officer I to a Community College Police Officer I (Bilingual) Position at the District Administrative Center.**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 12. Consent Calendar: Human Resources

Type Consent (Action)

Recommended Action The Chancellor recommends approval.

Presenter

Laura Barroso

Position#	From	To	Location	Effective Dates
WCU013	Community College Police Officer I (Incumbent #900597473)	Community College Police Officer I (Bilingual)	DAC	10/12/2022

Background

Under the direction of the Community College Police chain of command, a Community College Police Officer I enforces applicable federal, state, city, county and district laws, enforces rules and regulations governing use of college buildings and grounds; makes arrests, writes reports, testifies in court, controls traffic, controls parking;

patrols buildings, grounds and other properties of the college district; provides for the safety and protection of students, visitors, and personnel.

Analysis

Justification and process by which this position was given priority at the campus, including how it supports the mission of the college/District:

The Police Department needs a bilingual Police Officer assigned to Ventura College, especially during the weekend VC Market Place. We currently have a Police Officer assigned to VC who translates Spanish to English regularly; however, since the position is not designated as bilingual, he is not currently compensated for it.

Having a bilingual Officer allows for the Spanish-speaking community to feel more comfortable reporting crimes and incidents to police. By being able to effectively communicate, offers can handle the situation better and it also allows for better accuracy in report writing.

The incumbent passed the bilingual test on 7/19/2021.

Funding Source:

Police Services are regularly paid out of the General Fund.

Approval Impact

If approved, officers will be able to communicate with Spanish-speaking individuals more effectively and document crime/incident reports more accurately. It will also allow Spanish-speaking individuals to feel more comfortable in speaking to offers and reporting crimes/incidents.

Non-Approval Impact

If not approved, officers will have to try and communicate as best they can or rely on non-law enforcement citizens of other police agencies (if available) to translate. Additionally, the reluctance to report and the accuracy of information is greatly reduced.

Fiscal Impact

Increase in Salary of \$2,394 and Benefits of \$838, for a total increase of \$3,232 charged to the Parking Services Fund.

Further Information

Laura Barroso, David El Fattal

File Attachments

[Community College Police Officer I.04.18.pdf \(25 KB\)](#)

Motion & Voting

The Chancellor recommends approval.
Second by Student Trustee Heirshberg.
Student Trustee Heirshberg Advisory Vote: Yes

Motion by Trustee Joshua Chancer, second NONE.
Final Resolution: Motion was approved.
Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooth, Trustee Dianne McKay, Trustee Bernardo Perez

Subject	12.05 Action to Approve/Ratify Separation from Employment and Placement of Employee on the Reemployment List.
Meeting	Oct 11, 2022 - Board of Trustees Meeting
Category	12. Consent Calendar: Human Resources
Type	Consent (Action)

Recommended Action The Chancellor recommends approval.

Presenter

Rick MacLennan, Laura Barroso

Employee Number	Classification	Location	Position	FTE	Effective Date
900710910	Administrative Assistant	Ventura	VCU021	12 months/100%	9/1/2022

Background/Analysis

The referenced employee has exhausted all available leave benefits, and is unable to return to their assignment. The employee has been separated from the District and will be placed on the 39-month reemployment list for their job classification as per Personnel Commission Rule 333.1.

Fiscal Impact

N/A

Further Information

Rick MacLennan, Laura Barroso, Kimberly Hoffmans

Motion & Voting

The Chancellor recommends approval.
 Second by Student Trustee Heirshberg.
 Student Trustee Heirshberg Advisory Vote: Yes

Motion by Trustee Joshua Chancer, second NONE.
 Final Resolution: Motion was approved.
 Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooth, Trustee Dianne McKay, Trustee Bernardo Perez

13. Board Policies

Subject **13.01 Action to Approve Board Policy 5035 Withholding of Student Records (revised)**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 13. Board Policies

Type Action, Discussion

Recommended Action The Chancellor recommends approval.

Background

Board Policy 5035 Withholding of Student Records was derived through the participatory governance process. It was approved at the September 8, 2022 DCSS meeting, September 12, 2022 Chancellor's Cabinet meeting, September 20, 2022 PASS meeting and September 30, 2022 Consultation Council meeting. BP 5035 was previously titled "Withholding of Student Records for Nonrepayment of Financial Obligations."

The Community College League of California recommendation is provided for information only.

Further Information

Rick MacLennan, Cynthia Herrera

File Attachments

[BP 5035 Withholding of Student Records DRAFT.pdf \(53 KB\)](#)
[BP 5035 Withholding of Student Records CLEAN.pdf \(64 KB\)](#)
[CCLC BP 5035 Withholding of Student Records Rev. 4-24-21.pdf \(85 KB\)](#)

Motion & Voting

The Chancellor recommends approval.
 Student Trustee Heirshberg Advisory Vote: Yes

Motion by Trustee Bernardo Perez, second by Trustee Joshua Chancer.

Final Resolution: Motion was approved.

Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooth, Trustee Dianne McKay, Trustee Bernardo Perez

Subject **13.02 Action to Approve Board Policy 6400 Audits (revised)**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 13. Board Policies

Type Action

Presenter

David El Fattal

BP 6400 Audits (revised) was revised through the participatory governance process. It was approved at the September 15, 2022 District Council on Administrative Services meeting; the September 19, 2022 Chancellor's Cabinet meeting; and the September 22, 2022 Administrative Services Committee Meeting.

The Community College League of California recommendation is provided for information only.

File Attachments

[2022.09.19 BP 6400 Audits for ASC.pdf \(56 KB\)](#)

[CCLC BP 6400 Financial Audits Rev. 1-20-20.pdf \(243 KB\)](#)

[2012 08.14 ACTIVE BP 6400 Audits CLEAN.pdf \(63 KB\)](#)

Motion & Voting

The Chancellor recommends approval.

Second by Student Trustee Heirshberg.

Student Trustee Heirshberg Advisory Vote: Yes

Motion by Trustee Stan Mantooth, second by Trustee Stan Mantooth.

Final Resolution: Motion was approved.

Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooth, Trustee Dianne McKay, Trustee Bernardo Perez

14. Action: Trustees/Chancellor's Office

Subject **14.01 Action to Approve Board Member Absence.**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 14. Action: Trustees/Chancellor's Office

Type Information

Background

In accordance with California Education Code section 72024, subdivision (d):

"A member may be paid for any meeting when absent if the board, by resolution duly adopted and included in its minutes, finds that, at the time of the meeting, he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the Board."

The Board of Trustees is to approve the absence of _____ who is absent from the _____ meeting due to the specified reason.

Further Information

Rick MacLennan

Subject **14.02 Action to Approve a 30-Day Extension to Participate Remotely**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 14. Action: Trustees/Chancellor's Office

Type Action

Recommended Action The Chancellor recommends approval.

The Chancellor recommends that the Board approve an extension for 30-days for Trustees to participate remotely in VCCCD Board meetings. The use of virtual Board meetings will help protect the health and safety of attendees and allow participation by Trustees and others who may need to attend remotely. This action is in accordance with Assembly Bill 361.

Further Information

Rick MacLennan

Motion & Voting

The Chancellor recommends approval.
 Second by Student Trustee Heirshberg
 Student Trustee Heirshberg Advisory Vote: Yes

Motion by Trustee Bernardo Perez, second by Trustee Bernardo Perez.

Final Resolution: Motion was approved.

Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooh, Trustee Dianne McKay, Trustee Bernardo Perez

15. Action: Business and Administrative Services

Subject **15.01 Action to Accept Ventura County Community College District Actuarial Study of Retiree Health Liabilities Under GASB74/75 for the Fiscal Year-End June 30, 2022.**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 15. Action: Business and Administrative Services

Type Action, Report

Recommended Action The Chancellor recommends acceptance.

Presenters:

David El Fattal; Luis Murillo/Will Kane of Total Compensation Systems

Background/Analysis

In June 2015, the Governmental Accounting Standards Board (GASB) issued Statement No. 75, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions. The objective of GASB 75 is to improve accounting and financial reporting for postemployment benefits other than pensions (other postemployment benefits or OPEB) with regard to providing decision-useful information, supporting assessments of accountability and inter-period equity, and creating additional transparency. GASB 75 replaces the requirements of Statements No. 45, Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions, as amended, and No. 57, OPEB Measurements by Agent Employers and Agent Multiple-Employer Plans, for OPEB.

The District has long recognized a significant unfunded liability for postemployment benefits, specifically retiree health benefits. Thus, in order to mitigate increasing future liabilities, during 2000 and 2001 the retiree health benefits provided to all new hires were modified to provide health benefits until the age of 65 rather than lifetime benefits. Subsequently, retiree health benefits were discontinued effective July 1, 2005, for new hires of the

following employee groups: (a) all classified personnel including confidential staff and supervisors; and, (b) management. Years later, retiree health benefits were discontinued for new faculty members hired on or after July 1, 2015. As of June 30, 2020, the District has 694 retirees eligible for retiree health benefits for themselves and their dependents, on either a lifetime basis or until age 65.

An actuarial study provides information to manage costs and liabilities associated with retiree health benefits and to provide information for financial reporting. An actuarial valuation of the total OPEB liability is required to be performed at least every two years, with more frequent valuations or calculations encouraged. The previous actuarial study, with a valuation date of June 30, 2020, was conducted as a full valuation to better understand the impact of the anticipated savings from the switch to the PERS medical plan. In alignment with GASB 75, the District conducts a full valuation every two years, with an update completed in the off-years for the deferred inflows and outflows that impact the comprehensive annual financial report. The current Study is a roll-forward valuation. A roll-forward valuation is based on census data from the previous full valuation as well as an updated valuation interest rate and actual assets as of the measurement date.

General Findings of the Actuarial Study (valuation date June 30, 2020):

	June 30, 2021 Measurement Date for June 30, 2022 Fiscal Year-End	June 30, 2020 Measurement Date for June 30, 2021 Fiscal Year-End	Change
Total OPEB liability	\$137,599,608	\$133,613,679	\$3,985,929
Plan fiduciary net position	\$28,973,023	\$22,890,864	\$6,082,159
District's net OPEB liability	\$108,626,585	\$110,722,815	(\$2,096,230)

Plan fiduciary net position as a percentage of the total OPEB liability 21.05%.

The total OPEB liability of \$137,599,608 is the estimated amount that would have accumulated had the District begun accruing the liability associated with the retiree health benefits when each eligible current employee and retiree was hired.

In adherence to best practice and fiscal prudence for effective administration of a substantial and growing unfunded liability for retiree health benefits, the District has set aside funds to cover retiree health liabilities in a qualifying trust. The establishment of an irrevocable trust is intended to help mitigate the rising costs to the District for its OPEB or retiree health benefits liability, as long-term investments through a trust typically earn higher returns on investment than other available methods.

The District issued in August 2010 a Request for Proposal (RFP) for an irrevocable trust program. In October 2010, the Futuris Public Entity Investment Trust was selected as the investment program coordinator with Benefit Trust Company as the Discretionary Trustee and Morgan Stanley Smith Barney as the Registered Investment Advisor. The Futuris Public Entity Investment Trust is an IRS Section 115 Trust that is used for the purposes of investment and disbursement of funds irrevocably designated by the District for the payment of its obligations to eligible employees (and former employees) of the District and their eligible dependents and beneficiaries for OPEB (e.g., life, sick, hospitalization, major medical, accident, disability, dental and other similar benefits).

In February 2011, the District established a Retirement Board of Authority (RBOA) consisting of District personnel to reach informed decisions and oversee and monitor the Trust activity.

In March 2011, the District remitted \$9 million to its irrevocable trust. Since that time, additional dollars have been remitted for a total contribution to date of \$14,450,000. Investment earnings help address the District's long-term liability. With investment earnings totaling \$14,523,023, the Fiduciary Net Position of this trust at June 30, 2021 was \$28,973,023. By subtracting the Fiduciary Net Position from the Total OPEB liability, the District's Net OPEB Liability is \$108,626,585.

Because actuarial valuations contain estimates and assumptions about future results, the actuarial liability amounts will change with each successive actuarial study. To control or reduce future rising costs, additional changes to the District's health benefits program would need to occur.

Impact of Approval

Continual compliance with GASB Accounting Statements 74 and 75.

Impact of Non-Approval

Nonacceptance would place the District out of compliance with GASB Accounting Statements 74 and 75.

Fiscal Impact

N/A

Further Information

David El Fattal

File Attachments

[VenturaCountyCCDGASB75FinalReport2021RF.pdf \(865 KB\)](#)

[Ventura County CCD GASB 75 FYE2022 Presentation.pdf \(288 KB\)](#)

[VenturaCountyCCD3141CashFlow2020Ltr.pdf \(47 KB\)](#)

Motion & Voting

The Chancellor recommends acceptance.

Student Trustee Heirshberg Advisory Vote: Yes

Motion by Trustee Gabriela Torres, second by Trustee Bernardo Perez.

Final Resolution: Motion was approved.

Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooth, Trustee Dianne McKay, Trustee Bernardo Perez

Subject

15.02 Action to Approve International Travel for Four Oxnard College Math Faculty Members to attend the American Mathematical Association of Two-Year Colleges Conference in Toronto, Ontario, Canada.

Meeting

Oct 11, 2022 - Board of Trustees Meeting

Category

15. Action: Business and Administrative Services

Type

Action

Recommended Action The Chancellor recommends approval.

Presenter

David El Fattal

Background

The American Mathematical Association of Two-Year Colleges (AMATYC) was established in 1974 and is a leading voice and resource for excellence in mathematics education in the first two years of college. The 48th Annual Conference in Toronto, Ontario, Canada is being held November 15-20, 2022. Participants will advocate and collaborate at all levels, and build communities of learners for all involved in mathematics education in the first two years of college.

Analysis

Four Oxnard College mathematics faculty members will participate in this excellent professional development opportunity; two of the attendees are also participating in the conference as presiders and delegates.

This conference will provide workshops focusing on equitable math teaching strategies and specific math applications/activities that increase student engagement and cultural relevance in the classroom. Additionally, there are multiple sessions focusing on pedagogy, improving student success, and innovative programs and studies. Participants will gain a broad and deep perspective on teaching mathematics through a focus on active learning and transformational change in mathematics education; equity centeredness on students and faculty; student engagement in developmental courses; international mathematics; industry applications; local, state, and national

pathway efforts; strategies for embracing leadership challenges; and fresh approaches to intensive math concepts.

Impact of Approval

Participants and their students will benefit from comprehensive professional development sessions that will enable teaching and learning strategies.

Impact of Non-Approval

Participants and their students will not benefit from a robust professional development program that focuses on exclusive mathematics education in the first two years of college.

Fiscal Impact

Estimated cost for four participants is \$12,000 and is included in college General Fund Unrestricted and STEM grant budgets.

Further Information

Oscar Cobian, David El Fattal

Motion & Voting

The Chancellor recommends approval.

Student Trustee Heirshberg Advisory Vote: Yes

Motion by Trustee Bernardo Perez, second by Trustee Stan Mantooth.

Final Resolution: Motion was approved.

Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooth, Trustee Dianne McKay, Trustee Bernardo Perez

16. Human Resources

Subject	16.01 There are no items.
Meeting	Oct 11, 2022 - Board of Trustees Meeting
Category	16. Human Resources
Type	Information

17. Institutional Effectiveness

Subject	17.01 Accreditation Update
Meeting	Oct 11, 2022 - Board of Trustees Meeting
Category	17. Institutional Effectiveness
Type	Information, Report

Background

The Planning, Accreditation and Student Success (PASS) committee met on September 20, 2022 and reviewed Standards IVC and IIIA drafts. Trustee Torres and Trustee Chancer agreed to move the draft ISERs to the October 11, 2022 Board of Trustees meeting for "first read". The next DCAP meeting is scheduled for October 20, 2022.

Rough Timeline

- May 2022: Initial ISER work complete by end of Spring semester
- Aug 2022: Complete ISERs before start of Fall semester
- Aug-Sep 2022: Participatory Governance ISER review start of Fall semester
- Oct 2022: Board of Trustees First Read
- Nov 2022: Board of Trustees Second Read (if needed)
- Dec 15, 2022: ISER submission deadline
- Mar 2023: ACCJC team develops core inquiries
- Sep 2023: ACCJC team focused site visit

Further Information

Rick MacLennan
 District Council Accreditation Planning

- Cynthia Herrera, Tri-Chair
- Linda Resendiz, Tri-Chair
- Dan Clark, Tri-Chair

18. President's Report

Subject **18.01 Moorpark College**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 18. President's Report

Type Information, Report

Presenter
 Amanuel Gebru & John Forbes (for Julius Sokenu)

Subject **18.02 Oxnard College**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 18. President's Report

Type Information, Report

Presenter
 Oscar Cobian

Subject **18.03 Ventura College**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 18. President's Report

Type Information, Report

Presenter
 Cathy Bojorquez (for Kim Hoffmans)

19. Chancellor and Information Reports

Subject **19.01 Chancellor's Report**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 19. Chancellor and Information Reports

Type Information, Report

The following reports contain important details and information from the Colleges and District Office and are provided for information.

Academic Senate Presidents: Erik Reese, Elissa Caruth, Daniel Clark
 Classified Senate Presidents: Alexander Fredell, Linda Resendiz, Amparo Medina, April Montes
 Presidents: Julius Sokenu, Oscar Cobian, Kim Hoffmans
 Business and Administrative Services: David El Fattal
 Human Resources: Laura Barroso
 Institutional Effectiveness: Cynthia Herrera
 Information Technology: Dan Watkins
 Public Affairs and Marketing: Patti Blair

File Attachments

[mc_as_bot_report_2022-10-11.pdf \(191 KB\)](#)
[OCAS Board Report October 22 FINAL.pdf \(1,425 KB\)](#)
[MCBoardoct-vol10-2022.pdf \(5,382 KB\)](#)
[OC Board Report_10 2022.pdf \(679 KB\)](#)
[VC Chancellor Update 10.11.22.pdf \(220 KB\)](#)
[I.E. September monthly report -BoT meeting 10.11.22.pdf \(297 KB\)](#)
[2022 - 09.30 Monthly Update to BoT.pdf \(259 KB\)](#)
[Information Technology Update-OCT22.pdf \(132 KB\)](#)
[2202 10.11 PAM BoT Report FINAL.pdf \(284 KB\)](#)

Subject **19.02 Board of Trustees Request for Reports**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 19. Chancellor and Information Reports

Type Information

The VCCCD Board of Trustees approved in January 2022 an action step to formalize the process and tracking of Board information requests and staff responses. Attached is a report/information request form for Trustees to complete. The form will be reviewed and additional information provided by the Chancellor. The completed form is then included for Board discussion/action at a subsequent Board meeting. The form is to be submitted two weeks prior to a Board meeting date for inclusion in the agenda. Trustee requests for information will be summarized in the attached Report Request Tracking Form.

The form and this process is to be used to request a report or information that is not already available. The information on the form is intended to provide the Board with the background information needed to evaluate staff time investment relative to impact/need of the report/information.

The form is normally not needed for Trustees to contact the Chancellor to clarify Board Meeting or Board Committee Agenda items and accompanying information in preparation for meetings.

File Attachments

[Report Request Tracking Form.pdf \(67 KB\)](#)
[Trustee Information Request Form.pdf \(176 KB\)](#)

20. Trustee Reports and Meeting Evaluation

Subject **20.01 Trustee Reports**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 20. Trustee Reports and Meeting Evaluation

Type Report

Subject **20.02 Board of Trustees Meeting Evaluation**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 20. Trustee Reports and Meeting Evaluation

Type Information

Further Information

Rick MacLennan

File Attachments
[BOT Meeting Evaluation Form.pdf \(129 KB\)](#)

Subject **20.03 Future Board Items**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 20. Trustee Reports and Meeting Evaluation

Type Information

Please see attached Board Agenda Items Calendar for future items review for FY 2022-2023.

Further Information

Rick MacLennan

File Attachments
[FY22 Board Agenda Items Calendar.pdf \(236 KB\)](#)

21. Adjournment

Subject **21.01 Adjournment.**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 21. Adjournment

Type Procedural

The meeting is adjourned in memory of:

- Delta College Trustee Dr. Teresa Brown

22. Reference Items

Subject **22.01 Administrative Procedures Provided for Information**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 22. Reference Items

Type Information

- **AP 6400 Audits** (revised) was revised through the participatory governance process. It was approved at the September 15, 2022 District Council on Administrative Services meeting; the September 19, 2022 Chancellor's Cabinet meeting; and the September 22, 2022 Administrative Services Committee Meeting. The Community College League of California recommendation is provided for information only.
- **AP 2712 Conflict of Interest Code - Form 700: Statement of Economic Interests** (revised) was derived through the participatory governance process. It was approved at the September 8, 2022 District Council on Human Resources meeting and the September 19, 2022 Chancellor's Cabinet meeting. The Community College League of California recommendation is provided for information only.

File Attachments[2022.09.19 AP 6400 Audits for ASC.pdf \(58 KB\)](#)[CCLC AP 6400 Financial Audits Rev. 10-29-17.pdf \(253 KB\)](#)[AP 2712 - Conflict of Interest Code - Form 700 -Statement of Economic Interests \(DRAFT\).pdf \(135 KB\)](#)[AP 2712 - Conflict of Interest Code - Form 700 -Statement of Economic Interests \(DRAFT\).pdf \(135 KB\)](#)**Subject** **22.02 VCCCD Participatory Governance Handbook**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 22. Reference Items

Type Information

Further Information

Rick MacLennan, Patti Blair

File Attachments[VCCCD Participatory Governance Handbook Final 042922.pdf \(967 KB\)](#)[AP 2510 Participation in Local Decision Making.pdf \(37 KB\)](#)**Subject** **22.03 FY23 Adoption Budget & Executive Summary**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 22. Reference Items

Type Information

Further Information

David El Fattal

File Attachments[FY23 Adoption Budget Executive Summary FINAL.pdf \(1,302 KB\)](#)[FY2022-23 Adoption Budget FINAL.pdf \(3,778 KB\)](#)**Subject** **22.04 Strategic Goals**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 22. Reference Items

Type Information

- Instill a culture that values diversity, students, our communities, collaboration, and the success of each employee.
- Increase equitable access and success for all students.
- Support the closing of academic achievement and support services equity gaps across all racial, ethnic,

socioeconomic, and gender groups.

- Actively support equitable workforce and economic development in Ventura County through partnerships and relevant programs and pathways leading from education to careers.

Subject **22.05 Strategic Plans**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 22. Reference Items

Type Information

File Attachments

[Strategic Plan 1.14.22 pdf.pdf \(2,442 KB\)](#)

[Strategic Plan Presentation to the Board January 22 2022 revised 1.13.22.pdf \(1,023 KB\)](#)

Subject **22.06 Educational Master Plan**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 22. Reference Items

Type Information

File Attachments

[VCCCD District Master Plan Rev. 10.08.13 BoT Adopted.pdf \(1,300 KB\)](#)

Subject **22.07 Personnel Commission Handbook**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 22. Reference Items

Type Information

Further Information

Laura Barroso

File Attachments

[PC Rules for Classified Handbook Final 03.18.2021.pdf \(476 KB\)](#)

Subject **22.08 AFT Agreement**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 22. Reference Items

Type Information

Further Information

Laura Barroso

File Attachments

[2019-2022-AFT Agreement.pdf \(7,907 KB\)](#)

Subject **22.09 SEIU Agreement**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 22. Reference Items

Type Information

Further Information

Laura Barroso

File Attachments

[2019-2022 SEIU Agreement.pdf \(3,544 KB\)](#)

Subject **22.10 Sustainability Plans**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 22. Reference Items

Type Information

File Attachments

[OC Sustainability Plan June 2016.pdf \(17,137 KB\)](#)

[MC Sustainability Plan June 2016.pdf \(1,128 KB\)](#)

[VC Sustainability Plan July 2016.pdf \(1,201 KB\)](#)

Subject **22.11 CCLC Trustee Handbook**

Meeting Oct 11, 2022 - Board of Trustees Meeting

Category 22. Reference Items

Type Information

File Attachments

[CCLC Trustee Handbook.pdf \(49,334 KB\)](#)