



**Friday, August 30, 2019
Chancellor's Consultation Council**

**Order of the Agenda
Ventura County Community College District
761 East Daily Drive
Camarillo, CA 93010
9:00 a.m.**

1. Call to Order

1.01 Call to Order

2. Review of Consultation Council Notes

2.01 Review August 2, 2019 Consultation Council Notes.

3. Board Meeting Agenda Review

3.01 Review and discuss September 10, 2019 Board of Trustees Meeting Agenda.

4. Accreditation and Planning

4.01 Mid-Term Accreditation Reports - Update

4.02 VCCCD 2020-2026 Strategic Plan - Update

4.03 Chancellor Goals

5. Other Items

5.01 Future Meetings - September 27, 2019.

5.02 Future Agenda Items

6. Consultation Council Member Updates

6.01 Updates to the Council

7. Adjourn Meeting

7.01 Adjourn meeting

**Ventura County Community College District
Consultation Council Notes
August 2, 2019**

Members Present: David El Fattal, Amparo Medina, Maria Urenda, Gilbert Downs, Doug Thiel, Sebastian Szczebiot, Laura Barroso, Luis Sanchez, Nenagh Brown, Larry Buckley
Skype Call: Julius Sokenu, Diane Eberhardy, Lydia Morales
Not Present: Greg Gillespie, Patti Blair, Michael Arnoldus, Kim Hoffmans, Jennifer Kalfsbeek
Recorder: Laura Brower

Agenda Item	Summary of Discussion	Action	Assigned to:
Call to order	The meeting was called to order at 9:05 a.m. D. El Fattal began the meeting with introductions and welcomed Interim Vice Chancellor of Institutional Effectiveness, Larry Buckley.		David El Fattal
Review of Consultation Council Notes for May 3, 2019	The May 31, 2019 Consultation Council Notes were reviewed and approved.	L. Brower to post on website.	Laura Brower
Review and discuss August 13, 2019 VCCCD Board of Trustees Regular Meeting Agenda.	<p>D. El Fattal led a review of the draft agenda for the August 13, 2019 VCCCD Board of Trustees meeting.</p> <ul style="list-style-type: none"> • D. Thiel commented on Item <i>8.01 Faculty and Management Compensation Studies</i> stating clarification is needed on the methodology used for the study. N. Brown asked when the study was conducted and whether it was a year ago as shown on the report. L. Barroso asked D. Thiel to forward questions on the survey to HR to prepare for the Board meeting presentation. • D. El Fattal stated, at the request of the Board, an additional supplement report will be added to future Board Purchase Order reports listing change orders/notices of completions for construction projects. 		David El Fattal

Agenda Item	Summary of Discussion	Action	Assigned to:
	<ul style="list-style-type: none"> • N. Brown commented on <i>Item 11.02 Action to Approve/Ratify Board Purchase Order Report #13, for FY 2018-2019 from May 20, 2019 to July 19, 2019, PO Board Report Supplement, P0114643 – Garcia Hernandez Sawhney, LLP.</i> D. El Fattal clarified the \$55,514 is a supplement to the original annual purchase order amount for FY2018-19 of \$180,000, which has been exceeded. • N. Brown commented on <i>Item 11.03 Action to Approve/Ratify Board Purchase Order Report #2, for FY 2019-2020 from May 20, 2019 to July 19, 2019, PO Board Report Supplement, PO1186696, \$100,000 California State University Channel Islands for Police Dispatch Services.</i> D. El Fattal advised no personnel are involved in the PO. Services are for dispatch services only. The three colleges do not currently have a dispatch service. 		
Accreditation	There were no items.		David El Fattal
Future Meetings	August 31, 2019.		
Future Agenda Items	There were no items.		
Updates to the Council	<p>M. Urenda commented on preparing communications and campus meetings to discuss the recent District proposal to classified employees on Benefits/Salary Increase.</p> <p>G. Downs commented on the textbook lending library kickoff and meetings to discuss the new professional development funding and clarification of use of funds.</p> <p>N. Brown advised four faculty members attended the recent Great Teachers Seminar.</p>		Council Members

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>L. Buckley attended the Ventura College executive leadership retreat and appreciated the chance to spend time with the team and participate in enrollment management discussions.</p> <p>L. Sanchez welcomed Vice Chancellor Buckley, advised the announcement of the interim Vice President of Academic Affairs will take place next week, and progress continues to select the Vice President of Business.</p> <p>S. Szczebiot commented on Trustees Chancer and Torres attending the recent Classified Senate meeting.</p> <p>J. Sokenu remarked that work continues on hiring the Interim Vice President of Academic Affairs, the upcoming flex program, and the Moorpark College choir students who recently toured and performed in Europe.</p> <p>L. Morales advised plans are taking place for flex day and commented on welcoming twelve new faculty, presentation of Academic Senate annual recognition awards, the Great Teachers Seminar and the Men of Color event scheduled for August 15.</p> <p>D. Thiel commented on the recent AFT Executive Council meeting and preparing for meetings at all colleges to review current negotiation efforts.</p> <p>A. Medina looks forward to changes next year to include more events with District classified employees and continuing to work with Classified Senate Presidents at Oxnard and Ventura.</p>		
Adjourn Meeting	D. El Fattal adjourned the meeting at 10:20 a.m.		



Wednesday, August 28, 2019
Consultation Council Copy of September 10, 2019 Board of Trustees Meeting
Agenda Draft

Order of the Agenda
Ventura County Community College District
761 East Daily Drive
Camarillo, CA 93010
Closed Session: 4:30 p.m.
Open Session: 6:30 p.m.

1. Regular Meeting of the Board

- 1.01 Call to Order.
- 1.02 Public Comments - Closed Session Agenda Items.

2. Closed Session

- 2.01 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - (Gov. Code § 54956.9); 3 cases
- 2.02 CONFERENCE WITH LABOR NEGOTIATORS: AFT/SEIU (Gov. Code, § 54957.6).
- 2.03 PUBLIC EMPLOYEE PERFORMANCE ANNUAL EVALUATION - Chancellor (Gov. Code § 54957).

3. Reconvene in Open Session

- 3.01 Report of Action in Closed Session.
- 3.02 Pledge to the Flag.
- 3.03 Chancellor's Recommendation of the Agenda.
- 3.04 Changes to the Agenda.
- 3.05 Public Comments - Open Session Agenda Items.

4. Guests and Recognitions

- 4.01 Acknowledgement of New Employees.
- 4.02 Recognition of Ventura County Community College District Retirees.
- 4.03 Acknowledgement of Guests and Special Recognitions.

5. Student Reports

- 5.01 Student Trustee Advisory Report.
- 5.02 Student Reports.
- 5.03 College Reports.

5.04 District Administrative Reports.

6. Senate Consultation

6.01 Academic Senate Presidents Consultation.

6.02 Classified Senate Presidents Consultation.

7. Board Committee Reports

7.01 Administrative Services Committee Update.

7.02 Policy, Planning and Student Success Committee Update.

8. Informational Items

8.01 Employee Perception Survey Overview.

9. Action: Trustees/Chancellor's Office

9.01 Action to Approve Employment Agreement - Administrator: Chancellor.

9.02 Board Professional Development Update

9.03 Action to Approve Board Member Absence

10. Action: Business and Administrative Services

10.01 PUBLIC HEARING- Proposed Budget for Ventura County Community College District for Fiscal Year 2019-20. (The proposed Adoption Budget became available for public inspection September 5, 2019 at 761 East Daily Drive, Suite 200, Camarillo, and is available during normal business hours.)

10.02 Acton to Approve 2019-2020 Adoption Budget for all Funds of the District – Requires 2/3 Vote

10.03 Action to Approve the 2019-20 GANN Appropriation Limit.

10.04 Action to Approve Year-End Budget Transfers.

10.05 Action to Approve Award of Request for Proposal 578, Emergency Notification Solution, and Negotiate a Contract with Global CTI to Assist the District in Finalizing and Implementing a Complete and Comprehensive Emergency Notification Solution.

10.06 Action to Approve Resolution in Support for and Declaration of Clean Air Day

10.07 PLACEHOLDER - Action to Approve Resolution to Refund General Obligation Bonds

11. Action: Human Resources

11.01 Action to Approve the Establishment of Positions at Moorpark College.

12. Action: Institutional Effectiveness

12.01 Action to Approve Student Equity Plans: Moorpark College, Ventura College.

13. Approval of Consent Calendar.

13.01 Approval of Consent Calendar.

14. Approval of Board of Trustees Meeting Minutes

14.01 Approval of Minutes for the August 13, 2019 VCCCD Board of Trustees Meeting.

15. Consent Calendar: Trustees/Chancellor

15.01 There are no items.

16. Consent Calendar: Business and Administrative Services

16.01 Action to Approve Ratification of Accounts Payable and Payroll for the Period of July 18, 2019 to August 11, 2019

16.02 Action to Approve/Ratify Board Purchase Order Report #3, for FY 2019-2020 from July 19, 2019 to August 16, 2019.

16.03 Action to Approve the Acceptance of Gifts for FY 2018-2019 from July 19, 2019 to August 16, 2019.

16.04 Action to Approve Bid 589 Moorpark College Stadium Road Water Line Replacement to the lowest responsible bidder, Lee Construction Company, in the amount of \$191,310.

16.05 Action to Approve Multiple Statement of Work (SOW) Agreements with Strata Information Group (SIG).

16.06 Action to Approve International Travel for Moorpark College Spanish and Anthropology Students and Faculty to Quito, Ecuador.

16.07 Action to Approve Training Contract for Fiscal Year 2019-20.

16.08 Action to Approve Ratification of New Contracts and Grants for Fiscal Year 2019-20.

16.09 Action to Approve Use of Measure S Interest Revenue to Supplement Measure S Bond Budgets at Ventura College

17. Consent Calendar: Human Resources

17.01 There are no items.

18. Consent Calendar: Institutional Effectiveness

18.01 There are no items.

19. Trustee/Chancellor Reports

19.01 Trustee Reports

19.02 Chancellor Report

19.03 Future Board Items

20. Adjournment

20.01 Adjournment

Strategic Goal 1: Increase Access and Student Completion of Defined goals.			
VCCCD Objectives	Six Month Outcome and Update (January 2020)	Six Month Update (1/22/2020)	Twelve Month Outcome and Update (June 2020)
A. Promote Access to educational opportunities for students across Ventura County			
B. Support student success at the colleges as students move to completion of degrees, certificates, transfer, and job placement.			
C. Evaluate and implement the use of technology and online opportunities to increase the number of online classes, certificates, and degrees along with online services to support access and completion.			
D. Identify and close equity gaps through the innovative use of resources to support Guided Pathways plans and student success initiatives			

Note: The references in parentheses following the goals and objectives statements refer to objectives listed in the VCCCD 2020-2026 Strategic Plan Goals and Objectives.

<p>E. Align student success and completion performance measures with the California Community College Chancellor’s Office Vision for Success goals and Student Centered Funding Formula metrics.</p>			
<p>F. Support student-centered AB705 implementation resulting in successful and timely student completion of college level English and math.</p>			
<p>G. Support college efforts to address student barriers to access including lack of finances, food insecurity, and housing insecurity as examples.</p>			
<p>H. Support the development of a Districtwide Promise program for students.</p>			

Note: The references in parentheses following the goals and objectives statements refer to objectives listed in the VCCCD 2020-2026 Strategic Plan Goals and Objectives.

Strategic Goal 2: Actively support workforce and economic development in Ventura County through partnerships and relevant programs and pathways leading from education to careers.			
VCCCD Objectives	Six Month Outcome and Update (January 2020)	Six Month Update (1/22/2020)	Twelve Month Outcome and Update (June 2020)
A. Provide training and skill development for both incumbent and new workers for existing jobs.			
B. Serve as an educational resource to provide workforce training that will help new businesses and employers meet their workforce needs.			
C. Evaluate, maintain, and improve existing and establish new relationships with private, governmental, and educational agencies and institutions to actively engage in and support workforce and economic development.			
D. Support the ongoing review of current and establishment of new career education certificates and degrees to meet student and local workforce needs with aligned career pathways with K-12, adult education, specialized training, non-credit, and credit programs.			

Note: The references in parentheses following the goals and objectives statements refer to objectives listed in the VCCCD 2020-2026 Strategic Plan Goals and Objectives.

Strategic Goal 3: Maintain sustainable management of all organizational resources aligned with established priorities and implemented with transparency and accountability.			
VCCCD Objectives	Six Month Outcome and Update (January 2020)	Six Month Update (1/22/2020)	Twelve Month Outcome and Update (June 2020)
A. Focus the colleges and the District Administrative Center on the importance of maintaining fiscal stability and using ongoing revenues to cover ongoing expenses.			
B. Encourage efforts to find and leverage additional resources that include new contracts and grants.			
C. Adjust the local funding allocation model to align with the Student Centered Funding Formula.			
D. Analyze, prioritize, and implemented selected organizational structure and process recommendations included in the Collaborative Brain Trust Organization Structure Review of the VCCCD study.			
E. Support the maintenance of District facilities to provide effective, relevant, and safe educational, work, and community spaces			

Note: The references in parentheses following the goals and objectives statements refer to objectives listed in the VCCCD 2020-2026 Strategic Plan Goals and Objectives.

<p>F. Promote implementation of safety mechanisms and communication networks to quickly and effectively respond to emergency situations.</p>			
<p>G. Support implementation of the college-level sustainability plans and promote efforts to positively impact the environment and climate.</p>			

Note: The references in parentheses following the goals and objectives statements refer to objectives listed in the VCCCD 2020-2026 Strategic Plan Goals and Objectives.

Strategic Goal 4: Develop a culture that values students, collaboration, and the success of each employee.			
VCCCD Objectives	Six Month Outcome and Update (January 2020)	Six Month Update (1/22/2020)	Twelve Month Outcome and Update (June 2020)
A. Promote professional development activities, leadership development programs, and opportunities to engage in participatory governance committees and activities for employees.			
B. Support employee training in both mandated and non-mandated critical areas including safety, ethics, Title IX (discrimination/harassment), and software use as examples.			
C. Provide timely open communication on District plans, initiatives, actions, emergency situations and news items of interest including student and employee success stories.			

Note: The references in parentheses following the goals and objectives statements refer to objectives listed in the VCCCD 2020-2026 Strategic Plan Goals and Objectives.

2019-20 Goals – Chancellor

1. Provide Trustees with timely and relevant communication, community connections, and administrative/staff support.
2. Complete negotiations to include addressing current high cost medical benefits and inequities in coverage between employee groups.
3. Promote a more positive and collaborative Districtwide culture that is truly student-centered and where departments, functions, and sites are coordinated and working together. Include discussion, action plans, and implementation from IEPI project, CBT Recommendations, and student employee surveys.
4. Provide leadership for the development of the 2020-2026 VCCCD Strategic Plan. Board approval no later than May 2020.
5. Progress on hiring of permanent executive level management positions across the District.
6. Align District allocation model with the SCFF and establish District-level performance metrics and student success measures tied to the CCCC Vision for Success and the SCFF.
7. Support and provide leadership on implementation of VCCCD Strategic Implementation Plan objectives and attainment/documentation of outcomes. (see attached)

**Ventura County Community College District
Consultation Council Notes
August 30, 2019**

Members Present: Greg Gillespie, Larry Buckley, David El Fattal, Patti Blair, Kim Hoffmans, Luis Sanchez, Julius Sokenu, Jennifer Kalfsbeek, Michael Arnoldus, Nenagh Brown, Diane Eberhardy, Lydia Morales, Linda Resendiz (for Gilbert Downs), Amparo Medina, Sebastian Szczebiot, Maria Urenda, Doug Thiel.

Recorder: Laura Brower

Agenda Item	Summary of Discussion	Action	Assigned to:
Call to order	G. Gillespie began the meeting at 9:05 a.m. and thanked Christian Franco, Oxnard College Associated Student Government President, for attending the meeting to provide a student perspective.		Greg Gillespie
Review of Consultation Council Notes for August 2, 2019	The August 2, 2019 Consultation Council Notes were reviewed and approved.	L. Brower to post on website.	Laura Brower
Review and discuss September 10, 2019 VCCCD Board of Trustees Regular Meeting Agenda.	<p>G. Gillespie led a review of the September 10, 2019 Board of Trustees Meeting.</p> <p><i>Item 8.01 Employee Perception Survey Overview.</i> N. Brown asked what the plan is to share the survey with all employees. G. Gillespie stated the results will be shared at each college beginning with a presentation by the ModernThink consultant.</p> <p><i>Item 12.01 Action to Approve Student Equity Plans: Moorpark College, Ventura College.</i> It was noted minor changes are needed for both plans.</p> <p>D. El Fattal noted an item would be added to the agenda, <i>Board Policy 6307 and Administrative Policy 6307 for Debt Issuance and Management</i>, without prior review at Policy, Planning and Student Success Committee due to time constraints.</p>	Revised plans to L. Brower to update agenda.	Greg Gillespie
Accreditation			Greg Gillespie

Agenda Item	Summary of Discussion	Action	Assigned to:
<ul style="list-style-type: none"> • Mid-Term Accreditation Reports – Update • VCCCD 2020-2026 Strategic Plan – Update • Chancellor Goals 	<p>L. Buckley indicated he met with college Accreditation Liaison Officers to begin developing a Districtwide calendar of systematic goals and timelines. Moorpark College Dean Bepalov submitted an example model; the first step is to review the model with institutional researchers and Academic Senates to address recommendations on necessary components of the report. There are no plans at this time to reform DCAP. Consultation Council will be the platform for addressing the accreditation process.</p> <p>G. Gillespie stated D. El Fattal is finalizing agreement with Collaborative Brain Trust (CBT) to assist in writing the Strategic Plan. L. Buckley and Institutional Effectiveness staff will take the lead in getting the framework started and reaching out to the District and community. The final plan will be presented to the Board in May 2020.</p> <p>G. Gillespie shared his 2019-2020 goals and discussed Board goals developed during the January and June planning sessions that will be incorporated into the Strategic Plan. The implementation plan will continue through the six-year process. G. Gillespie will work with L. Buckley to establish 6-12 month outcomes; links to information will be included in the plan. Updates will be provided to the Board.</p>		
Future Meetings	September 27, 2019		
Future Agenda Items	There were no items.		
Updates to the Council	L. Resendiz commented on the successful Moorpark College textbook lending event that was also highlighted in the Acorn newspaper and meeting with classified professionals to discuss survey results on use of professional funds received by the state.		Council Members

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>C. Franco advised the OC Associated Students are establishing their Events Committee and discussing attendance at shared governance meetings.</p> <p>M. Urenda discussed the Health Benefits Committee meeting and meetings with SEIU membership at all sites to discuss current negotiations issues and answer questions.</p> <p>A. Medina commented on the BBQ Kickoff, the college Participatory Governance Manual, a professional development activity planned for October 9, and a classified/faculty panel to connect with students.</p> <p>L. Sanchez commented on attending the recent manufacturing meeting and the constructive dialog that took place with local manufacturers, and the successful Oxnard College transfer fair.</p> <p>J. Sokenu highlighted the Moorpark College transfer day and recent professional development event held with the MC leadership team (including supervisors and directors) and guest Dr. Helen Benjamin who led a workshop on defining leadership. The League of California Cities Channel Counties will visit EATM on September 27.</p> <p>Kim Hoffmans discussed working with Dan Watkins and Open Educational Initiative (OEI) to display and add online classes to the CCCO repository, congratulated Anne King for receiving the Professional Fundraise of the Year award, and announced the first Guided Pathways retreat September 20.</p> <p>L. Buckley relayed changes in Economic Workforce Development with the resignation of Alexandria Wright, and welcomed Dr. Cynthia Herrera as Dean of Strategic</p>		

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>Partnerships and Planning in a temporary assignment, while still maintaining 20% of her time at Oxnard College.</p> <p>L. Morales commented on welcoming twelve new faculty members to Ventura College, the successful flex week activities, and the establishment of tenure committees.</p> <p>S. Szczebiot commented on participation of classified professionals at the VC Guided Pathways Retreat, and back-to-school event combined with professional development to include special guest speaker Secret Browne.</p> <p>D. Thiel stated it has been a busy year and his goal towards creating an effective communication model for AFT members.</p> <p>P. Blair commented on the first Student Leadership Academy session focused on leadership and advocacy, thanked those who participated on panels, provided an update on the website redesign process, including work to take place with colleges to create videos to highlight programs, stated the VCCCD Leadership Academy Cohort II will be announced this afternoon, and the successful launch of the Ventura College newsletter/newsroom.</p>		
Adjourn Meeting	G. Gillespie adjourned the meeting at 10:20 a.m.		



**Friday, September 27, 2019
Chancellor's Consultation Council**

**Order of the Agenda
Ventura County Community College District
761 East Daily Drive
Camarillo, CA 93010
9:00 a.m.**

1. Call to Order

1.01 Call to Order

2. Review of Consultation Council Notes

2.01 Review August 30, 2019 Consultation Council Notes.

3. Board Meeting Agenda Review

3.01 Review and discuss October 8, 2019 Board of Trustees Meeting Agenda.

4. Accreditation and Planning

4.01 Mid-Term Accreditation Reports - Update

4.02 VCCCD 2020-2026 Strategic Plan - Update

5. Other Items

5.01 Future Meetings - November 1, 2019.

5.02 Future Agenda Items

6. Consultation Council Member Updates

6.01 Updates to the Council

7. Adjourn Meeting

7.01 Adjourn meeting

**Ventura County Community College District
Consultation Council Notes
August 30, 2019**

Members Present: Greg Gillespie, Larry Buckley, David El Fattal, Patti Blair, Kim Hoffmans, Luis Sanchez, Julius Sokenu, Jennifer Kalfsbeek, Michael Arnoldus, Nenagh Brown, Diane Eberhardy, Lydia Morales, Linda Resendiz (for Gilbert Downs), Amparo Medina, Sebastian Szczebiot, Maria Urenda, Doug Thiel.

Recorder: Laura Brower

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Review of Consultation Council Notes for August 2, 2019	The August 30, 2019 Consultation Council Notes were reviewed and approved.	L. Brower to post on website.	Laura Brower
Review and discuss September 10, 2019 VCCCD Board of Trustees Regular Meeting Agenda.	<p>G. Gillespie led a review of the September 10, 2019 Board of Trustees Meeting.</p> <p><i>Item 8.01 Employee Perception Survey Overview.</i> N. Brown asked what the plan is to share the survey with all employees. G. Gillespie stated the results will be shared at each college beginning with a presentation by the ModernThink consultant.</p> <p><i>Item 12.01 Action to Approve Student Equity Plans: Moorpark College, Ventura College.</i> It was noted minor changes are needed for both plans.</p> <p>D. El Fattal noted an item would be added to the agenda, <i>Board Policy 6307 and Administrative Policy 6307 for Debt Issuance and Management</i>, without prior review at Policy, Planning and Student Success Committee due to time constraints.</p>	Revised plans to L. Brower to update agenda.	Greg Gillespie
Accreditation			Greg Gillespie

Agenda Item	Summary of Discussion	Action	Assigned to:
<ul style="list-style-type: none"> • Mid-Term Accreditation Reports – Update • VCCCD 2020-2026 Strategic Plan – Update • Chancellor Goals 	<p>L. Buckley indicated he met with college Accreditation Liaison Officers to begin developing a Districtwide calendar of systematic goals and timelines. Moorpark College Dean Bepalov submitted an example model; the first step is to review the model with institutional researchers and Academic Senates to address recommendations on necessary components of the report. There are no plans at this time to reform DCAP. Consultation Council will be the platform for addressing the accreditation process.</p> <p>G. Gillespie stated D. El Fattal is finalizing agreement with Collaborative Brain Trust (CBT) to assist in writing the Strategic Plan. L. Buckley and Institutional Effectiveness staff will take the lead in getting the framework started and reaching out to the District and community. The final plan will be presented to the Board in May 2020.</p> <p>G. Gillespie shared his 2019-2020 goals and discussed Board goals developed during the January and June planning sessions that will be incorporated into the Strategic Plan. The implementation plan will continue through the six-year process. G. Gillespie will work with L. Buckley to establish 6-12 month outcomes; links to information will be included in the plan. Updates will be provided to the Board.</p>		
Future Meetings	September 27, 2019		
Future Agenda Items	There were no items.		
Updates to the Council	L. Resendiz commented on the successful Moorpark College textbook lending event that was also highlighted in the Acorn newspaper and meeting with classified professionals to discuss survey results on use of professional funds received by the state.		Council Members

Agenda Item	Summary of Discussion	Action	Assigned to:
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Agenda Item	Summary of Discussion	Action	Assigned to:
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Adjourn Meeting	G. Gillespie adjourned the meeting at 10:20 a.m.		



**Tuesday, October 8, 2019
Board of Trustees Meeting**

**Order of the Agenda
Ventura County Community College District
761 East Daily Drive
Camarillo, CA 93010
Closed Session: 4:30 p.m.
Open Session: 6:30 p.m.**

1. Regular Meeting of the Board

- 1.01 Call to Order.
- 1.02 Public Comments - Closed Session Agenda Items.

2. Closed Session

- 2.01 CONFERENCE WITH LABOR NEGOTIATORS: AFT/SEIU (Gov. Code, § 54957.6).

3. Reconvene in Open Session

- 3.01 Report of Action in Closed Session.
- 3.02 Pledge to the Flag.
- 3.03 Chancellor's Recommendation of the Agenda.
- 3.04 Changes to the Agenda.
- 3.05 Public Comments - Open Session Agenda Items.

4. Guests and Recognitions

- 4.01 Acknowledgement of New Employees.
- 4.02 Recognition of Ventura County Community College District Retirees.
- 4.03 Acknowledgement of Guests and Special Recognitions.

5. Student Reports

- 5.01 Student Trustee Advisory Report.
- 5.02 Student Reports.
- 5.03 College Reports.
- 5.04 District Administrative Reports.

6. Senate Consultation

- 6.01 Academic Senate Presidents Consultation.

6.02 Classified Senate Presidents Consultation.

7. Board Committee Reports

7.01 Administrative Services Committee Update.

7.02 Policy, Planning and Student Success Committee Update.

8. Action: Trustees/Chancellor's Office

8.01 Board Professional Development Update

8.02 Action to Approve Board Member Absence

9. Informational Items

9.01 Update on DACA Programs

9.02 Board Discussion on Reserves

10. Action: Business and Administrative Services

10.01 PLACEHOLDER - Action to Approve Resolution of Name Change for Coastal Schools Employee Benefit Organization (CSEBO) to the California Schools Employee Benefit Organization (CSEBO)

10.02 Action to Approve Acceptance of the Annual Financial and Budget Report for FY2018-2019 (CCFS-311).

10.03 PLACEHOLDER Action to Approve the Acceptance and Installation of the John Nava Sculpture at Ventura College

11. Action: Human Resources

11.01 Action to Approve the Establishment of Positions at Moorpark College and Ventura College.

11.02 Action to Approve the Abolishment of an Admissions & Records Assistant II Position and the Establishment of a Student Services Assistant Position at Oxnard College.

11.03 Action to Approve Permanent Increase in Assignment for a Library Assistant Position at Ventura College.

11.04 Action to Approve Permanent Increase in Assignment for an Instructional Lab Technician I - Learning Center Position at Ventura College.

11.05 Action to Approve the Permanent Change in Employment/Personnel Status for Student Services Specialist - Student Information Center to Student Services Specialist - Student Information Center (Bilingual) Position at Oxnard College.

11.06 Approval to Grant Sick Leave Days/Hours from Established Voluntary Sick Leave Pool for Academic Employees.

12. Action: Institutional Effectiveness

12.01 Approval of Revised and New Courses, SAM/TOP Code Change and New Programs at Moorpark College

13. Approval of Consent Calendar.

13.01 Approval of Consent Calendar.

14. Approval of Board of Trustees Meeting Minutes

14.01 Approval of Minutes for the August 13, 2019 VCCCD Board of Trustees Meeting.

14.02 Approval of Minutes for the September 10, 2019 VCCCD Board of Trustees Meeting.

15. Consent Calendar: Trustees/Chancellor

15.01 There are no items.

16. Consent Calendar: Business and Administrative Services

16.01 Action to Approve Ratification of Accounts Payable and Payroll for the Period of August 12, 2019 to September 8, 2019

16.02 Action to Approve/Ratify Board Purchase Order Report #4, for FY 2019-2020 from August 16, 2019 to September 13, 2019.

16.03 Action to Approve the Acceptance of Gifts for FY 2018-2019 August 16, 2019 to September 13, 2019.

16.04 Action to Approve Award of Bid 591 Moorpark College Lion Habitat to the lowest responsible bidder, Bodagger Enterprises Inc, in the amount of \$557,558.

17. Consent Calendar: Human Resources

17.01 There are no items.

18. Consent Calendar: Institutional Effectiveness

18.01 There are no items.

19. Trustee/Chancellor Reports

19.01 Trustee Reports

19.02 Chancellor Report

19.03 Future Board Items

20. Adjournment

20.01 Adjournment



**Friday, November 1, 2019
Chancellor's Consultation Council**

**Order of the Agenda
Ventura County Community College District
761 East Daily Drive
Camarillo, CA 93010
9:00 a.m.**

1. Call to Order

1.01 Call to Order

2. Review of Consultation Council Notes

2.01 Review September 27, 2019 Consultation Council Notes.

3. Board Meeting Agenda Review

3.01 Review and discuss November 12, 2019 Board of Trustees Meeting Agenda.

4. Accreditation and Planning

4.01 Mid-Term Accreditation Reports - Update

4.02 VCCCD 2020-2026 Strategic Plan - Update

5. Other Items

5.01 Future Meetings - December 6, 2019.

5.02 Future Agenda Items

6. Consultation Council Member Updates

6.01 Updates to the Council

7. Adjourn Meeting

7.01 Adjourn meeting

**Ventura County Community College District
Consultation Council Notes
September 27, 2019**

Members Present: Larry Buckley, David El Fattal, Patti Blair, Kim Hoffmans, Luis Sanchez, Julius Sokenu, Jennifer Kalfsbeek, Michael Arnoldus, Nenagh Brown, Gilbert Downs, Amparo Medina, Sebastian Szczebiot, Maria Urenda, Doug Thiel, David Casas
Skype: Diane Eberhardy, Lydia Morales, Linda Resendiz
Absent: Greg Gillespie
Recorder: AnnMarie McCarthy

Agenda Item	Summary of Discussion	Action	Assigned to:
Call to order	D. El Fattal began the meeting at 9:02 a.m.		Greg Gillespie
Review of Consultation Council Notes for August 30, 2019	The August 30 Consultation Council Meeting notes were approved with suggested changes.	L. Brower to post on website.	Laura Brower
Review and discuss October 8, 2019 VCCCD Board of Trustees Regular Meeting Agenda.	<p>D. El Fattal led a review of the October 8, 2019 Board of Trustees Meeting Agenda.</p> <p><i>Item 9.01 Update on DACA Programs.</i> L. Buckley will work with college presidents to coordinate Board presentations.</p> <p><i>Item 10.03 Action to Approve the Acceptance and Installation of the John Nava Sculpture at Ventura College.</i> D. El Fattal stated the sculpture is provided through the Ventura College Foundation. K. Hoffmans added that the trust will pay installation and maintenance costs.</p>	Presentations due to L. Brower 9.30.19.	Greg Gillespie
Accreditation <ul style="list-style-type: none"> • Mid-Term Accreditation Reports – Update 	L. Buckley distributed and discussed documents regarding Accreditation Mid-Term Reports advising the Chancellor. The goal is to combine all campus calendars into a central District calendar along with		Greg Gillespie

Agenda Item	Summary of Discussion	Action	Assigned to:
<ul style="list-style-type: none"> • VCCCD 2020-2026 Strategic Plan – Update 	<p>agreed upon District-level benchmarks. G. Downs inquired about classified senate involvement.</p> <p>L. Buckley distributed the Strategic Plan written around the District Strategic Goals. A timeline will be developed with the goal to submit a draft to the Chancellor by November 1, 2019. Meetings will take place with the college leadership teams to combine all plans. N. Brown requested electronic copies of the combined plan.</p>		
Future Meetings	November 1, 2019		
Future Agenda Items	There were no items.		
Updates to the Council	<p>A. Medina commented on work taking place to review the Oxnard College Participatory Governance Manual, professional development events, and OC Live Comedy Show October 10.</p> <p>D. Thiel stated a guest speaker will be at next AFT meeting.</p> <p>J. Kalfsbeek commented on Guided Pathways, work to close the enrollment gap, and new curriculum developed for online geography and astronomy to be approved by October.</p> <p>P. Blair commented on the promotion of Cash for College events, Student Health Survey, VCCCD Leadership Academy, meeting with the website contractor and staff to discuss common terms and program highlighting, and reminded members to update webpage content.</p> <p>G. Downs commented on the creation of a Professional Development workgroup, chaired by Gabby Chacon, and the Strengthening Success conference.</p>		Council Members

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>L. Barroso commented on 2020 Classified Employee of the Year announcement.</p> <p>K. Hoffmans commented on the recent Guided Pathways retreat to identify actions in support of students, Ventura College Young Professionals Group, the State of Education in Ventura County event, and DACA week events.</p> <p>L. Buckley commended using the term “October start” classes instead of “Late start” classes, and preparing for the IEPI October 15 visit.</p> <p>L. Sanchez thanked Dr. Herrera for her work securing a \$3 million grant for Oxnard College.</p> <p>J. Sokenu commented on Hispanic Heritage month, 2019 Champion of Higher Education on November 14 in Los Angeles event, the PACE program, and congratulated Professor Ballesteros for the Honors Program benefiting UCLA-bound students with scholarships.</p> <p>S. Szczebiot commented on the recent Guided Pathways retreat.</p> <p>M. Arnoldus announced Jim Dembowski, interim Vice Chancellor of Human Resources, will begin Monday, September 20, and commented on the EEO Advisory Committee approval of a resolution for each campus to develop diversity and inclusion plans.</p> <p>D. El Fattal commented on the October 2 Clean Air Day and the October 17 Great California ShakeOut Day.</p>		

Agenda Item	Summary of Discussion	Action	Assigned to:
	M. Urenda commented negotiations and recent SEIU campus meetings with Burnham representatives who provided information on moving health insurance to CalPERS.		
Adjourn Meeting	D. El Fattal adjourned the meeting at 9:55 a.m.		

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Tuesday, October 29, 2019
Counsultation Council Copy of 11.12.19 Board of Trustees Meeting DRAFT

Order of the Agenda
Ventura County Community College District
761 East Daily Drive
Camarillo, CA 93010
Closed Session: 4:30 p.m.
Open Session: 6:30 p.m.

1. Regular Meeting of the Board

- 1.01 Call to Order.
- 1.02 Public Comments - Closed Session Agenda Items.

2. Closed Session

- 2.01 PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Gov. Code, § 54957); 2 cases.
- 2.02 CONFERENCE WITH LABOR NEGOTIATORS: AFT/SEIU (Gov. Code, § 54957.6).

3. Reconvene in Open Session

- 3.01 Report of Action in Closed Session.
- 3.02 Pledge to the Flag.
- 3.03 Chancellor's Recommendation of the Agenda.
- 3.04 Changes to the Agenda.

4. Guests and Recognitions

- 4.01 Acknowledgement of New Employees.
- 4.02 Recognition of Ventura County Community College District Retirees.
- 4.03 Recognition of Anne King.
- 4.04 Acknowledgement of Guests and Special Recognitions.

5. Student Reports

- 5.01 Student Trustee Advisory Report.
- 5.02 Student Reports.

6. Public Comments

- 6.01 Public Comments - Open Session Agenda Items.

7. College / District Reports

- 7.01 College Reports.

7.02 District Administrative Reports.

8. Senate Consultation

8.01 Academic Senate Presidents Consultation.

8.02 Classified Senate Presidents Consultation.

9. Board Committee Reports

9.01 Administrative Services Committee Update.

9.02 Policy, Planning and Student Success Committee Update.

10. Action: Trustees/Chancellor's Office

10.01 Board Professional Development Update

10.02 Action to Approve Resolution 2020 Census Partnership

10.03 PLACEHOLDER: Action to Approve Resolution for EOPS 50th Anniversary

10.04 Action to Approve Board Member Absence

11. Action: Business and Administrative Services

11.01 Action to Approve FY2019-20 Budget Augmentation.

11.02 Action to Approve a Professional Services Contract with the Law Firm of Atkinson, Andelson, Loya, Ruud, and Romo

11.03 Action to Approve Memorandum of Understanding between Ventura County Community College District (Oxnard, College) and Oxnard Union High School District

12. Action: Human Resources

12.01 There are no items.

13. Action: Institutional Effectiveness

13.01 Approval of Revised and New Courses and SAM/TOP Code Changes at Moorpark College

13.02 This item presents for approval new and/or revised curriculum at Oxnard College.

14. Approval of Consent Calendar.

14.01 Approval of Consent Calendar.

15. Approval of Board of Trustees Meeting Minutes

15.01 Approval of Minutes for the October 8, 2019 VCCCD Board of Trustees Meeting.

15.02 Approval of Minutes for the October 23, 2019 VCCCD Board of Trustees Special Meeting.

16. Consent Calendar: Trustees/Chancellor

16.01 There are no items.

17. Consent Calendar: Business and Administrative Services

17.01 Action to Approve Ratification of Accounts Payable and Payroll for the Period of September 8, 2019 to October 13, 2019.

17.02 Action to Approve/Ratify Board Purchase Order Report #5, for FY 2019-2020 from September 13, 2019 to October 18, 2019.

17.03 Action to Approve the Acceptance of Gifts for FY 2018-2019 September 13, 2019 to October 21, 2019.

17.04 Approval of the surplus/disposal of equipment and materials for FY 2019-2020 from September 13, 2019 to October 21, 2019.

17.05 Action to Approve Award of Bid 592, Oxnard College Physical Education/Gym Building Fire Alarm Repair. Recommendation of award is to the lowest responsible bidder, A.J. Kirkwood & Associates, Inc. in the amount of \$29,867.

17.06 Action to Approve Dual Enrollment Memorandum of Understanding between Ventura County Community College District (VCCCD) and Santa Clara High School

17.07 Action to Approve an Entrustment Agreement with Haas Automation, Inc. for the Ventura College Manufacturing Technology Instructional Program

17.08 Action to Approve an Educational Grant Agreement with Gene Haas Foundation Inc. and Ventura College

17.09 Action to Approve Memorandum of Understanding between the Ventura County Community College District and Naval Surface Warfare Center, Port Hueneme Division, for an Education Partnership Agreement

17.10 Action to Approve Ratification of New Contracts and Grants for Fiscal Year 2019-20.

17.11 Action to Approve Monthly Budget Transfer Summary for the months of July through September 2019.

17.12 Action to Approve Acceptance of Quarterly Financial Status Report, General Fund – Unrestricted (CCFS-311Q).

18. Consent Calendar: Human Resources

18.01 Action to Approve the Abolishment of an Admissions & Records Assistant II (Seasonal) Position and the Establishment of a Student Services Assistant (Bilingual: English/Spanish) Position at Oxnard College.

18.02 Action to Approve the Establishment of an Instructional Technologist/Designer Position at Moorpark College and a Director of Outreach and Marketing Position at Oxnard College.

18.03 Action to Approve Permanent Increase in Assignment for an Office Assistant (Bilingual: English/Spanish) Position at Ventura College.

19. Consent Calendar: Institutional Effectiveness

19.01 Action to Approve Member Agency Representation for the Ventura County Adult Education Consortium

20. Trustee/Chancellor Reports

20.01 Trustee Reports

20.02 Chancellor Report

20.03 Future Board Items

21. Adjournment

21.01 Adjournment

ACCJC 2020 Midterm Report Timeline and Leads

Month	Campuses	District Office
August/September 2019	<ul style="list-style-type: none"> • Review timeline • Discuss actions re: recommendations 	
October/November/December 2019	<ul style="list-style-type: none"> • Complete gap analyses • Form work groups for QFE review • Complete action items to address recommendations 	<p>Oct 3 & Nov 1:</p> <ul style="list-style-type: none"> • Work Group – 1st and 2nd meetings <p>Dec 13:</p> <ul style="list-style-type: none"> • Campus gap analysis complete • All gap analyses submitted to DAC
January 2020	<ul style="list-style-type: none"> • Write first draft report 	<p>Jan 17 (?)</p> <ul style="list-style-type: none"> • Work Group – 3rd meeting
February/March 2020	<ul style="list-style-type: none"> • Review first draft report • Presidents share draft report with college community for feedback • Planning Retreats • Review draft report • Revise report incorporating feedback • Final reading of revised draft 	<p>Feb 13:</p> <ul style="list-style-type: none"> • First draft college reports submitted to DAC
April 2020	<p>Academic Senate</p> <ul style="list-style-type: none"> • 1st and 2nd readings of revised draft <p>Classified Senate</p> <ul style="list-style-type: none"> • Review of revised draft <p>Presidents</p> <ul style="list-style-type: none"> • Review of revised draft 	<p>Apr 6:</p> <p>Review of revised draft reports completed through shared governance</p>
May 2020	<ul style="list-style-type: none"> • Finalize report incorporating feedback • Approve final draft 	<p>May (?):</p> <p>Approve final draft at Chancellor’s Cabinet</p> <p>May 18:</p> <p>Final draft college reports due for submission to</p>

		<p>Policy, Planning and Student Success Board Committee meeting</p> <p>May 21: Policy, Planning and Student Success Board Committee Meeting</p> <p>May 29: Final draft college reports due for submission to June Board Agenda Review</p>
June 2020		<p>June 16: Board of Trustees meeting – 1st Reading</p> <p>June 23: Board of Trustees Strategic Planning Session – 2nd Reading/Approval</p>
July/August/September 2020	Submit final report to ACCJC	
October 2020	Oct 15: deadline for submission to ACCJC	

**Ventura County Community College District
Consultation Council Notes
November 1, 2019**

Members Present: David El Fattal, Patti Blair, Larry Buckley, Jim Dembowski, Kim Hoffmans, Luis Sanchez, Jennifer Kalfsbeek, Nenagh Brown, Amparo Medina, Maria Urenda, Doug Thiel, David Casas
Skype: Mary Rees, Diane Eberhardy, Lydia Morales, Sebastian Szczebiot, Gilbert Downs
Absent: Greg Gillespie, Julius Sokenu, Michael Arnoldus
Recorder: Laura Brower

Agenda Item	Summary of Discussion	Action	Assigned to:
Call to order	D. El Fattal began the meeting at 9:15 a.m.		David El Fattal
Review of Consultation Council Notes for September 27, 2019	The September 27 Consultation Council meeting notes were approved.	L. Brower to post on website.	Laura Brower
Review and discuss November 12, 2019 VCCCD Board of Trustees Regular Meeting Agenda.	<p>D. El Fattal led a review of the November 12, 2019 Board of Trustees Meeting Agenda.</p> <ul style="list-style-type: none"> • D. El Fattal stated Closed Session item may be added - <i>CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation (Gov. Code, § 54956.9, subd. (b)) – 1 claim.</i> • <i>11.01 Action to Approve FY2019-20 Budget Augmentation</i> – D. El Fattal advised minor modifications to wording will be made. • <i>11.02 Action to Approve a Professional Services Contract with the Law Firm of Atkinson, Andelson, Loya, Ruud, and Romo.</i> N. Brown and L. Morales questioned need for another legal services contract in addition to the three already in place. D. El Fattal advised AALRR has been used before and provides a broad spectrum of services related to higher education. One specific area is the agreement with the 		David El Fattal

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>retirees on Health and Welfare. A request for the full amount budgeted for legal services was made.</p> <ul style="list-style-type: none"> 18.01 Action to Approve the Abolishment of an Admissions & Records Assistant II (Seasonal) Position and the Establishment of a Student Services Assistant (Bilingual: English/Spanish) Position at Oxnard College, and 18.02 Action to Approve the Establishment of an Instructional Technologist/Designer Position at Moorpark College and a Director of Outreach and Marketing Position at Oxnard College – minor typos to be corrected by HR. 		
<p>Accreditation</p> <ul style="list-style-type: none"> Mid-Term Accreditation Reports – Update VCCCD 2020-2026 Strategic Plan – Update 	<p>L. Buckley reviewed the ACCJC 2020 Mid-term Report Timeline. It is planned to align campus goals with District goals. Colleges will work at their own pace, however, District benchmark dates should be followed. DCAP will not be reestablished until work begins on the regular accreditation report. The newly formed workgroup with ALO's will be expanded to include Academic and Classified Senates, as well as administrators from each of the colleges. N. Brown requested the April 6 date, scheduled to review the revised draft report through share governance, be changed to only indicate April to allow for some flexibility due to meeting schedules.</p> <p>L. Buckley stated originally the expectation was to collaborate with CBT on the Strategic Plan. After discussions with CBT and D. El Fattal, CBT will not be used. A preliminary draft identifying strategic themes, i.e. organizational values, mission, clientele, access, etc., is being developed with goal to complete in the next 4-5 months. M. Rees asked for clarification on</p>		David El Fattal

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>whether this is a cumulative plan. L. Buckley confirmed this is a District Strategic Plan.</p> <p>L. Buckley advised the Program Review process will begin next week. District organizational charts need to be created to indicate how the District and operations flow and the correlation to Board goals. K. Hoffmans stated during PRT visit, Focus Area C discussed sharing program review processes across the District to compare best practices.</p>		
Future Meetings	December 6, 2019		
Future Agenda Items	There were no items.		
Updates to the Council	<p>D. Eberhardy commented on <i>Item 17.08 Action to Approve an Educational Grant Agreement with Gene Haas Foundation Inc. and Ventura College and Item 17.09 Action to Approve Memorandum of Understanding between the Ventura County Community College District and Naval Surface Warfare Center, Port Hueneme Division, for an Education Partnership Agreement</i> indicating it is disturbing that Oxnard College does not have their own city's industries to support Oxnard College.</p> <p>L. Morales commented on the recent AB705 Roundtable discussion with Math and English faculty and counselors. Concerns were brought up on guided self-placements for students – issues have arisen with passing the classes, equity gaps, support for faculty and additional tutoring. Findings will be brought forward to K. Hoffmans.</p> <p>S. Szczebiot commented on Halloween decorating contest, Guided Pathways, and reviewing the first draft of the accreditation mid-term report.</p>		Council Members

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>M. Rees stated she represented Moorpark College in Washington, DC, to be acknowledged by <i>Excelencia</i> for work with CSUN and three other community colleges on their AIMS Grant that supports Hispanic students in engineering and science and commented on Moorpark College receiving notification on qualifying for the Aspen Award and a second Aspen STEM award.</p> <p>J. Kalfsbeek commented on gaining ground in enrollment numbers due to October late start classes and adjustments have been made for summer classes, the first draft of the accreditation mid-term report progressing well, and edits taking place on curriculum to modify classes to be 100% online.</p> <p>K. Hoffmans provided an update on impacts to Ventura College campus related to the recent fires, and the Veterans event scheduled for Monday.</p> <p>D. Thiel commented on the AFT sponsored forum with department chairs followed by the normal Executive Council meeting where faculty have indicated they will speak on the negotiations item agenized for Closed Session.</p> <p>N. Brown indicated Moorpark had their last visit from the Guided Pathways, and commented on faculty prioritization where good practices were discussed thanking President Sokenu and Mary Rees for their support, and Institutional Research team for data to help make decisions. It is hoped to receive approval for six faculty members.</p> <p>L. Buckley stated concern for colleagues and students during this critical time.</p>		

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>L. Sanchez acknowledged P. Blair for dramatically raising the level of communication throughout the District and stated college administration is continually looking at what is best for students and employees during recent fires.</p> <p>M. Urenda commended P. Blair for communications sent to campuses and commented on informational sessions being held next week on health benefits with Burnham and CalPERS representatives for classified staff to ask questions and make informed decisions. The sessions have been opened up to members of unrepresented groups. Schedule is as follows: VC – November 5 – 9:00-11:00 a.m., DAC November 5 – 2:00-4:00 p.m., OC – November 6 - 9:30-11:30 a.m. and MC November 6 – 2:00-4:00 p.m. and rolling out union pride days distributing t-shirts to members.</p> <p>A. Medina commended L. Sanchez for his leadership and support of classified staff and commented on recent classified senate meeting, addiction presentation identifying resources available on campus, Victor Rios film screening and senate work on accreditation planning and crisis communication plan.</p> <p>P. Blair thanked colleges for support and collaboration with communications during recent fire events stating the web alert page received more than 36,000 hits. A safety alert tab will be added to the website redesign, and Marc Boman and District Marketing and Communications staff were commended for being instrumental in the success of the emergency notifications. An update on the website redesign was provided.</p> <p>D. Casas commented on District Halloween activities.</p>		

Agenda Item	Summary of Discussion	Action	Assigned to:
	D. El Fattal thanked members for their participation and patience during technical difficulties at the onset of the meeting.		
Adjourn Meeting	D. El Fattal adjourned the meeting at 10:28 p.m.		



**Friday, December 6, 2019
Chancellor's Consultation Council**

**Order of the Agenda
Ventura County Community College District
761 East Daily Drive
Camarillo, CA 93010
9:00 a.m.**

1. Call to Order

1.01 Call to Order

2. Review of Consultation Council Notes

2.01 Review November 1, 2019 Consultation Council Notes.

3. Board Meeting Agenda Review

3.01 Review and discuss December 17, 2019 Board of Trustees Meeting Agenda.

4. Accreditation and Planning

4.01 Mid-Term Accreditation Reports - Update

4.02 VCCCD 2020-2026 Strategic Plan - Update

5. Other Items

5.01 Future Meetings - January 10, 2020

5.02 Future Agenda Items

6. Consultation Council Member Updates

6.01 Updates to the Council

7. Adjourn Meeting

7.01 Adjourn meeting

**Ventura County Community College District
Consultation Council Notes
November 1, 2019**

Members Present: David El Fattal, Patti Blair, Larry Buckley, Jim Dembowski, Kim Hoffmans, Luis Sanchez, Jennifer Kalfsbeek, Nenagh Brown, Amparo Medina, Maria Urenda, Doug Thiel, David Casas
Skype: Mary Rees, Diane Eberhardy, Lydia Morales, Sebastian Szczebiot, Gilbert Downs
Absent: Greg Gillespie, Julius Sokenu, Michael Arnoldus
Recorder: Laura Brower

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Review and discuss November 12, 2019 VCCCD Board of Trustees Regular Meeting Agenda.	<p>D. El Fattal led a review of the November 12, 2019 Board of Trustees Meeting Agenda.</p> <ul style="list-style-type: none"> • D. El Fattal stated Closed Session item may be added - <i>CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation (Gov. Code, § 54956.9, subd. (b)) – 1 claim.</i> • <i>11.01 Action to Approve FY2019-20 Budget Augmentation</i> – D. El Fattal advised minor modifications to wording will be made. • <i>11.02 Action to Approve a Professional Services Contract with the Law Firm of Atkinson, Andelson, Loya, Ruud, and Romo.</i> N. Brown and L. Morales questioned need for another legal services contract in addition to the three already in place. D. El Fattal advised AALRR has been used before and provides a broad spectrum of services related to higher education. One specific area is the agreement with the 		David El Fattal

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>retirees on Health and Welfare. A request for the full amount budgeted for legal services was made.</p> <ul style="list-style-type: none"> 18.01 Action to Approve the Abolishment of an Admissions & Records Assistant II (Seasonal) Position and the Establishment of a Student Services Assistant (Bilingual: English/Spanish) Position at Oxnard College, and 18.02 Action to Approve the Establishment of an Instructional Technologist/Designer Position at Moorpark College and a Director of Outreach and Marketing Position at Oxnard College – minor typos to be corrected by HR. 		
<p>Accreditation</p> <ul style="list-style-type: none"> Mid-Term Accreditation Reports – Update VCCCD 2020-2026 Strategic Plan – Update 	<p>L. Buckley reviewed the ACCJC 2020 Mid-term Report Timeline. It is planned to align campus goals with District goals. Colleges will work at their own pace, however, District benchmark dates should be followed. DCAP will not be reestablished until work begins on the regular accreditation report. The newly formed workgroup with ALO's will be expanded to include Academic and Classified Senates, as well as administrators from each of the colleges. N. Brown requested the April 6 date, scheduled to review the revised draft report through share governance, be changed to only indicate April to allow for some flexibility due to meeting schedules.</p> <p>L. Buckley stated originally the expectation was to collaborate with CBT on the Strategic Plan. After discussions with CBT and D. El Fattal, CBT will not be used. A preliminary draft identifying strategic themes, i.e. organizational values, mission, clientele, access, etc., is being developed with goal to complete in the next 4-5 months. M. Rees asked for clarification on</p>		David El Fattal

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>whether this is a cumulative plan. L. Buckley confirmed this is a District Strategic Plan.</p> <p>L. Buckley advised the Program Review process will begin next week. District organizational charts need to be created to indicate how the District and operations flow and the correlation to Board goals. K. Hoffmans stated during PRT visit, Focus Area C discussed sharing program review processes across the District to compare best practices.</p>		
Future Meetings	December 6, 2019		
Future Agenda Items	There were no items.		
Updates to the Council	<p>D. Eberhardy commented on <i>Item 17.08 Action to Approve an Educational Grant Agreement with Gene Haas Foundation Inc. and Ventura College and Item 17.09 Action to Approve Memorandum of Understanding between the Ventura County Community College District and Naval Surface Warfare Center, Port Hueneme Division, for an Education Partnership Agreement</i> indicating it is disturbing that Oxnard College does not have their own city's industries to support Oxnard College.</p> <p>L. Morales commented on the recent AB705 Roundtable discussion with Math and English faculty and counselors. Concerns were brought up on guided self-placements for students – issues have arisen with passing the classes, equity gaps, support for faculty and additional tutoring. Findings will be brought forward to K. Hoffmans.</p> <p>S. Szczebiot commented on Halloween decorating contest, Guided Pathways, and reviewing the first draft of the accreditation mid-term report.</p>		Council Members

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>M. Rees stated she represented Moorpark College in Washington, DC, to be acknowledged by <i>Excelencia</i> for work with CSUN and three other community colleges on their AIMS Grant that supports Hispanic students in engineering and science and commented on Moorpark College receiving notification on qualifying for the Aspen Award and a second Aspen STEM award.</p> <p>J. Kalfsbeek commented on gaining ground in enrollment numbers due to October late start classes and adjustments have been made for summer classes, the first draft of the accreditation mid-term report progressing well, and edits taking place on curriculum to modify classes to be 100% online.</p> <p>K. Hoffmans provided an update on impacts to Ventura College campus related to the recent fires, and the Veterans event scheduled for Monday.</p> <p>D. Thiel commented on the AFT sponsored forum with department chairs followed by the normal Executive Council meeting where faculty have indicated they will speak on the negotiations item agenized for Closed Session.</p> <p>N. Brown indicated Moorpark had their last visit from the Guided Pathways consultant and rolling out four different design teams in the Spring, and commented on faculty prioritization where good practices were discussed thanking President Sokenu and Mary Rees for their support, and Institutional Research team for data to help make decisions. It is hoped to receive approval for six additional faculty members.</p> <p>L. Buckley stated concern for colleagues and students during this critical time.</p>		

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>L. Sanchez acknowledged P. Blair for dramatically raising the level of communication throughout the District and stated college administration is continually looking at what is best for students and employees during recent fires.</p> <p>M. Urenda commended P. Blair for communications sent to campuses and commented on informational sessions being held next week on health benefits with Burnham and CalPERS representatives for classified staff to ask questions and make informed decisions. The sessions have been opened up to members of unrepresented groups. Schedule is as follows: VC – November 5 – 9:00-11:00 a.m., DAC November 5 – 2:00-4:00 p.m., OC – November 6 - 9:30-11:30 a.m. and MC November 6 – 2:00-4:00 p.m. and rolling out union pride days distributing t-shirts to members.</p> <p>A. Medina commended L. Sanchez for his leadership and support of classified staff and commented on recent classified senate meeting, addiction presentation identifying resources available on campus, Victor Rios film screening and senate work on accreditation planning and crisis communication plan.</p> <p>P. Blair thanked colleges for support and collaboration with communications during recent fire events stating the web alert page received more than 36,000 hits. A safety alert tab will be added to the website redesign, and Marc Boman and District Marketing and Communications staff were commended for being instrumental in the success of the emergency notifications. An update on the website redesign was provided.</p> <p>D. Casas commented on District Halloween activities.</p>		

Agenda Item	Summary of Discussion	Action	Assigned to:
	D. El Fattal thanked members for their participation and patience during technical difficulties at the onset of the meeting.		
Adjourn Meeting	D. El Fattal adjourned the meeting at 10:28 p.m.		

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Wednesday, December 4, 2019
Consultation Council Copy of Board of Trustees Annual Organizational Meeting

Order of the Agenda
Ventura County Community College District
761 East Daily Drive
Camarillo, CA 93010
Open Session: 5:00 p.m.
Closed Session: Immediately Following Open Session

1. Regular Meeting of the Board

- 1.01 Call to Order
- 1.02 Public Comments - Closed Session Agenda Items

2. Closed Session

- 2.01 PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Gov. Code, § 54957); 1 case.
- 2.02 CONFERENCE WITH LABOR NEGOTIATORS: AFT AND SEIU (Gov. Code, § 54957.6).

3. Reconvene in Open Session

- 3.01 Report of Action in Closed Session
- 3.02 Pledge to the Flag
- 3.03 Changes to the Agenda
- 3.04 Chancellor's Recommendation of the Agenda
- 3.05 Student Trustee Advisory Report
- 3.06 Student Reports
- 3.07 Public Comments - Open Session Agenda Items

4. Guests and Recognitions

- 4.01 Acknowledgement of New Employees
- 4.02 Recognition of Ventura County Community College District Retirees.
- 4.03 Acknowledgement of Guests and Special Recognitions

5. Reports

- 5.01 College Reports
- 5.02 District Administrative Reports.

6. Academic Senate Presidents Consultation

6.01 Academic Senate Presidents Consultation

6.02 Classified Senate Presidents Consultation

7. Board Committee Reports

7.01 Administrative Services Committee Update.

7.02 Policy, Planning and Student Success Committee Update.

8. Action: Trustees/Chancellor's Office

8.01 Board Professional Development Update

8.02 Action to Approve Board Member Absence

9. Informational Item

9.01 Website Redesign Update

10. Action: Business and Administrative Services

10.01 Action to Approve Acceptance of the Audited Reports of the Bond Construction Fund for the Fiscal Year Ending June 30, 2019: Measure S Financial Audit & Performance Audit

10.02 Action to Approve Acceptance of the Audited Financial Statements for the Fiscal Year Ending June 30, 2019

10.03 Action to Approve Acceptance of the Annual Audited Reports for Fiscal Year Ending June 30, 2019 for the Moorpark, Oxnard, and Ventura College Foundations

11. Action: Human Resources

11.01 Action to Approve Classified Employees' Nomination for Personnel Commissioner.

12. Action: Institutional Effectiveness

12.01 Accreditation Update.

12.02 Action to Approve Fall 2019 Candidates for Graduation and Certificates at Moorpark College.

12.03 Action to Approve Fall 2019 Candidates for Graduation and Certificates at Oxnard College.

12.04 Action to Approve Fall 2019 Candidates for Graduation and Certificates at Ventura College

12.05 Action to Approve Revised and New Courses and SAM/TOP Code Changes at Moorpark College

12.06 Action to Approve New Courses at Oxnard College.

12.07 Action to Approve New/Revised Courses, New Programs at Ventura College.

12.08 Action to Approve Memorandum of Understanding between Ventura County Community College District and The Nyland Promise.

12.09 Action to Approve College and College Access Pathways (CCAP) AB288 Agreement between Ventura County Community College District and Oak Park Unified School District.

13. Action: Policy, Planning and Student Success

13.01 Action to Approve Board Policy 3440 Service Animals (proposed). Administrative Procedure 3440 (proposed) is provided for information.

13.02 Action to Approve Board Policy 3900 Speech: Time, Place, and Manner (revised). Administrative Procedure 3900 Speech: Time, Place, and Manner (revised) is provided for information.

13.03 Action to Approve Board Policy 4230 Grading and Academic Record Symbols (reaffirmed). Administrative Procedure 4230 Grading and Academic Record Symbols (revised) is provided for information.

13.04 Action to Approve Board Policy 5010 Admissions and Dual Enrollment (reaffirmed). Administrative Procedure 5010 Admissions and Dual Enrollment (revised) is provided for information.

13.05 Board Policy 2215 Role of the Board Chair

14. Consent Calendar

14.01 Approval of Consent Calendar

15. Approval of Minutes

15.01 Approval of Minutes for the November 12, 2019, Board of Trustees Meeting.

16. Consent Calendar: Business and Administrative Services

16.01 Action to Approve Ratification of Accounts Payable and Payroll for the Period of October 13, 2019 to November 17, 2019.

16.02 Action to Approve/Ratify Board Purchase Order Report #6, for FY 2019-2020 from October 18, 2019 to November 20, 2019.

16.03 Action to Approve the Acceptance of Gifts for FY 2019-2020 from October 21, 2019 to November 22, 2019.

16.04 Action to approve Bid 594 Fire Technology Apparatus Building Rough Grading and Storm Drain Improvements to the lowest responsible bidder, J & H Engineering General Contractors, Inc., in the amount of \$840,000.

16.05 Approval of Acceptance of Completion of Bid 566, Districtwide Parking and Roadway Maintenance

16.06 Action to Approve New Contracts and Grants for Fiscal Year 2019-20

16.07 Action to Approve Ratification of New Contracts and Grants for Fiscal Year 2019-20

16.08 Monthly Budget Transfer Summary & Budget Amendment for the month of October 2019

17. Consent Calendar: Human Resources

17.01 Action to Approve the Establishment of Two Positions at Oxnard College.

17.02 Revised: Approval of Employment Under Special Pre-Retirement Program.

18. Consent Calendar: Institutional Effectiveness

18.01 There are no items.

19. Consent Calendar: Trustees/Chancellor

19.01 There are no items.

20. Annual Organizational Meeting

20.01 Action to Elect Chair of Board of Trustees.

20.02 Action to Elect Vice Chair of Board of Trustees

20.03 Action to Appoint Secretary to the Board of Trustees.

20.04 Action to Approve 2020 Board of Trustees Meeting Calendar.

20.05 Board of Trustees 2020 Committees and Appointments Discussion and Action.

20.06 Action for Certification of School Board Representative to Vote in Election for Members of the County Committee on School District Organization.

21. Trustee/Chancellor Reports

21.01 Trustee Reports

21.02 Chancellor Report

21.03 Future Board Items

22. Adjournment

22.01 Adjournment

**Ventura County Community College District
Consultation Council Notes
December 6, 2019**

Members Present: David El Fattal, Patti Blair, Maria Urenda, Jim Dembowski, Larry Buckley, Art Sanford, Doug Thiel, Jennifer Kalfsbeek, Ventura College Associated Student President Daisy Castillo, Oxnard College Associated Student President Christian Franco, Gilbert Downs, Sebastian Szczebiot, Amparo Medina, David Casas
Skype: Diane Eberhardy, Julius Sokenu, Lydia Morales, Kim Hoffmans, Luis Sanchez
Not Present: Greg Gillespie, Damien Pena
Recorder: Laura Brower

Agenda Item	Summary of Discussion	Action	Assigned to:
Call to order	D. El Fattal began the meeting at 9:00 a.m. with introductions of Associated Student Presidents Daisy Castillo and Christian Franco.		David El Fattal
Review of Consultation Council Notes for November 1, 2019	The November 1, 2019 Consultation Council meeting notes were approved.		Laura Brower
Review and discuss December 17, 2019 VCCCD Board of Trustees Annual Organizational Meeting Agenda.	<p>D. El Fattal led a review of the December 17, 2019 VCCCD Board of Trustees Annual Organizational Meeting.</p> <ul style="list-style-type: none"> • <i>Item 10.01 Action to Approve Acceptance of the Audited Reports of the Bond Construction Fund for the Fiscal Year Ending June 30, 2019: Measure S Financial Audit & Performance Audit.</i> D. El Fattal indicated auditors will not attend Board meeting. • <i>Item 10.03 Action to Approve Acceptance of the Annual Audited Reports for Fiscal Year Ending June 30, 2019 for the Moorpark, Oxnard, and Ventura College Foundations.</i> D. El Fattal stated although there were findings in the Oxnard College audit, the Board does not approve audits, but rather the item is to receive and file. 		David El Fattal

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>D. El Fattal advised Item 10.04 will be added to the agenda requesting Board approval of \$300,000 from reserves for legal payments due and further expenses as a result of continuing personnel matters and investigations.</p> <ul style="list-style-type: none"> • <i>Item 11.01 Action to Approve Classified Employees' Nomination for Personnel Commissioner.</i> M. Urenda commented on SEIU's selection of Danny Carrillo for appointment to the Personnel Commission. P. Blair stated a Certificate of Recognition will be presented to Commissioner Barbara Harison at the meeting. • <i>Item 12.05 Action to Approve Revised and New Courses and SAM/TOP Code Changes at Moorpark College.</i> N. Brown highlighted the two new UC Transfer Degrees in Chemistry and Physics. • <i>Item 12.07 Action to Approve New/Revised Courses at Ventura College.</i> There was lengthy discussion on the Vet Tech program classes listed for Ventura College. Moorpark College is also finalizing a Vet Tech program with classes that could potentially conflict. Ventura College expressed concerns and stated their courses should move forward to the Board for approval. Moorpark College requests more time for the two colleges to meet and discuss the programs and classes. D. El Fattal advised a decision will be made prior to the agenda being released. 		
<p>Accreditation</p> <ul style="list-style-type: none"> • Mid-Term Accreditation Reports – Update 			David El Fattal

Agenda Item	Summary of Discussion	Action	Assigned to:
<ul style="list-style-type: none"> VCCCD 2020-2026 Strategic Plan – Update 	<p>L. Buckley stated the Accreditation Liaison Officers will provide an update of the accreditation mid-term report at the December 17, 2019 Board meeting.</p> <p>L. Buckley commented on the Strategic Plan being written in-house and the focused purpose will be promoting retention, educational attainment, academic achievement (promote superior performance), and student advancement assisting with degrees to transfer or into careers.</p>		
Future Meetings	January 10		
Future Agenda Items	<ul style="list-style-type: none"> Compressed calendar 		
Updates to the Council	<p>L. Morales provided a recap of the recent visit to the VC Academic Senate by Rhonda Mohr, State Vice Chancellor for Student Services and Special Programs. Ms. Moore addressed the status of the VC equity plan and the lack of Academic Senate support and steps to take to eventually obtain the Senate’s signature approval. Trustee Chancer was in attendance. Ms. Morales also congratulated D. Eberhardy on her retirement and commented on Guided Pathways Roundtable held for campus input, work on staffing priorities, and year-end celebrations.</p> <p>D. Eberhardy thanked L. Morales for her comments and stated she enjoyed her educational experience serving as Academic Senate President for Oxnard Colleges, and the college moving forward five sabbaticals.</p> <p>J. Sokenu commented on the submittal of two Aspen prize applications, recognition by the Simi Valley City Council for successes of the college, planning for the</p>		Council Members

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>annual retreat, reopening of the gym and upcoming nursing pinning.</p> <p>K. Hoffmans thanked L. Morales for her work as Academic Senate Present, congratulated D. Eberhardy on her retirement, and commented on work taking place for approval of the VC Equity Plan by the Academic Senate, and various campus activities.</p> <p>L. Sanchez expressed appreciation and best wishes to both L. Morales and D. Eberhardy, and commented on the Director of Outreach and Marketing recruitment and addressing the CalWORKS students.</p> <p>C. Franco commented on student de-stress events, supplying school supplies to students for finals, thanked L. Morales for her support in keeping students informed and P. Blair for the Student Leadership Academy Session 2 recently held at Ventura College.</p> <p>D. Castillo commented on student de-stress events and supplying scantrons and bluebooks to students for finals, and spring semester planning.</p> <p>S. Szczebiot advised the nomination for Classified Employee of the Year was submitted and commented on the recent Guided Pathways Roundtable reminding Council Members the Guided Pathways reports will be agendized at the February Board meeting.</p> <p>G. Downs commented on Classified Professional Development event with Dr. Frank Harris, the annual holiday luncheon, nominations for the Classified Senate officers, and work taking place on the laptop lending library program.</p>		

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>D. El Fattal commented on the upcoming holiday luncheon arranged by the District Professional Impact Committee.</p> <p>P. Blair thanked Ventura College for hosting the 2nd VCCCD Student Leadership Academy and commented on the initial designs of the new website being shared at the upcoming Board meeting with D. Watkins, the second session of the VCCCD Leadership Academy, work taking place to develop communications to students on negotiations, and thanked Victory Kitamura for conducting Drupal training.</p> <p>A. Medina thanked L Morales and D. Eberhardy for their leadership and advice while Academic Senate Presidents and congratulated D. Eberhardy on her retirement, and commented on fundraisers, the VCCCD Leadership Academy, and cohort project to develop an orientation process.</p> <p>M. Urenda commented on college and District health benefit informational meetings for all classified employees followed by membership only meetings to update attendees on negotiations, thanked the District for release time for the bargaining team, and thanked L. Morales and D. Eberhardy for their leadership as Academic Senate Presidents.</p> <p>L. Buckley commented on the launch of the first District Program Review.</p> <p>A. Sandford commented on the 52nd Fire Academy Graduation, new Assistant Dean of Public Safety Matt Jewett, men's soccer team finals, and thanked L. Morales and D. Eberhardy for their years of service to faculty, and welcomed Amy Edwards as the incoming Academic Senate President.</p>		

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>N. Brown commented on attending the statewide plenary where equity and inclusion were addressed.</p> <p>D. Thiel congratulated D. Eberhardy and thanked her and L. Morales for their service to faculty and commented on the District declaring impasse and AFT activities and AFT promoting the Schools & Communities First (SCF) measure.</p> <p>J. Kalfsbeek commented on the recent VC lockdown, work to ascertain the mid-term accreditation report is vetted through all governance committees, new curriculum, looking at new programs to booster enrollment with emphasis on online classes, and submittal of Aspen application.</p> <p>D. El Fattal thanked L. Morales and D. Eberhardy for their roles as Academic Senate Presidents and congratulated D. Eberhardy on her retirement.</p>		
Adjourn Meeting	D. El Fattal wished the students success in their finals and adjourned the meeting at 10:50 a.m.		



**Friday, January 10, 2020
Chancellor's Consultation Council**

**Order of the Agenda
Ventura County Community College District
761 East Daily Drive
Camarillo, CA 93010
9:00 a.m.**

1. Call to Order

1.01 Call to Order

2. Review of Consultation Council Notes

2.01 Review December 6, 2019 Consultation Council Notes.

3. Board Meeting Agenda Review

3.01 Review and discuss January 11, 2020 VCCCD Board of Trustees Communication Workshop Draft Agenda.

3.02 Review and discuss January 21, 2020 VCCCD Board of Trustees Regular Meeting Draft Agenda.

4. Accreditation and Planning

4.01 Mid-Term Accreditation Reports - Update

4.02 VCCCD 2020-2026 Strategic Plan - Update

5. Other Items

5.01 Compressed Calendar

5.02 Vice Chancellor Human Resources Selection Process

5.03 Future Meetings - February 7, 2020

5.04 Future Agenda Items

6. Consultation Council Member Updates

6.01 Updates to the Council

7. Adjourn Meeting

7.01 Adjourn meeting

**Ventura County Community College District
Consultation Council Notes
December 6, 2019**

Members Present: David El Fattal, Patti Blair, Maria Urenda, Jim Dembowski, Larry Buckley, Art Sanford, Doug Thiel, Jennifer Kalfsbeek, Ventura College Associated Student President Daisy Castillo, Oxnard College Associated Student President Christian Franco, Gilbert Downs, Sebastian Szczebiot, Amparo Medina
Skype: Diane Eberhardy, Julius Sokenu, Lydia Morales, Kim Hoffmans, Luis Sanchez
Not Present: Greg Gillespie, Damien Pena
Recorder: Laura Brower

Agenda Item	Summary of Discussion	Action	Assigned to:
Call to order	D. El Fattal began the meeting at 9:00 a.m. with introductions of Associated Student Presidents Daisy Castillo and Christian Franco.		David El Fattal
Review of Consultation Council Notes for November 1, 2019	The November 1, 2019 Consultation Council meeting notes were approved.		Laura Brower
Review and discuss December 17, 2019 VCCCD Board of Trustees Annual Organizational Meeting Agenda.	<p>D. El Fattal led a review of the December 17, 2019 VCCCD Board of Trustees Annual Organizational Meeting.</p> <ul style="list-style-type: none"> • <i>Item 10.01 Action to Approve Acceptance of the Audited Reports of the Bond Construction Fund for the Fiscal Year Ending June 30, 2019: Measure S Financial Audit & Performance Audit.</i> D. El Fattal indicated auditors will not attend Board meeting. • <i>Item 10.03 Action to Approve Acceptance of the Annual Audited Reports for Fiscal Year Ending June 30, 2019 for the Moorpark, Oxnard, and Ventura College Foundations.</i> D. El Fattal stated although there were findings in the Oxnard College audit, the Board does not approve audits, but rather the item is to receive and file. 		David El Fattal

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>D. El Fattal advised Item 10.04 will be added to the agenda requesting Board approval of \$300,000 from reserves for legal payments due and further expenses as a result of continuing personnel matters and investigations.</p> <ul style="list-style-type: none"> • <i>Item 11.01 Action to Approve Classified Employees' Nomination for Personnel Commissioner.</i> M. Urenda commented on SEIU's selection of Danny Carrillo for appointment to the Personnel Commission. P. Blair stated a Certificate of Recognition will be presented to Commissioner Barbara Harison at the meeting. • <i>Item 12.05 Action to Approve Revised and New Courses and SAM/TOP Code Changes at Moorpark College.</i> N. Brown highlighted the two new UC Transfer Degrees in Chemistry and Physics. • <i>Item 12.07 Action to Approve New/Revised Courses at Ventura College.</i> There was lengthy discussion on the Vet Tech program classes listed for Ventura College. Moorpark College also has a Vet Tech program with classes that could potentially conflict. Ventura College expressed concerns and stated their courses should move forward to the Board for approval. Moorpark College requests more time for the two colleges to meet and discuss the programs and classes. D. El Fattal advised a decision will be made prior to the agenda being released. 		
<p>Accreditation</p> <ul style="list-style-type: none"> • Mid-Term Accreditation Reports – Update 			David El Fattal

Agenda Item	Summary of Discussion	Action	Assigned to:
<ul style="list-style-type: none"> VCCCD 2020-2026 Strategic Plan – Update 	<p>L. Buckley stated the Accreditation Liaison Officers will provide an update of the accreditation mid-term report at the December 17, 2019 Board meeting.</p> <p>L. Buckley commented on the Strategic Plan being written in-house and the focused purpose will be promoting retention, educational attainment, academic achievement (promote superior performance), and student advancement assisting with degrees to transfer or into careers.</p>		
Future Meetings	January 10		
Future Agenda Items	<ul style="list-style-type: none"> Compressed calendar 		
Updates to the Council	<p>L. Morales provided a recap of the recent visit to the VC Academic Senate by Rhonda Mohr, State Vice Chancellor for Student Services and Special Programs. Ms. Moore addressed the status of the VC equity plan and the lack of Academic Senate support and steps to take to eventually obtain the Senate’s signature approval. Trustee Chancer was in attendance. Ms. Morales also congratulated D. Eberhardy on her retirement and commented on Guided Pathways Roundtable held for campus input, work on staffing priorities, and year-end celebrations.</p> <p>D. Eberhardy thanked L. Morales for her comments and stated she enjoyed her educational experience serving as Academic Senate President for Oxnard Colleges, and the college moving forward five sabbaticals.</p> <p>J. Sokenu commented on the submittal of two Aspen prize applications, recognition by the Simi Valley City Council for successes of the college, planning for the</p>		Council Members

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>annual retreat, reopening of the gym and upcoming nursing pinning.</p> <p>K. Hoffmans thanked L. Morales for her work as Academic Senate Present, congratulated D. Eberhardy on her retirement, and commented on work taking place for approval of the VC Equity Plan by the Academic Senate, and various campus activities.</p> <p>L. Sanchez expressed appreciation and best wishes to both L. Morales and D. Eberhardy, and commented on the Director of Outreach and Marketing recruitment and addressing the CalWORKS students.</p> <p>C. Franco commented on student de-stress events, supplying school supplies to students for finals, thanked L. Morales for her support in keeping students informed and P. Blair for the Student Leadership Academy Session 2 recently held at Ventura College.</p> <p>D. Castillo commented on student de-stress events and supplying scantrons and bluebooks to students for finals, and spring semester planning.</p> <p>S. Szczebiot advised the nomination for Classified Employee of the Year was submitted and commented on the recent Guided Pathways Roundtable reminding Council Members the Guided Pathways reports will be agendized at the February Board meeting.</p> <p>G. Downs commented on Classified Professional Development event with Dr. Frank Harris, the annual holiday luncheon, nominations for the Classified Senate officers, and work taking place on the laptop lending library program.</p>		

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>D. El Fattal commented on the upcoming holiday luncheon arranged by the District Professional Impact Committee.</p> <p>P. Blair thanked Ventura College for hosting the 2nd VCCCD Student Leadership Academy and commented on the initial designs of the new website being shared at the upcoming Board meeting with D. Watkins, the second session of the VCCCD Leadership Academy, work taking place to develop communications to students on negotiations, and thanked Victory Kitamura for conducting Drupal training.</p> <p>A. Medina thanked L Morales and D. Eberhardy for their leadership and advice while Academic Senate Presidents and congratulated D. Eberhardy on her retirement, and commented on fundraisers, the VCCCD Leadership Academy, and cohort project to develop an orientation process.</p> <p>M. Urenda commented on college and District health benefit informational meetings for all classified employees followed by membership only meetings to update attendees on negotiations, thanked the District for release time for the bargaining team, and thanked L. Morales and D. Eberhardy for their leadership as Academic Senate Presidents.</p> <p>L. Buckley commented on the launch of the first District Program Review.</p> <p>A. Sandford commented on the 52nd Fire Academy Graduation, new Assistant Dean of Public Safety Matt Jewett, men's soccer team finals, and thanked L. Morales and D. Eberhardy for their years of service to faculty, and welcomed Amy Edwards as the incoming Academic Senate President.</p>		

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>N. Brown commented on attending the statewide plenary where equity and inclusion were addressed.</p> <p>D. Thiel congratulated D. Eberhardy and thanked her and L. Morales for their service to faculty and commented on the District declaring impasse and AFT activities and AFT promoting the Schools & Communities First (SCF) measure.</p> <p>J. Kalfsbeek commented on the recent VC lockdown, work to ascertain the mid-term accreditation report is vetted through all governance committees, new curriculum, looking at new programs to booster enrollment with emphasis on online classes, and submittal of Aspen application.</p> <p>D. El Fattal thanked L. Morales and D. Eberhardy for their roles as Academic Senate Presidents and congratulated D. Eberhardy on her retirement.</p>		
Adjourn Meeting	D. El Fattal wished the students success in their finals and adjourned the meeting at 10:50 a.m.		



Saturday, January 11, 2020
Board of Trustees Communication Workshop

Order of the Agenda
Ventura County Community College District
761 East Daily Drive, Suite 200
Camarillo, CA
Open Session: 9:00 a.m.

1. Meeting of the Board

- 1.01 Call to Order.
- 1.02 Pledge to the Flag.
- 1.03 Chancellor's Recommendation of the Agenda.
- 1.04 Public Comments.
- 1.05 Changes to the Agenda.

2. Trustees/Chancellor's Office

- 2.01 Board Committee Appointments.
- 2.02 Study Session: Board Communication.
- 2.03 Review of Strategic, Performance, and Academic Year 2019-2020 Goals
- 2.04 Board Legal Services Planning.
- 2.05 Citizen Advisory Council.

3. Adjournment - 2:00 p.m.

- 3.01 Adjournment.



Wednesday, January 8, 2020
Consultation Copy of January 21, 2020 Board of Trustees Meeting Agenda Draft

Order of the Agenda
Ventura County Community College District
761 East Daily Drive
Camarillo, CA 93010
Closed Session: 5:00 p.m.
Open Session: 6:30 p.m.

1. Regular Meeting of the Board

- 1.01 Call to Order.
- 1.02 Public Comments - Closed Session Agenda Items.

2. Closed Session

- 2.01 PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Gov. Code, § 54957); 1 case.
- 2.02 CONFERENCE WITH LEGAL COUNSEL: Anticipated Litigation - 2 Cases (Gov. Code, § 54956.9, subd. (b))
- 2.03 CONFERENCE WITH LABOR NEGOTIATORS: AFT/SEIU (Gov. Code, § 54957.6).
- 2.04 PUBLIC EMPLOYEE PERFORMANCE ANNUAL EVALUATION - Chancellor (Gov. Code § 54957).

3. Reconvene in Open Session

- 3.01 Report of Action in Closed Session.
- 3.02 Pledge to the Flag.
- 3.03 Chancellor's Recommendation of the Agenda.
- 3.04 Changes to the Agenda.

4. Guests and Recognitions

- 4.01 Acknowledgement of New Employees.
- 4.02 Recognition of Ventura County Community College District Retirees.
- 4.03 Acknowledgement of Guests and Special Recognitions.

5. Student Reports

- 5.01 Student Trustee Advisory Report.
- 5.02 Student Reports.

6. Public Comments

- 6.01 Public Comments - Open Session Agenda Items.

7. College / District Reports

7.01 College Reports.

7.02 District Administrative Reports.

8. Senate Consultation

8.01 Academic Senate Presidents Consultation.

8.02 Classified Senate Presidents Consultation.

9. Board Committee Reports

9.01 Administrative Services Committee Update.

9.02 Policy, Planning and Student Success Committee Update.

10. Action: Trustees/Chancellor's Office

10.01 January 11, 2020 Board Communication Workshop Update.

10.02 Action to Approve Revisions to VCCCD Strategic Plan Goals and Objectives

10.03 Board Professional Development Update.

10.04 Action to Approve Board Member Absence.

11. Action: Business and Administrative Services

11.01 Budget Update: Governor's Initial FY2020-21 Budget Proposal.

11.02 Food Services Plan Update.

12. Action: Human Resources

13. Action: Institutional Effectiveness

13.01 Accreditation Update

13.02 Approval of New Courses, Noncredit Courses, TOP/SAM Code Changes, and New Programs at Moorpark College

13.03 Approval of New Courses, Noncredit Courses, and SAM Code Changes at Ventura College.

14. Approval of Consent Calendar.

14.01 Approval of Consent Calendar.

15. Consent Calendar: Approval of Board of Trustees Meeting Minutes

15.01 Approval of Minutes for the December 17, 2019 VCCCD Board of Trustees Annual Organizational Meeting

15.02 Approval of Minutes for the January 11, 2020 VCCCD Board of Trustees Strategic Planning Session

16. Consent Calendar: Trustees/Chancellor

16.01 There are no items.

17. Consent Calendar: Business and Administrative Services

17.01 Action to Approve Ratification of Accounts Payable and Payroll for the Period of November 18, 2019 to December 12, 2019.

17.02 Action to Approve/Ratify Board Purchase Order Report #7, for FY 2019-2020 from November 20, 2019 to December 18, 2019.

17.03 Action to Approve the Acceptance of Gifts for FY 2019-2020 from November 22, 2019 to December 18, 2019.

17.04 Action to Approve Acceptance of Completion of Bid 589 Moorpark College Stadium Road Water Line Replacement

17.05 Action to Approve Ratification of New Contracts and Grants for Fiscal Year 2019-20.

17.06 Action to Approve Training Contract for Fiscal Year 2019-20.

17.07 Action to Approve Measure S Budget Transfers and Use of Measure S Interest Revenue to Supplement Measure S Bond Budgets at Ventura College.

17.08 Monthly Budget Transfer Summary & Budget Amendment for the month of November 2019

18. Consent Calendar: Human Resources

18.01 Action to Approve the Establishment of Positions at Moorpark College and Oxnard College.

18.02 Action to Approve the Abolishment of an Accounting Technician Position and the Establishment of a Senior Accounting Technican Position at Oxnard College.

18.03 Action to Approve the Abolishment of an Assessment Specialist Position and the Establishment of a Student Success and Support Specialist II Position at Ventura College.

18.04 Action to Approve the Renewal/Extension of Management Contracts.

18.05 Action to Approve Sabbatical Leave Recommendations for 2020-2021 per the Agreement between the Ventura County Community College District and the Ventura County Federation of College Teachers, AFT Local 1828, AFL-CIO.

18.06 Approval of Authorization for Destruction of Human Resources Department Records Pursuant to California Code of Regulations, Title 5, Sections 59020-59041.

19. Consent Calendar: Institutional Effectiveness

19.01 There are no items.

20. Trustee/Chancellor Reports

20.01 Trustee Reports

20.02 Chancellor Report

20.03 Future Board Items

21. Adjournment

21.01 Adjournment

I. ACCJC 2020 Midterm Report Timeline and Leads (as of 10/22/2019)—**WITH GAP ANALYSIS**

Month	Moorpark College	District Office
August/September 2019	EdCAP (Aug 27 & Sep 24): <ul style="list-style-type: none"> • Review timeline and leads • Discuss actions to address recommendations 	
October/November/December 2019	EdCAP (Oct 22 & Nov 26): <ul style="list-style-type: none"> • Complete gap analyses • Form work groups for QFE review ALO and others (Oct & Nov): <ul style="list-style-type: none"> • Complete action items to address recommendations 	Dec 13: DAC gap analysis complete All gap analyses submitted to DAC
January 2020	ALO and others (Dec & Jan): <ul style="list-style-type: none"> • Write first draft report 	
February/March 2020	EdCAP (Jan 28 & Feb 25): <ul style="list-style-type: none"> • Review first draft report Office of President (March): <ul style="list-style-type: none"> • Share draft report with college community for feedback Planning Retreat (Mar 20): <ul style="list-style-type: none"> • Review draft report ALO with others: <ul style="list-style-type: none"> • Revise report incorporating feedback EdCAP (Mar 24): <ul style="list-style-type: none"> • Final reading of revised draft 	Feb 13: First draft college reports submitted to DAC
April 2020	Academic Senate (Apr 7 & 21): <ul style="list-style-type: none"> • 1st and 2nd readings of revised draft Classified Senate (Apr tbd): <ul style="list-style-type: none"> • Review of revised draft ASMC (Apr tbd): <ul style="list-style-type: none"> • Review of revised draft 	Apr 6: Review of revised draft reports completed through shared governance

<p>May 2020</p>	<p>ALO with others:</p> <ul style="list-style-type: none"> • Finalize report incorporating feedback • Approve final draft at Executive Council and Consultation Council 	<p>May tbd: Approve final draft at Chancellor’s Cabinet</p> <p>May 18: Final draft college reports due for submission to Policy, Planning and Student Success Board Committee meeting</p> <p>May 21: Policy, Planning and Student Success Board Committee Meeting</p> <p>May 29: Final draft college reports due for submission to June Board Agenda Review</p>
<p>June 2020</p>		<p>June 16: Board of Trustees meeting – 1st Reading</p> <p>June 23: Board of Trustees Strategic Planning Session – 2nd Reading/Approval</p>
<p>July/August/September 2020</p>	<p>Submit final report to ACCJC</p>	
<p>October 2020</p>	<p>Oct 15: deadline for submission to ACCJC</p>	

From *Guidelines for Preparing Institutional Reports to the Commission (for reports due fall 2020 and beyond)*

https://accjc.org/wp-content/uploads/Guidelines-for-Preparing-Institutional-Reports_Fall-2020-and-beyond.pdf



Ventura County Community College District

761 EAST DAILY DRIVE, SUITE 200, CAMARILLO, CALIFORNIA 93010

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DR. GREG GILLESPIE
CHANCELLOR

VCCCD 2020-2026 Strategic Goals

The VCCCD Board of Trustees, at their June 24, 2019 planning session, discussed their three previous goals and added an additional goal; reviewed the four goals during the January 11, 2020 Mid-Year Planning/Communications Workshop; and will approve the four goals during the January 21, 2020 Board of Trustees Meeting. These goals will be addressed in detail in the new VCCCD 2020-2026 Strategic Plan.

Strategic Goal 1. Increase access and student success

Objectives

- A. Promote access to educational opportunities for students across Ventura County.
- B. Support student success at the colleges as students move to completion of degrees, certificates, transfer, and job placement.
- C. Evaluate and implement the use of technology and online opportunities to increase the number of online classes, certificates, and degrees along with online services to support access and completion.
- D. Identify and close equity gaps through the innovative use of resources to support Guided Pathways plans and student success initiatives.
- E. Align student success and completion performance measures with the California Community College Chancellor's Office Vision for Success goals and Student Centered Funding Formula metrics.
- F. Support student-centered AB705 implementation resulting in successful and timely student completion of college level English and math.
- G. Support college efforts to address student barriers to access including lack of finances, food insecurity, and housing insecurity as examples.
- H. Support the development of a Districtwide Promise program for students.

Strategic Goal 2. Actively support workforce and economic development in Ventura County through partnerships and relevant programs and pathways leading from education to careers.

Objectives

- A. Provide training and skill development for both incumbent and new workers for existing jobs.
- B. Serve as an educational resource to provide workforce training that will help new businesses and employers meet their workforce needs.
- C. Evaluate, maintain, and improve existing and establish new relationships with private, governmental, and educational agencies and institutions to actively engage in and support workforce and economic development.
- D. Support the ongoing review of current and establishment of new career education certificates and degrees to meet student and local workforce needs with aligned career pathways with K-12, adult education, specialized training, non-credit, and credit programs.

Strategic Goal 3. Maintain sustainable management of all organizational resources aligned with established priorities and implemented with transparency and accountability.

Objectives

- A. Focus the colleges and the District Administrative Center on the importance of maintaining fiscal stability and using ongoing revenues to cover ongoing expenses.
- B. Encourage efforts to find and leverage additional resources that include new contracts and grants.
- C. Adjust the local funding allocation model to align with the Student Centered Funding Formula.
- D. Analyze, prioritize, and implemented selected organizational structure and process recommendations included in the Collaborative Brain Trust Organization Structure Review of the VCCCD study.
- E. Support the maintenance of District facilities to provide effective, relevant, and safe educational, work, and community spaces.
- F. Promote implementation of safety mechanisms and communication networks to quickly and effectively respond to emergency situations.
- G. Support implementation of the college-level sustainability plans and promote efforts to positively impact the environment and climate.

Strategic Goal 4. Develop a culture that values students, collaboration, and the success of each employee.

Objectives

- A. Promote professional development activities, leadership development programs, and opportunities to engage in participatory governance committees and activities for employees.
- B. Support employee training in both mandated and non-mandated critical areas including safety, ethics, Title IX (discrimination/ harassment), and software use as examples.
- C. Provide timely open communication on District plans, initiatives, actions, emergency situations and news items of interest including student and employee success stories.

**Ventura County Community College District
Consultation Council Notes
January 10, 2020**

Members Present: Greg Gillespie, David El Fattal, Patti Blair, Maria Urenda, Jim Dembowski, Larry Buckley, Gilbert Downs, Amparo Medina, David Casas, Julius Sokenu, Luis Sanchez, Kim Hoffmans, Amy Edwards, Dan Clark, Dan Watkins
Skype: Sebastian Szczebiot
Not Present: Doug Thiel, Jennifer Kalfsbeek, Nenagh Brown
Recorder: Laura Brower

Agenda Item	Summary of Discussion	Action	Assigned to:
Call to order	Greg Gillespie led introductions and introduced incoming Academic Senate Presidents Amy Edwards (Oxnard College) and Dan Clark (Ventura College).		Greg Gillespie
Review of Consultation Council Notes for December 6, 2019.	The December 6, 2019 Consultation Council meeting notes were approved, with minor changes.		Laura Brower
<p>Review and discuss January 11, 2020 VCCCD Board Communications Workshop agenda.</p> <p>Review and discuss January 21, 2020 VCCCD Board of Trustees Regular Meeting agenda.</p>	<p>Greg Gillespie led a review of the January 11, 2020 VCCCD Board of Trustees Communication Workshop.</p> <p>Greg Gillespie led a review of the January 21, 2020 VCCCD Board of Trustees Regular meeting agenda.</p> <ul style="list-style-type: none"> • <i>Item 11.02 Food Services Plan Update.</i> David El Fattal advised an update on the RFP process for food services at Ventura College and Moorpark College will be given to the Board. Maria Urenda stated the SEIU Union should review the RFP prior to sending it out. David El Fattal confirmed this will occur. • <i>Item 17.06 Action to Approve Training Contract for Fiscal Year 2019-20.</i> Kim Hoffmans stated concerns on Ventura College being named in the Contract title. Ventura College is only 		Greg Gillespie

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>providing the classroom space for the training. She also inquired who would pay for the after-hours expenses for cleaning of the room space. David El Fattal will review and edit the contract.</p> <ul style="list-style-type: none"> • <i>Item 18.04 Action to Approve the Renewal/Extension of Management Contracts.</i> This item will be moved from Human Resources Consent to Human Resources Action and the item will be modified to reflect more detail. 		
<p>Accreditation</p> <ul style="list-style-type: none"> • Mid-Term Accreditation Reports – Update • VCCCD 2020-2026 Strategic Plan – Update 	<p>Larry Buckley advised the timeline for the mid-term accreditation reports is on track. All three colleges have a first draft at this time that will be vetted through the governance process.</p> <p>L. Buckley commented on work taking place on the six-year strategic plan in concert with the District strategic goals stating he has prepared a white paper that will be reviewed and edited prior to distribution to Consultation Council Members.</p>		Larry Buckley
<p>Compressed Calendar</p>	<p>Greg Gillespie provided a brief description of the work done by the Compressed Calendar Workgroup to explore whether a compressed calendar would be beneficial to students. The next step is to assemble another workgroup to identify how the calendar would be implemented and impact to students, financial aid, scheduling, faculty and classified work. David El Fattal was part of the initial workgroup but further research will be overseen by Larry Buckley.</p>		

Agenda Item	Summary of Discussion	Action	Assigned to:
Vice Chancellor Human Resources Selection Process	Greg Gillespie reviewed the Vice Chancellor of HR selection process. The process will be different as this position will now be a classified administrator rather than an academic position. The selection will follow Personnel Commission rules and an outside consultant will identify potential candidates. Once the pool is ranked final interviews will be made by Greg Gillespie and selected individuals. This will save time and reduce the burdens of a full committee. Maria Urenda asked why an outside consultant was being hired and Greg Gillespie advised it would avoid any legitimate claims of favoritism. Marie Urenda stated she will share this information with the newly appointed member of the Personnel Commission.		
Future Meetings	February 7, 2020.		
Future Agenda Items	<ul style="list-style-type: none"> • VCCCD Decision Making Manual Process. 		
Updates to the Council	<p>Patti Blair advised an update on the website was provided to the Board at the December 17, 2019 Board of Trustees Meeting. The consultant for the website redesign has advised the content migration will now take place at the end of February instead of during the holiday break.</p> <p>Gilbert Downs stated the Classified Senate officer nominations are being received. Elections will take place the week of January 20 with the term beginning July 1, 2020.</p> <p>Julius Sokenu commented on the grand opening of the Moorpark College gym on January 25 followed by a basketball game against Cuesta College and a 20-year reunion of the college's most successful men's basketball Championship and Final Four team including the jersey retirement of former player TK Reed. Moorpark College is recruiting four faculty members and</p>		Council Members

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>announced Silvia Barajas has accepted a position at West LA College.</p> <p>Patti Blair announced the State Chancellor's office will visit Moorpark College to film a video on the EATM program for use in the February 2020 statewide newsletter and future marketing.</p> <p>Luis Sanchez welcomed Amy Edwards as the new Academic Senate President of Oxnard College and commented on interviews taking place for the permanent Vice President of Business and James Schuelke moving to Oxnard College.</p> <p>Maria Urenda commented on the campus meetings and health benefits information meetings that took place in December, upcoming negotiation meetings, updates to all classified, and open enrollment for the classified sick leave pool.</p> <p>Kim Hoffmans provided an update on Ventura College enrollments and commented on the Miriam Schwab statue unveiling on January 25 and her disappointment to miss the MC gym grand opening, the mid-term accreditation report going to the Academic Senate for first reading, and recent welcome email to college employees advising the current situation with the student equity plan. Maria Urenda thanked President Hoffmans for keeping classified employees in the loop of the process taking place with the Student Equity Plan.</p> <p>Sebastian Szczebiot commented on the Executive Team meeting with the Classified Senate and employees appreciating the transparency and information provided.</p>		

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>Amy Edwards provided a brief background of her work in the Academic Senate, and commented on senate work taking place to update the Participatory Governance Manual, discussions on the CDC Task Force report, and the IT Strategic Plan Update.</p> <p>Amparo Medina welcomed Amy Edwards as Academic Senate President for Oxnard College, thanked Patti Blair for presenting information on the new website design at the December 19 meeting, and commented on work taking place on Guided Pathways, Participatory Governance Manual, and plans to have HR conduct an interview panel that addresses the actual interview process in relation to answering questions.</p> <p>Jim Dembowski announced Jillian Sturek has been hired as the Executive Assistant to the Vice Chancellor of Human Resources and recruitment plans to hire the Executive Assistant to the Personnel and Director of HR that reports partly to the Personnel Commission. Andrea Ingley will cover some of the HR Director duties in the interim period.</p> <p>Dan Watkins provided an update on current and pending IT projects, and commented on launching Chrome River to improve travel and procurement card processes and the redesign of the portal to be more mobile friendly. Mr. Watkins also instructed Consultation Members on how to find Bookshelf in the portal to view all projects.</p> <p>Meeting concluded at 10:54 a.m.</p>		
Adjourn Meeting	G. Gillespie adjourned the meeting at 10:54 a.m.		



Agenda Item Details

Meeting	Jan 21, 2020 - Board of Trustees Meeting
Category	10. Action: Trustees/Chancellor's Office
Subject	10.02 Action to Approve Revisions to VCCCD Strategic Plan Goals and Objectives.
Type	Action, Discussion
Recommended Action	The Chancellor recommends approval.

The Board will review revisions made to the VCCCD 2020-2026 Strategic Plan Goals and Objectives during the June 25, 2019 Board of Trustees Strategic Planning Session and the January 11, 2020 Board of Trustees Communication Workshop.

Further Information

Greg Gillespie

[2020 - 2026 Board Strategic Goals and Objectives.pdf \(383 KB\)](#)

Motion & Voting

The Chancellor recommends approval with changes recommended at meeting.

Motion by Trustee Dianne McKay, second by Trustee Larry Kennedy.

Final Resolution: Motion was approved.

Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Larry Kennedy, Trustee Dianne McKay, Trustee Bernardo Perez, Student Trustee Jessica Martinez Advisory Vote



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DR. GREG GILLESPIE
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VCCCD 2020-2026 Strategic Goals

The VCCCD Board of Trustees, at their June 24, 2019 planning session, discussed their three previous goals and added an additional goal; reviewed the four goals during the January 11, 2020 Mid-Year Planning/Communications Workshop; and will approve the four goals during the January 21, 2020 Board of Trustees Meeting. These goals will be addressed in detail in the new VCCCD 2020-2026 Strategic Plan.

Strategic Goal 1. Increase access and student success

Objectives

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- E. Align student success and completion performance measures with the California Community College Chancellor's Office Vision for Success goals and Student Centered Funding Formula metrics.
- F. Support student-centered AB705 implementation resulting in successful and timely student completion of college level English and math.
- G. Support college efforts to address student barriers to access including lack of finances, food insecurity, and housing insecurity as examples.
- H. Support the development of a Districtwide Promise program for students.
- I. Implement dual enrollment College and Career Access Pathways (CCAP) and Non-CCAP programs with interested high schools.

Strategic Goal 2. Actively support workforce and economic development in Ventura County through partnerships and relevant programs and pathways leading from education to careers.

Objectives

- A. Provide training and skill development for both incumbent and new workers for existing jobs.
- B. Serve as an educational resource to provide workforce training that will help new businesses and employers meet their workforce needs in alignment with Ventura County Workforce Development Board.
- C. Evaluate, maintain, and improve existing and establish new relationships with private, governmental, and educational agencies and institutions to actively engage in and support workforce and economic development.
- D. Support the ongoing review of current and establishment of new career education certificates and degrees to meet student and local workforce needs with aligned career pathways with K-12, adult education, specialized training, non-credit, and credit programs.

Strategic Goal 3. Maintain sustainable management of all organizational resources aligned with established priorities and implemented with transparency and accountability.

Objectives

- A. Focus the colleges and the District Administrative Center on the importance of maintaining fiscal stability and using ongoing revenues to cover ongoing expenses.
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- C. Adjust the local funding allocation model to align with the Student Centered Funding Formula.
- D. Analyze, prioritize, and implement selected organizational structure and process recommendations included in the Collaborative Brain Trust Organization Structure Review of the VCCCD study.
- E. Support the maintenance and/or installation of District facilities to provide effective, relevant, and safe educational, work, and community spaces.
- F. Promote implementation of safety mechanisms and communication networks to quickly and effectively respond to emergency situations.
- G. Support implementation of the college-level sustainability plans and promote efforts to positively impact the environment and climate.

Strategic Goal 4. Develop a culture that values students, collaboration, and the success of each employee.

Objectives

- A. Promote professional development activities, leadership development programs, and opportunities to engage in participatory governance committees and activities for employees.
- B. Support employee training in both mandated and non-mandated critical areas including safety, ethics, Title IX (discrimination/ harassment), and software use as examples.
- C. Provide timely open communication on District plans, initiatives, actions, emergency situations and news items of interest including student and employee success stories.



Tuesday, January 21, 2020 Board of Trustees Meeting

**Order of the Agenda
Ventura County Community College District
761 East Daily Drive
Camarillo, CA 93010
Closed Session: 5:00 p.m.
Open Session: 6:30 p.m.**

1. Regular Meeting of the Board

- 1.01 Call to Order.
- 1.02 Public Comments - Closed Session Agenda Items.

2. Closed Session

- 2.01 PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Gov. Code, § 54957); 1 case.
- 2.02 CONFERENCE WITH LEGAL COUNSEL: Anticipated Litigation - 2 Cases (Gov. Code, § 54956.9, subd. (b)).
- 2.03 CONFERENCE WITH LABOR NEGOTIATORS: AFT/SEIU (Gov. Code, § 54957.6).
- 2.04 PUBLIC EMPLOYEE PERFORMANCE ANNUAL EVALUATION - Chancellor (Gov. Code § 54957).

3. Reconvene in Open Session

- 3.01 Report of Action in Closed Session.
- 3.02 Pledge to the Flag.
- 3.03 Chancellor's Recommendation of the Agenda.
- 3.04 Changes to the Agenda.

4. Guests and Recognitions

- 4.01 Acknowledgement of New Employees.
- 4.02 Recognition of Ventura County Community College District Retirees.
- 4.03 Acknowledgement of Guests and Special Recognitions.

5. Student Reports

- 5.01 Student Trustee Advisory Report.
- 5.02 Student Reports.

6. Public Comments

- 6.01 Public Comments - Open Session Agenda Items.

7. College / District Reports

7.01 College Reports.

7.02 District Administrative Reports.

8. Senate Consultation

8.01 Academic Senate Presidents Consultation.

8.02 Classified Senate Presidents Consultation.

9. Board Committee Reports

9.01 Administrative Services Committee Update.

9.02 Policy, Planning and Student Success Committee Update.

10. Action: Trustees/Chancellor's Office

10.01 January 11, 2020 Board Communication Workshop Update.

10.02 Action to Approve Revisions to VCCCD Strategic Plan Goals and Objectives.

10.03 Board Professional Development Update.

10.04 Action to Approve Board Member Absence.

11. Action: Business and Administrative Services

11.01 Budget Update: Governor's Initial FY2020-21 Budget Proposal.

11.02 Food Services Plan Update.

12. Action: Human Resources

12.01 Action to Approve Sabbatical Leave Recommendations for 2020-2021 per the Agreement between the Ventura County Community College District and the Ventura County Federation of College Teachers, AFT Local 1828, AFL-CIO.

12.02 Action to Approve the Renewal/Extension of Management Contracts.

13. Action: Institutional Effectiveness

13.01 Accreditation Update

13.02 Approval of New Courses, Noncredit Courses, TOP/SAM Code Changes, and New Programs at Moorpark College.

13.03 Approval of New Courses, Noncredit Courses, and SAM Code Changes at Ventura College.

14. Approval of Consent Calendar.

14.01 Approval of Consent Calendar.

15. Consent Calendar: Trustees/Chancellor

15.01 There are no items.

16. Consent Calendar: Business and Administrative Services

16.01 Action to Approve Ratification of Accounts Payable and Payroll for the Period of November 18, 2019 to December 12, 2019.

16.02 Action to Approve/Ratify Board Purchase Order Report #7, for FY 2019-2020 from November 20, 2019 to December 18, 2019.

16.03 Action to Approve the Acceptance of Gifts for FY 2019-2020 from November 22, 2019 to December 18,

2019.

16.04 Action to Approve Acceptance of Completion of Bid 589 Moorpark College Stadium Road Water Line Replacement

16.05 Action to Approve Ratification of New Contracts and Grants for Fiscal Year 2019-20.

16.06 Action to Approve Skyworks Solutions Training Contract for Fiscal Year 2019-20.

16.07 Action to Approve Measure S Budget Transfers and Use of Measure S Interest Revenue to Supplement Measure S Bond Budgets at Ventura College.

16.08 Monthly Budget Transfer Summary & Budget Amendment for the month of November 2019

17. Consent Calendar: Human Resources

17.01 Revised: Action to Approve the Establishment of Positions at Moorpark College and Oxnard College.

17.02 Action to Approve the Abolishment of an Accounting Technician Position and the Establishment of a Senior Accounting Technican Position at Oxnard College.

17.03 Action to Approve the Abolishment of an Assessment Specialist Position and the Establishment of a Student Success and Support Specialist II Position at Ventura College.

17.04 Approval of Authorization for Destruction of Human Resources Department Records Pursuant to California Code of Regulations, Title 5, Sections 59020-59041.

18. Consent Calendar: Institutional Effectiveness

18.01 There are no items.

19. Trustee/Chancellor Reports

19.01 Trustee Reports

19.02 Chancellor Report

19.03 Future Board Items

20. Adjournment

20.01 Adjournment



**Friday, February 7, 2020
Chancellor's Consultation Council**

**Order of the Agenda
Ventura County Community College District
761 East Daily Drive
Camarillo, CA 93010
9:00 a.m.**

1. Call to Order

1.01 Call to Order

2. Review of Consultation Council Notes

2.01 Review January 10, 2020 Consultation Council Notes.

3. Board Meeting Agenda Review

3.01 Review and discuss February 18, 2020 Board of Trustees Meeting Agenda.

4. Accreditation and Planning

4.01 Mid-Term Accreditation Reports - Update

4.02 VCCCD 2020-2026 Strategic Plan - Update

5. Other Items

5.01 Future Meetings - February 28, 2020

5.02 Decision-Making Handbook Process

5.03 Compressed Calendar

5.04 Future Agenda Items

6. Consultation Council Member Updates

6.01 Updates to the Council

7. Adjourn Meeting

7.01 Adjourn meeting

**Ventura County Community College District
Consultation Council Notes
January 10, 2020**

Members Present: Greg Gillespie, David El Fattal, Patti Blair, Maria Urenda, Jim Dembowski, Larry Buckley, Gilbert Downs, Amparo Medina, David Casas, Julius Sokenu, Luis Sanchez, Kim Hoffmans, Amy Edwards, Dan Clark, Dan Watkins
Skype: Sebastian Szczebiot
Not Present: Doug Thiel, Jennifer Kalfsbeek, Nenagh Brown
Recorder: Laura Brower

Agenda Item	Summary of Discussion	Action	Assigned to:
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Review and discuss January 11, 2020 VCCCD Board Communications Workshop agenda. Review and discuss January 21, 2020 VCCCD Board of Trustees Regular Meeting agenda.	<p>Greg Gillespie led a review of the January 11, 2020 VCCCD Board of Trustees Communication Workshop.</p> <p>Greg Gillespie led a review of the January 21, 2020 VCCCD Board of Trustees Regular meeting agenda.</p> <ul style="list-style-type: none"> • <i>Item 11.02 Food Services Plan Update.</i> David El Fattal advised an update on the RFP process for food services at Ventura College and Moorpark College will be given to the Board. Maria Urenda stated the SEIU Union should review the RFP prior to sending it out. David El Fattal confirmed this will occur. • <i>Item 17.06 Action to Approve Training Contract for Fiscal Year 2019-20.</i> Kim Hoffmans stated concerns on Ventura College being named in the Contract title. Ventura College is only 		Greg Gillespie

Agenda Item	Summary of Discussion	Action	Assigned to:
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<p>Compressed Calendar</p>	<p>Greg Gillespie provided a brief description of the work done by the Compressed Calendar Workgroup to explore whether a compressed calendar would be beneficial to students. The next step is to assemble another workgroup to identify how the calendar would be implemented and impact to students, financial aid, scheduling, faculty and classified work. David El Fattal was part of the initial workgroup but further research will be overseen by Larry Buckley.</p>		

Agenda Item	Summary of Discussion	Action	Assigned to:
Vice Chancellor Human Resources Selection Process	<p>Greg Gillespie reviewed the Vice Chancellor of HR selection process. The process will be different as this position will now be a classified administrator rather than an academic position. The selection will follow Personnel Commission rules and an outside consultant will identify potential candidates. Once the pool is ranked final interviews will be made by Greg Gillespie and selected individuals. This will save time and reduce the burdens of a full committee. Maria Urenda asked why an outside consultant was being hired and Greg Gillespie advised it would avoid any legitimate claims of favoritism. Marie Urenda stated she will share this information with the newly appointed member of the Personnel Commission.</p>		
Future Meetings	February 7, 2020.		
Future Agenda Items	<ul style="list-style-type: none"> • VCCCD Decision Making Manual Process. 		
Updates to the Council	<p>Patti Blair advised an update on the website was provided to the Board at the December 17, 2019 Board of Trustees Meeting. The consultant for the website redesign has advised the content migration will now take place at the end of February instead of during the holiday break.</p> <p>Gilbert Downs stated the Classified Senate officer nominations are being received. Elections will take place the week of January 20 with the term beginning July 1, 2020.</p> <p>Julius Sokenu commented on the grand opening of the Moorpark College gym on January 25 followed by a basketball game against Cuesta College and a 20-year reunion of the college's most successful men's basketball Championship and Final Four team including the jersey retirement of former player TK Reed. Moorpark College is recruiting four faculty members and</p>		Council Members

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Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>Amy Edwards provided a brief background of her work in the Academic Senate, and commented on senate work taking place to update the Participatory Governance Manual, discussions on the CDC Task Force report, and the IT Strategic Plan Update.</p> <p>Amparo Medina welcomed Amy Edwards as Academic Senate President for Oxnard College, thanked Patti Blair for presenting information on the new website design at the December 19 meeting, and commented on work taking place on Guided Pathways, Participatory Governance Manual, and plans to have HR conduct an interview panel that addresses the actual interview process in relation to answering questions.</p> <p>Jim Dembowski announced Jillian Sturek has been hired as the Executive Assistant to the Vice Chancellor of Human Resources and recruitment plans to hire the Executive Assistant to the Personnel and Director of HR that reports partly to the Personnel Commission. Andrea Ingley will cover some of the HR Director duties in the interim period.</p> <p>Dan Watkins provided an update on current and pending IT projects, and commented on launching Chrome River to improve travel and procurement card processes and the redesign of the portal to be more mobile friendly. Mr. Watkins also instructed Consultation Members on how to find Bookshelf in the portal to view all projects.</p> <p>Meeting concluded at 10:54 a.m.</p>		
Adjourn Meeting	G. Gillespie adjourned the meeting at 10:54 a.m.		



Wednesday, February 5, 2020
Consultation Copy of the February 18, 2020 Board of Trustees Meeting Agenda
Draft

Order of the Agenda
Ventura County Community College District
761 East Daily Drive
Camarillo, CA 93010
Closed Session: 5:00 p.m.
Open Session: 6:30 p.m.

1. Regular Meeting of the Board

- 1.01 Call to Order.
- 1.02 Public Comments - Closed Session Agenda Items.

2. Closed Session

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- 2.02 CONFERENCE WITH LEGAL COUNSEL: Anticipated Litigation - 1 Case (Gov. Code, § 54956.9, subd. (b)).
- 2.03 CONFERENCE WITH LABOR NEGOTIATORS: AFT/SEIU (Gov. Code, § 54957.6).
- 2.04 PUBLIC EMPLOYEE PERFORMANCE ANNUAL EVALUATION - Chancellor (Gov. Code § 54957).

3. Reconvene in Open Session

- 3.01 Report of Action in Closed Session.
- 3.02 Pledge to the Flag.
- 3.03 Chancellor's Recommendation of the Agenda.
- 3.04 Changes to the Agenda.

4. Guests and Recognitions

- 4.01 Acknowledgement of New Employees.
- 4.02 Recognition of Ventura County Community College District Retirees.
- 4.03 Acknowledgement of Guests and Special Recognitions.

5. Student Reports

- 5.01 Student Trustee Advisory Report.
- 5.02 Student Reports.

6. Public Comments

- 6.01 Public Comments - Open Session Agenda Items.

7. College / District Reports

7.01 College Reports.

7.02 District Administrative Reports.

8. Senate Consultation

8.01 Academic Senate Presidents Consultation.

8.02 Classified Senate Presidents Consultation.

9. Board Committee Reports

9.01 Administrative Services Committee Update.

9.02 Policy, Planning and Student Success Committee Update.

10. Action: Trustees/Chancellor's Office

10.01 Board Professional Development Update.

10.02 Action to Ratify the Nomination of a Member of the VCCCD Board of Trustees to serve on the California Community College Trustees Board.

10.03 Approval of Board Policy 5410 Associated Students Elections (revised); no administrative procedure is required.

10.04 Action to Approve Board Member Absence.

11. Action: Business and Administrative Services

11.01 Action to Approve the 2020-21 Non-resident Tuition Rate of \$265 per unit and the per unit Non-resident Student Capital Outlay Surcharge Fee of \$24 for a total of \$289 per unit effective Fall 2020.

12. Action: Human Resources

12.01 Action to Approve/Ratify Termination of a Moorpark College Classified Employee During the Probationary Period.

12.02 Action to Approve the Renewal/Extension of Management Contracts.

12.03 Action to Approve Tenure Track 2nd Contract Recommendations For Listed Faculty on 1st Contract Status at Moorpark College, Oxnard College, and Ventura College, to Advance to a 2nd Contract Effective as of the 2020-2021 Academic Year.

12.04 Action to Approve Tenure Track 3rd Contract Recommendations For Listed Faculty on 2nd Contract Status at Moorpark College, Oxnard College, and Ventura College, to Advance to a 3rd Contract Effective as of the 2020-2021 Academic Year.

12.05 Action to Approve Tenure Recommendations for Listed Faculty at Moorpark College, Oxnard College, and Ventura College, Effective as of the 2020-2021 Academic Year.

13. Action: Institutional Effectiveness

13.01 Accreditation Update

13.02 Approval of New Credit Programs and Program Inactivations at Ventura College.

14. Approval of Consent Calendar.

14.01 Approval of Consent Calendar.

15. Consent: Approval of Minutes

15.01 Action to Approve Minutes for the December 17, 2019 VCCCD Board of Trustees Annual Organization

Meeting.

15.02 Action to Approve Minutes for the January 11, 2020 VCCCD Board Communications Workshop.

15.03 Action to Approve Minutes for the January 21, 2020 VCCCD Board of Trustees Meeting.

15.04 Action to Approve Minutes for the January 29, 2020 VCCCD Board of Trustees Special Meeting.

16. Consent Calendar: Trustees/Chancellor

16.01 There are no items.

17. Consent Calendar: Business and Administrative Services

17.01 Action to Approve Ratification of Accounts Payable and Payroll for the Period of December 12, 2019 to January 16, 2020.

17.02 Action to Approve/Ratify Board Purchase Order Report #8, for FY 2019-2020 from December 18, 2019 to January 24, 2020.

17.03 Action to Approve the Acceptance of Gifts for FY 2019-2020 December 18, 2019 to January 24, 2020.

17.04 Action to Approve Bid 590 Moorpark College Stadium Lighting Project to the lowest responsible bidder, Oilfield Electric, in the amount of \$285,641.

17.05 Action to Approve Award of Bid 599 Moorpark College Physical Science Mass Spectrometer Project to the lowest responsible bidder, Smith Mechanical-Electrical-Plumbing, in the amount of \$33,959.

17.06 Action to Approve Authorization for Destruction of Records for District Administrative Center, Business and Administrative Services Department.

17.07 Approval of Acceptance of Completion of Moorpark College Fieldhouse Modular Building,

17.08 Approval of Acceptance of Completion of Bid 576, District Administration Center HVAC System Replacement.

17.09 Action to Approve New Contracts and Grants for Fiscal Year 2019-20

17.10 Action to Approve Ratification of New Contracts and Grants for Fiscal Year 2019-20

17.11 Action to Approve Acceptance of Quarterly Financial Status Report, General Fund – Unrestricted (CCFS-311Q)

17.12 Action to Approve Monthly Budget Transfer Summary & Budget Amendment for the month of December 2019

18. Consent Calendar: Human Resources

18.01 Action to Approve the Establishment of Positions at Moorpark College and Oxnard College.

18.02 Action to Approve the Reclassification of an Accounting Technician Position to a Senior Accounting Technician Position at the District Administrative Center.

19. Consent Calendar: Institutional Effectiveness

19.01 There are no items.

20. Trustee/Chancellor Reports

20.01 Trustee Reports

20.02 Chancellor Report

20.03 Future Board Items

21. Adjournment
