


**VENTURA COUNTY COMMUNITY COLLEGE DISTRICT  
Board of Trustees**



**Minutes for the Board of Trustees  
Special Meeting  
May 25, 2021**

Respectfully submitted:

Greg Gillespie, Secretary, approved and ordered into proceedings of the District, Tuesday, June 15, 2021.

  
\_\_\_\_\_, Chair  
Joshua Chancer

  
\_\_\_\_\_, Secretary  
Greg Gillespie



**Ventura County Community College District  
Board of Trustees Regular Meeting Minutes  
May 25, 2021**

**Board Members Present:** Joshua Chancer, Stan Mantooh, Dianne McKay, Bernardo Perez, Gabriela Torres, Student Trustee Ashley Gonzales

**Others Present:** Chancellor Greg Gillespie; Vice Chancellors David El Fattal, Laura Barroso; Associate Vice Chancellors Cynthia Herrera, Dan Watkins; Director Patti Blair; Presidents Julius Sokenu, Kim Hoffmans, Luis Sanchez; Academic Senate Presidents: Erik Reese, Amy Edwards, Daniel Clark; Classified Senate Presidents: Linda Resendiz, Amparo Medina, Sebastian Szczebiot; Oxnard College Associated Student Government President Lorena Ortiz; SEIU Chief Steward Maria Urenda. **Recorder:** Laura Brower

**Regular Meeting of the Board**

**1.01 Call to Order.** Chair Chancer called the meeting to order at 5:05 p.m.

**1.02 Pledge to the Flag.** President Sanchez led the pledge to the flag.

**1.03 2020 VCCCD Board of Trustees Ground Rules.** Provided for information.

**1.04 Chancellor's Recommendation of the Agenda.** The items presented to the Board of Trustees were reviewed within the District's Consultation Council and presented without constituent objection.

**1.05 Changes to the Agenda.** The following changes were made to the agenda:

Item 3.03 Study Session: Use of Federal Dollars for Student Support and Institutional Support

- The *COVID Relief Revenue and Expenditure* document contained formula errors, which inflated revenue numbers for Moorpark College as well as the Districtwide numbers. The changes are reflected on the revised page(s) attached.
- The *COVID Relief Revenue and Expenditure* Districtwide Services page has been changed to reflect whole numbers without cents. This was revised to be consistent with the numbers throughout the document. The changes are reflected on the revised page(s) attached.
- The *BoT HEERF Update 5-25-2021 ALL CAMPUSES* PowerPoint presentation page entitled Moorpark College Communication and Feedback with Campus has been changed to reflect the accurate process. The changes are reflected on the revised page(s) attached.
- The *BoT HEERF Update 5-25-2021 ALL CAMPUSES* PowerPoint presentation pages entitled Moorpark College HEERF I-III (CARES, CRRSSA, & ARP) All Awards and Estimates has been revised to reflect actual award amounts instead of estimates. The changes are reflected on the revised page(s) attached.
- The *BoT HEERF Update 5-25-2021 ALL CAMPUSES* PowerPoint presentation page entitled Moorpark College HEERF I-III (CARES, CRRSSA, & ARP) Awards HSI has

been revised to reflect actual award amounts instead of estimates. The changes are reflected on the revised page(s).

### **1.06 Public Comments - Open Session Agenda Items.**

There were no public comments.

## **2. Senate Consultation**

### **2.01 Academic Senate Presidents Consultation.**

- Erik Reese, Moorpark College Academic Senate President, commented on *Item 7.01 First Reading: Action to Approve Board Policy 4235 Credit for Prior Learning (reviewed); Administrative Procedure 4235 Credit for Prior Learning (revised)* that an incredible amount of work occurred by the curriculum faculty in coordination with Vice President Rees; and thanked Student Activities Specialist Kristen Robinson for her work on *Item 7.05 First Reading: Administrative Procedure 5610 Voter Registration (proposed)* and also for her advocacy to empower students to be civically engaged.
- Amy Edwards, Oxnard College Academic Senate President, commented on *Item 3.03 REVISED - Study Session: Use of Federal Dollars for Student Support and Institutional Support*, commending Vice President Renbarger for his collegial work; *Item 4.03 First Reading: Proposed Board Policy 2310 Regular Meetings of the Board (revised)* commenting that two Board meetings per month is a very large undertaking and affects multiple people; and items listed under *Action: Institutional Effectiveness stating the Board Policies and Administrative Procedures* were vetted through DTRW-I and DTRW-SS.
- Daniel Clark, Ventura College Academic Senate President, commented on *Item 3.03 REVISED - Study Session: Use of Federal Dollars for Student Support and Institutional Support*, that the overview will show the all-inclusive process used at the college so funds can be used to best serve students; the processes align with Board Strategic Goals 1, 3 and 4; and thanked DTRW-I and DTRW-SS members for their work on the Board Policies and Administrative Procedures agenda items.

### **2.02 Classified Senate Presidents Consultation.**

- Amparo Martinez, Oxnard College Classified Senate President, acknowledged Vice President Renbarger's collegial work on *Item 3.03 REVISED - Study Session: Use of Federal Dollars for Student Support and Institutional Support*; and urged the Board that if a second meeting is added, it would not affect the purpose of the meeting and will have a firm 10:00 p.m. end time; and commended Director Ingley for the comprehensive work on *Item 6.01 Action to Approve the Equal Employment Opportunity Fund Multiple Method Allocation Model Certification Form, Fiscal Year 2020-2021*.
- Linda Resendiz, Moorpark College Classified Senate President. There was no report.
- Sebastian Szczebiot, Ventura College Classified Senate President. There was no report.

## **3. Information and Study Session Items**

**3.01 Action to Approve Board Policy 2015 Student Member (reaffirmed). Administrative Procedure 2015 Student Member is provided for information.** Bryan Rodriguez provided

public comment. Vice Chair McKay provided a historical background of Student Trustee participation and Community College League of California training, and because of need for a special election, it would not be possible for the Student Trustee to attend the training. Student Trustee Gonzales commented that it is important for student voices to be heard and suggested the special student election occurs prior to August so a new Student Trustee could participate in the training; and suggested the Student Trustee be able to make first and second motions. After Board discussion, the following items will be added to Board Policy 2015 and will be agendized at a future meeting:

- The ability to cast an advisory vote at Board meetings. Advisory votes are not included in determining votes required to carry any measure before the Board.
- The ability to make a motion (with the exception of items agendized during the Annual Organizational Meeting).
- The ability to second a motion (with the exception of items agendized during the Annual Organizational Meeting);
- The ability to receive compensation for Board meeting attendance;
- The ability to serve a term commencing on June 1 – May 31; and
- Attend conferences and professional development within a budget of \$5,000.

**3.02 First Reading/Action: Review of BP 2365 Recording.** Trustees discussed maintaining recordings and updating the Board Policy to reflect advancements in technology and use of BoardDocs since the policy was last revised. It will be important for accreditation purposes to have the recordings no matter the format. Chair Chancer stated videos provide an opportunity to capture what you cannot see in the written record and reviewed what other Districts are doing. He would like to keep the recordings indefinitely in the library. Chancellor Gillespie advised the recordings have been restored back to December 2020. Trustee Mantooth stated when revising the new policy it would be best to continue to reference “recording” as that would include all various technological recordings. There was no action; the policy will return to a future meeting.

**3.03 Study Session: Use of Federal Dollars for Student Support and Institutional Support.** Vice Chancellor El Fattal presented an accounting of federal dollars spent to-date. Vice Presidents of Business provided total amounts received for their respective colleges and plans for identifying needs, with breakdown of areas to receive funds for both students and institutional support. Trustees requested further information on HEERF fund spending to include listing of classes added, number of added sections, class sizes and positions hired, and student surveys sent to solicit needs. Chair Chancer stated there is still some uncertainty with one-time dollars.

**3.04 Information Item - Use of Board Authorized (up to) \$2 Million Dollars for Emergency Expenses Related to COVID-19.** Vice Chancellor El Fattal reviewed monies spent with the Board’s authorized use of \$2 Million for COVID emergency expenses. Trustees discussed moving the funds not spent back into reserves, as there has been a large amount of federal dollars received for COVID relief. Vice Chancellor El Fattal said there are some spending limitations. Chair Chancer stressed the needs for expenditure accountability.

**3.05 Study Session: FY22 Tentative Budget.** Vice Chancellor El Fattal and Budget Director Zavas presented an executive overview of the Tentative Budget. Chair Chancer stated his concern that we are a year away from the final budget and we are so off again with ending numbers - just like previous years and explained that this is why he votes no every year to approve the budget. The Board has requested numerous times to provide input but the process

is not allowing the Board that opportunity. Trustee Torres inquired how the budget could be used to give more money to Oxnard College.

**3.06 Study Session: Student Enrollment and Marketing Plans for the Colleges.** College Vice Presidents of Academic Affairs presented college plans to increase student enrollment and marketing initiatives. Director Blair provided an update on District marketing.

**3.07 Summer and Fall 2021 Update –** Maria Urenda and Michael Haberberger provided public comment. Chancellor Gillespie stated there is consideration to mandate vaccines. Further information will be provided by the State Chancellor's Office and Legal Counsel. A survey will be sent to students to get their thoughts on a mandatory vaccine. Chair Chancer asked if all classes can be in-person for the fall and hopes high school students will be able to visit colleges again for events. Presidents provided fall college plans.

**4. Action: Trustees/Chancellor's Office**

**4.01 Second Reading/Action to Approve BP 2202 Emergency and Pandemic Response (revised).** This item was moved to the June 15, 2021 Board Meeting agenda.

**4.02 Action to Approve BP 7352 Emeritus Title (revised).** There is no administrative procedure. This item was moved to the June 15, 2021 Board Meeting agenda.

**4.03 First Reading: Proposed Board Policy 2310 Regular Meetings of the Board (revised).**

Bryan Rodriguez provided public comment. Trustees discussed changing to two regular meetings per month. Trustees recognized meetings run long but the majority were not in favor of moving to two meetings per month. Trustee Mantooh pointed out that scheduling two meetings a month was originally introduced as a pilot and believes the Board has not been efficient yet and that the Board needs to be conscious of staff workload and additional scheduling. Trustee Perez thanked Bryan Rodriguez for his public comment and stated the Board has not done a good job handling current meetings. Vice Chair McKay added a special meeting or study session could always be added if necessary. Trustee Torres stated it is premature to judge the efficiency and longevity of meetings right now. Chair Chancer stated there needs to be changes on what occurs between meetings and if there are not two meetings, the Board will need to address bringing the committee meetings back. There was no action taken.

**4.04 Board DEI Ad Hoc Committee Update.** There was no report due to time constraints.

**4.05 Board Evaluation Update –** Vice Chair McKay indicated the Ad Hoc Committee on Evaluation met and indicated there will be no changes in the Board Evaluation process, with the exception that Consultation Council feedback will not be part of this year's evaluation process.

**4.06 Action to Approve Board Member Absence.** There was no action taken.

**5. Action: Business and Administrative Services.** There were no items.

**6. Action: Human Resources**

**6.01 Action to Approve the Equal Employment Opportunity Fund Multiple Method Allocation Model Certification Form, Fiscal Year 2020-2021.** There was not sufficient time for Trustee review and discussion. Vice Chancellor Barroso will request an extension for submittal of form and item will be agendized at the June 15, 2021 Board Meeting.

**6.02 Action to Approve Change in Life Insurance Vendor - Unum Life Insurance Company of America.** The Chancellor recommends approval. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Motion was approved. Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooth, Trustee Dianne McKay, Trustee Bernardo Perez. Not Present at Vote: Student Trustee Ashley Gonzales Advisory Vote.

**6.03 Action to Approve the Extension of a Memorandum of Understanding (MOU) to Allow an Additional One-Year (FY 21/22) Waiver to the Maximum Vacation Leave Balance Allowed by Section 14.4 of the Memorandum of Agreement (MOA) between the Ventura County Community College District (District) and Local 99 of the Service Employees International Union (SEIU).** The Chancellor recommends approval. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Motion was approved. Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooth, Trustee Dianne McKay, Trustee Bernardo Perez. Not Present at Vote: Student Trustee Ashley Gonzales Advisory Vote.

**6.04 Action to Approve Extension of One-Year (FY 21/22) Waiver to the Maximum Vacation Leave Balances for Academic and Classified Administrators, Classified Supervisors and Managers as Set Forth in BP 7340. This Action would also Apply to Confidential Employees.** The Chancellor recommends approval. Motion by Trustee Dianne McKay, second by Trustee Bernardo Perez. Motion was approved. Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooth, Trustee Dianne McKay, Trustee Bernardo Perez. Not Present at Vote: Student Trustee Ashley Gonzales Advisory Vote.

## **7. Action: Institutional Effectiveness**

**7.01 First Reading: Action to Approve Board Policy 4235 Credit for Prior Learning (reviewed). Administrative Procedure 4235 Credit for Prior Learning (revised) is provided for information.** The Chancellor recommends approval. Motion by Trustee Dianne McKay, second by Trustee Stan Mantooth. Motion was approved. Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooth, Trustee Dianne McKay, Trustee Bernardo Perez. Not Present at Vote: Student Trustee Ashley Gonzales Advisory Vote.

**7.02 First Reading: Action to Approve Board Policy 5052 Open Enrollment (revised). Administrative Procedure 5052 Open Enrollment and Enrollment Limitations (revised) is provided for information.** The Chancellor recommends approval. Motion by Trustee Dianne McKay, second by Trustee Stan Mantooth. Motion was approved. Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooth, Trustee Dianne McKay, Trustee Bernardo Perez. Not Present at Vote: Student Trustee Ashley Gonzales Advisory Vote.

**7.03 First Reading: Action to Approve Board Policy 5110 Counseling (reviewed). Administrative Procedure 5110 Counseling (revised) is provided for information.** The Chancellor recommends approval. Motion by Trustee Dianne McKay, second by Trustee Stan Mantooth. Motion was approved. Yes: Trustee Joshua Chancer, Trustee Gabriela Torres, Trustee Stan Mantooth, Trustee Dianne McKay, Trustee Bernardo Perez. Not Present at Vote: Student Trustee Ashley Gonzales Advisory Vote.

**7.04 First Reading: Action to Approve Board Policy 5200 Student Health Services (revised). Administrative Procedure 5200 Student Health Services (revised) is provided for information.** The Chancellor recommends approval. Motion by Trustee Dianne McKay, second by Trustee Stan Mantooth. Motion was approved. Yes: Trustee Joshua Chancer,

Trustee Gabriela Torres, Trustee Stan Mantooh, Trustee Dianne McKay, Trustee Bernardo Perez. Not Present at Vote: Student Trustee Ashley Gonzales Advisory Vote.

**7.05 First Reading: Administrative Procedure 5610 Voter Registration (proposed) is provided for information.** Item moved to June 15 Board Meeting.

**8. Trustee/Chancellor Reports**

**8.01 Board of Trustees May 25, 2021 Meeting Evaluation.** Item not addressed due to time constraints.

**9. Closed Session**

**9.01 Public Comments - Closed Session Agenda Items.** There were no public comments.

Chair Chancer moved the meeting to Closed Session at 11:45 p.m.

**9.02 PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Chancellor (Gov. Code § 54957).**

**10. Closed Session Report**

**10.01 Report of Action in Closed Session.** There was no action taken.

**11. Adjournment.** Chair Chancer adjourned the meeting at 11:59 p.m.