



**AGENDA OF THE REGULAR MEETING OF THE GOVERNING BOARD**

**Tuesday - January 24, 2006**

**Location:** West Hills College Coalinga, Conference Center  
300 Cherry Lane - Coalinga, CA 93210

**Time:** 10:10 a.m. (time approximate after Financing Corporation meeting)



**I. Call to Order / Open Session**

- Introduction of Guests
- Public Comments

*This time has been reserved for the public to comment on non-agenda items. If an individual wishes to address the Board of Trustees, he/she should state his/her name and occupation/affiliation and proceed with comments at the podium.*

**II. Reports from Organizations / Colleges / District Office**

- Academic Senate Report - Ms. Anita Bart & Mr. David Rengh, Academic Senate Presidents
- WHCFA Report - Ms. Faye Mendenhall, WHCFA President
- CSEA Report - Ms. Laura Ames, CSEA President
- ASB Report - Mr. Pedro Jurado, Associated Student Body President, WHC Coalinga
- West Hills College Coalinga and North District Center, Firebaugh - Dr. Anthony Tricoli, President
- West Hills College Lemoore - Mr. Don Warkentin, President
- Chancellor's Report - Dr. Frank Gornick, Chancellor

**III. Consent Agenda**

*All consent agenda items are considered to be routine by the Board of Trustees and will be enacted by one motion. There will be no separate discussion of items unless a Board member or citizen so requests, in which event the item(s) will be considered following approval of the consent agenda.*

**CA-27** Minutes of December 6, 2005 District Leadership Workshop and  
December 6, 2005 Board meeting

- CA-28 Warrants
- CA-29 Quarterly Financial Status Report, 311Q
- CA-30 Revised Gann Limit
- CA-31 Non-Resident Tuition Fee
- CA-32 Personnel Transactions

**IV. Chancellor’s Office**

- CO-24 Review of West Hills College Coalinga Accreditation Progress Report
- CO-25 Review of revised Board Policy and new Administrative Procedure 2431, Delineation of Authority to College Presidents and District Chancellor
- CO-26 Review of new Board Policy and Administrative Procedure 3810, Claims Against the District
- CO-27 Consideration of new Board Policy and Administrative Procedure 3310, Records Retention and Destruction
- CO-28 Consideration of new Administrative Procedure 3420, Equal Employment Opportunity
- CO-29 Consideration of new Board Policy and Administrative Procedure 3517, Incident Reporting
- CO-30 Consideration of new Administrative Procedure 7347, Transitional Duty Program
- CO-31 Consideration of revised Board Policy and Administrative Procedure 6520, Security for District Property
- CO-32 Consideration of revised Board Policy and Administrative Procedure 7135, Employee Scholars Program
- CO-33 Consideration of new Administrative Procedure 7120, Recruitment and Selection
- CO-34 Consideration of new Administrative Procedure 2715, Code of Ethics/Standards of Practice
- CO-35 Consideration of revised Board Policy and Administrative Procedure 2510, Participation in Local Decision Making Through the District Council on Student Learning
- CO-36 Consideration of revised Administrative Procedure 7210, Employment of Academic Employees

**V. Fiscal Services**

- FS-26 Fiscal Services Report
- FS-27 Consideration of resolution in the matter of child care and development

- FS-28** Consideration of the following change orders:
- Change Order No. 3 - West Hills College Lemoore Child Development Center Building Project
  - Change Order No. 3 - West Hills College Lemoore Phase 2B Initial Buildings Project
- FS-29** Consideration of resolution in the matter of granting authority to a designee to accept a roadway on behalf of the District

#### **VI. Board Reports/Comments/Requests and Announcements**

- Board Reports
- Announcement of next Board meeting: February 3, 2006 - Annual Board Retreat

#### **VII. Closed Session**

- Public Employee Discipline/Dismissal/Release (as per Government Code Section 54957)
- Existing Litigation (as per Government Code Section 54956.9(a)). Names of cases: West Hills Community College District v. Doucette, et al; Wendy Paxton v. West Hills Community College District
- Discussion of land acquisition/disposition of property (as per Government Code Section 54956.8). Property: Coalinga, California; Lemoore, California; Firebaugh, California
- Conference with Labor Negotiators (as per Government Code Section 54957.6). Agency negotiator: Vice Chancellor of Business Services. Employee organization: CTA

#### **VIII. Adjournment**

## Personnel Transactions

### 1. New Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Brownlee, Rebecca	Physics Instructor West Hills College Lemoore	89-day contract	Class I, Step 4	District	1/12/06	New position
Delaney, Melissa	Interim Art Instructor West Hills College Coalinga	89-day contract	Class IV, Step 4	District	1/12/06	New position; Interim position while recruiting
Lopez, Nadia	Child Development Center Assistant West Hills College Coalinga	19 hrs/week 9 mo/year	Range 23 Step A	Grant	1/9/06	New position
Lopez, Yvonne	Program Assistant, Bridge Program West Hills College Coalinga	19 hrs/week 9 mo/year	Range 36 Step A	Grant	12/1/05	New position
Reynolds, David	Int. Eng./Philosophy/Humanities Inst. West Hills College Coalinga	89-day contract	Class III Step 10	District	1/12/06	Replacement for Jeff Vaughn; Interim position while recruiting
Rouska, Brian	Tutor Coordinator West Hills College Coalinga	19 hrs/week 12 mo/year	Range 42 Step A	District	1/23/06	Replacement for Juan Toledo
Thompson, Alvis	Tutor Coordinator West Hills College Coalinga	19 hrs/week 9 mo/year	Range 42 Step A	Grant	12/1/05	New position

### 2. Temporary Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Dates	Additional Information
Ortiz, Amalia	Child Development Center Teacher West Hills College Lemoore	19 hrs/week	Range 40 Step A	Grant	1/25/06 – 6/30/06	
Shively, Janelle	Senior Secretary – M & O West Hills College Lemoore	40 hrs/week	Range 40 Step A	District	1/25/06 – 6/30/06	

### 3. Changes in Assignment

Name	Current Assignment	Change	Effective Date	Additional Information
Fees, Melissa	Financial Aid Assistant I West Hills College Coalinga Range 33, Step A	Workstudy Coordinator West Hills College Coalinga Range 42, Step A	12/12/05	Replacement for Richard Castro while recruiting
Jeffcoach, Nancy	Early Education Coordinator District Office Range 24, Step B	Interim Child Dev. Center Site Supv. West Hills College Lemoore Range 14, Step F	2/1/06 – 6/30/06	Interim position while recruiting
Smart, Marleen	Psychiatric Technician Instructor West Hills College Coalinga 177-day contract	RN Instructor West Hills College Lemoore 197-day contract	1/9/06	
Todd, Donna	Psychiatric Technician Instructor West Hills College Coalinga Class I, Step 9 (Grant funded)	Interim Director of Health Careers West Hills College Coalinga Class III, Step 1 (Grant funded)	12/19/05 – 6/30/06	Interim position while recruiting

**3. Changes in Assignment (continued...)**

<b>Name</b>	<b>Current Assignment</b>	<b>Change</b>	<b>Effective Date</b>	<b>Additional Information</b>
Watts, Kathy	Child Dev. Center Site Supervisor/ Even Start Coordinator West Hills College Coalinga Range 14, Step B (Grant funded)	Interim Director of Child Dev. Centers District Office Class III, Step 1 (Grant funded)	2/1/06 – 6/30/06	Interim position while recruiting

**4. Resignations / Retirements / Releases During Probation / Terminations**

<b>Name</b>	<b>Title &amp; Location</b>	<b>Effective Date</b>	<b>Additional Information</b>
Banales, Lupe	Child Development Center Site Supervisor West Hills College Lemoore	12/14/05	Resignation
Smyers, Joyce	Director of DSPS/EOPS West Hills College Lemoore	6/30/06	Retirement
Vaughn, Jeff	Instructor West Hills College Coalinga	12/31/05	Retirement
Whitwill, Mark	Security Guard West Hills College Coalinga	12/31/05	Resignation