

Victor Valley Community College District
Regular Meeting of the Board of Trustees
Tuesday, May 12, 2020
APPROVED MINUTES

1. OPENING ITEMS

1.1 CALL TO ORDER

The Governing Board of Victor Valley Community College District met in the Student Activities Center with the audience joining via Zoom on May 12, 2020. Board President Brady called the meeting to order at 6:06 p.m.

1.2 ROLL CALL

Members present

Trustees: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley
Superintendent/President: Daniel Walden

Members absent

Student Trustee: Amber Scott

1.3 PLEDGE OF ALLEGIANCE TO THE FLAG

Superintendent/President Dan Walden led the pledge.

1.4 PUBLIC COMMENT ANNOUNCEMENT: The complete written request to address the Board shall be submitted at the beginning of the open session portion of the meeting. Individuals may comment after being recognized by the Board President and before Board discussion of the particular item. (Board Policy 2350).

None

1.5 ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA

None

2. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS

2.1 PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS

None

3. BOARD OF TRUSTEE GOALS

3.1 Progress on Board of Trustee Goals

Dr. Walden discussed the Board's upcoming annual evaluation, requesting permission from the Board to work with Trustee Brady and PPL, Inc. to arrange a special meeting for some time in June. The Board will review their 2019/2020 goals and determine its goals for the new academic year. Dr. Walden will work with PPL, Inc. to create a survey to the campus, students and community to get feedback on how well they feel the Board has been doing, and this will be used in the evaluation process. Trustee Brady commented on the importance of hearing from the people they work for, strongly encouraging the survey. Dr. Walden will work with Trustee Brady to set the date of the meeting, which can be held in the SAC. Trustee Brady suggested providing an incentive to encourage participation in the survey since we don't have people around campus as normal. Dr. Walden will talk with Guy Lease from PPL, Inc. to consider good ideas on how to engage the public.

4. SUPERINTENDENT/PRESIDENT'S REPORT

4.1 FOUNDATION

Mike Nutter, President of the VVC Foundation, gave his second to last report as Foundation President. Shannon Shannon will take over as President in July. Mr. Nutter reported on the Foundation's active role helping students during the crisis. He reviewed just some things the Foundation has done to help and read a student testimonial. Mr. Nutter continued his report sharing the results of the scholarship drive and finished by announcing the resignation of the Foundation Executive Director, Catherine Abbott, reviewing her success and contributions, stating she will be greatly missed.

4.2 PARS Presentation

Maureen Toal, MPA - Senior Vice President of Public Agency Retirement Services (PARS) presented on the post analysis on the Victor Valley College Supplemental Retirement Plan. She reviewed the timeline and the post analysis findings.

4.3 FACILITIES UPDATE

Executive Director Steve Garcia reported biweekly meetings are taking place on the event center project. The project is scheduled to go to DSA for review at the end of the year.

4.4 ASB UPDATE

Student Trustee Amber Scott was unable to attend the meeting due to a death in her family.

4.5 ACADEMIC SENATE

Faculty member Claude Oliver reported on the progress of the Educational Master Plan, stating there will be some fine-tuning over the summer and it will be presented at the beginning of the Fall semester. Dr. Walden commented the reason for the delay is the COVID crisis. The college does not want to do a halfway job on this as it needs to be our guiding light over the next several years. There are still a few sections that need to be done over the summer.

4.6 Presentation - Student Survey / Housing Demand - Fall 2019

This presentation is postponed.

4.7 PRESIDENT'S COMMENTS

Dr. Walden gave an update on the college's response to the COVID-19 crisis, stating the college will continue to teach classes remotely where possible through the fall term. In the spring and summer, public safety and allied health courses began teaching face-to-face, using social distancing, PPE, and other precautions. In the fall all classes that cannot be moved to online, such as labs, will be back to face-to-face. If the district gets difference direction from the governor and county health officials, it will move to Plan B. Dr. Walden reported on the CARES Act, stating that additional payouts will be going out through now and into the fall. The District is also working with CTA for formal training throughout the summer.

Dr. Walden continued his report discussing the upcoming commencement ceremony, stating it is the high point of every year, so a big disappointment that we are not able to have a face-to-face graduation. The Graduation Committee has researched various options of what other schools are doing and determined the best course of action is a live stream event in the PAC. Dr. Walden reviewed the details of how the virtual ceremony will work, stating it will be recorded so that students can have it forever. Trustee Brady interjected his feelings of wanting to have an open discussion on other options for commencement. Dr. Walden responded that a survey to students went out today to see what options the graduates would most prefer. Trustee Pinkerton commented on his appreciation of how much work planning of a graduation ceremony takes and wants to ensure we acknowledge this monumental accomplish in a fitting way. Trustee Tarpley thanked the graduation committee for their hard work, and cautioned the Board about getting into the operations of the college. Trustee Wood, spoke about the Adopt a Grad program, and Trustee Henderson expressed his feelings that the students are missing out due to the Covid issues. Dr. Walden responded to all the Trustees saying the Graduation Committee brainstormed together and looked at other colleges to see what they are doing, and, looking at the big picture, this was the decision that was made. Dr. Walden stated that by their own policy, they must be careful not to get into the operational decisions of the college, but stated he appreciates their feedback and will take their input and meet with the graduation committee to share their sentiment and see if there is something else they can do.

5. REPORTS

5.1 CTA

No representation/no report.

5.2 CSEA

Present/no report.

5.3 AFT PART-TIME FACULTY UNITED

No representation/no report.

5.4 MANAGEMENT

Director of Admissions and Records (A&R), Greta Moon reported on behalf of VVC's managers, giving an update on trainings and conference they have participated in. Ms. Moon announced her retirement effective June 30, stating it has been an honor working 37 years in A&R.

Technology break at 7:32 p.m.

Reconvene at 7:40 p.m.

6. CONSENT AGENDA

6.1 PUBLIC COMMENT ANNOUNCEMENT RELATED TO CONSENT AGENDA ITEMS

None

6.2 APPROVAL OF CONSENT AGENDA ITEMS

It was MSC (Henderson/Wood, 5-0) to approve the consent agenda items in one vote.

Final Resolution: Motion Carries

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

6.3 Approval of Minutes of the April 14, 2020 Regular Board of Trustees Meeting

Resolution: To approve the Minutes of the April 14, 2020 Regular Board of Trustees meeting as submitted.

6.4 Agreement - April Air

Resolution: To ratify the agreement with April Air in the amount of \$18,500.00.

6.5 Amendment Increase - Carpet Club, Inc.

Resolution: To ratify the Amendment Increase with Carpet Club, Inc. in the amount of \$500.00.

6.6 Amendemnt Increase - Merrell Johnson Engineering Inc.

Resolution: To ratify the Amendment Increase with Merrell Johnson Engineering, Inc. in the amount of \$5,000.00.

6.7 Agreement - ChargePoint

Resolution: To ratify the agreement with ChargePoint in the amount of \$8,636.00.

6.8 Notice of Completion - Cooley Construction, Inc.

Resolution: To ratify the Notice of Completion with Cooley Construction, Inc. for the VVC CDC Parking Lot Rehab F-650 project.

6.9 Notice of Completion - Parkwest Construction Company

Resolution: To ratify the Notice of Completion with Cooley Construction, Inc. for the NextUp Center F-560 project.

6.10 Agreement Hi-Grade Materials Co.

Resolution: To ratify the agreement with Hi-Grade Material in the amount of \$1,172.32

6.11 Sisters of St. Joseph Project Humanity Grant

Resolution: To accept grant funding in the amount of \$25,000 to support homeless students who are one of the most vulnerable populations on campus.

6.12 Independent Contractor DCL Services-Denise Lindholm

Resolution: To ratify the Independent Contractor Agreement with DCL Services-Denise Lindholm.

6.13 Sales Agreement Renewal-Coban Technologies, Inc.

Resolution: To ratify the sales agreement renewal with Coban Technologies, Inc. for the software license for in-car cameras.

6.14 License Agreement-Presynct Technologies, Inc.

Resolution: To ratify the license agreement between Presynct Technologies, Inc. and Victor Valley College Police Department for a report program, training and maintenance.

6.15 Independent Contract Agreement - Customized Training and Consulting - Servando Gereau

Resolution: To ratify a contract with Servando Gereau and Customized Training and Consulting in the amount of \$3,000.00.

6.16 CVC-OEI Agreement for CTE online development - extending period of grant

Resolution: To ratify the the CVC-OEI agreement for CTE online development in order to extend the period of the grant from June 30, 2020 to December 31, 2020 due to the effects of the Covid-19 pandemic.

6.17 Board Payment Report - April 2020

Resolution: To accept the Board of Trustees Payment Report as presented.

6.18 AGREEMENT – Diablo Valley College

Resolution: To ratify the agreement between Victor Valley Community College District and Diablo Valley College. The service period for this agreement is March 24, 2020 to March 23, 2021.

6.19 Child Development Lab Family Handbook

Resolution: To ratify the changes and updates in the Child Development Lab Classroom Family Handbook.

6.20 Jones Enterprises - Independent Contractor Agreement

Resolution: To ratify an Independent Contractor Agreement with Jones Enterprises for the maintenance and repair of the Restaurant Management espresso machine on an as needed basis.

6.21 Agreement- Scenario Learning, LLC

Resolution: To ratify the agreement with Scenario Learning, LLC.

6.22 Mojave Desert and Mountain Recycling Authority Grant

Resolution: To accept grant funding in the amount of \$30,000 over three (3) years to support the Agriculture and Natural Resources program.

6.23 Contract Ed: General Atomics

Resolution: To ratify a contract with General Atomics. Agreement is valued at \$53,481.36, but there is no cost associated with this agreement unless specific damages occur.

6.24 MOU- VVCFA Emergency Campus Closure

Resolution: To approve the Memorandum of Understanding between the District and Victor Valley College Faculty Association (Association) for Emergency Campus Closure- Conversion of Onsite Classes to Online (due to COVID-19).

6.25 MOU- AFT Part-Time Faculty United- COVID-19

Resolution: To approve the Memorandum of Understanding between the District and AFT Part-Time Faculty United, Local 6286, AFL-CIO (AFT) to Address COVID-19.

7. ACTION AGENDA

7.1 PUBLIC COMMENTS RELATED TO ACTION AGENDA ITEMS

None

8. BOARD OF TRUSTEES - ACTION AGENDA

8.1 SEPARATE APPROVAL OF ITEMS PULLED FROM CONSENT AGENDA

None

8.2 Board Policy 2015 - Student Trustee Privileges

It was MSC (Pinkerton/Henderson, 5-0) to approve privileges 2, 4, and 5 below of Student Trustee member privileges.

Final Resolution: Motion Carries

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

8.3 Board Policy 3440 - Service Animals

It was MSC (Henderson/Tarpley, 5-0) to adopt Board Policy 3440 - Service Animals.

Final Resolution: Motion Carries

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

8.4 Resolution No. 20-07 - Recognize Classified School Employee Week

Trustee Brady read the resolution aloud.

It was MSC (Wood/Henderson, 5-0) to amend Resolution 20-07, which recognizes and honors May 17 - 23, 2020 as Classified School Employee Week.

Discussion: Trustee Wood stated he completely supports this resolution but would like to amend the motion within the minutes to add a provision that the celebration and associated activities normally held will take place during the course of a future week as determined by CSEA.

It was MSC (Wood/Henderson, 5-0) to adopt Resolution 20-07, which recognizes and honors May 17 - 23, 2020 as Classified School Employee Week, and in consultation with Dr. Walden, CSEA will select a week at a future date to hold celebration activities.

Final Resolution: Motion Carries

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

8.5 Resolution No. 20-08 - Recognize National Teacher Day & California Day of the Teacher

It was MSC (Wood/Henderson, 5-0) to amend Resolution No. 20-08 to include the same provision made for CSEA.

Discussion: Trustee Wood would also like to amend this resolution to allow for a celebration at a later date if so desired.

It was MSC (Wood/Henderson, 5-0) to adopt Resolution No. 20-08 which recognizes May 5, 2020 as National Teacher Day, and May 13, 2020 as California Day of the Teacher, and in consultation with Dr. Walden, faculty will determine a time to celebrate if so desired.

Final Resolution: Motion Carries

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

8.6 Resolution No. 20-09: Candidate's Statement

It was MSC (Henderson/Tarpley, 5-0) to adopt Resolution 20-09: Candidate's Statement.

Final Resolution: Motion Carries

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

8.7 Resolution No. 20-10 - Hours of Operation

It was MSC (Wood/Henderson, 5-0) to adopt Resolution No. 20-10 - Hours of Operation.

Final Resolution: Motion Carries

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

9. SUPERINTENDENT/PRESIDENT - ACTION AGENDA

No items.

10. ADMINISTRATIVE SERVICES - ACTION AGENDA

10.1 Supplementary Retirement Plan

It was MSC (Wood/Tarpley, 5-0) to authorize the Superintendent/President to proceed with finalizing the Public Agency Retirement Services (PARS) Supplementary Retirement Plan. The plan as presented meets the District's fiscal and operational objectives which will result in the early retirement of 46 District employees.

Final Resolution: Motion Carries

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

11. HUMAN RESOURCES - ACTION AGENDA

11.1 Academic Administrator Appointment- Interim Instructional Dean, HASS

It was MSC (Wood/Pinkerton, 5-0) to approve the extension for the Academic Administrator Appointment for Interim instructional Dean, Humanities, Arts and Social Sciences.

Final Resolution: Motion Carries

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

12. INSTRUCTION - VICE PRESIDENT - ACTION AGENDA

No items.

13. INSTRUCTION - HASS

No items.

14. INSTRUCTION - HSPSIT

No items.

15. INSTRUCTION - INST. OPERATIONS

15.1 Curriculum Changes

It was MSC (Wood/Henderson, 5-0) to approve the curriculum changes that were made April 23, 2020 and have been recommended by the College Curriculum Committee.

Final Resolution: Motion Carries

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

16. INSTRUCTION - STEM

No items.

17. INSTRUCTION - STUDENT EQUITY/SUCCESS

No items.

18. STUDENT SERVICES - ACTION AGENDA

No items.

19. INFORMATION/DISCUSSION

No items.

20. BOARD COMMUNICATION

20.1 Individual Board of Trustees Reports

- Trustee Henderson commented that he is having a wonderful spring despite the current issues, stating he feels lucky to be here and is looking forward to being here again next month. He concluded his comments wishing everyone a great month.
- Trustee Tarpley wished Cathy Abbott all the best on her new adventure, stating she is sad to see her go but also excited for her. She expressed her condolences for Student Trustee Amber Scott's loss of a family member. Ms. Tarpley continued her report stating the CCLC conference scheduled for last weekend was canceled, but did attend a CCCT annual webinar which was fascinating.
- Trustee Wood thanked Cathy Abbott and Greta Moon for all they have done, wishing them both well, and said to Student Trustee Scott that they are here for her and don't hesitate to reach out to them.
- Trustee Pinkerton commented that their thoughts and prayers are with Ms. Scott. He thanked those retirees who gave their service to this fine institution. He commented that the Board wants graduation to be the best possible graduation under the circumstances they have right now.
- Trustee Brady discussed the great things the Board has done over time and tonight's discussion proves why this college will some day be an Aspen winner. He complemented those who are retiring with the SRP and said his thoughts are with Ms. Scott. Trustee Brady continued his report stating that the Board selected 7 of the 9 winners in the CCCT election and also read a "Thank You" card from Joe Range regarding the grand opening of the One Stop. Trustee Brady concluded his comments by stating this has been a challenging month, and he is hoping things will get better soon. He thanked everyone who attended the meeting, and thanked Dr. Walden for the great discussion.

21. ADJOURNMENT

21.1 Adjourn May 12, 2020 Board of Trustees Regular Meeting

There being no further business to come before the Governing Board, it was MSC (Wood/Henderson, 5-0) to adjourn the meeting at 8:17 p.m.

Final Resolution: Motion Carries

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley