

Victor Valley Community College District REGULAR MEETING OF THE BOARD OF TRUSTEES MINUTES

Date: March 9, 2010

Place: Regular Meeting 5 p.m.: Board Room Victor Valley Community College
18422 Bear Valley Road, Victorville, CA 92395

AGENDA

Board Room Victor Valley Community College

CALL TO ORDER

5 p.m.

The Board of Trustees of Victor Valley Community College District met in Open Session on March 9, 2010 in the Board Room of the Administration building. Ms. Valles, Board President called the meeting to order at 5 p.m.

TRUSTEE ROLL CALL: Angela Valles, Board President; Chris Mollenkamp Vice President; Dennis Henderson, Clerk; Don Nelson, Trustee, Joe Range, Trustee

MANAGEMENT PRESENT: Dr. Christopher O'Hearn, Deputy Superintendent/Executive Vice President, Instruction Fusako Yokotobi, Vice President, Human Resources, GH Javaheripour, Vice President, Administrative Services and Annette McComas (Recorder)

Absent: Dr. Robert Silverman, Superintendent/President

PLEDGE OF ALLEGIANCE

Joe Range led the Pledge of Allegiance to the Flag.

ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA: None

3. OPEN SESSION REGULAR MEETING

3.1 Board President Report

Committee Reports:

President's Cabinet – Trustee Valles reported that she recently attended the president's cabinet meeting and felt the meeting went well. Cabinet meetings are held every other Tuesday with today's meeting canceled due to Dr. Silverman's absence.

Facilities Committee –Trustee Range reported on the solar project that is located behind the fish hatchery. Live cameras will be available at the site to view the project online. The project for the signal at Fish Hatchery Rd is well underway. The Eastside Public Safety Training Center is well underway with the plans and the project and expects to break ground soon.

Finance Budget and Planning Committee – Trustee Range reported that there were no changes to the budget at the moment.

Accreditation Committee – Trustee Mollenkamp reported that the accreditation committee is being aggressive and intentionally getting ahead of the curve and encouraged everyone to become involved in the process.

Institutional Effectiveness Committee– Trustee Mollenkamp reported that the Institutional Effectiveness Committee meets once per month with the next meeting scheduled for March 19th. Informational items are posted on the Blackboard

Environmental Health and Safety Committee – Trustee Nelson reported that the Environmental Health and Safety Committee is still working on the preparedness plan and the currently the committee membership has not been completed.

Child Development Committee – Trustee Nelson reported the Child Development Committee is no longer active however; he does still meet with the director on a monthly basis on various items.

Trustee Valles presented Trustee Range with a crystal gavel and thanked him for his commitment and dedication as Board President for the four years.

Public Comments Related to Agenda Items: Sharon Wright 11.1 and Margaret Kagy 11.1

4. SUPERINTENDENT/PRESIDENT'S REPORT

Dr. O'Hearn began his report by asking Debra Blanchard for an update on faculty senate. Ms. Blanchard reported that the senate is working on updating CurricUNET. Over 260 classes were covered in the fall.

Dr. O'Hearn asked Virginia Moran to report on enrollment. Ms. Moran reported that as of first census, which was March 1st, the college is up by 8 ½% compared to last year's first census for full-time classes. The college is at a good place to stay at the 10,001+ enrollment strategy and maintain what can be managed.

Dr. O'Hearn introduced Diana O'Malley with the Citizens' Bond Oversight Committee who presented the committee's first annual report.

Dr. Kildal along with Dwight Johnson, made a special presentation to honor Dr. Marc Skuster who was nominated for the Teachers R Heroes award. A representative from Supervisor Metzenfelt's office presented a resolution.

On behalf of Dr. Silverman, Dr. O'Hearn extended his congratulatory to Mr. Skuster and said that honoring faculty is the most profound and important thing the college does.

5. CONSENT AGENDA

It was MSC (Henderson/Mollenkamp, 5-0) to approve the consent items in one motion.

5.1 Approval of the minutes of the February 9, 2010 regular Board meeting.

5.2 Agreement – Datalink Networks

Ratification of the agreement between Victor Valley Community College District and Datalink networks to provide technical support for the migration of directory services from e-directory to active directory. Fiscal Impact: \$6,240.00 budgeted item.

5.3 Board of Trustees Payments Report

Approval of the Board of Trustees Payments Report. Fiscal Impact: None

- 5.4 Board of Trustees Budget Transfer Request Report
Approval of the budget transfers as submitted.
- 5.5 Agreement – CHJ, Inc.
Ratification of the agreement Victor Valley Community College District and CHJ Inc. to perform a geotechnical investigation for the proposed One-Stop Administrative and Student Services Building. Fiscal Impact: \$13,860.00, fund 71 expenditure.
- 5.6 Agreement – Namdar Structural Engineering, Inc.
Ratification of the agreement Victor Valley Community College District and Namdar Structural Engineering to provide structural engineering consultation in connection with an investigation of the floor at the Counseling & Administration building. Fiscal Impact: \$3,000.00, fund 71 expenditure.
- 5.7 Agreement – JMJ Contractors, Inc.
Ratification of the agreement between Victor Valley Community College District and JMJ Contractors to repair the sidewalk between the Counseling & Administration Building 55 and parking lot #5. Fiscal Impact: Scheduled Maintenance State \$5,798.00 and District \$5,798.00 for a total fiscal impact of \$11,596.00.
- 5.8 USAShade & Fabric Structures, Inc.
Ratification of the Memorandum of Understanding between Victor Valley Community College District and USAShade & Fabric Structures, Inc. to furnish and install a shade structure for classroom B at the Child Development Center. Fiscal Impact: \$2,650.00, fund 72 reimbursed by State Child Development Division.
- 5.9 Agreement – Bell Mountain Enterprise, Inc. DBA Hi Desert Alarm
Ratification of the agreement between Victor Valley Community College District and Bell Mountain Enterprise, Inc. DBA Hi Desert Alarm to furnish and install a rapid notification system for Campus Police assistance. Fiscal Impact: \$3,000.00, fund 71 expenditure.
- 5.10 Notice of Completion – Sidewalk Repair
Approval of the Notice of Completion for the Sidewalk Repair project. Fiscal Impact: None
- 5.11 Notice of Completion – Parking Lot #12 Repair
Approval of the Notice of Completion for the parking lot #12 repair project. Fiscal Impact: None
- 5.12 Agreement – AB212 Educational Stipend Program
Approval of the continued agreement with San Bernardino County Superintendent of Schools to provide a stipend to eligible CDC employees from Assembly Bill 212 to retain child care workers. Fiscal Impact: \$5,050.00 to be paid to the District and stipends will be distributed to employees, less allowable administrative costs.

5.13 Agreements – Contract Education Services

Approval of Contract Education Services' agreements listed for the courses offered in the Contract Education department. Fiscal Impact: \$1,800.00 income to the district.

Vendor:	Income to the District
Veterans of Foreign Wars, Phelan	\$ 300.00
Veterans of Foreign Wars, Hesperia	\$ 300.00
Zendejas Restaurant	\$ 300.00
Baja Fresh Mexican Grill	\$ 300.00
Farmers Boys Restaurant	\$ 300.00
Loves Truck Stop	\$ 300.00
Total:	\$1,800.00

5.14 Agreements – Contract Education Services

Approval of Contract Education Services' agreements listed for the courses offered in the Contract Education department. Fiscal Impact: \$5,500.00 income to the district.

Vendor:	Income to the District
Marshall Reddick Realty	\$ 2000.00
Lira Consulting Group	\$ 500.00
Notary Public Seminars	\$ 3000.00
Total:	\$ 5500.00

5.15 Agreement – Independent Contractor – Mariana Robles-Dalany

Ratification of the agreement between Victor Valley Community College District and Mariana Robles-Dalany to provide informational workshops for Upward Bound and Upward Bound Math & Science participants to promote school success by understanding adolescent development and cultural identify. The period of agreement is January 23, 2010 only. Fiscal Impact: \$200.00, grant funds.

5.16 Out of State Student Travel – Political Science/ASB

Approval for students from the Political Science/ASB MUN Club to travel to New York City, N.Y. accompanied by Gregory Jones to attend the National Model United Nations Conference from March 27, 2010 through April 2, 2010. Fiscal Impact: Budgeted item, not to exceed \$2,500 and ASB funds, not to exceed \$13,000.00.

5.17 Agreement Syed J. Raza, M.D., F.A.C.C.

Ratification of the agreement between Victor Valley Community College District and Syed J. Raza, M.D., F.A.C.C. to provide clinical learning facilities for the health science programs. The period of agreement begins January 1, 2010 and remains in effect unless terminated by either party. Fiscal Impact: None

5.18 Curriculum Changes

Approval of the curriculum changes that have been recommended by the College Curriculum Committee. Fiscal Impact: None

5.19 Out of State Student Travel – Nursing

Approval for students to travel to Lake Buena Vista, FL accompanied by Alice Ramming to attend the National Student Nurses Association (NSNA) on April 6, 2010 through April 10, 2010. Fiscal Impact: None to the District.

5.20 Out of State Student Travel

Approval for students to travel to Las Vegas, NV accompanied by Linda Garcia and Gabriela Quesada to tour the University of Nevada's campus on March 18, 2010. Fiscal Impact: Budgeted, Not to exceed \$259.00.

5.21 Agreement – Wanda Wilburn, M.D.

Approval of an agreement between Victor Valley Community College District and Wanda Wilburn, M.D. to provide clinical learning facilities for health sciences programs. The agreement begins on January 1, 2010 and will remain in effect unless terminated by either party. Fiscal Impact: None

5.22 Agreement Renewal (3rd Amendment) – Catholic Healthcare West

Approval of the renewal of the third amendment that was originally approved on March 1, 2007 between Victor Valley Community college District and Catholic Healthcare West to provide clinical learning facilities for health sciences programs. Fiscal Impact: None

ACTION AGENDA

6. BOARD OF TRUSTEES

6.1 Separate approval of items pulled from consent agenda

7. SUPERINTENDENT/PRESIDENT

7.1 Agreement – Telepacific Communications Corp.

It was MSC (Range/Henderson, 5-0) to approve the agreement between Victor Valley Community College District and Telepacific Communications to provide replacement of telephone carrier services (Verizon). This replacement will enhance telephone services and provide greater efficiencies for less cost. Fiscal Impact: \$47,457.12 per year for three years for a total of \$142,371.36, budgeted item.

8. INSTRUCTION

8.1 Agreement – WIB Global Information Systems Training Contract/EKG Monitor Technology

It was MSC (Mollenkamp/Nelson, 5-0) to approve the agreement between Victor Valley Community College District and the County of San Bernardino to implement contract education training in EKG Monitor Technology. Fiscal Impact: \$69,990.00 to the District.

8.2 Agreement – WIB Global Information Systems Training Contract/Phlebotomy

It was MSC (Mollenkamp/Henderson, 5-0) to approve the agreement between Victor Valley Community College District and the County of San Bernardino to implement contract education training in Phlebotomy. Fiscal Impact: \$133,425.00 to the District.

8.3 Agreement – WIB Global Information Systems Training Contract/Solar Photovoltaic Design & Installation

It was MSC (Mollenkamp, Henderson, 5-0) to approve the agreement between Victor Valley Community College District and the County of San Bernardino to implement contract education training in Solar Photovoltaic Design & Installation. Fiscal Impact: \$202,890.00 to the District.

8.4 Agreement – WIB Global Information Systems Training Contract/Hybrid Vehicle Maintenance & Repair

It was MSC (Henderson/Mollenkamp, 5-0) to approve the agreement between Victor Valley Community College District and the County of San Bernardino to implement contract education training in Hybrid Vehicle Maintenance & Repair. Fiscal Impact: \$123,780.00 to the District.

8.5 Acceptance of Grant Funds from California Employment Development Department
It was MSC (Range/Mollenkamp, 5-0) to accept the grant funds in the amount of \$837,500 from the State of California Employment Development Department for training of automotive, diesel and aircraft mechanics in partnership with the Southern California Logistics Airport School of Aviation Technology and direct staff to sign agreements as required to receive funding. Fiscal Impact: \$837,500.00 to the District.

8.6 Approval of Memorandum of Understanding with the Victor Valley Aviation Education Consortium and the Southern California Logistics Airport Authority
It was MSC (Henderson/Range, 5-0) to approve the Memorandum of Understanding between Victor Valley Community College, the Victor Valley Aviation Education Consortium and the Southern California Logistics Airport Authority for training of aircraft mechanics in support of the Industries with Statewide Need Grant program. Fiscal Impact: \$312,500.00 from grant funds.

11. HUMAN RESOURCES

11.1 New Management Position and Job Description – Executive Director of Institutional Advancement

It was motioned by Trustee Nelson and seconded by Trustee Range to approve the new management position and job description of Executive Director of Institutional Advancement, effective March 10, 2010. Fiscal Impact: Range 19 (\$8,017-\$10,246), the incumbent is expected to raise funds to cover salary.

Following discussion Trustee Nelson motioned and Trustee Range seconded to withdraw their motions.

Following further discussion Trustee Nelson motioned and Trustee Henderson seconded to table the item to the next meeting and to include the recommendations made by Trustee Valles to change the requirement of a master's degree from *preferred* to *required*, the motion passed unanimously.

12. INFORMATION/DISCUSSION

12.1 Monthly Financial Reports

Submitted as an informational item.

12.2 Program Participation Agreement (Renewal) – U.S. Department of Education

Submitted as an informational item.

12.3 Memorandum of Understanding – World Energy USA

Submitted as an informational item.

12. INFORMATION/DISCUSSION

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13. REPORTS (3 minute limit per report)

The purpose of these reports is to inform the Board of Trustees regarding issues pertaining to those constituency groups.

13.1 Foundation

Janice Olson

13.2 Employee Groups

a) CTA

Michael Butros

b) CSEA

Sharon Wright

a) AFT Part-Time Faculty United

Carol Scissel – No report

14. TRUSTEE COMMENTS

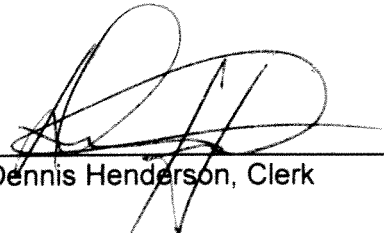
• ASB

Mary Mazzola reported on student activities. Trustee Range reported on the Hall of Fame. Trustee Mollenkamp thanked everyone for their contribution of making the Hall of Fame a success. Trustee Nelson spoke on the article recently written on Jaye Tashima in the *Daily Press*. In addition, he congratulated Mr. Skuster on his award and thanked all the sponsors involved. Trustee Valles acknowledged the Foundation for the success of the Alumni Hall of Fame event, the Citizens' Bond Oversight Committee on their work. Additionally she thanked Trustee Range for all of his hard work and dedication serving on the Board of Trustees and thanked all board members for sitting in on the committees.

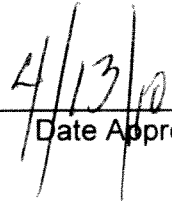
- **Public Comments Related to Non-Agenda Items** (Laura Burk, Kurt Bernardin, William Robinson, Rescoe Esparza, Heather Bernardin)

16. ADJOURNMENT

It was MSC (Range/Henderson, 5-0) to adjourn the meeting at 6:30 p.m.



Dennis Henderson, Clerk



Date Approved