



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

Date: May 8, 2012

Place: **Open Session:** 6 p.m. Board Room, Victor Valley Community College, 18422 Bear Valley Road, Victorville, CA 92395

Welcome to a meeting of the Victor Valley Community College Board of Trustees. If you wish to address the Board for any reason, please complete one of the cards on the table and give it to the Board Secretary **before** the meeting is called to order. Those requesting to speak on an agenda item will be called upon under the "Public Comments Related to Agenda Items" section. Anyone wishing to speak to items not on the agenda will be called upon under the "Public Comments Not Related to Agenda Items" section. *Comments are limited to no more than three minutes per person.*

REGULAR MEETING AGENDA

Board Room

Board Room Victor Valley Community College

*This meeting will be electronically recorded and web cast live at
<http://www.vvc.edu/offices/president/webcast.shtml>*

AGENDA

1. **CALL TO ORDER** 6 p.m.
ROLL CALL
PLEDGE OF ALLEGIANCE
2. **ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA**
3. **PUBLIC COMMENTS RELATED TO AGENDA ITEMS**

This is the opportunity for the public to address the Board on any agenda item. Public comments are limited to three minutes per individual and a total of 15 minutes per topic. Speakers will be timed electronically, and all speakers will be required to address the Board from the lectern. Only those who have been recognized by the Board President will be permitted to speak. (Board Policy #2350)

4. **SUPERINTENDENT/PRESIDENT'S REPORT**
 - **Academic Senate**

BOARD OF TRUSTEES: Dennis Henderson, Joe Range, Lorrie Denson, Michael Krause, Joseph W. Brady, ASB Member

5. CONSENT AGENDA

There will be no separate discussion on these items prior to the time the Board votes on them unless a Board member requests a specific item be removed from the Consent Agenda for discussion and a separate vote.

Approval of consent items.

YES ___ NO ___

- 5.1 Approval of the minutes of the April 10, 2012 regular Board meeting.
- 5.2 Independent Contractor Agreement – Allan Barbish
Approval of the Independent Contractor Agreement between Victor Valley Community College District and Allan Barbish to provide complete sound system (includes all mics and tech services) for the June 8, 2012 commencement ceremony being held in the gymnasium. The period of this agreement is for June 8, 2012. Fiscal Impact: Not to exceed \$2,200.00, budgeted item.
- 5.3 Agreement – Pula Legal Interpreting Network
Ratification of the agreement between Victor Valley Community College District and Pula Legal Interpreting Network to provide on-call interpreting services for the deaf and hard of hearing students enrolled in the Disabled Students Programs and Services Department (DSPS). The period of this agreement is from April 13, 2012 through June 9, 2012. Fiscal Impact: \$4,680.00, budgeted item.
- 5.4 Independent Contractor Agreement – Melissa Chumley
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Melissa Chumley to provide academic services to high school students in the RPSTC Public Safety Academy. The period of this agreement is from May 4, 2012 through May 6, 2012. Fiscal Impact: \$600.00, CTE Tech Prep Transition Grant Funded.
- 5.5 Agreement – U.S. Forest Service
Ratification of the agreement between Victor Valley Community College District and U.S. Forest Services to conduct recertification classes in Emergency Medical Technician services. The period of this agreement is from April 9, 2012 through April 11, 2012. Fiscal Impact: \$1,500.00, **Income to the District.**
- 5.6 MOU Agreement – Boston Reed
Ratification of the Memorandum of Understanding agreement between Victor Valley Community College District and Boston Reed to conduct community education classes in Pharmacy Tech, Veterinary Assistant, and Electronic Health Records System Technologist. The period of this agreement is from February 14, 2012 through February 13, 2013 and will renew automatically unless otherwise terminated. Fiscal Impact: \$16,350.00, **Estimated Income to the District.**
- 5.7 Agreements – Contract Education Services
Ratification of the Contract Education Service agreement listed that are being offered through the Contract Education Department. Fiscal Impact: \$500.00, **Estimated Income to the District.**

Vendor:	Estimated income to the District
Standing Room Only Productions, Inc. – Musical Theatre Conservatory	\$ 500.00
Total:	\$ 500.00

- 5.8 Amended Agreement – Nuventive
Ratification to amend the agreement between Victor Valley Community College District and Nuventive increasing the original agreement amount to include travel and expenses related to the on-site delivery of TracDat professional services and/or training per Exhibit A of the signed agreement. Fiscal Impact: \$1,206.00, budgeted item.
- 5.9 Renewal - Library On-line Database Subscriptions
Approval of the renewal and purchase of on-line database subscriptions through the Community College Library Consortium for the period of July 1, 2012 through June 30, 2013. Fiscal Impact: \$18,001.05, budgeted item.
- 5.10 License Agreement – Elsevier, Inc.
Ratification of the license agreement between Victor Valley Community College District and Elsevier, Inc. for a SimChart, a nursing simulation charting subscription software. The period of this agreement is from March 1, 2012 through March 1, 2014. Fiscal Impact: None to the District, \$209.00 will be paid every two years by student.
- 5.11 Independent Contractor Agreement – Liebert Cassidy Whitmore
Approval of the Independent Contractor Agreement between Victor Valley Community College District and Liebert Cassidy Whitmore to provide six days of group training workshops covering employment relations subjects during the 2012-2013 year. The period of this agreement is from July 1, 2012 to June 30, 2013. Fiscal Impact: \$2,500.00, budgeted item.
- 5.12 Academic Equivalency Request – Brandon Lendak – CIDG and Media Arts
Approval of the academic equivalency request for Brandon Lendak – CIDG and Media Arts. Fiscal Impact: None
- 5.13 Academic Equivalency Request – Martin Picke, Aviation
Approval of the academic equivalency request for Martin Picke, Aviation. Fiscal Impact: None
- 5.14 Academic Equivalency Request – Demond Little, Physical Education
Approval of the academic equivalency request for Demond Little, Physical Education. Fiscal Impact: None
- 5.15 Academic Equivalency Request – Victor Carevic, Aviation
Approval of the academic equivalency request for Victor Carevic, Aviation Fiscal Impact: None
- 5.16 Independent Contractor Agreement – Robert Steinberg
Approval of the Independent Contractor Agreement between Victor Valley Community College District and Robert Steinberg to provide arbitration services on June 12, 2012. Fiscal Impact: Total cost to be borne equally by the District and CSEA. District portion: \$3,000.00, budgeted item.
- 5.17 Agreement – Hi-Desert Communications, Inc.
Approval of the agreement between Victor Valley Community College District and Hi-Desert Communications, Inc. for a repeater site to ensure radio transmission for police and maintenance operations at the Public Safety Center facility. Fiscal Impact: \$3,450.00, budgeted item.
- 5.18 Board of Trustees Payments Report
Approval of the Board of Trustees Payments Report. Fiscal Impact: None

- 5.19 Agreement – Total Compensation Systems, Inc.
Ratification of the agreement between Victor Valley Community College District and Total Compensation Systems, Inc. for the completion of an actuarial study to provide the information necessary for the District's compliance with GASB 43 and 45. TCS performed the District's last actuarial study in March 2011. Fiscal Impact: Not to exceed \$7,900.00, budgeted item.
- 5.20 Agreement – Hi-Desert Alarm
Ratification of the agreement between Victor Valley Community College District and Hi-Desert Alarm to provide labor and materials to install a panic button system and provide 24/7 monitoring for the Regional Public Safety Training Center. Fiscal Impact: \$467.22, Fund 71.
- 5.21 Agreement – R.Y. Rodriguez, Inc.
Ratification of the agreement between Victor Valley Community College District and R.Y. Rodriguez, Inc. to provide equipment and labor to perform the required annual Mojave Desert AQMD test of the vapor recovery system on the unleaded gasoline dispenser. Fiscal Impact: \$372.70, budgeted item.
- 5.22 Agreement – AssetWorks Appraisal
Ratification of the agreement between Victor Valley Community College District and AssetWorks Appraisal to perform a campus-wide inventory required by our auditors of the capital assets and equipment listed in our inventory database. Fiscal Impact: \$18,500.00, budgeted item.
- 5.23 Agreement – Comserco Communications, Inc.
Ratification of the agreement between Victor Valley Community College District and Comserco Communications, Inc. to provide equipment and labor to install a two-way radio equipment on the Main Campus and at the Regional Public Safety Training Center (RPSTC). Fiscal Impact: \$30,068.43, Fund 71.
- 5.24 Increase Contract Amount – SimplexGrinnel, LP
Ratification of the increase contract amount between Victor Valley Community College District and SimplexGrinnel, LP to correct deficiencies following the fire alarm inspection on February 7, 2012. The original contract was approved by the Board of Trustees at the March 13, 2012 meeting in the amount of \$16,290.00. The District wishes to increase the contract amount by \$3,615.29 to replace the batteries in the fire alarms at various locations on campus. Fiscal Impact: \$3,615.29, Fund 71.
- 5.25 Agreement – Trane Building Services
Ratification of the agreement between Victor Valley Community College District and Trane Building Services to provide labor to assist in troubleshooting two distinct problems with HVAC units on the main campus. Fiscal Impact: \$1,565.00, budgeted item.
- 5.26 Agreement – B&B Blinds, Shutters and Shades
Ratification of the agreement between Victor Valley Community College District and B&B Blinds, Shutters and Shades to provide and install roller shades at the Regional Public Safety Training Center. Fiscal Impact: \$2,682.00, Local Bond Funded.
- 5.27 Notice of Completion – Highland Partnership, Inc.
Ratification of the Notice of Completion for the Regional Public Safety Training Center. This project was originally Board approved on August 11, 2009. Fiscal Impact: None.

- 5.28 Furniture, Fixtures & Equipment (FF&E) Purchase – Vector Resources, Inc.
Ratification of the FF&E purchase with Vector Resources, Inc. to purchase needed equipment for the Regional Public Safety Training Center. This equipment will be used to film various training scenarios for the EMT, Fire, and AJ disciplines giving students hands-on training and allowing the instructors the ability to evaluate the performance of students in actual life-like training situations. Fiscal Impact: \$42,029.65, Local Bond Funded.
- 5.29 Agreement – P2S
Ratification of the agreement between Victor Valley Community College District and P2S to provide engineering services for the replacement of the Fiber Optic cables from the Music Building to seven other buildings on campus. This work is tied to the Code Compliance and Renovation project which was approved by the Board of Trustees on June 14, 2011. Fiscal Impact: \$18,500.00, Local Bond Funded.
- 5.30. Agreement – Merrell Johnson Companies
Ratification of the agreement between Victor Valley Community College District and Merrell Johnson Companies for soil testing and engineering as required by the Division of State Architect's Office (DSA) to complete the structural design for previously Board approved capital construction projects. Fiscal Impact: estimated at \$36,925.00, Local Bond Funded.
- 5.31 Agreement – Golden Star Technology, Inc. (GST)
Ratification to revise the contract number on the agreement with gold Star Technology, Inc. This agreement went before the Board of Trustees on February 14, 2012 referencing WSCA B27164-CA for the purchase of HP equipment, software and services. The pricing for this purchase should have referenced California Multiple Award Schedule (CMAS) #HP-3-10-70-1975C. This contract provides for the purchase, warranty, and maintenance of hardware and software of Hewlett Packard products and services. (Item #IN-23, on the Campus Technology Projects list.) Fiscal Impact: None
- 5.32 Agreement – Golden Star Technology, Inc. (GST)
Ratification of the agreement between Victor Valley Community College District and Golden Start Technology, Inc. (GST) to purchase HP equipment, software and services. The pricing for this purchase conforms to California Multiple Award Schedule (CMAS) #HP-3-10-70-1975C. This contract provides for the purchase, warranty, and maintenance of hardware and software of Hewlett Packard products and services. (Item #IN-22 on the Campus Technology Projects list.) Fiscal Impact: \$23,738.18, Fund 71.
- 5.33 Agreement – Vector Resources, Inc.
Ratification of the agreement between Victor Valley Community College District and Vector Resources, Inc. to purchase equipment, supplies, and contracted services. The pricing for this purchase conforms to California Multiple Award Schedule CMAS #3-01-70-0876H (Systemax) and CMAS # 3-08-70-0876Y (Labor). This contract provides for the purchase of products and/or services. Fiscal Impact: \$4,079.80, Fund 71.
- 5.34 Agreement – Vector Resources, Inc.
Ratification of the agreement between Victor Valley Community College District and Vector Resources, Inc. to purchase equipment, supplies, and contracted services. This proposal is based on pricing and labor rates from a 2-year audio visual agreement that was Board approved on May 10, 2011. Vendor will provide and install cabling and audio visual equipment in room 124 located at the Regional Public Safety Training Center. This project will support instructional needs and requirements. (Item #I-13 on the Campus Technology Projects list). Fiscal Impact: \$10,351.02, Local Bond Funded.

5.35 Agreement – Sixten & Associates

Approval of the agreement between Victor Valley Community College District and Sixten & Associate for State Mandate Claim Preparation for the 2012-2013 fiscal year. The term of the agreement is from July 1, 2012 through June 30, 2013. The State of California is required to reimburse districts for the cost of implementing programs mandated by the state, such as Collective Bargaining. These programs are not directly funded, but instead require the District to submit claims annually to the State Controller. Fiscal Impact: Not to exceed \$13,000.00, budgeted item.

ACTION AGENDA

6. BOARD OF TRUSTEES

6.1 Separate approval of items pulled from consent agenda

YES ___ NO ___

10. ADMINISTRATIVE SERVICES

10.1 Award Contract – Music Abatement

Approval to award the contract to NCM Contracting Group to remove asbestos from the Music building. Fiscal Impact: \$299,800.00, Local Bond Funded.

YES ___ NO ___

10.2 Agreement – NTD Architecture

Approval of the agreement between Victor Valley Community College District and NTD Architecture to provide architectural services in connection with the Music Building Code Compliance and Renovation Bond funded (Measure JJ) project. On June 14, 2011, the Board of Trustees approved a list of projects recommended by shared governance committees and presented to the Board at the May 10, 2011 VVC Facilities Master Plan 2011 Status Report workshop. The Music Building Renovation project was part of this list and has progressed through the programming phase. The next step is to enter into an agreement with an Architectural firm to start the design phase. Fiscal Impact: Not to exceed \$192,500.00 – Local Bond Funded.

YES ___ NO ___

10.3 Resolution # 12-04 – Temporary Borrowing Between Funds

Approval of the resolution that would authorize temporary inter-fund borrowing between specific funds during Fiscal Year 2012-2013. Fiscal Impact: None.

YES ___ NO ___

10.4 Agreement – Beinschroth Family Trust

Approval of the agreement between Victor Valley Community College District and Beinschroth-Family Trust for the purchase of 244 acre feet of water. The District has 2 wells on the VVC campus. Under the terms with the Watermaster, and the court ordered adjudication; we are allowed to pump up to a total of 144 acre feet of water from the two wells per year. Due the irrigation demands and the maintenance of the upper campus lake, we pumped 327 acre feet from the Alto sub-area. The amount of overproduction is 183 acre feet. Fiscal Impact: \$67,100.00, budgeted item (if we paid Watermaster for 183 ac/ft it would be \$72,285.00)

YES ___ NO ___

11. HUMAN RESOURCES

11.1 Revised Management Job Description – Director of Student Services

Approval of the revised classified job description of Director of Student Services, effective May 9, 2012. Fiscal Impact: Range 19 of the Management Salary Schedule, \$8,017 to \$10,246 monthly plus benefits, budgeted item.

YES ___ NO ___

11.2 Memorandum of Understanding – Summer 2012 Work Week Schedule YES ___ NO ___
Approval of the Memorandum of Understanding as presented. Fiscal
Impact: None

11.3 New Management Position and Job Description, Technical Operations
Manager YES ___ NO ___
Approval of the new IT management position and job description of
Technical Operations Manager, effective May 9, 2012. Fiscal Impact:
Range 17 of the Management Salary Schedule, \$6,588-\$8,428 monthly
plus benefits, budgeted.

11.4 Management Appointment – Instructional Dean, STEM YES ___ NO ___
Approval to appoint Rolando Regino to fill the position of Instructional Dean,
STEM beginning May 9, 2012 through June 30, 2013. Fiscal Impact:
Range, Step C on the Management Salary Schedule, \$9,766/month plus
benefits, budgeted item.

12. INFORMATION/DISCUSSION

12.1 Other Post-Employment Benefits
Submitted as an information item.

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

13.2 Employee Groups

a) CTA

b) CSEA

c) AFT Part-Time Faculty United

14. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS

PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS

At this time, the Board of Trustees will listen to communication from the public on non-agendized items pertaining to college business. Each speaker is limited to one presentation per meeting on non-agendized matters. Public comments are limited to three minutes per individual and a total of 15 minutes per topic. Speakers will be timed electronically, and all speakers will be required to address the Board from the lectern. Only those who have been recognized by the Board President will be permitted to speak. State law prohibits the Board from addressing any issues not included on the agenda. (Board Policy #2350)

15. BOARD REPORTS

At this time, the Board of Trustees will report on matters related to attendance at conferences, professional affiliations, and community involvement directly related to their functions as Board members.

16. ADJOURNMENT

YES ___ NO ___

It is the intention of Victor Valley Community College District to comply with the Americans with Disabilities Act in all respects. Any person with a disability may request that this agenda be made available in an appropriate alternative format. A request for a disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting to Fusako Yokotobi, Victor Valley College, 18422 Bear Valley Road, Victorville, California 92395-5850, (760) 245-4271, Ext. 2455, from 8:30 a.m. to 5:00 p.m., Monday through Friday, at least 48 hours prior to the meeting to make reasonable arrangements. Government Code Section 54954.2.