



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

Date: January 13, 2015

Place: **Closed Session:** 5-6 p.m. West Wing Conference Room, Victor Valley Community College, 18422 Bear Valley Road, Victorville, CA 92395

**Open Session:** 6:00 p.m. Board Room, Victor Valley Community College, 18422 Bear Valley Road, Victorville, CA 92395

## REGULAR MEETING AGENDA ~ Board Room

### 1. CALL TO ORDER

5 p.m.

The Board of Trustees of Victor Valley Community College District met in Open Session on January 13, 2015 in the Board Room. Board President Brady called the meeting to order at 5 p.m.

**TRUSTEE ROLL CALL:** Joseph W. Brady, President; John Pinkerton, Vice President; Brandon Wood, Clerk; Marianne Tortorici, Trustee; Dennis Henderson, Trustee; and Student Trustee Amanda Monroy

*Absent: Student Trustee Amanda Monroy*  
*Student Trustee Amanda Monroy arrived at 5:25 p.m.*

**INVOCATION:** Pastor Randy Howard

### PLEDGE OF ALLEGIANCE

Ginger Ontiveros led the Pledge of Allegiance to the Flag.

**ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA:**  
agenda item 10.4 back –up correction

## CLOSED SESSION ~ West Wing Conference Room

### ANNOUNCEMENT OF CLOSED SESSION ITEMS:

### 2. CLOSED SESSION

5-6 p.m.

#### 2.1 ANNOUNCEMENT OF CLOSED SESSION ITEMS:

- a) CONFERENCE WITH LABOR NEGOTIATIONS –  
Government Code Section 54957.6  
District Representative: Randy Erickson  
Employee Organization: CSEA, CTA, AFT Part-Time Faculty United

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**BOARD OF TRUSTEES:** Dennis Henderson, Joseph W. Brady, John Pinkerton, Brandon Wood, Marianne Tortorici, ASB Member

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**3.1 PUBLIC COMMENTS RELATED TO CLOSED SESSION ITEMS:**

At 5:05 p.m. Board President Brady recessed to closed session.

**REGULAR MEETING AGENDA**  
**Board Room**

**3 OPEN SESSION**

**6 p.m.**

**3.1 Closed Session Report**

At 6:05 p.m. Board President Brady reconvened the meeting and announced that there was nothing to report from Closed Session.

**4. SUPERINTENDENT/PRESIDENT'S REPORT**

Gwen Bedics, President High Desert Opportunity and Dave Holloman, Department Chair, Business presented \$200 scholarships to the following students that went "above and beyond" to be used for educational supplies and fees:

Tabbitha Brown  
Christopher Hernandez  
Kanasha Latimer  
Patrick Madison  
Robyn Stewart

On behalf of the Board members President Brady presented Vice President GH Javaheripour with a plaque recognizing and thanking him for his tireless work and wishing him well on his new position at Yuba City.

Dr. Wagner presented Vice President GH Javaheripour a book entitled "Big Man on Campus" with special words of encouragement.

- Academic Senate – On behalf of Jessica Gibbs and Claude Oliver, Tracy Davis provided a brief report from the Academic Senate. Agenda items 6.2 and 6.3 should be scrutinized and brought back factually corrected. Agenda item 6.3 is problematic for several reasons and should be corrected.

- Foundation – Mr. Brown announced that the Foundation is looking forward to bringing more prosperity to 2015. He offered his condolence to Mary Pringle and family and pointed out that a scholarship fund has been established in Willie's name. He congratulated Vice President Javaheripour new job and thanked him for his partnership with the Foundation. The Foundation has secured renewals from annual sponsors with 80% of the partners already renewed. The Alumni Hall of Fame Inductee will be United States Congressman Jeff Denham.

*It was MSC (Wood/Tortorici) to move agenda items 10.4, 10.1 and 10.2 to the beginning of the meeting*

**4.1 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.

- a) CTA – Lisa Ellis
- b) CSEA – Justin Gatewood
- c) AFT Part-Time Faculty United –Lynn Glickstein
- d) Management – Steve Garcia

**5. CONSENT AGENDA**

**Public Comment:** Justin Gatewood 5.2

It was MSC (Wood/Tortorici, 5-0) to approve the consent items in one motion with agenda item 5.30 pulled by Trustee Henderson for separate discussion.

- 5.1 Approval of the minutes of the December 9, 2014 regular Board meeting.
- 5.2 Non-Classified Employees  
Ratification of the appointments as listed. Fiscal Impact: Budgeted
- 5.3 Independent Contractor Agreement – Notary Public Seminars  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Notary Public Seminars to provide notary certification and renewing notary certification classes being offered through Contract Education/Community Ed. The period of this agreement is January 5, 2015 through June 30, 2015. Fiscal Impact: Potential revenue to the District estimated to be \$5,000.00.
- 5.4 Independent Contractor Agreement – Terrance Kurtz  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Terrance Kurtz for the filming of various sporting events to be posted on the web, etc. The period of this agreement is from September 1, 2014 through May 30, 2015. Fiscal Impact: Not to exceed \$1,200.00, budgeted item.
- 5.5 Independent Contractor Agreement – Cannataro's  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Cannataro's to provide catering services for the regional Small Business Forum held December 9, 2014 at Chaffey College. Fiscal Impact: Not to exceed \$1176.00, grant funded through CCCCO (DSN Grant), budgeted item.
- 5.6 Independent Contractor Agreement – Panera Catering  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Panera Catering to provide catering services for the regional Small Business Forum held December 9, 2014 at Chaffey College. Fiscal Impact: Not to exceed \$1110.00, grant funded through CCCCO (DSN Grant), budgeted item.
- 5.7 Independent Contractor Agreement – Picazo's Flower Design  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Picazo's Flower Design to provide floral arrangements for the regional Small Business Forum held December 9, 2014 at Chaffey College. Fiscal Impact: Not to exceed \$600.00, grant funded through CCCCO (DSN Grant), budgeted item.

- 5.8 Independent Contractor Agreement – Chaffey College  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Chaffey College to provide audio visual equipment set-up and service at the regional Small Business Forum held December 9, 2014 at Chaffey College. Fiscal Impact: Not to exceed \$479.50, grant funded through CCCCCO (DSN Grant), budgeted item.
- 5.9 Independent Contractor Agreement – KIC Consulting, LLC  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and KIC Consulting, LLC to consult for DSPS compliance. Fiscal Impact: Not to exceed \$19,000.00, categorical funding, budgeted item.
- 5.10 Amended Agreement – Collegenet, Inc.  
Ratification of the amended agreement between Victor Valley Community College District and Collegenet, Inc. to reflect the system provisioning for the Series 25 software to CollegeNET SaaS modality. This addendum will become effective January 1, 2015. This agreement was previously approved by the Board of Trustees on August 14, 2012. Term: 8/17/12-12/31/16. (Item # IN-83, on the Campus Technology Project list). Fiscal Impact: \$19,160.00, Fund 71, the fiscal impact is the increase for the remaining 2 years left on the contract.
- 5.11 Board of Trustees Payments Reports  
Approval of the Board of Trustees Payments Reports. Fiscal Impact: None
- 5.12 Agreement Renewal– Tax Credit Reporting Service  
Ratification of the renewal agreement between Victor Valley Community College District and TCRS between Xerox Education Services LLC and Victor Valley Community College District. The Internal Revenue Service requires 1098- T reporting for higher education for the Hope Scholarship and Lifetime Learning tax credits as mandated by the Taxpayer Relief Act of 1997. Fiscal Impact: \$16,710.19, estimated.
- 5.13 Sub-Recipient Agreement – San Bernardino County Superintendent of Schools  
Approval of the Sub Recipient Agreement between Victor Valley Community College San Bernardino County Superintendent of Schools to meet the obligations under the California Career Pathways Trust 2014 Award #14-25239-67921-00. Fiscal Impact: \$44,688.00, Grant Funded.
- 5.14 Agreements – Off Campus Locations  
Ratification of the agreements between Victor Valley Community College District and the schools listed to provide off-site classroom space for the 2014-2015 academic year. Fiscal Impact: Not to exceed \$14,000.00 for the 2014-2015 academic year.
- 5.15 Agreement – Merrell Johnson Companies  
Ratification of the renewal agreement between Victor Valley Community College District and Merrell Johnson Companies for a topographic survey and hydrology study needed to move forward with the design of the Vocational Complex Expansion & Renovation project which was Board approved June 14, 2014. Fiscal Impact: \$4,919.00, Bond Funded.
- 5.16 Equipment Purchase – AVL Systems, Inc.  
Ratification of the agreement between Victor Valley Community College District and AVL Systems, Inc. for the Music Code Compliance and Renovation project. Fiscal Impact: \$1,634.00, Bond Funded.

- 5.17 Agreement – Vector Resources, Inc.  
Ratification of the agreement between Victor Valley Community College District and Vector Resources, Inc. to purchase material, maintenance and contracted services to provide network connectivity between Southern California Logistics Airport and Victor Valley College main campus in support of instructional programs. (Item # IN-82, on the Campus Technology Project list). Fiscal Impact: \$18,376.42, Fund 71.
- 5.18 Agreement Addendum – System Maintenance Services, Inc.  
Ratification of the agreement addendum between Victor Valley Community College District and System Maintenance Services, Inc. to add additional hardware that supports critical infrastructure and network hardware. Term: 12/1/14-6/30/15. (Item # IN-84, on the Campus Technology Project list). Fiscal Impact: \$199.64, budgeted item.
- 5.19 Agreement – Tricade  
Ratification of the agreement between Victor Valley Community College District and Tricade to provide hardware and software support for the EMC Storage. Term: 1/26/15-1/25/16 (Item # IN-81, on the Campus Technology Project list). Fiscal Impact: \$34,547.00, budgeted item.
- 5.20 Contract – H&H Elevator Services  
Ratification of the agreement between Victor Valley Community College District and H&H Elevator Services to repair the elevators in the Technology Center building #21 and the Performing Arts Center building #54. Fiscal Impact: \$1,075.00, Fund 71.
- 5.21 Agreement – Pacific Floor Company  
Ratification of the agreement between Victor Valley Community College District and Pacific Floor Company to fill, sand, finish and seal the dance floor in the Adaptive P.E. Center building #72. Fiscal Impact: \$13,694.00, Fund 71.
- 5.22 Board of Trustees Budget Transfer Request Report  
Approval of the budget transfers as submitted. Fiscal Impact: None.
- 5.23 Memorandum of Understanding – Cal-PASS Plus  
Ratification of the Memorandum of Understanding between Victor Valley Community College District and California Partnership for Achieving Student Success (Cal-PASS Plus) to participate in the data sharing program. Fiscal Impact: None
- 5.24 Agreement – Ferrilli Information Group  
Ratification of the agreement between Victor Valley Community College District and Ferrilli Information Group for the 2015-2016 annual setup of the Financial Aid Department's modules on Colleague. Fiscal Impact: \$15,000, plus reasonable travel expenses, BFAP funded.
- 5.25 Independent Contractor Agreement – Maria Elena Huizar  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Maria Elena Huizar to provide parenting workshops and Saturday academy sessions to GEAR UP program schools. Fiscal Impact: Not to exceed \$5,000.00, grant funded.
- 5.26 Curriculum Changes  
Approval of the curriculum changes made on December 11, 2014 that have been recommended by the College Curriculum Committee. Fiscal Impact: None
- 5.27 Agreement – Vector Resources, Inc.  
Ratification of the agreement between Victor Valley Community College District and Vector Resources, Inc. to create life like scenarios for instructional training use by Administration of Justice department. Fiscal Impact: \$2,772.46, budgeted item.

- 5.28 Independent Contractor Agreement – Nora and Herb Tannert dba The Grind Coffee House  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Nora and Herb Tannert dba The Grind Coffee House to provide catering services for the English Department. The period of this agreement is December 5, 2014. Fiscal Impact: Not to exceed \$420.00, BSI Grant Funded, budgeted item.
- 5.29 Change Order – Webb Brothers Construction  
Ratification of the change orders with Webb Brothers Construction to complete and close out the Music Modernization project with the Division of State Architects office. Fiscal Impact: \$38,000.00, Bond Funded.
- 5.30 PULLED FOR SEPARATE DISCUSSION (See agenda item 6.1)  
Agreement – Liebert Cassidy Whitmore  
It was MSC (Henderson/Wood, 4-1, Henderson, No) to ratify the agreement between Victor Valley Community College District and Liebert Cassidy Whitmore to provide legal services pertaining to employment relations matters and school law matters, including representation in negotiations and in administrative and court proceedings.  
Fiscal Impact: \$10,000.00, budgeted item.

## **ACTION AGENDA**

### **6. BOARD OF TRUSTEES**

#### **6.1 Separate approval of items pulled from consent agenda**

5.30 PULLED FOR SEPARATE DISCUSSION (See agenda item 6.1)  
Agreement – Liebert Cassidy Whitmore

It was MSC (Henderson/Wood, 4-1, Henderson, No) to ratify the agreement between Victor Valley Community College District and Liebert Cassidy Whitmore to provide legal services pertaining to employment relations matters and school law matters, including representation in negotiations and in administrative and court proceedings.  
Fiscal Impact: \$10,000.00, budgeted item.

#### **6.2 First Read – Board Policy 2515 – Use and Distribution of the Guaranteed Investment Fund (GIC)**

Review and discuss the proposed Board Policy #2515 - Use and Distribution of the Guaranteed Investment Fund (GIC). Fiscal Impact: None  
It was motioned by Trustee Wood and seconded by Trustee Tortorici (5-0) to incorporate the recommended changes presented by Trustee Wood and to return the item for a second reading at the February Board meeting for adoption.

6.3 **Public Comment: Lisa Ellis**  
**Failed Board Resolution #15-01 – Excellence in Trusteeship Program**

It was MSC (Wood/Brady, 3-2 Pinkerton, No, Tortorici, No, Henderson, No, Brady, Yes, Wood, Yes), to approve a resolution #15-01 requiring Board members to have substantially completed the Excellence in Trusteeship Program before serving as an officer on the Board of Trustees. Fiscal Impact: None

It was motioned by Trustee Brady and seconded by Trustee Wood to table the item until next month and ask Dr. Wagner to make any recommendations or input (Henderson, No, Pinkerton, No, Tortorici, No, Brady, Yes, Wood, Yes, 3-2, motion failed).

It was motioned by Trustee Wood and seconded by Trustee Brady to table the item and ask the Academic Senate for a recommendation. (Henderson, No, Pinkerton, No, Tortorici, No, Brady, Yes, Wood, Yes, 3-2, motion failed).

*Trustee Tortorici left at 7:54 p.m.*  
*Trustee Tortorici returned at 7:55 p.m.*

*Break: 7:55 p.m.*  
*Reconvene 8 p.m.*

6.4 **Board Resolution #15-02 – Black History Month**

It was MSC (Tortorici/Henderson, 5-0) to adopt Resolution #15-02 recognizing February as Black History month. Fiscal Impact: None

**8. INSTRUCTION**

8.1 **Student Fees – Nursing Program**

It was MSC (Tortorici/Henderson, 4-1 Wood, abstain) to approve the student fees for a Comprehensive Assessment and Review Package (CARP) associated with the Nursing Program. Fiscal Impact: None

**10. ADMINISTRATIVE SERVICES**

10.1 **2013-2014 Performance Audit on General Obligation Bonds**

It was MSC (Wood/Henderson, 5-0) to accept the 2013-2014 Performance Audit on General Obligation Bonds. Fiscal Impact: None

10.2 **2013-2014 Financial Audit**

It was MSC (Wood/Henderson, 5-0) ratify the 2013-2014 Financial Audit report as presented. Fiscal Impact: None.

10.3 **Non-Resident Tuition Fee**

It was MSC (Wood/Henderson, 5-0) to approve the non-resident tuition rate of \$200.00 per unit (Statewide basis). This non-resident fee will be effective for the 2015 fall semester. Fiscal Impact: The District collected approximately \$518,276.00 annually in non-resident tuition fees.

10.4 **Agreement – Victor Valley Transit Authority**

It was MSC (Wood/Henderson, 5-0) to approve the agreement between Victor Valley Community College District and Victor Valley Transit Authority to provide free VVTA transport to VVC students. Fiscal Impact: Not to exceed \$150,000.00, Funded by Student Fees.

## 12. INFORMATION

### 12.1 Quarterly Financial Reports

Submitted as an information item.

## 13. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS: Adele McClain

## 14. BOARD COMMUNICATION

*At this time, the Board of Trustees will report on the following directly related to their functions as Board members:*

- *matters related to attendance at conferences*
- *professional affiliations*
- *community involvement*

John Pinkerton: announced that he has the wisdom to know that he has spoken enough this evening

Joseph W. Brady: working on two days in February for servant leadership presentations to the community, Thomas Morales, Chancellor, Cal State San Bernardino will be a guest in March. 4 out of 5 board members were present at the beam signing. Congratulated Trustee Henderson on his new grandchild.

Dennis Henderson: wished everyone a happy New Year, he was recently blessed with his first grandchild, thanked President Wagner for his leadership, wishes a great year and winter session


Brandon Wood: attended the nursing pinning ceremony, recommended a draft of a formal policy for ways to add things to the agenda

Marianne Tortorici: expressed her condolences to the Pringle family, Willie is a great loss to the college and community. She congratulated Vice President Javaheripour on his new position. She attended the paramedic and corrections graduations and encouraged her fellow board members, deans and vice presidents to attend these graduations. She participated in the signing the beam of the Allied Health Building.

Amanda Monroy: January 19<sup>th</sup> 3-5 p.m., High Desert Black Heritage committee invited everyone to celebrate Martin Luther King, January 24<sup>th</sup> an Evening of Comedy and Magic is scheduled she offered her deepest condolences to family of Willie Davis Pringle with a moment of silence planned at the next ASB meeting, thanked the High Desert Opportunity for the awards presented to the 5 students this evening, congratulated Vice President Javaheripour and wished him the best of success in his future endeavors, ASACC conference will be March 14-17 in Washington DC where they will be discussing issues facing community college students.

## 15. ADJOURNMENT

It was MSC(Brady/Wood, 5-0) to adjourn the meeting at 8:55 p.m.

  
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Brandon Wood, Clerk

2-10-15  
\_\_\_\_\_  
Date Approved