

**Victor Valley Community College District
Regular Meeting of the Board of Trustees
Tuesday, June 11, 2019
Approved Meeting Minutes**

1. OPEN SESSION REGULAR MEETING

1.1 CALL TO ORDER

The Governing Board of the Victor Valley Community College District met in the Board Room on June 11, 2019. Board President Henderson called the meeting to order at 6:04 p.m.

1.2 ROLL CALL

Members present

Dennis Henderson, Joseph W Brady, Brandon A Wood, Jennifer Tarpley, Gabriel Kelvin
John Pinkerton - *Arrived at 6:22 p.m.*

1.3 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).

1.4 PLEDGE OF ALLEGIANCE TO THE FLAG

Vice President of Student Services, Karen Engelsen led the pledge.

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

Jacqueline Stahlke

3. SUPERINTENDENT/PRESIDENT'S REPORT

Superintendent/President, Dr. Dan Walden and President of the Board, Dennis Henderson presented Past Student Trustee/ASB President Tristan Wilkerson with a plaque, thanking him for his service on the Board and his service to the students of Victor Valley College. Mr. Wilkerson thanked the Board for the incredible experience, mentorship and memories.

Dr. Walden and Trustee Henderson presented Trustee Jennifer Tarpley with the certificate and pin that she earned for completing the Excellence in Trusteeship Program.

Trustee Henderson introduced new Student Trustee and ASB President, Gabriel Kelvin. Mr. Kelvin stated that he intends to fulfill the position to its entire purview, while bridging communications between the Board and the students. He will give all his effort to be the best Student Trustee in the history of VVC.

3.1 2019-20 Tentative Budget Presentation

Director of Fiscal Services, Shawntee Milton presented the tentative budget for the 2019-20 fiscal year, giving the California economic update and highlighting changes that came about in the Governors May revise proposal. Ms. Milton discussed the general funding assumptions and how they impact the budget. Based on the tentative budget numbers, the revenue assumptions will be enough to cover the expense assumptions.

A robust discussion by the Board of Trustees on the financial future of the college followed, with concerns of how the college will continue to present a balanced budget. Dr. Walden stated that it is important to start talking about these things now to avoid a deficit in the future. Trustee Pinkerton said he is optimistic about increasing our growth and that each of us needs to be an ambassador for this college, sharing all the positive things regarding VVC because our growth is imperative.

3.2 FOUNDATION

Foundation Treasurer, Shannon Shannon reported on the Foundation Scholarship Ceremony that took place today. She thanked Dr. Walden and Trustee Tarpley for attending. Mrs. Shannon presented a video of faculty and staff members congratulating the 280 student recipients who were awarded 369 scholarships that totaled over \$290,000. Three of the recipients of the scholarships:

Monique Montague, Brian Torres, and Bridget Lee, approached the podium and shared how these scholarships will help them reach their goals. Mrs. Shannon completed her report by sharing pictures of Desert Valley Hospital lit up in tribute of the VVC Nurses who graduated this year.

3.3 ASB STUDENT GOALS

Student Trustee Gabriel Kelvin reported on the first ASB meeting with the new ASB Council, as well as their upcoming retreat in Big Bear taking place July 11-14 where they will determine their goals.

3.4 ACADEMIC SENATE

No representation/no report

3.5 FACILITIES UPDATE

Executive Director, Steve Garcia reported that the One Stop project is 50% complete. Mr. Garcia also reported on the progress of the City of Victorville's Mojave River Walk project, which should be completed some time in July.

He continued his report discussing the frontage road of the college and the potential to develop this space through revenue generating retail partnerships. Mr. Garcia reported that they are continuing to work towards pinpointing the bond capacity so an RFQ/RFP process for the stadium can begin. He stated that it is critical to have an established budget and a more defined scope of work before beginning the process.

Trustee Wood inquired about an update on student housing to ensure we don't lose sight of this discussion. Dr. Walden confirmed that they are having conversations about performing a needs study for this.

4. REPORTS

4.1 CTA

No representation/no report

4.2 CSEA

No representation/no report

4.3 AFT PART-TIME FACULTY UNITED

No representation/no report

4.4 MANAGEMENT

Director of TRIO and Upward Bound, Elizabeth Duarte reported on management's attendance to trainings and conferences, as well as the SEM Academy attended by several faculty and staff members.

Technology break at 7:46 pm

Reconvene at 7:57 pm

5. CONSENT AGENDA

5.1 PUBLIC COMMENT ANNOUNCEMENT RELATED TO CONSENT AGENDA ITEMS

None

5.2 APPROVAL OF CONSENT AGENDA ITEMS

It was MSC (Brady/Wood, 5-0, Advisory Vote: Yea) to approve the consent agenda items in one vote.
Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

5.3 Approval of Minutes of the May 14, 2019 Regular Board of Trustees Meeting

5.4 Service Agreement - Hi Desert Communications

5.5 Agreement - VisioLogix

5.6 License Agreement - Presynct Technologies, Inc.

5.7 Contract Ed. - Learn4Life Charter Schools

5.8 Supplemental Rental Contract - Agiliti Health, Inc.

5.9 Independent Contractor Agreement- MPI Investigation

5.10 Independent Contractor Agreement- El Torito

5.11 Agreement: CollegeNET, Inc. - Series 25

5.12 Agreement: Siteimprove, Inc.

5.13 Service Agreement Renewal - CI Solutions

5.14 Sales Agreement Renewal - Coban Technologies, Inc.

5.15 Service Maintenance Agreement - Hi-Desert Communications

5.16 Extended Warranty/Preventative Maintenance Agreement - Pacific Parking Systems Inc.

5.17 Agreement - Operations Commander aka Tomahawk Technologies, Inc.

- 5.18 Agreement - Caracal Enterprises LLC dba VenTek International
- 5.19 Grant - Sister's of St. Joseph of Orange
- 5.20 Agreement-Climatec, LLC
- 5.21 Board Payment Report - May 2019
- 5.22 Board Delegation - Termination Thereof - Fusako Yokotobi
- 5.23 Agreement: Campusguard
- 5.24 Agreement: CustomAnswers Software, Inc.
- 5.25 Agreement: Ferrilli Information Group (TMI)
- 5.26 Agreement: Ferrilli Information Group (Schedule Builder Plus)
- 5.27 Agreement: Ferrilli Information Group (Shopping Cart)
- 5.28 Agreement: Ferrilli Information Group (eCommerce)
- 5.29 Agreement: Ferrilli Information Group (Consulting)
- 5.30 Agreement: Quest Software Inc.
- 5.31 Agreement: Valsoft Corporation (SARS)
- 5.32 Independent Contractor DCL Services-Denise Lindholm
- 5.33 Increase Contract Amount: Rise Interpreting, Inc.
- 5.34 University Services Agreement- UC Davis
- 5.35 Non-Classified Employees
- 5.36 VVCFA- Memorandum of Understanding Migration to Canvas Course Management System
- 5.37 AFT Part-Time Faculty- Memorandum of Understanding
- 5.38 AGREEMENT – A&A SEPTIC
- 5.39 AGREEMENT – THE LIQUIDATION COMPANY
- 5.40 AGREEMENT – DEWEY PEST CONTROL
- 5.41 AGREEMENT – DIAMOND ENVIRONMENTAL SERVICES
- 5.42 AGREEMENT - UNIFIRST
- 5.43 AGREEMENT – PORTER BOILER SERVICES
- 5.44 AGREEMENT – AMERICA'S XPRESS RENT-A-CAR
- 5.45 AGREEMENT – NORTH STATE ENVIRONMENTAL
- 5.46 Independent Contractor Agreement - El Torito Restaurant and Meat Market
- 5.47 AGREEMENT – FUEL SERV INC.
- 5.48 AGREEMENT – HIGH DESERT/AAA ACTION BACKFLOW
- 5.49 Independent Contract Agreement - Study Smart Tutors
- 5.50 Agreement- M.G. Andrews, Inc.
- 5.51 Consulting Agreement - Educational Management Resource Group (EMRG)
- 5.52 Board of Trustees and Superintendent Goals Workshop
- 5.53 Agreement - Quick Caption
- 5.54 Agreement - Olpin Group
- 5.55 Contract Amendment - Better Business Connection, Inc. (Charter Bus)

6. ACTION AGENDA

6.2 SEPARATE APPROVAL OF ITEMS PULLED FROM CONSENT AGENDA

None

7. BOARD OF TRUSTEES - ACTION AGENDA

7.1 Request for Excused Absence, Brandon Wood, Regular Board of Trustees Meeting on April 9, 2019

It was MSC (Tarpley/Brady, 5-0, Advisory Vote: Yea) to excuse Trustee Wood's absence for non-attendance during the April 9, 2019 Regular Board of Trustees meeting.

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

7.2 Board Delegation - Certify/Attest Board Action - Daniel W. Walden

It was MSC (Wood/Brady, 5-0, Advisory Vote: Yea) to approve the delegation to certify or attest governing board actions for Daniel W. Walden for fiscal year 2019-2020 per Ed. Code 35161..

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

7.3 Board Delegation - Authorized Agent Status - Daniel W. Walden

It was MSC (Brady/Wood, 5-0, Advisory Vote: Yea) to approve the signature of Daniel W. Walden to represent the Board in the matters listed below for fiscal year 2019-2020 per Education Code 72282.

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

7.4 Board Delegation - Authorized Agent Status - John Nahlen

It was MSC (Brady/Wood, 5-0, Advisory Vote: Yea) to approve the signature of John Nahlen to represent the Board in the matters listed for fiscal year 2019-2020 per Education Code 72282.

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

7.5 Board Delegation - Authorized Agent Status - Karen Engelsen

It was MSC (Brady/Wood, 5-0, Advisory Vote: Yea) to approve the signature of Karen Engelsen to represent the Board in the named matters for fiscal year 2019-2020 per Education Code 72282.

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

7.6 Board Delegation - Authorized Agent Status - Dr. Peter Maphumulo

It was MSC (Brady/Wood, 5-0, Advisory Vote: Yea) to approve the signature of Dr. Peter Maphumulo to represent the Board in the named matters for fiscal year 2019-2020 per Education Code 72282.

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

7.7 Board Delegation - Authorized Agent Status - Shawntee Milton

It was MSC (Brady/Wood, 5-0, Advisory Vote: Yea) to approve the signature of Shawntee Milton to represent the Board in the matters listed for fiscal year 2019-2020 per Education Code 72282.

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

7.8 Board Delegation - Authorized Agent Status - Monica M. Martinez

It was MSC (Brady/Wood, 5-0, Advisory Vote: Yea) to approve the signature of Monica M. Martinez to represent the Board in matters listed below beginning June 3, 2019 through June 30, 2020 per Education Code 72282.

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

7.9 Board Delegation - Certify/Attest Board Action - John Nahlen, Dr. Peter Maphumulo, Karen Engelsen, Shawntee Milton, Monica M. Martinez

It was MSC (Brady/Wood, 5-0, Advisory Vote: Yea) to approve the delegation to certify or attest governing board actions for John Nahlen, Dr. Peter Maphumulo, Karen Engelsen, Shawntee Milton, and Monica M. Martinez for fiscal year 2019-2020 per Ed. Code 35161.

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

7.10 Secure ID Token Authorization and Access

It was MSC (Brady/Wood, 5-0, Advisory Vote: Yea) to approve John Nahlen and Shawntee Milton as authorized signature key users for the period of July 1, 2019 through June 30, 2020.

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

8. SUPERINTENDENT/PRESIDENT - ACTION AGENDA

8.1 Vision For Success Goals

It was MSC (Wood/Tarpley, 5-0, Advisory Vote: Yea) to adopt the Vision for Success Goals.

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

8.2 Approval of Student Equity and Achievement Plan

It was MSC (Brady/Wood, 5-0, Advisory Vote: Yea) to approve the Student Equity and Achievement Plan as submitted.

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

9. INSTRUCTION - ACTION AGENDA

9.1 Curriculum Changes

It was MSC (Tarpley/Brady, 5-0, Advisory Vote: Yea) to approve the curriculum changes that were made on April 25, 2019, May 9, 2019, May 23, 2019 and May 30, 2019 and have been recommended by the College Curriculum Committee.

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

9.2 Child Development Lab Program Self-Evaluation Fiscal Year 2018-19

It was MSC (Brady/Wood, 5-0, Advisory Vote: Yea) to review and approve the 2018-19 Program Self-Evaluation (PSE).

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

10. ADMINISTRATIVE SERVICES - ACTION AGENDA

10.1 Agreement: Ellucian for Colleague

It was MSC (Brady/Wood, 5-0, Advisory Vote: Yea) to approve the agreement between Victor Valley College and Ellucian, Inc. in the amount of \$355,702.00.

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

10.2 Approval of Five-Year Capital Outlay Construction Plan

It was MSC (Brady/Tarpley, 5-0, Advisory Vote: Yea) to approve the submittal of the Five-Year Capital Outlay Construction Plan as presented to the Chancellor's Office.

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

10.3 Resolution No. 19-06 ELECTION TO BECOME SUBJECT TO THE UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT; DELEGATION OF AUTHORITY TO SUPERINTENDENT/PRESIDENT OR DESIGNEE TO TAKE EMERGENCY ACTIONS WITHOUT BIDDING

It was MSC (Wood/Brady, 5-0, Advisory Vote: Yea) to approve Resolution No. 19-06 Election to Become Subject to the California Uniform Public Construction Cost Account Act (CUPCCAA); Delegation of Authority to Superintendent/President to Take Emergency Actions Without Bidding.

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

10.4 Resolution No. 19-07 ENACTING INFORMAL BIDDING PROCEDURES UNDER THE CALIFORNIA UNIFORM PUBLIC CONSTRUCTION COST ACCOUNT ACT (CUPCCAA)

It was MSC (Brady/Wood, 5-0, Advisory Vote: Yea) to approve Resolution No. 19-07 Enacting Informal Bidding Procedures Under The California Uniform Public Construction Cost Accounting Act (CUPCCAA).

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

10.5 AGREEMENT – GIANT POWER COMM

It was MSC (Brady/Wood, 5-0, Advisory Vote: Yea) to approve the new 3-year (36-month) agreement with GiantPowerComm for maintenance and cleaning of all District solar generating systems.

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

10.6 Statewide Association of Community College Joint Powers Authority

It was MSC (Brady/Tarpley, 5-0, Advisory Vote: Yea) to accept the 2019-2020 estimated contribution/premium with the Statewide Association of Community Colleges Joint Powers Authority to provide liability and property insurance coverage for Victor Valley College during fiscal year 2019-20 in the amount of \$506,504

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

10.7 2019-20 Tentative Budget

It was MSC (Wood/Tarpley, 4-1, Advisory Vote: Yea) to adopt the Tentative Budgets for Fiscal Year 2019-20 for all funds of the District

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

Nay: Joseph W Brady

11. HUMAN RESOURCES - ACTION AGENDA

11.1 Position Change- Office of Administrative Services

It was MSC (Brady/Tarpley, 5-0, Advisory Vote: Yea) to approve the position change in the Office of Administrative Services effective January 1, 2019.

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

12. INFORMATION/DISCUSSION

12.1 Quarterly Financial Reports - 3rd quarter as of March 31, 2019

Procedural, informational with no discussion.

12.2 CCFS-311Q - Quarterly Financial Status Report for the 3rd Quarter ending March 31, 2019

Procedural, informational with no discussion.

13. BOARD COMMUNICATION

13.1 Individual Board of Trustees Reports

New Student Trustee Gabriel Kelvin spoke of the ongoing concerns of the ASB regarding communication. Student Trustee Kelvin reported that Dr. Engelsen is hosting a communication forum. He continued by expressing his desire to maintain a greater awareness and keep lines open, bringing student issues to the Board.

Trustee Tarpley reported her attendance at the VVC Student Art Show on May 30, expressing what a wonderful display of talent and creativity our students possess. Trustee Tarpley continued by offering her commendation to the graduation ceremony committee, stating that it was amazing, and she was honored to be a part of the event. She also reported that she attended the

Foundation Scholarship Ceremony and it was great to be a part of that, and commended the Foundation on the work they do because it really matters.

Trustee Clerk Pinkerton commented on the graduation ceremony as well, and shared a personal story regarding the person who made him love education and the importance of making a difference in the lives of our students. Trustee Pinkerton continued his report on the Adult Education Graduation which he also attended. He spoke about the importance of being a caring campus.

Trustee Wood also commented on graduation, commending Tim Isbell for his work on this magical day. He also thanked everyone who worked on the budget.

Trustee Vice President Brady continued his report regarding the CCLC conference he attended in May, and also about the work the Board will do this Thursday to establish goals that will take the college to the next level. Trustee Brady also commented on the VVC graduation ceremony and thought the new venue worked out really well.

Trustee President Henderson reported on the success of the VVC graduation ceremony and the Adult Education Ceremony, both which he attended and shared a story of an 83-year-old individual that received her diploma and plans to move forward to VVC to obtain her Associates degree.

14. ADJOURNMENT

14.1 Adjourn June 11, 2019 Board of Trustees Meeting

There being no further business to come before the Governing Board, it was MSC (Brady/Wood, 5-0, Advisory Vote: Yea) to adjourn the meeting at 9:08 p.m.

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

John Pinkerton, Clerk

Date Approved: July 9, 2019