



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

Date: January 14, 2014

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

Regular Meeting: 6 p.m. Board Room Victor Valley Community College
18422 Bear Valley Road, Victorville, CA 92395

OPEN SESSION 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.html>*

PUBLIC COMMENTS: *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. **CALL TO ORDER** 5 p.m.
ROLL CALL
PLEDGE OF ALLEGIANCE
ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA

CLOSED SESSION ~ West Wing Conference Room

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

2.2 PUBLIC COMMENTS RELATED TO CLOSED SESSION ITEMS

PUBLIC COMMENTS RELATED TO CLOSED SESSION ITEMS

At this time, the Board of Trustees will listen to communication from the public on Closed Session 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)

2.3 ADJOURN TO CLOSED SESSION

OPEN SESSION REGULAR MEETING AGENDA ~ Board Room

3. OPEN SESSION REGULAR MEETING

6 p.m.

3.1 Closed Session Report

3.2 PUBLIC COMMENTS RELATED TO CONSENT AGENDA ITEMS

PUBLIC COMMENTS RELATED TO CONSENT AGENDA ITEMS

The complete written request to address the Board shall be submitted at the beginning of the open session portion of the meeting. This is the opportunity for the public to address the Board on any Consent Agenda items. 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
- Foundation

5. CONSENT AGENDA

Approval of consent items.

YES ___ NO ___

5.1 Approval of the minutes of the December 10, 2013 regular Board meeting

5.2 Agreement – A-1 Portables, Inc.

Ratification of the renewal agreement between Victor Valley Community College District and A-1 Portables, Inc. to provide portable restrooms for live burns off campus. The period of this agreement is July 1, 2013 through June 30, 2014. Fiscal Impact: Not to exceed \$600.00, budgeted item.

5.3 Agreement – AAA Weigh Inc.

Ratification of the renewal agreement between Victor Valley Community College District and AAA Weigh Inc. to service and calibrate all of the analytical balances used in the Chemistry Department. The date of service is December 9, 2013. Fiscal Impact: Not to exceed \$575.00, budgeted item.

- 5.4 Agreement – Fontana Fire Equipment Inc. DBA San Bernardino & Riverside Counties Fire Equipment
Ratification of the renewal agreement between Victor Valley Community College District and Fontana Fire Equipment Inc. DBA San Bernardino & Riverside Counties Fire Equipment to provide fire extinguisher maintenance for the Fire and Administration of Justice Department. The period of this agreement is October 1, 2013 through June 30, 2014. Fiscal Impact: Not to exceed \$3,000 (\$2,400 – Fire, \$500 – Administration of Justice), budgeted item.
- 5.5 Agreement – Rialto Fire Department
Ratification of the renewal agreement between Victor Valley Community College District and Rialto Fire Department to provide clinical facilities for Emergency Medical Technician and Emergency Medical Technician- Paramedic students. The term of this agreement is dated July 1, 2013 but will commence with the Spring 2014 semester and shall remain in effect unless terminated by either party. Fiscal Impact: None.
- 5.6 Agreement – Knolls West Convalescent Hospital
Ratification of the HIPAA Business Associate agreement between Victor Valley Community College District and Knolls West Convalescent Hospital to provide confidentiality of patient information for Registered Nursing and other Health Sciences programs of the district. Fiscal Impact: None
- 5.7 Agreement – Failsafe Testing
Ratification of the agreement between Victor Valley Community College District and Failsafe Testing to provide fire ladder maintenance in the Fire Technology Division. The period of this agreement is October 17, 2013 through June 30, 2014. Fiscal Impact: Not to exceed \$4,000.00, budgeted item.
- 5.8 Agreement Renewal – IBM Software Subscription & Support
Ratification of the renewal agreement between Victor Valley Community College District and IBM Software Subscription & Support for software subscription support with IBM for the period of March 1, 2014 – February 28, 2015. IBM SPSS software is statistical software that aids the Institutional Research Office in completing complex data analysis. Fiscal Impact: \$750.92, budgeted item.
- 5.9 Curriculum Changes
Approval of the curriculum changes made on December 12, 2013 recommended by the College Curriculum Committee. Fiscal Impact: None.
- 5.10 Independent Contractor Agreement – Johnny Ramirez
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Johnny Ramirez to provide academic workshops/training to GEAR UP students. The term is February 3, 2014 – June 30, 2014. Fiscal Impact: Not to exceed \$20,000.00, budgeted item, GEAR UP grant.
- 5.11 Independent Contractor Agreements – Deanna Hayes, Jean Huff, Snow Ngo, Adele Turner-McClain
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Deanna Hayes, Jean Huff, Snow Ngo, Adele Turner-McClain to provide K16 Bridge Program coordination services at designated school sites. The term is January 15, 2014 – May 30, 2014. Fiscal Impact: Not to exceed \$4,000.00, breakdown per Independent Contractor, budgeted item.

- 5.12 Board of Trustees Payments Reports
Approval of the Board of Trustees Payments Reports. Fiscal Impact: None.
- 5.13 Agreement – Shred-It
Ratification of the agreement between Victor Valley Community College District and Shred-It to provide shredding services for our annual document purge in the warehouse. Fiscal Impact: \$651.16, budgeted item.
- 5.14 Agreement – James Spencer, AIA
Ratification of the agreement between Victor Valley Community College District and James Spencer, AIA to work in conjunction with the District and the Facilities Committee to prepare and submit to the State Chancellor's office the Districts 5-year Construction Plan for the 2014-15 fiscal year. Fiscal Impact: \$5,000.00, Fund 71.
- 5.15 Agreement Addendum – Dell, Inc.
Ratification of the agreement addendum between Victor Valley Community College District and Dell, Inc. to purchase an additional 20 hours of Remote Professional Services for the configuration of SQL, making a total of 30 hours of service rather than 10. (Item # IN-62, on the Campus Technology Project list). Fiscal Impact: Not to exceed \$5,000.00, budgeted item.
- 5.16 Agreement – Dell, Inc.
Ratification of the agreement between Victor Valley Community College District and Dell, Inc. to purchase an annual Impulse Point maintenance agreement, term date 1/1/14-12/31/14. This controls connection to the network by verifying user access while monitoring without interruption. This will enable students, faculty, and staff to safely connect to the campus wireless network. (Item #IN-63 on the Campus Technology Project list). Fiscal Impact: \$12,039.69 budgeted item.
- 5.17 Agreement – American Fidelity Administrative Services, LLC
Ratification of the agreement between Victor Valley Community College District and American Fidelity Administrative Services, LLC to provide monitoring of monthly payroll to identify compliance for all employees as mandated by the Affordable Care Act. Affordable Care Act requires providing health benefits to eligible employees or risk fines being assessed. Fiscal Impact: \$32,405.00, budgeted item.
- 5.18 Agreement– CAE Healthcare, Inc.
Ratification of the agreement between Victor Valley Community College District and CAE Healthcare, Inc. for maintenance support of the iStan simulation mannequin. The period of this agreement is November 10, 2013 through November 12, 2014. Fiscal Impact: \$7,813.00, budgeted item.
- 5.19 Agreement – Professional Personnel Leasing, Inc.
Ratification of the agreement between Victor Valley Community College District and Professional Personnel Leasing, Inc. to assist in the recruitment and selection of a Superintendent/President. Fiscal Impact: \$26,000.00, budgeted item.

ACTION AGENDA

PUBLIC COMMENTS RELATED TO ACTION ACTIONS

The complete written request to address the Board shall be submitted at the beginning of the open session portion of the meeting. Individuals who want to comment on action items may do so after being recognized by the Board President and before Board discussion of the particular item during the meeting. 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)

- 6. BOARD OF TRUSTEES**
- 6.1 Separate approval of items pulled from consent agenda YES ___ NO ___
- 6.2 Superintendent/President Search Committee Composition YES ___ NO ___
Approval of the composition of the listed committee members to serve on the Superintendent/President search committee. Fiscal Impact: None
- 6.3 Vote for the CCCT Board YES ___ NO ___
Approval to nominate a member of the Board of Trustees for the CCCT Board election. Fiscal Impact: None
- 8. INSTRUCTION**
- 8.1 Contract Amendment 01 – CSPP-3413, Contractor Certification Clauses (CCC-307) and Resolution YES ___ NO ___
Approval of the amended agreement between Victor Valley Community College District and California Department of Education Child Care Contract CSPP-3413 for FY 2013-2014, Contractor Certification Clauses CC-307 and adopt the resolution certifying the approval of the Governing Board to enter in this transaction with the California Department of Education. Fiscal Impact: \$116,116.00, maximum reimbursable amount increased by \$1,072.00.
- 10. ADMINISTRATIVE SERVICES**
- 10.1 Foundation Donations YES ___ NO ___
Acceptance of the donations as college property from the Victor Valley College District Foundation. The Foundation has made expenditures from cash contributions to specific college programs in the amount of \$44,702.08 and transferred \$124,643.75 in student scholarships. The Foundation has also received and is transferring ownership of in-kind (non-cash) gifts valued at \$10,121.00 Total contributions from the Foundation for July – September 2013 are \$179,466.83 to the District. Fiscal Impact: **\$179,466.83 to the District**
- 10.2 Non-Resident Tuition Fee YES ___ NO ___
Approval of the non-resident tuition rate of \$193.00 per unit (Statewide basis). This non-resident tuition fee will be for the 2014 fall semester. Fiscal Impact: The District collects approximately \$357,350.00 annually in non-resident tuition fees.
- 10.3 2012-2013 Financial Audit YES ___ NO ___
Acceptance of the 2012-2013 financial audit as presented. Fiscal Impact: None

11. HUMAN RESOURCES

11.1 Classified Request Leave of Absence – Sharon Wright

Review and deny the an unpaid leave of absence for 180 days for Sharon Wright, Accounting Technician II, effective January 29, 2014 through April 30, 2014. Fiscal Impact: None

YES ___ NO ___

11.2 Public Hearing for CTA and the District for Contract Reopeners

The Victor Valley Community College District sunshined reopeners at the December 10, 2013 Board meeting. Approval to hold a public hearing regarding the initial proposals. Article 8 Compensation. Article 9 Benefits, Article 12 Full-Time Instructional Assignments, Article 18 - Facilitators
Fiscal Impact: Exact potential amounts are subject to negotiations between the District and CCA/NEA.

YES ___ NO ___

a) The Board president hereby declares the hearing open to accept comments regarding the initial proposals

b) The public may now comment on the initial proposals

c) The Board president hereby declares the hearing closed

11.3 AFT – Memorandum of Understanding

Approval of the Memorandum of Understanding as presented. Fiscal Impact: Funds need to be appropriated to meet accreditation standards.

YES ___ NO ___

12. DISCUSSION/INFORMATION

12.1 Quarterly Financial Reports

Submitted as an informational 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 Employee Groups

- a) CTA
- b) CSEA
- c) AFT Part-Time Faculty United
- d) Management

14. 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 COMMUNICATION

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 Trinda Best, Victor Valley College, 18422 Bear Valley Road, Victorville, California 92395-5849, (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.