



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

Date: September 10, 2013

Place: **Workshop:** 4-5:30 p.m. Staff Lounge, Victor Valley Community College, 18422 Bear Valley Road, Victorville, CA 92395

**Closed Session:** 5:30-6 p.m. Board Room, Victor Valley Community College, 18422 Bear Valley Road, Victorville, CA 92395

**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>*

1. **CALL TO ORDER**  
**ROLL CALL**  
**PLEDGE OF ALLEGIANCE** 4 p.m.

## WORKSHOP ~ Staff Lounge

**Budget Workshop** 4-5:30 p.m.

## REGULAR MEETING AGENDA

Board Room

Board Room Victor Valley Community College

*This meeting will be electronically recorded*

1. **CALL TO ORDER**  
**ROLL CALL**  
**PLEDGE OF ALLEGIANCE** 5:30 p.m.

**ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA**

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**BOARD OF TRUSTEES:** Lorrie Denson, Dennis Henderson, Joseph W. Brady, John Pinkerton, Brandon Wood, ASB Membe

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**ANNOUNCEMENT OF ITEMS TO BE CONSIDERED IN CLOSED SESSION**

**CLOSED SESSION ~ West Wing Conference Room**

**2. CLOSED SESSION**

**5:30-6 p.m.**

**PUBLIC APPOINTMENT – Government Code Sections 54954.5  
Interim, Superintendent/President**

**CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**

**Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9  
Claimant: One Matter**

**CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**

**Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9  
Claimant: One Matter (Government Code section 54961)**

**CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**

**Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9  
One Matter**

**2.1 PUBLIC COMMENTS RELATED TO CLOSED SESSION ITEMS**

**REGULAR MEETING AGENDA ~ Board Room**

**3. OPEN SESSION REGULAR MEETING**

**6 p.m.**

**3.1 Closed Session Report**

**3.2 PUBLIC COMMENTS RELATED TO AGENDA ITEMS**

**This is the opportunity for the public to address the Board on any 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**

**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 August 8, 14, 22, 28, 29 special Board meetings and August 13, 2013 regular Board meeting.
- 5.2 Independent Contractor Agreement – Southern California Bone & Joint Clinic, Inc.  
Ratification of the renewal agreement between Victor Valley Community College District and Southern California Bone & Joint Clinic, Inc. to provide pre-participation medical screenings for Athletics as well as sideline medical care for home football games. The service period for this agreement is from August 1, 2013 through June 30, 2014. Fiscal Impact: Not to exceed \$9,500.00, budgeted item.
- 5.3 Agreement Renewal – Victor Valley Unified School District  
Ratification of the renewal agreement between Victor Valley Community College District and Victor Valley Unified School District to lease 10 classroom spaces to hold college courses. Fiscal Impact: \$22,950.00, budgeted item.
- 5.4 Agreement Renewal – Hesperia Unified School District  
Ratification of the renewal agreement between Victor Valley Community College District and Hesperia Unified School District to lease 7 classroom spaces at Hesperia High School to hold college courses. Fiscal Impact: \$17,300.00, budgeted item.
- 5.5 Amend and Renew Agreement – Higher One  
Ratification of the renewal agreement between Victor Valley Community College District and Higher One to provide a debit card service for student's financial aid grant payments originally approved by the Board of Trustees at their June 2011 meeting. This amendment will amend the initial term of their agreement through June 30, 2018 with a lower rate. Fiscal Impact: \$5,000.00, budgeted item.
- 5.6 Board of Trustees Payments Report  
Approval of the Board of Trustees Payments Report. Fiscal Impact: None
- 5.7 Agreement Renewal – Bomgar Corporation  
Ratification of the renewal agreement between Victor Valley Community College District and Bomgar Corporation to enable the help desk and other technical personnel to view and control any workstation on or off campus. This software will be used to assist with troubleshooting when students or staff call with technical computer problems. Term: 10/1/13-9/30/14. Fiscal Impact: \$2,753.60, budgeted item.
- 5.8 Agreement– Chancellor's Office Tax Offset Program  
Ratification of the agreement between Victor Valley Community College District and the Chancellor's Office to participate in the Tax Offset Program. This agreement will be effective for the 2013-2014 fiscal year. Fiscal Impact: **Variable amount of revenue to the District. The cost for the District to participate in this program is only 25% of the amount collected from former and existing students.**
- 5.9 Agreement – Datalink Networks  
Ratification of the agreement between Victor Valley Community College District and Datalink Networks to provide maintenance support and troubleshooting of the Lync/Emergency Notification Pilot/Installation. (Item #IN-54A, on the Campus Technology Project list). Fiscal Impact: \$3,520.00, budgeted item.

- 5.10 Agreement – Datalink Networks  
Ratification of the agreement between Victor Valley Community College District and Datalink Networks to provide engineering support, consulting for Snom Phones and training/support for the Pilot (Phase 1) system for VVCC Microsoft Lync Project 2013. (Item #IN-54, on the Campus Technology Project list). Fiscal Impact: \$2,400.00, budgeted item.
- 5.11 Agreement Renewal – Global Knowledge  
Ratification of the renewal agreement between Victor Valley Community College District and Global Knowledge to train Network Managers on how to set-up and configure hardware and software associated with the ongoing implementation of Microsoft Lync Technology. Item #IN-59, on the Campus Technology Project list). Fiscal Impact: \$4,990.00, budgeted item.
- 5.12 Agreement Renewal – Nuventive, LLC  
Ratification of the renewal agreement between Victor Valley Community College District and Nuventive, LLC to add five (5) years of maintenance for TracDat Share Point Option (TSO), in support of instructional and operational needs. Term: 7/27/13-7/26/18. Fiscal Impact: \$2,021.25, budgeted item, to be billed annually for five years.
- 5.13 Agreement– Perceptive Software  
Ratification of the agreement between Victor Valley Community College District and Perceptive Software to purchase additional ImageNow concurrent client licenses for multiple departments on campus at a discounted rate. (Item #S-9D, on Campus Technology Project list.) Fiscal Impact: \$64,000.00, Fund 71.
- 5.14 Agreement – Tricade Technologies  
Ratification of the agreement between Victor Valley Community College District and Tricade Technologies to purchase consultant services for onsite/remote support coverage that includes, VMware, Cisco Network and Microsoft Technologies. (Item #IN-60, on Campus Technology Project list.) Fiscal Impact: \$4,500.00, budgeted item.
- 5.15 Agreement– Vector Resources, Inc.  
Ratification of the agreement between Victor Valley Community College District and Vector Resources, Inc. to purchase equipment and installation services to update the VVCCD Board Room with an additional screen and projector. (Item #A-3, on Campus Technology Project list.) Fiscal Impact: \$5,747.61, Fund 71.
- 5.16 Agreement Renewal – ROC Software System, Inc.  
Ratification of the renewal agreement between Victor Valley Community College District and ROC Software System, Inc. to continue using EasySpooler software. Easyspooler is an advanced print spooler that will help spend less time managing printer and output issues. Term: 9/1/13-8/31/18. Fiscal Impact: \$1,310.00, budgeted item, to be billed annually for five years.
- 5.17 Agreement– GiantPowerComm  
Ratification of the agreement between Victor Valley Community College District and GiantPowerComm for specialized maintenance and cleaning of the 1 Megawatt CPV system located on the lower campus to include annual incidental and emergency maintenance for work not covered under the original scope. Fiscal Impact: Not to exceed \$14,500.00, Fund 71.
- 5.18 Agreement – BWC Custom Painting  
Ratification of the renewal agreement between Victor Valley Community College District and BWC Custom Painting to prep and paint classrooms and parking lots at Cobalt Middle School to prepare for VVC classes to be held in this location. Fiscal Impact: \$4,750.00, Fund 71.

- 5.19 Agreement– Cloud 9 Carpet and Upholstery Care  
Ratification of the renewal agreement between Victor Valley Community College District and Cloud 9 Carpet and Upholstery Care to clean the carpet and the classrooms at Cobalt Middle School to prepare for VVC classes to be held in this location. Fiscal Impact: \$1,945.40, Fund 71.
- 5.20 Agreement Renewal – MorphoTrust USA  
Ratification of the renewal agreement between Victor Valley Community College District and MorphoTrust USA to provide maintenance services for the Live Scan fingerprinting machines. Fiscal Impact: \$5,434.00, budgeted item.
- 5.21 Student Affiliation Agreement – Hospital of Barstow DBA Barstow Community Hospital  
Ratification of the renewal agreement between Victor Valley Community College District and Hospital of Barstow DBA Barstow Community Hospital to provide clinical facilities training to students for Emergency Medical Technician and Emergency Medical Technician-Paramedic programs. Fiscal Impact: None
- 5.22 Amended Independent Contractor Agreement – MariaElena Huizar  
Ratification of the amended Independent Contractor Agreement between Victor Valley Community College District and MariaElena Huizar originally approved on June 11, 2013 for \$5,827.00, increasing the fiscal impact by an additional \$1,865.84. This increase includes travel expenses incurred while performing a variety of specialized duties to coordinate grant-related activities focusing on early college awareness and readiness for GEAR UP students at partner schools. Fiscal Impact: Not to exceed \$1,865.84, grant funded.
- 5.23 Amended Independent Contractor Agreement – MariaElena Huizar  
Ratification of the amended Independent Contractor Agreement between Victor Valley Community College District and MariaElena Huizar originally approved on May 14, 2013 for \$8,741.00, increasing the fiscal impact by an additional \$850.00. This increase includes travel expenses incurred while performing a variety of specialized duties to coordinate grant-related activities focusing on early college awareness and readiness for GEAR UP students at partner schools. Fiscal Impact: Not to exceed \$850.00, grant funded.
- 5.24 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 and parents. Term: 9/11/13-1/31/13. Fiscal Impact: \$20,000.00, GEAR UP.
- 5.25 Agreement – Mike Brown Grandstands, Inc.  
Ratification of the agreement between Victor Valley Community College District and Mike Brown Grandstands, Inc. for the temporary rental of grandstand equipment for football games. Term: 9/4/13-11/26/13. Fiscal Impact: \$13,150.00, budgeted item.
- 5.26 Agreement – H&E Equipment Services  
Ratification of the agreement between Victor Valley Community College District and H&E Equipment Services for the rental of two 35 foot scissor lifts, plus the cost of fuel, to be used at home football games. Term: 9/7/13-11/16/13. Fiscal Impact: Not to exceed \$2,700.00, budgeted item.
- 5.27 Agreement – American Medical Response  
Ratification of the agreement between Victor Valley Community College District and American Medical Response to provide medical standby services for athletic events. Term: 9/7/13-11/16/13. Fiscal Impact: \$1,500.00, budgeted item.

- 5.28 Agreement – Apple Valley Fire Protection  
Ratification of the agreement between Victor Valley Community College District and Apple Valley Fire Protection to provide general maintenance on various fire apparatus vehicle. Term: 7/1/13-6/30/14. Fiscal Impact: Not to exceed \$15,000.00.
- 5.29 Independent Contractor Agreement – Christopher Martin  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Christopher Martin to provide “Modern Retirement Planning” classes offered through the Contract/Community Education Department. Term: 9/24/13-6/30/14. Fiscal Impact: **\$1,000.00 projected revenue to the District for the fiscal year.**
- 5.30 Agreement – 911 Safety Equipment  
Ratification of the renewal agreement between Victor Valley Community College District and 911 Safety Equipment for the rental of firefighter gear to be used by students enrolled in the Fall 2013 Fire Academy. Term: 8/23/13-11/1/13. Fiscal Impact: No direct fiscal impact: Students pay the \$375 materials fee upon registration. It is more cost effective for the student to rent the firefighter gear as it would cost the District \$1,800 per outfit if purchased.
- 5.31 Independent Contractor Agreement – Luis Pena  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Luis Pena to provide maintenance and repair of all weight room equipment. Term: 7/1/13-6/30/14. Fiscal Impact: Not to exceed \$15,000.00, budgeted item.
- 5.32 Agreement – Grad Images  
Ratification of the renewal agreement between Victor Valley Community College District and Grad Images for photography services in connection with commencement ceremonies. This agreement will be in effect through 2016. Students are professionally photographed during the ceremony, but there is no obligation for students to purchase any photographs. Fiscal Impact: None.
- 5.33 Agreement – Marken Enterprises/Marken PPE Restoration  
Ratification of the agreement between Victor Valley Community College District and Marken Enterprises/Marken PPE Restoration to provide compliant care and maintenance of protective ensembles for structural firefighting (NPA 1851-2014 Edition). Term: 9/1/13-6/30/14. Fiscal Impact: Not to exceed \$8,000.00, budgeted item.
- 5.34 Agreement – Ebmeyer Charter & Tour  
Ratification of the renewal agreement between Victor Valley Community College District and Ebmeyer Charter & Tour to provide charter bus transportation for various athletic programs. Term: 8/28/13-3/31/14. Fiscal Impact: Not to exceed \$32,000.00, budgeted item.
- 5.35 Agreement – Excelsior Charter School  
Ratification of the agreement between Victor Valley Community College District and Excelsior Charter School to provide police and security services. Fiscal Impact: **Additional revenue to the District \$1,267.00/month**
- 5.36 Agreement Amendment – Public Economics, Inc.  
Ratification of the amended agreement between Victor Valley Community College District and Public Economics, Inc. to refine and implement the finds of a recent Redevelopment Activity Report. Fiscal Impact: Not to exceed \$33,500.00 Fund 71.
- 5.37 Rescind – Board Delegated Authorized Signatory – Fusako Yokotobi  
Ratification to rescind all signature authority for Fusako Yokotobi. Fiscal Impact: None.

**ACTION AGENDA**

**6. BOARD OF TRUSTEES**

6.1 Separate approval of items pulled from consent agenda

YES \_\_\_ NO \_\_\_

**8. INSTRUCTION**

8.1 Material Fee Increase – Fire Technology

Approval to increase material fees for Fire11, Low Angle Rope Rescue Operational Class, from \$100 to \$150. This increase will be effective with the fall 2013 semester. Fiscal Impact: None.

YES \_\_\_ NO \_\_\_

8.2 Agreement – The Princeton Review

Approval of the agreement between Victor Valley Community College District and The Princeton Review to provide multiple ACT test preparation and College Essay Writing workshops to GEAR UP Program students. Term: 9/11/13-11/30/13. Fiscal Impact: Not to exceed \$103,690.00, budgeted item, GEAR UP grant funds.

YES \_\_\_ NO \_\_\_

**10. ADMINISTRATIVE SERVICES**

10.1 Agreement Renewal – Ellucian, Inc.

Ratification of the renewal agreement between Victor Valley Community College District and Ellucian, Inc. to report the name change from Datatel, Inc. to Eullucian, Inc. and to include Resource 25 Interface licenses as well as remove the ODS (Data Orchestrator) and finance module licenses. Fiscal Impact: \$260,165.00, budgeted item.

YES \_\_\_ NO \_\_\_

10.2 PLACEHOLDER Public Hearing and Adoption of the 2013-2014 Budget  
Approval to hold a public hearing regarding the 2013-2014 budget.

YES \_\_\_ NO \_\_\_

- a) The Board president hereby declares the hearing open to accept comments regarding the budget
- b) The public may now comment on the 2013-2014 budget
- c) The Board president hereby declares the hearing closed

Adoption of the 2013-2014 budget as presented.

YES \_\_\_ NO \_\_\_

Fiscal Impact: None-formally establishes the budget.

**11. HUMAN RESOURCES**

11.1 Independent Contractor Agreement – J-Tyler Group

Approval of the Independent Contractor Agreement between Victor Valley Community College District and J-Tyler Group to provide advice and consultation related to the functions of the Director of Human Resources position while it is in recruitment. Consultant is specially trained, experienced and competent to perform the special services required. Fiscal Impact: \$725.00 per day plus expenses, budgeted item.

YES \_\_\_ NO \_\_\_

**11.2 Supplemental Employee Retirement Plan (SERP)**

YES \_\_\_ NO \_\_\_

Approval of the Supplemental Employee Retirement Plan (SERP) to provide a cost savings and a solution to assist in the projected deficit at Victor Valley College. It is both advantageous to our employees as well as being cognizant of the value of the tax payer dollar. Fiscal Impact: projected net savings for five (5) years is \$1,201,492.00 for full-time faculty.

**11.3 Management Appointment, Academic Administrator, Dean of Student Services – Arthur Lopez**

YES \_\_\_ NO \_\_\_

Approval of the Management Appointment, Academic Administrator, Dean of Student Services – Arthur Lopez beginning September 11, 2013 through June 30, 2014. Fiscal Impact: Range 20 Step G on the Management Salary Schedule, \$10,772/month plus benefits, budgeted item.

**12. 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.

**12.1 Foundation**

**12.2 Employee Groups**

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

**13. 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)

**14. 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.*

**15. 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.