



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

Date: December 11, 2012

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

**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 on 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

1. CALL TO ORDER  
ROLL CALL  
PLEDGE OF ALLEGIANCE  
ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA  
ANNOUNCEMENT OF ITEMS TO BE CONSIDERED IN CLOSED SESSION
- 5 p.m.

### CLOSED SESSION ~ West Wing Conference Room

2. CLOSED SESSION  
PUBLIC EMPLOYEE PERFORMANCE EVALUATION –  
Government Code Section 54954.5  
Superintendent/President
- 5 p.m.

This is the opportunity for the public to address the Board on any of these Closed Session 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)

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

## REGULAR MEETING AGENDA ~ Board Room

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

### OPEN SESSION

6 p.m.

### 2.2 Closed Session Report

### *Break – Reception*

### 3. INSTALLATION OF NEW BOARD MEMBERS & OATH OF OFFICE & ELECTION OF OFFICERS

- A. Administer Oath of Office  
Lorrie Denson, John Pinkerton, Joseph W. Brady
- B. Signing of Affidavit
- C. Election of board officers

- President – Lorrie Denson
- Vice President – Michael Krause
- Clerk – Dennis Henderson
- Representative to the County Committee on School District Organization

### 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

Approval of consent items.

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

#### 5.1 Approval of the minutes of the November 13, 2012 regular Board meeting

#### 5.2 Agreement – NCM Contracting Group, LP

Ratification of the agreement between Victor Valley Community College District and NCM Contracting Group, LP to remove and dispose of asbestos containing floor tiles and mastic located in the Fire Technology building #94. Fiscal Impact: \$13,426.00, Fund 71.

#### 5.3 Agreement – All American Fence Erectors

Ratification of the agreement between Victor Valley Community College District and All American Fence Erectors to install temporary fencing around the damaged storm drainage ditch located on District property between the Victor Valley College and Spring Valley Lake Association. Fiscal Impact: \$2,295.00, Fund 71 (may be reimbursable by Keenan Insurance Company)

- 5.4 Agreement – Cooley Construction, Inc.  
Ratification of the agreement between Victor Valley Community College District and Cooley Construction, Inc. to temporarily make safe the concrete drainage system located on District property between the Victor Valley College and Spring Valley Lake Association. Fiscal Impact: \$4,335.00, Fund 71 (may be reimbursable by Keenan Insurance Company)
- 5.5 Agreement – Merrell Johnson Companies  
Ratification of the agreement between Victor Valley Community College District and Merrell Johnson Companies to complete civil engineering and a project scope of work for repairs to the concrete drainage ditch located on District property between the Victor Valley College and Spring Valley Lake Association. Fiscal Impact: \$11,900.00, Fund 71 (may be reimbursable by Keenan Insurance Company)
- 5.6 Agreement – Action Door Controls, Inc.  
Ratification of the agreement between Victor Valley Community College District and Action Door Controls, Inc. to remove the existing sliding door system and install a Nabco/Gyrotech single slide door system at Southeast entrance of Administration/Counseling building. Fiscal Impact: \$8,017.75, Fund 71.
- 5.7 Agreement – Action Door Controls, Inc.  
Ratification of the agreement between Victor Valley Community College District and Action Door Controls, Inc. to install a Nabco/Gyrotech single slide door system for outer door and a Nabco/Gyrotech bi-parting system on inner door at the Academic Commons building. Fiscal Impact: \$14,885.50, Fund 71.
- 5.8 Agreement – G/M Business Interiors  
Ratification of the agreement between Victor Valley Community College District and G/M Business Interiors to disassemble an existing desk unit in one office in the Financial Aid Department. Fiscal Impact: \$376.00, Fund 71.
- 5.9 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 an alarm system in the Victor Valley College warehouse in the maintenance yard on lower campus. Fiscal Impact: \$1,662.64, Fund 71.
- 5.10 Award Contract – Wetland Fence Project – Accent Fence  
Approval to award the contract to Accent Fence to install a fence that would prevent public access into the wetland. This wetland is the result of the outflow from the Department of Fish & Game's hatchery operations. Fiscal Impact: \$16,722.00, Fund 71.
- 5.11 Agreement – McLaughlin Construction Co.  
Ratification of the agreement between Victor Valley Community College District and McLaughlin Construction Co. to provide labor and materials to install curbing and drains around Building 53. Fiscal Impact: \$9,078.00, Fund 71.
- 5.12 Agreement – Industrial Technical Services  
Ratification of the agreement between Victor Valley Community College District and Industrial Technical Services to repair the return air fan for the Variable Frequency Drive (VFD) in the Technology Center building. Fiscal Impact: \$1,000.00, Fund 71.

- 5.13 Amend Agreement – Victor Valley Unified School District  
Ratification of the agreement between Victor Valley Community College District and Victor Valley Unified School District to lease one additional classroom space to hold college courses beginning January 1, 2013. The additional classroom will be added to the existing contract and run consecutively with the original contract that was approved by the Board of Trustees on September 11, 2012. Fiscal Impact: \$1,275.00, budgeted item.
- 5.14 Board of Trustees Payments Report  
Approval of the Board of Trustees Payments Report. Fiscal Impact: None
- 5.15 Agreement Renewal – Campusguard  
Ratification of the renewal agreement between Victor Valley Community College District and Campusguard to support Payment Card Industry (PCI) compliance evaluation within the campus network. Term: 10/1/12-9/30/13 (Item #IN-5, on the Campus Technology Project list). Fiscal Impact: \$12,000.00, budgeted item.
- 5.16 Agreement Renewal – Evisions  
Ratification of the renewal agreement between Victor Valley Community College District and Evisions for maintenance and support for Form Fusion software. Term: 11/1/12-10/31/13. Fiscal Impact: \$3,521.00. budgeted item.
- 5.17 Amended - Agreement Renewal – Continuant, Inc.  
Ratification of the amended renewal agreement between Victor Valley Community College District and Continuant, Inc. to provide maintenance support for all campus Cisco SmartNet equipment. This amendment is to record the reduced cost in support needed and extended monthly term. The original agreement was approved by the Board of Trustees on July 10, 2012. Term: 9/20/12-10/20/14. Fiscal Impact: \$46,534.75, budgeted item.
- 5.18 Academic Equivalency Request – Barry Cherney - Aviation  
Approval of the academic equivalency request for Barry Cherney (Aviation). Fiscal Impact: None
- 5.19 Academic Equivalency Request – Richard Stambaugh - Aviation  
Approval of the academic equivalency request for Richard Stambaugh - (Aviation). Fiscal Impact: None
- 5.20 Academic Equivalency Request – Larry Beaudin – Automotive Technology  
Approval of the academic equivalency request for Larry Beaudin (Automotive Technology)  
Fiscal Impact: None
- 5.21 Academic Equivalency Request – David Barklow – Automotive Technology  
Approval of the academic equivalency request for David Barklow (Automotive Technology)  
Fiscal Impact: None
- 5.22 Independent Contractor Agreement – Eddy Rizo  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Eddy Rizo to provide maintenance and equipment repair in the Automotive Department. The period of this agreement is October 5, 2012 through June 30, 2013. Fiscal Impact: Not to exceed \$800.00, budgeted item.

- 5.23 Agreement – Neehr Perfect Electronic Health Records  
Ratification of the agreement between Victor Valley Community College District and Neehr Perfect Electronic Health Records, a simulation charting subscription software by Nursing students. The period of this agreement commences upon approval. Fiscal Impact: None. Student costs vary upon subscription length selection (6 mos. \$65, 1 year \$105, or 18 mos \$155).
- 5.24 Agreement – Victor Valley Community Hospital  
Ratification of the Assignment, Assumption and Consent agreement between Victor Valley Community College District and Victor Valley Community Hospital to allow VVC students to continue to use Victor Valley Hospital Acquisition (VVHA) as a clinical site. Fiscal Impact: None
- 5.25 Student Fees – Acute Care Certified Nursing Assistant  
Approval of the student liability insurance fee for the Acute Care CAN course. Fiscal Impact: None
- 5.26 Disposal of Surplus Property  
Approval of the disposal of surplus property donating the Rockwell Lathe to Apple University at the Apple University at the High Desert Premier Academy. Fiscal Impact: None.
- 5.27 Agreement – Beckman Coulter  
Ratification of the agreement between Victor Valley Community College District and Beckman Coulter for the servicing of equipment used in the Biology Department. The period of this agreement is November 15, 2012 through November 14, 2013. Fiscal Impact: \$1,471.32, budgeted item.
- 5.28 Curriculum Changes  
Approval of the curriculum changes made on October 25, 2012 and November 8, 2012 recommended by the College Curriculum Committee. Fiscal Impact: None.
- 5.29 Independent Contractor Agreements – Deanna Hayes, Jean Huff, Snow Ngo, Adele Turner-McClain  
Ratification of the Independent Contractor Agreements between Victor Valley Community College District and Deanna Hayes, Jean Huff, Snow Ngo, Adele Turner-McClain to provide L16 Bridge Program coordination services at designated school sites. The service period for these agreements is December 12, 2012 through June 14, 2013. Fiscal Impact: Not to exceed \$4,000.00, budgeted item, grant funded.
- 5.30 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 at GEAR UP partner school sites. The service period for this agreement is January 2, 2013 through June 30, 2013. Fiscal Impact: Not to exceed \$20,000.00, budgeted item, grant funded.
- 5.31 Independent Contractor Agreement – H&L Charter Co., Inc.  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and H&L Charter Co., Inc. to provide transportation services for GEAR UP students/staff/chaperones in GEAR UP partner schools. The service period for this agreement is January 1, 2013 through June 30, 2013. Fiscal Impact: Not to exceed \$40,000.00, budgeted item, grant funded.
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- 5.32 Independent Contractor Agreement – MariaElena Huizar  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and MariaElena Huizar to provide parenting workshops to GEAR UP program high schools. The service period for this agreement is January 2, 2013 through June 30, 2013. Fiscal Impact: Not to exceed \$12,000.00, budgeted item, grant funded.
- 5.33 Independent Contractor Agreement – Kent Eyerly Dickerson  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Kent Eyerly Dickerson to supply professional photography/videography for events such as graduations, nurses pinning ceremonies, etc. Fiscal Impact: \$3,250.00, budgeted item.
- 5.34 2013 Board Calendar  
Approval of the proposed 2013 calendar of Board of Trustees meetings. Fiscal Impact: None

**ACTION AGENDA**

**6. BOARD OF TRUSTEES**

- 6.1 Separate approval of items pulled from consent agenda YES \_\_\_ NO \_\_\_

**10. ADMINISTRATIVE SERVICES**

- Foundation Donations – July – September, 2012 YES \_\_\_ NO \_\_\_

10.1 Acceptance of 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 \$109,248.93 and transferred \$99,684.79 in student scholarships. The Foundation also received and is transferring ownership of in-kind (non-cash) gifts valued at \$8,318.00. Total contributions from the Foundation for July-September 2012 were \$217,251.72. Fiscal Impact: \$217,251.72 Fiscal to the District.

- 10.2 Renewal Agreement – Blackboard, Inc. YES \_\_\_ NO \_\_\_

Approval of the agreement between Victor Valley Community College District and Blackboard, Inc. to extend the term of the agreement for an additional five (5) years 1/1/2013-12/31/2017 to be renewed annually. This agreement covers all cost of hosting our live and test environments, including license, software and co-termining the maintenance for additional storage bought and submitted to the Board of Trustees on October 11, 2011. Fiscal Impact: \$163,681.00, budgeted item.

- 10.3 Resolution #12-12 – Design to Build YES \_\_\_ NO \_\_\_

Approval of the resolution to authorize design to build the Victor Valley College New Science/Health Building. Fiscal Impact: None

**11. HUMAN RESOURCES**

**11.1 Renewal of Administrator Contract**

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

Approval of the renewal of the following Administrative contract for 1 year:

Director, EOPS/CARE

Fiscal Impact: Budgeted

**11.2 Renewal of Administrator Contracts**

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

Approval of the renewal of the following Administrative contracts for 2 years based on satisfactory evaluations:

Dean of Student Services

Dean, Instructional Programs, Health Sciences & Public Safety

Executive Dean, Institutional Effectiveness

Dean, Instructional Programs, Humanities, Arts & Social Sciences

Executive Dean, Technology & Information Systems

Dean, Instruction

Director of Special Grants Programs

Fiscal Impact: Budgeted

**11.3 Foundation Employee Agreements**

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

Approval of the Foundation Employment Agreements for the following six (6) employees:

Executive Director – Ginger Ontiveros

Assistant Director – Catherine Wilkinson

Grants Development Manager – Sierra Orr

Contract & Community Education Manager – James Johnson

Executive Assistant/Financial Coordinator – Glennis Duncan

Donor Relations Assistant – Jesika Pomponio

Fiscal Impact: None as the Foundation is responsible to repay all costs in cash or in-kind.

**11.4 Classified Request for Leave of Absence – Patricia Montgomery, Student Service Specialist II**

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

Approval of an unpaid leave of absence for Patricia Montgomery effective January 2, 2013 through July 2, 2013. Fiscal Impact: None

**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

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### 13. 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 92395-5849, (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.

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