



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

Date: February 11, 2014

Place: **Workshop:** 4-5p.m., Staff Lounge, Victor Valley Community College 18422 Bear Valley Road, Victorville, CA 92395 (**Venue Changed to the board room**)

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

AGENDA ~ BOARD ROOM

CALL TO ORDER

4 p.m.

The Board of Trustees of Victor Valley Community College District met in Open Session on February 11, 2014 in the Board Room of the Administration Building. Board President Henderson called the meeting to order at 4:00 p.m.

TRUSTEE ROLL CALL: Dennis Henderson, President; Joseph W. Brady, Vice President; John Pinkerton, Clerk; Lorrie Denson, Trustee; Evelyn Blanco, Student Trustee. Brandon Wood arrived at 4:08 p.m.

PLEDGE OF ALLEGIANCE

Mike McCracken led the Pledge of Allegiance to the Flag.

ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA: None

PUBLIC COMMENTS RELATED TO CLOSED SESSION AGENDA ITEMS: None

WORKSHOP ~ STAFF LOUNGE

1. 2013 STUDENT SUCCESS SCORECARD

4-5 p.m.

REGULAR MEETING AGENDA

Board Room

At 5:05 p.m. Board President Henderson resumed the regular meeting agenda and announced that all members of the Board were present.

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
- b) CONFERENCE WITH LEGAL COUNSEL—Anticipated Litigation—Government Code section 54956.9(b)—Claimant: Sterling Rovyrt

2.2 PUBLIC COMMENTS RELATED TO CLOSED SESSION ITEMS: None

2.3 ADJOURNED TO CLOSED SESSION:

At 5:11 p.m. Board President Henderson recessed to Closed Session.

3. OPEN SESSION REGULAR MEETING

6:00 p.m.

- 3.1 Closed Session Report: At 6:27 p.m. Board President Henderson convened the meeting. Jeff Morris, Legal Counsel announced that it was motioned by Trustee Brady and second by Trustee Henderson (4-0) with Trustee Denson recusing herself to reject the claim of Sterling Rovyrt.

3.2 PUBLIC COMMENTS RELATED TO CONSENT AGENDA ITEMS: Justin Gatewood (5.7), Clarence Wright (5.8)

4. SUPERINTENDENT/PRESIDENT'S REPORT

- Foundation – Don Brown reported on Foundation events.
- Academic Senate - Tracy Davis reported on Academic Senate activities.

5. CONSENT AGENDA

It was MSC (Brady/Denson, 5-0) to approve the consent items in one motion with agenda item 5.7 pulled for separate discussion by Trustee Brady.

5.1 Authorized Signatory – Trinda Best

Approval to ratify the signature authority of Trinda Best to represent the board in the named matters for fiscal year 2013-2014 per Education Code 72282. Fiscal Impact: None

5.2 Board of Trustees Payments Report

Approval of the Board of Trustees Payments Report. Fiscal Impact: None

5.3 Agreement – Bill Studt

Ratification of the agreement between Victor Valley Community College District and consultant Bill Studt to provide training presentations to management. The period of this agreement is through June 30, 2014, as needed. Fiscal Impact: \$750 per session, not to exceed \$3,750.00, Expenditure.

5.4 Academic Equivalency – John Cromshow – Journalism

Approval of the academic equivalency for John Cromshow, Journalism. Fiscal Impact: None

- 5.5 Agreement – ALLDATA
Ratification of the agreement between Victor Valley Community College District and ALLDATA to provide the Automotive Department with an on-line subscription access to repair information. The period of this agreement is November 15, 2013 through November 14, 2014. Fiscal Impact: Not to exceed \$1,053.00, budgeted item.
- 5.6 Agreement – Desert Ambulance Service, Inc.
Ratification of the agreement between Victor Valley Community College District and Desert Ambulance Service, Inc. to provide clinical facilities for Emergency Medical Technician and Emergency Medical Technician-Paramedic students. The term of this agreement is dated January 1, 2014, commencing with the spring 2014 semester, and shall remain in effect unless terminated by either party upon thirty (30) days written notice to the other party, provided that no termination shall be effective until the end of the District term that is in session at that time. Fiscal Impact: None
- 5.7 **PULLED FOR SEPARATE DISCUSSION (See item 6.0)**
Agreement Renewal – Ferrilli Information Group (FIG)
Ratification of the agreement between Victor Valley Community College District and Ferrilli Information Group (FIG) for the 2014-2015 annual setup of the Financial Aid Department's modules on Colleague, the District's comprehensive computer system. The period of this contract is from February 24, 2014 through February 28, 2014. Fiscal Impact: \$14,800 plus reasonable travel expenses, BFAP Funded.
- 5.8 Out of State Travel – Student Travel
Approval of the out of state travel to allow the Associated Student Body representatives to travel to Washington, D.C. to attend the American Student Association of Community Colleges (A.S.A.C.C) from March 13, 2014 through March 18, 2014. Students will be accompanied by ASB Advisor, Robert Sewell and PTK Advisor Deanna Murphy. Fiscal Impact: None to the District, ASB Funds not to exceed \$15,000.00.
- 5.9 Contract – Exel Supply Chain
Ratification of the Contract between Victor Valley Community College District and Exel Supply Chain to conduct a time management seminar to a cohort of Exel students. Fiscal Impact: \$749.00 **Potential Revenue to the District.**
- 5.10 Agreements – Carl's Jr.
Ratification of the Agreement between Victor Valley Community College District and Carl's Jr. to provide catering services for a Financial Aid Awareness Outreach event to be held on campus. The period of this agreement is March 20, 2014. Fiscal Impact: Not to exceed \$2,916.00, budgeted, BFAP Funded.
- 5.11 Agreement – Hitt Plumbing Company, Inc.
Ratification of the payment between Victor Valley Community College District and Hitt Plumbing Company, Inc. for the repair of the leak near the Allied Health building 30. Fiscal Impact: \$4,554.00, Fund 71.
- 5.12 Agreement – Frick, Frick & Jette Architects, Inc.
Ratification of the agreement between Victor Valley Community College District and Frick, Frick & Jette Architects, Inc. to research and provide a landscape design consistent with phase one of the Landscape Sustainability Project which was completed in 2011. The following areas of the main campus will be part of phase two: The slope around Art building 22, the southwest edge of the lake adjacent to the Technology building 21, and the areas between Art building 22 and Liberal Arts building 30. Fiscal Impact: \$6,800.00, Fund 71.

- 5.13 Agreement – Tylon, Inc.
Ratification of the agreement between Victor Valley Community College District and Tylon, Inc. to provide and install a replacement contractor/relay in inverter #3 located at the main campus 1; MW solar facility as it has become faulty and inoperable. Fiscal Impact: \$13,081.64, Fund 71.
- 5.14 Agreement – Bear Valley Fabricators & Steel Supply, Inc.
Ratification of the payment between Victor Valley Community College District and Bear Valley Fabricators & Steel Supply, Inc. for the investigation into the leak near Allied Health and to perform cutting and welding services necessary to complete close out documentation required by the Division of the State Architects office. Fiscal Impact: \$436.16, Fund 71.
- 5.15 Memorandum of Understanding
Approval of the Memorandum of Understanding with the Town of Apple Valley to construct a Class 1 Bike Path on the North side of Bear Valley Road and onto District property. Fiscal Impact: None
- 5.16 Agreement – Phoenix Group Information Systems
Approval of the maintenance agreement between Victor Valley Community College District and Phoenix Group Information Systems to provide maintenance for the handheld computerized ticket writing equipment and desktop support software. The period of this agreement is from February 12, 2014 to February 12, 2015. Fiscal Impact: \$1,480.00 Annually, Budgeted Item.
- 5.17 Direct Staff to develop an RFP (RFQ) for the provision of legal services to the Victor Valley College District
The Board of Trustees is interested in obtaining proposals from qualified law firms to represent the District in legal matters and provide legal advice to the Board of Trustees and College staff as necessary. Fiscal Impact: Uncertain, depends on the amount of legal assistance required by the Trustees and the District.

Break: 7:57p.m.

Reconvene: 8:08 p.m.

Public Comments Related to Action Items: Lisa Ellis (6.2), Lynne Glickstein (6.2), Diana Carloni (6.2), Diana Carloni (6.3), David Gibbs (6.2)

6. BOARD OF TRUSTEES

- 6.1 Separate approval of items pulled from consent agenda
5.7 Agreement Renewal – Ferrilli Information Group (FIG)
Ratification of the agreement between Victor Valley Community College District and Ferrilli Information Group (FIG) for the 2014-2015 annual setup of the Financial Aid Department's modules on Colleague, the District's comprehensive computer system. The period of this contract is from February 24, 2014 through February 28, 2014. Fiscal Impact: \$14,800 plus reasonable travel expenses, BFAP Funded.
- 6.2 Discuss and Possible Action re: Process for selection of Superintendent/President, Discussion with PPL
It was MS (Brady/Henderson) to discuss and possible action for process for selection of Superintendent/President. Fiscal Impact: None
Following discussion Jeff Morris, Legal Counsel announced that based on the direction already given to the board there is no action on this item.

- 6.3 Selection of three (3) Community Members to serve on the Superintendent/President Search Committee/Discussion with PPL
It was MSC (Brady/Pinkerton, 5-0) to select Mary Mazzola, Paul Lord, and Dillon Lesovsky to serve on the Victor Valley College Superintendent/President Search Committee. Fiscal Impact: None
- 6.4 ACCJC Mid-Term Self Study Report
The Board of Trustees reviewed the requirements of recommendation 8 and will provide information to the Accreditation Steering Committee as soon as possible so that the committee can complete the mid-term self-study report which is due on March 15, 2014. Fiscal Impact: None
9. **STUDENT SERVICES**
- 9.1 2013 Student Success Scorecard
The Board of Trustees reviewed and discussed the Student Success Scorecard for 2013. The report's objectives are to make policy makers, local college officials, and elected boards aware of system and college performance in six specific areas of achievement and to inform the public about overall system performance. Fiscal Impact: None
- 9.2 Student Fees – Nursing Program
It was MSC (Brady/Denson, 5-0) to approve the fees for a Comprehensive Assessment and Review Package (CARP) from Assessment Technologies Inc. associated with the Nursing Program. Fiscal Impact: None
10. **ADMINISTRATIVE SERVICES**
- 10.1 Agreement – Vector Resources
It was MSC (Brady/Pinkerton, 5-0) to approve the agreement between Victor Valley Community College District and Vector Resources, Inc. to purchase audio visual equipment and professional services to install and update multiple classrooms on the main campus to bring standards up to date. Buildings include: Allied Health (bldg. 32), Library (bldg. 41), and Portables 66A & B. (Item #1-19, on the Campus Technology Project list). Fiscal Impact: \$108,314.86, Fund 71.
- 10.2 Change Order – Webb Brothers Construction
It was MSC (Brady/Denson, 5-0) to approve the ratification of the change orders Nos. 1-17 between Victor Valley Community College District and Webb Brothers Construction. During the course of construction various changes may be made which can both increase or decrease the cost of the project. This additional work is necessary to complete the Music Modernization project. Fiscal Impact: \$40,712.70, Bond Funded.
- 10.3 Public Hearing and Approve an Agreement with Compass Energy Solutions
Approval of the agreement between Victor Valley Community College District and Compass Energy Solutions for the energy efficiency projects on the Main campus. It is recommended that the Board of Trustees open and close a public hearing to accept comments regarding an agreement with Compass Energy Solutions to engineer, and provide labor, materials and equipment to install energy efficiencies to the Heating/Ventilation/Air-conditioning (HVAC) systems in Student Services buildings 50 & 52 pursuant to California Government Code Sections 4217.12 - 4217.13. Fiscal Impact: \$324,806.00, Funded by Proposition 39 and \$63,158.00, Funded by Southern California Edison Incentives.

The Board president hereby declared the hearing open to accept comments regarding the initial proposals. Hearing no comments the energy efficiency projects on the main campus. The Board president hereby declared the hearing closed

It was MSC (Brady/Wood, 5-0) to approve the agreement.

11. HUMAN RESOURCES

11.1 Academic Second-Year Contract Recommendation

It was MSC (Brady/Denson, 5-0) to approve to enter into a contract with second-year academic employees Nichole Dubal (Mathematics) and Anthony Bonato (Construction Technology) for the following two academic years, 2014-2016. Fiscal Impact: Budgeted Item.

11.2 Renewal of Administrator Contract

It was MSC (Brady/Wood, 5-0) to approve to renew the Director, EOPS/CARE contract for 1 year based on satisfactory evaluations for the period commencing July 1, 2014 and ending on June 30, 2015. Fiscal Impact: Budgeted Item.

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: David Gibbs
- b) CSEA: Justin Gatewood
- c) AFT Part-Time Faculty United: Lynne Glickstein.
- d) Management: Steve Garcia

14. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS: Sharon Wright, Margarita Maltese, Ed Burg

15. BOARD COMMUNICATION

Student Trustee Blanco: thanked the Board members for their continuity in keeping with the process on the Superintendent/President search committee. Thanked all those that were involved in the accreditation report. February 8th the robotics event which helped focus on STEM programs. Thanked the Board for the approval of the student travel for ASB students to Washington, DC. Looking forward to the upcoming ASB retreat in July.

Trustee Pinkerton: thanked all faculty and staff for all of their work on the accreditation report and praised Peter Allan for his hard work and efforts.

Trustee Brady: congratulated Peter Allan on the accreditation status however, he feels that there still is a lot of work to be done. Attended the Dreamers, Visionary and Leaders event last Saturday. Enjoyed Sharon Wright's comments this evening.

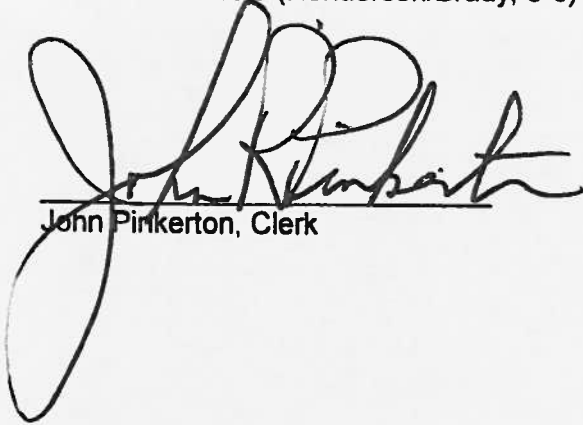
Trustee Denson: congratulated new the employees. Attended the Dr. Luther King event held on campus as well as the Dreamers, Visionary and Leaders event last Saturday and the Alumni Hall of Fame. Recognized the Foundation for their positive persistence in recognizing Victor Valley College in a positive way.

Trustee Wood: thanked all faculty and staff for all of their work on the accreditation report. Need to continue with the hard work.

Trustee Henderson: thanked all faculty and staff for all of their work on the accreditation report and is humbled by the amount of work that was produced.

16. ADJOURNMENT

It was MSC (Henderson/Brady, 5-0) to adjourn the meeting at 9:46 p.m.



John Pinkerton, Clerk

Date 4-08-14