



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

Date: November 8, 2011

Place: **Workshop:** 5-6 p.m., Staff Lounge, 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

## AGENDA ~ Board Room

### CALL TO ORDER

The Board of Trustees of the Victor Valley Community College District met in Open Session on November 8, 2011 in the Board Room of the Administration Building. Mr. Henderson, Board President called the meeting to order at 5 p.m.

**TRUSTEE ROLL CALL:** Dennis Henderson, Board President; Joe Range, Vice President; Lorrie Denson, Clerk; Michael Krause, Trustee; Joseph W. Brady, Trustee; Christopher Dustin, Student Trustee. Dr. O'Hearn

Absent: Christopher Dustin

### PLEDGE OF ALLEGIANCE

Lisa Harvey led the Pledge of Allegiance to the Flag.

**ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA:** Agenda item 11.3 the fiscal impact should read \$40,850.28 savings to the District.

At 5:02 p.m. Board President Henderson adjourned to the budget workshop.

Christopher Dustin arrived at 5:16 p.m.

## WORKSHOP ~ Staff Lounge

**IT/MIS Workshop (Staff Lounge)**

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**BOARD OF TRUSTEES:** Dennis Henderson, Joe Range, Lorrie Denson, Michael Krause, Joseph W. Brady, ASB Member

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## REGULAR MEETING AGENDA

Board Room Victor Valley Community College  
This meeting will be electronically recorded

### 4. OPEN SESSION REGULAR MEETING

At 6:06 p.m. Board President Henderson reconvened the meeting.

**PUBLIC COMMENTS RELATED TO AGENDA ITEMS:** Kurt Mahlum, 6.2, Al Andrews 6.2, Scott Eckert 6.2, Todd Woods 10.2, Fred Board 11.1

#### 4.1 SUPERINTENDENT/PRESIDENT'S REPORT

As part of the Superintendent/President's report, Dr. O'Hearn introduced Diane Wollan, Chair of the Counseling department, to speak about counseling services and how they affect students. Current and returning Students provided their perspective on how counseling has assisted them on their journey at VVC.

Ginger Ontiveros introduced Mike Page and Jeremy Curran with Verizon who presented a check in the amount of \$24,000 for the AIM program to assist students struggling in math.

Representatives from Apple Computer presented Scott Jones with the Apple Distinguished Educator award.

Lisa Harvey asked the Board to pull item 5.22 from the consent agenda for further consideration and possibly bringing it back at the next Board meeting.

### 5. CONSENT AGENDA

It was MSC (Range/Krause, 5-0) to approve the consent items with agenda item 5.22 pulled by Trustee Range and agenda items 5.2, 5.3, 5.20 and 5.21 pulled by Trustee Denson for separate discussion.

#### 5.1 Approval of the minutes of the October 11, 2011 regular Board meeting.

#### 5.2 Pulled for Separate Discussion Independent Contractor Agreement – Marketing Solutions

It was MSC (Krause/Dustin, 5-0) Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Marketing Solutions to work with vendors to raise funds to support the Regional Public Safety Training Center grand opening dedication on April 21, 2012. Fiscal Impact: \$5,000.00, budgeted item.

#### 5.3 Pulled for Separate Discussion Grant of Easement – County Services Area 64

It was MSC (Denson/Krause, 4-0, Denson recused) to approve to grant a utility easement to County Services Area 64 for a strip of land 10 feet in width lying within Lot 11, Tract No. 8307, filed in map book 79 through 82 of maps in the Office of the County Recorder. This easement is typical and required to allow the County Services Area 64 to install water service to the Excelsior Education Center who entered into a 40 year land lease agreement with Victor Valley Community College at the December 2008 Board of Trustees meeting for 3.64 acres. Fiscal Impact: **None to the District.**

#### 5.4 Agreements – KinderCare, Kids and Care, Inc., Kids Discovery World and Bonanza Preschools

Ratification of the agreement between Victor Valley Community College District and KinderCare, Kids and Care, Inc., Kids Discovery world and Bonanza Preschools for providing CaWORKS student parents with quality childcare while they attend classes at Victor Valley College. Fiscal Impact: \$48,000.00, budgeted, grant funded.

5.5 License Renewal – iParadigms, LLC

Ratification to renew the license between Victor Valley Community College District and iParadigms, LLC to access Turnitin.com the remainder of the academic school year so that faculty can transition their classes to Blackboard's Safe Assign. The license is from November 5, 2011 through November 4, 2012. Fiscal Impact: \$16,015.00, budgeted item.

5.6 Agreement – Federal Bureau of Prisons FCC Victorville

Ratification of the agreement between Victor Valley Community College District and the Federal Bureau of Prisons, VCC Victorville to offer classes for EPA/HVAC Certification for 30 students per session through the Contract Education Department. The period of this agreement is August 01, 2011 through September 30, 2011 (actual end date may be extended due to lockdowns). Fiscal Impact: \$23,827.50, **Estimated Income to the District.**

5.7 Curriculum Changes

Approval of the curriculum changes made on September 8 and September 22, 2011; recommended by the College Curriculum Committee. Fiscal Impact: None.

5.8 Agreement – California Early Childhood Mentor Program

Ratification of the agreement between Victor Valley Community College District and San Francisco Community College District, on behalf of its California Early Childhood Mentor Program for the 2011-2012 academic year. The period of this agreement is from August 2, 2011 through July 31, 2012. Fiscal Impact: All eligible expenses incurred for this program will be reimbursed by the contractor, San Francisco Community College district, as part of this agreement.

5.9 Memorandum of Understanding with County of San Bernardino for use of Aviation Equipment

Approval of the Memorandum of Understanding authorizing Victor Valley College to use aviation maintenance training equipment owned by the County of San Bernardino. Fiscal Impact: None.

5.10 Contract – Vector Resources

Ratification of the agreement between Victor Valley Community College District and Vector Resources, Enterprise Network Solutions to upgrade classrooms 4 and 5 in the Child Development Center to a Smart Classroom Technology System. Fiscal Impact: \$8,950.32, budgeted, Perkins Grant funded.

5.11 Agreement – Child Development Training Consortium

Ratification of the agreement between Victor Valley Community College District and the Yosemite Community College District Child Development Training Consortium. The contract is a continuum of the 2010-2011 agreement. The grant program assists with tuition costs and textbook expenses for our students who are currently employed in an early childhood setting, encouraging them to come back to school and further their education. Fiscal Impact: \$9,375.00, **Income to the District.**

5.12 Agreement – National Clearinghouse

Approval of the two agreements between Victor Valley Community College District and National Student Clearinghouse to provide degree and enrollment verification services. This agreement remains in effect until either party terminates it by providing sixty (60) days written notice to the other party. Fiscal Impact: None, **Potential revenue to the college.**

5.13 Resolution and Subcontract - WestEd

Approval to adopt a resolution and accept the grant for WestEd for the implementation of specific activities as part of the Early Start Comprehensive System of Personnel Development & Resources Project for the 2011-2012 fiscal year for the Child Development Program. Fiscal Impact: \$3,500.00, **Revenue to the District**

**5.14 Board of Trustees Payments Reports**

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

**5.15 Agreement – XAP, Corporation**

Ratification of the agreement between Victor Valley Community College District and XAP, Corporation for the CCCApply for online application services. The tools provided will students to register for classes online. The period of this agreement is from July 1, 2011 through June 30, 2012. Fiscal Impact: \$11,484.00, budgeted item.

**5.16 Agreement – Parsec Group**

Ratification of the agreement between Victor Valley Community College District and Parsec Group to purchase 10 hours of contracted services for consulting to provide remote technical services in support of Datatel Colleague hardware as needed. Fiscal Impact: not to exceed \$2,137.50, budgeted item.

**5.17 Agreement – Vector Resources, Inc.**

Ratification of the agreement between Victor Valley Community College District and Vector Resources, Inc. to purchase LifeSize desktop software licenses for communication purposes. This is needed to provide video and audio teleconferencing between the Regional Public Safety Training Center and the main campus to support student interactions with student support services. Fiscal Impact: \$1,920.89, local bond funded.

**5.18 Agreement – Vector Resources, Inc.**

Ratification of the agreement between Victor Valley Community College District and Vector Resources, Inc. to purchase a Boxlight Projector for the I.T./M.I.S. conference room. This will be used to provide the IMS department the ability to self-train on equipment that will be used on campus. Fiscal Impact: \$2,558.85, budgeted item.

**5.19 Agreement – California State University of San Bernardino (CSUSB)**

Ratification of the agreement between Victor Valley Community College District and California State University of San Bernardino (CSUSB) to make available wireless educational broadband service (ESB) which will allow faculty and staff wireless access within the clearwire coverage area. Fiscal Impact: None.

**5.20 Pulled for Separate Discussion Agreement – Datatel, Inc.**

It was MSC (Denson/Dustin, 4-1, Denson, No) to ratify the agreement between Victor Valley Community College District and Datatel, Inc. to purchase 120 hours of professional services for project management and project coordination consulting. This is needed to provide technical support for Datatel Colleague and Web Advisor during a temporary vacancy of a key position (Director) within the MIS department. Fiscal Impact: \$30,000.00, budgeted item.

**5.21 Pulled for Separate Discussion Agreement – Ferrilli Information Group**

It was MSC (Denson/Brady, 4-1, Denson, No) to ratify the agreement between Victor Valley Community College District and Ferrilli Information Group for Datatel programming support. This is needed to support vacancies and programming projects within the MIS department. Fiscal Impact: Not to exceed \$30,000.00, budgeted item.

**5.22 Pulled for Separate Discussion Agreement – Business Security Solutions (Websense)**

It was MSC (Denson /Brady, 5-0) to ratify the agreement between Victor Valley Community College District and Business Security Solutions to purchase a 3-year subscription to Websense Web Security Software to maintain the campus network and provide computer security by monitoring applications and programs to protect the campus from outside internet threats as part of our overall network security. Fiscal Impact: \$46,171.13, budgeted item.

- 5.23 Agreement – Emergency Services Restoration, Inc.  
Ratification of the agreement between Victor Valley Community College District and Emergency Services Restoration, Inc. for an emergency vector. Fiscal Impact: \$4,720.00, Fund 71.
- 5.24 Notice of Completion – Portable Roof Repair  
Approval to accept the work of Wiltshire Urethane Foam Co. for the installation of foam roofs on two portable buildings at the Child Development Center. The County requires the Board to accept the work completed in order for the District to file the Notice of Completion with the County of San Bernardino. Fiscal Impact: None.
- 5.25 Agreement – Air-Ex Air Conditioning, Inc.  
Ratification of the agreement between Victor Valley Community College District and Air-Ex Air Conditioning, Inc. to provide labor to install replacement air conditioning compressors in the Compu-Air cooling units in the Building 21 Data Center. Fiscal Impact: \$3,000.00, budgeted item.
- 5.26 Agreement – Securitech  
Ratification of the agreement between Victor Valley Community College District and Securitech to provide equipment and labor to install a proximity card reader system in Building 55, Administration/Counseling. Fiscal Impact: \$16,895.00, Fund 71.
- 5.27 Agreement – Compass Energy Solutions – Energy Efficiency Projects – Main Campus  
Ratification of the agreement between Victor Valley Community College District and Compass Energy Solutions to replace nonfunctional mechanical equipment with new equipment as the nonfunctional mechanical equipment is prohibiting our new energy management system from achieving its optimum savings for the District. Fiscal Impact: Not to exceed \$50,000.00, local bond funded.
- 5.28 Additional Services – Frick, Frick & Jette Architects, Inc.  
Ratification of the agreement between Victor Valley Community College District and Frick, Frick & Jette Architects, Inc. to provide architectural design and engineering services for the completion and final phase of the new road construction on campus. The new road will help connect upper and lower campus and allow traffic to be diverted away from the more congested areas in the center of campus. Fiscal Impact: \$6,700.00, local bond funded.
- 5.29 Approval of Academic Equivalency Request – Heidi Shaw  
Approval of the equivalency for Heidi Shaw, Health Information Technology. Fiscal Impact: None

## **ACTION AGENDA**

### **6. BOARD OF TRUSTEES**

#### **6.1 Separate approval of items pulled from consent agenda**

#### **6.2 Spring Valley Lake Association Special Election**

It was MSC (Range/Brady, 4-1, Krause, No, Brady recused), to amend the CC&R's to allow for auto-renewal every 15 years. Owners of more than one lot have a vote. The Spring Valley Lake Board of Directors extended the time for voting to from October 13, 2011 to December 1, 2011. Fiscal Impact: None

#### **6.3 Second Reading – Updated Board Policy #2725**

It was MSC (Krause/Denson, 5-0) to approve the revised Board Policy #2725 to comply with the Education Code. Fiscal Impact: None.

**10. Administrative Services**

**10.1 Independent Contractor Agreement – James G. Spencer, AIA**

It was MSC (Krause/Denson, 5-0) to approve the Independent Contractor Agreement between Victor Valley Community College District and James G. Spencer, AIA to provide consulting for design-build bridging services for two future bond funded projects, the Science/Heath Building Expansion and the Vocational/Technical Buildings Expansion Refurbishment. Fiscal Impact: **\$120,000.00, Local Bond Funded.**

**10.2 Change Order – Cooley Construction, Inc. – Campus Wide Roadway and Parking Lot Replacement**

It was MSC (Krause/Denson, 4-0 Brady recused) to approve the change order #001 with Cooley Construction, Inc. to complete the final phase of major new road construction on campus. Fiscal Impact: **\$151,283.65, Local Bond Funded.**

**10.3 Second Reading – Updated Board Policy #6700**

It was MSC (Range/Denson, 5-0) to approve the revised Board Policy #6700 to clarify facilities use. Fiscal Impact: None.

**11. HUMAN RESOURCES**

**11.1 Public Hearing for the District and CSEA Joint Initial Proposals for Contract Reopeners**

The Board president declared the hearing open, hearing no comments on the initial proposals; the Board President declared the hearing closed.

**11.2 CTA Agreement**

It was MSC (Krause/Brady, 5-0) to approve of the ratified articles (Benefits, and Full-Time Instructional Assignments) as presented. Fiscal Impact: None

**11.3 Temporary Reduction in Hours – Deanna Murphy**

It was MSC (Dustin/Brady, 5-0) to approve a temporary reduction in hours for Deanna Murphy to complete her education from November 9, 2011 through November 1, 2012. Fiscal Impact: None

**11.4 Classified Management Request for Leave of Absence – Deanna Turnbeau**

It was MSC (Krause/Brady, 5-0) to approve Approval of an unpaid leave of absence for Deanna Turnbeau effective November 29, 2011 through February 26, 2012. Fiscal Impact: None

**12. INFORMATION**

**12.1 Sunshine Items with the District and CTA**

Submitted as an information 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 – Ginger Ontiveros**

**12.2 Employee Groups**

a) CTA – Lisa Ellis

b) CSEA – Fred Board

c) AFT Part-Time Faculty United – Absent – no report

**13. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS: Todd Woods.**

**14. BOARD COMMUNICATION**

**Trustee Denson** – Thanked MIS/IT department for an informative workshop. In addition, she also thanked the Counseling department for the presentation this evening. The Foundation is a vital part of the community and appreciates everything they do for the college.

**Trustee Krause** – Thanked Frank Smith and GH Javaheripour for a great presentation. Trustee Krause would like the Alert System to also send out positive alerts/messages. He thanked all Veterans for their service.

**Trustee Range** – Thanked Frank Smith and GH Javaheripour for a great presentation. Congratulated Scott Jones on his recent AEA award.

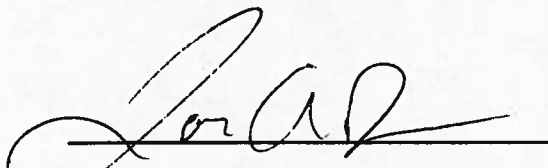
**Trustee Brady:** - Appreciates and likes Christopher Dustin's comments on solidarity. In response to the request of those constituent groups speak at the beginning of the agenda; he feels that all of the constituency groups should speak at the same time. Still feels the meetings should open with a prayer.

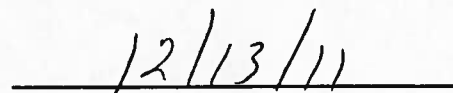
**Christopher Dustin:** Reported on student activities. On Thursday, the ASB Council will be traveling to Nashville, TN to attend the American Student Association of Community Colleges. Special congratulations to the VVC Women's Cross Country team for qualifying for the state championships. On Thursday, in respect of Veteran's Day, 10 honored VVC students and staff will be attending the 2<sup>nd</sup> annual Kiwanis celebration breakfast. The canned food drive and Lights of Love event is currently in progress.

**Trustee Henderson:** Thanked Ginger Ontiveros for doing a great job on the Foundation. Frank and GH made an outstanding presentation. Appreciates everything that Steve Garcia does for the college. He also wished everyone a Happy Thanksgiving.

**16. ADJOURNMENT**

It was MSC (Krause/Brady, 5-0) to adjourn the meeting at 8:15 p.m.

  
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Lorrie Denson, Clerk

  
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Date Approved