



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

Date: November 11, 2008

Place: Board Room, Victor Valley College
18422 Bear Valley Road, Victorville, CA 92395

CALL TO ORDER

6 p.m.

The Board of Trustees of Victor Valley Community College District met in Open Session on November 11, 2008 in the Board Room of the Administration building. Mr. Nelson, Board President called the meeting to order at 6 p.m.

TRUSTEE ROLL CALL: Present: Donald Nelson, Board President; Angela Valles, Vice President; Dennis Henderson, Clerk, Bettye Underhill, Trustee, Christina Zambrano, Student Trustee

Absent: Joe Range, Trustee

MANAGEMENT PRESENT: Dr. Robert Silverman, Superintendent/President. Dr. Christopher O'Hearn, Interim, Deputy Superintendent/Executive Vice President, Instruction Fusako Yokotobi, Vice President, Human Resources, and Annette McComas (Recorder)

PLEDGE OF ALLEGIANCE

Bruce Fay led the Pledge of Allegiance to the Flag.

PUBLIC COMMENTS RELATED TO AGENDA ITEMS: The following individual made a comment with respect to noted agenda items: Margaret Kagy (11.4, 11.5, 12.3, and 12.4)

4. SUPERINTENDENT/PRESIDENT'S REPORT

Dr. Silverman reported on the district's budget with includes a healthy reserve. The Governor's budget and anticipated mid-year cuts were discussed. The Great American Shakeout drill will take place next week with the anticipation of making everyone aware what a 7.8 magnitude earthquake could produce. Two visitors from the Accreditation team were on campus and met with several staff. They complimented us on the interim report that was submitted October 15th. The objective is to get off the list and this could possible happen in January. Significant progress has been made in every area. A magnificent effort was made by many individuals to garner over 60% of the vote for the Bond Measure JJ. This is a testament to all individuals that were involved and everyone that contributed to this effort.

On behalf of the college, Mr. Nelson and Ms. Valles presented Bruce Fay, Ginger Ontiveros, Chief Art Bishop, Christina Zambrano, Ken Walsh, Wendy Rosales and the VVCC Board of Trustees with awards acknowledging their help with the bond.

Dr. Silverman conveyed his appreciation and thanked everyone with their help with the bond. The next steps will consist of two resolutions one in December one in February with plans to sell the bonds, retire the COP and move forward. At the December meeting, the Board will be asked to appointment the bond oversight committee.

- **Faculty Senate**

Ms. Blanchard:

Acknowledged the veterans

Accreditation visitors –100% of courses have been updated or deactivated.

Provided an update on the preliminary session that she recently attended

Jim Corner was acknowledged for his good job in teaching

Dino Bozonelos and the Model United Nations team received distinguished delegation award

5. CONSENT AGENDA

It was MSC (Underhill, Henderson, 4-0, Range absent to approve the consent items in one motion)

5.1 Approval of the minutes of the October 14, 2008 regular Board meeting.

5.2 Contract Education Services – Food Handlers Certification Card

Acceptance of income to the District for services rendered for Food Handlers Certification Cards as listed below. Fiscal Impact: \$7,860.00 to the District.

| VENDOR | Income to the District |
|----------------------------------|------------------------|
| Golden Chopstix | \$ 600.00 |
| 7 Eleven | \$ 300.00 |
| Mayra Meat Market | \$ 300.00 |
| Rock & Roll Taco | \$ 300.00 |
| Green Tree Coffee Shop | \$ 300.00 |
| Miranchito Restaurant | \$ 300.00 |
| Johnny D's | \$ 300.00 |
| County of San Bernardino TAD-ESP | \$ 960.00 |
| Super Target | \$2,100.00 |
| Hermann's Restaurant | \$ 300.00 |
| Jensens | \$ 900.00 |
| NUBI | \$ 600.00 |
| Farmer Boys | \$ 300.00 |
| Tacos Huerta | \$ 300.00 |
| | \$7,860.00 |

5.3 Agreement – Independent Contractor – Ken Robison

Approval of an Independent Contractor Agreement between Victor Valley Community College District and Ken Robison to repair DSPS scooters. The period of this agreement is from November 12, 2008 through June 30, 2009. Fiscal Impact: Not to exceed \$800.00

5.4 Child Development Training Consortium 2008-2009 Instruction Agreement 08-09-4536

Approval of the grant agreement between Victor Valley Community College District and Yosemite Community College District. The period of this agreement is from November 15, 2008 through June 30, 2009. Fiscal Impact: \$11,250.00 to the District.

- 5.5 Renew Library Online Database Subscriptions
Renewal of the online database subscriptions purchased through the Community College Library Consortium for the period of January 1, 2009 through December 31, 2009. Fiscal Impact: Budgeted item, not to exceed \$18,190.18.
- 5.6 Curriculum Changes
Approval of the curriculum changes that were recommended by the College Curriculum Committee September 25, 2008 and October 9, 2008. Fiscal Impact: None
- 5.7 Out of State Travel – Student Travel
Approval of the students to travel to Reno, Nevada to attend the National Student Nurse's Midyear Career Planning Conference from November 13, 2008 through November 16, 2008. Fiscal Impact: None
- 5.8 Agreement – Independent Contractor – Gerald Bryant
Approval of an Independent Contractor Agreement between Victor Valley Community College District and Gerald Bryant to prepare for and present a talk for the First Year Experience Workshop on November 12, 2008. The period of this agreement is from November 14, 2008 through May 31, 2009. Fiscal Impact: Not to exceed \$1,500.00 Title V Independent Grant.
- 5.9 Agreement – Independent Contractor – Lena Baker
Approval of an Independent Contractor Agreement between Victor Valley Community College District and Lena Baker facilitate a one-day training workshops. The period of this agreement is November 13, 2008. Fiscal Impact: Not to exceed \$1,000.00 Title V Independent Grant.
- 5.10 Agreement – Independent Contractor – Doug Treadway
Approval of an Independent Contractor Agreement between Victor Valley Community College District and Doug Treadway to develop and present workshops on sustainability. The period of this agreement is November 13, 2008 through May 31, 2009. Fiscal Impact: Not to exceed \$2,600.00 GEAR UP Grant, budgeted item.
- 5.11 Contract Education Services – Such a Voice
Approval of an agreement between Victor Valley Community College District and Such a Voice to teach students how to turn voice-overs into a business. The period of this agreement is April 25, 2009. Fiscal Impact: \$350.00 to the District.
- 5.12 Contract Education Services – Standing Room Only Productions, Inc.
Approval of an agreement between Victor Valley Community College District and Standing Room Only Productions, Inc to conduct a summer performance art mini camp. The period of this agreement is November 15, 2008 through November 17, 2008. Fiscal Impact: \$1,600.00 to the District.
- 5.13 Contract Education Services – Rounds, Miller, and Associates
Approval of an agreement between Victor Valley Community College District and Rounds, Miller, and Associates to conduct workshops on building your own business website and how to eliminate clutter in your life and get organized. The period of this agreement is January 21, 2009. Fiscal Impact: \$1,200.00 to the District.

- 5.14 Agreement – Herff Jones, Inc.
Approval of an agreement between Victor Valley Community College District and Herff Jones for the printing of the associate degree diplomas. Prices will be effective for 2009-2011. Fiscal Impact: \$10,250 over three years.
- 5.15 Increase Contract Amount – Norman A. Traub Associates Investigation Services
Approval to increase the independent contract agreement amount with Norman A. Traub Associates Investigation Services for the investigations of EEOC complaints. This contract was originally approved on July 8, 2008 for up to \$8,000.00 Fiscal Impact: \$130.00 per hour plus expenses, increasing additional \$7,000.00 to contract amount, budgeted item.
- 5.16 Agreement – The Counseling Team International
Ratification of the agreement with TCTI to provide psychological testing for pre-hire and/or school police officers. Dates of service are in effect for a one year period beginning October 1, 2008. Fiscal Impact: \$250.00 per applicant, not to exceed \$6,000.00, budgeted item.
- 5.17 Board of Trustees Budget Transfer Request Report
Approval of the Board of Trustees Budget Transfer Request Report. Fiscal Impact: None
- 5.18 Board of Trustees Payments Report
Approval of the Board of Trustees Payments Report. Fiscal Impact: None
- 6. BOARD OF TRUSTEES**
- 6.1 Separate approval of items pulled from consent agenda.
- 6.2 Agreement, The California Collegiate Brain Trust
It was MSC (Valles/Underhill, 4-0, Range absent) to ratify the agreement with The California Brain Trust for professional consulting services and retreat facilitation for the Board of Trustees Workshop that was held September 22, 2008. Fiscal Impact: \$7,500.00 plus travel expenses.
- 8. INSTRUCTION**
- 8.1 Agreement – California Early Childhood Mentor Program
It was MSC (Henderson/Underhill, 4-0, Range absent) to accept the agreement with the San Francisco Community College District on behalf of its California Early Childhood Mentor Program from November 15, 2008 through June 30, 2010. Fiscal Impact: \$78,000.00 to the District.
- 10. ADMINISTRATIVE SERVICES**
- 10.1 Foundation Donations
It was MSC (Henderson/Underhill, 4-0, Range absent) to accept the donations as college property from the Victor Valley District Foundation for a total of \$93,463.51. These donations are for the period ending September 20, 2008. Fiscal Impact: N/A
- 10.2 Recalculation of Gann Appropriation Limit
It was MSC (Henderson/Underhill, 4-0, Range absent) to approve the Gann appropriation limit for 2008-2009 in the amount of \$90,883,024 Fiscal Impact: None

- 10.3 Cooperative Agreement No. 08-Puente-CCC-05
It was MSC (Henderson/Valles, 4-0, Range absent) to approve the agreement with the Regents of the University of California Puente Project. The period of this agreement is from November 15, 2008 through June 30, 2014. Fiscal Impact: \$105,000.00 to the District over 3 years.
- 10.4 Purchase of Power through Community College League of California
It was MSC (Henderson/Underhill, 4-0, Range absent) to approve the continued consortium membership and direction for the Superintendent/President or Director of Fiscal Services to sign the agreement when it is delivered to the college. Fiscal Impact: None
- 11. HUMAN RESOURCES**
- 11.1 New Confidential Position and Job Description – Human Resources Compliance Coordinator
It was MSC (Henderson/Underhill, 4-0, Range absent) to approve the new job description and placement on the administrative, management, and confidential salary schedule. Fiscal Impact: \$5,629-\$7,193 per month, plus benefits.
- 11.2 New Confidential Position and Job Description – Human Resources Specialist
It was MSC (Underhill/Henderson, 4-0, Range absent) to approve the new job description and placement on the administrative, management, and confidential salary schedule. Fiscal Impact: \$5,230-\$6,679 per month, plus benefits.
- 11.3 Updated Management Job Description – Director of the Associate Degree Nursing Program and Allied Health
It was MSC (Henderson/Underhill, 4-0, Range absent) to approve the new job description and placement on the administrative, management, and confidential salary schedule. Fiscal Impact: \$7,186-\$9,203 per month, plus benefits.
- 11.4 **TABLED - Classified – Updated Job Description, Reclassification – Lead, Applications Services Desk**
It was MSC (Henderson/Valles, 4-0, Range absent) to **table** the approval of the updated job description and revised salary placement for the Lead, Applications Service Desk until the December meeting. Fiscal Impact: \$506 per month.
- 11.5 **TABLED - Classified – Updated Job Description, Reclassification – Lead, Network Manager**
It was MSC (Valles/Henderson, 4-0, Range absent) to **table** the approval of the updated job description and revised salary placement for the Lead, Network Manager until the December meeting. Fiscal Impact: \$447 per month.
- 11.6 New Management Position and Job Description – Facilities Project Manager
It was MSC (Underhill/Valles, 4-0, Range absent) to approve the new management position and job description. Fiscal Impact: to be determined
- 11.7 AFT-PTFU Agreement
It was MSC (Henderson/Underhill, 4-0, Range absent) to approve the change to article 13, Faculty Association. Fiscal Impact: None

12. INFORMATON

12.1 Monthly Financial Reports

Submitted as an informational item.

12.2 Annual Financial and Budget Report (CCFS-311)

Submitted as an informational item.

12.3 First Reading – Board Policy 8000 - Police Department

Submitted as an informational item.

12.4 First Reading – Board Policy 8010 – Weapons on Campus

Submitted as an informational item.

12.5 First Reading – Board Policy 8020 – Campus Disaster Preparedness & Safety/Emergency Plan

Submitted as an informational item.

12.6 AFT-PTFU Initial Negotiations Proposal to District

Submitted as an informational item.

12.7 CTA Initial Negotiations Proposal to District

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 Foundation

Ginger Ontiveros reported on:

Affinity magazine

JJ campaign and recognized those that helped with the campaign

13.2 Employee Groups

a) CTA

Jim Wilson

b) CSEA

Margaret Kagy

c) AFT Part-Time Faculty United

Carol Scissel

14. TRUSTEE COMMENTS – Bettye Underhill, Dennis Henderson, Angela Valles, Don Nelson

• ASB

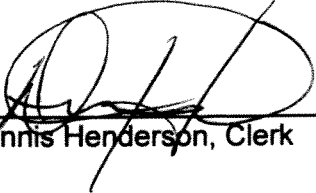
Christina Zambrano

15. Public Comments Related to Non-Agenda Items

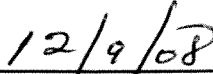
The following individuals made a comment with respect to non-agendized items: Margaret Kagy, Sue Trapp, and Dewey Kelleygray

16. ADJOURNMENT

It was MSC Underhill/Henderson, 4-0 Range absent) to adjourn the meeting at 7:05 p.m. The motioned carried unanimously.



Dennis Henderson, Clerk



Date Approved