



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

Date: November 13, 2007

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

CALL TO ORDER/ROLL CALL:

5 p.m.

The Board of Trustees of Victor Valley Community College District met in Open Session on November 13, 2007 in the Board Room of the Administration building. Mr. Range, Board President, called the meeting to order at 5 p.m.

TRUSTEE ROLL CALL: Present: Joe Range, Board President; Dennis Henderson, Vice President; Thomas M. Elder II, Trustee, Donald Nelson, Clerk

Absent: Bettye Underhill, Trustee and Heena Mehra, Student Trustee

MANAGEMENT PRESENT: Dr. Robert Silverman, Superintendent/President; Mr. Bruce Baron, Vice President Administrative Services; Human Resources, Dr. Marianne Tortorici, Deputy Superintendent/Executive Vice President, Instruction; and Annette McComas (Recorder)

PLEDGE OF ALLEGIANCE: Don Nelson led the Pledge of Allegiance to the Flag.

Heena Mehra, Student Trustee arrived at 5:50 p.m.

Bettye Underhill was available via telephone for Closed Session.

DELETIONS/CORRECTIONS TO AGENDA: None

ANNOUNCEMENT OF ITEMS TO BE CONSIDERED IN CLOSED SESSION

Mr. Range, Board President, announced the agenda item that the Board would consider in Closed Session.

1. CLOSED SESSION

- (a) CONFERENCE WITH LABOR NEGOTIATORS
(1) Employee Organization CTA

District's representatives: Marion Boenheim

- (b) PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Deans
Director, DSPS/ADA Compliance Officer
Deputy Superintendent/Executive Vice President Instruction

BOARD OF TRUSTEES: Tom Elder, Dennis Henderson, Donald Nelson, Joe Range, Bettye Underhill, ASB Member

PUBLIC COMMENTS ON CLOSED SESSION ITEMS: None

At 5:03 p.m., Board President, Joe Range recessed to closed session.

2. RECONVENE TO OPEN SESSION

At 6:01 p.m., Board President, Joe Range reconvened the meeting in open session and announced that there was no report out of Closed Session.

3. OPEN SESSION (Business Meeting)

6 p.m.

At 6:07 p.m., Board President, Mr. Range recessed the meeting to honor the retirement of Mr. Thomas M. Elder, II for 20 years of service as a Governing Board Member to Victor Valley Community College.

Adjourn to reception honoring the retirement of Mr. Thomas M. Elder, II.

6-6:20 p.m.

Mr. Range thanked Mr. Elder for his perseverance and 20 years of service.

At 6:23 p.m., Board President, Mr. Ranged reconvened the meeting to open session

PUBLIC COMMENTS RELATED TO AGENDA ITEMS: Margaret Kagy (5.6, 5.7, 5.8, 5.10, 5.11, 5.18, and 11.1)

4. SUPERINTENDENT/PRESIDENT'S REPORT

Dr. Silverman congratulated Joe Range and Angela Valles for their success in the recent election campaign.

On November 26th a team appointed by the Accrediting Commission will visit the campus to meet with the College Council, various individuals from the faculty, staff and students. A revised progress report will be submitted from the progress that has been made since the last report submission. While a positive outcome is anticipated, there will be no public statement or any finding made when they leave us. The team will write a confidential report to the Accrediting Commission with a response expected in January

On behalf of the district, Mr. Range accepted the Exemplar Award from Jean Bracy, Director of Administrative Services from the Mojave District Air Quality Management District for voluntarily making improvements and changes that benefited the air quality.

Faculty Senate Report

Debra Blanchard congratulated Joe Range for his success in the recent election campaign and Mr. Elder for his retirement as a Governing Board member. Ms. Blanchard reviewed Board Policy 4000 - Standards of Educational Excellence which will be presented for consideration for first reading. This Board Policy will pull the entire campus for standards of educational excellence in the quality and currency of curriculum, the measurement and improvement of student learning, the evaluation and enhancement of our overall effectiveness as an institution of higher learning, and the ongoing development of professional instructional competence. In response to accreditation issues, the PRAISE report will include student learning objective assessments. The hiring prioritization committee will meet and consider 31 departments that are requesting full-time faculty and prioritize them for the top five requests.

5. CONSENT AGENDA

It was MSC (Nelson/Elder, 4-0, Underhill absent) to approve the consent items in one motion

- 5.1 Approval of the minutes of the October 9, 2007 regular Board meeting
- 5.2 Agreement – Foundation for California Community Colleges
Ratification of the agreement with the Foundation for Community Colleges from September 1, 2007 through August 31, 2008. Fiscal Impact: \$12,000 to the District.
- 5.3 Affiliation Agreement – Loma Linda University Medical Center
Ratification of an affiliation agreement to provide clinical learning facilities for the health science program between Victor Valley Community College District and Loma Linda University Medical Center from November 1, 2007 through November 1, 2008. Fiscal Impact: None
- 5.4 Curriculum Changes
Ratification of the agreement with the San Francisco Community College District on behalf of its California Early Childhood Mentor Program for the 2007-2008 fiscal year. Fiscal Impact: \$35,000.00 to the District.
- 5.5 Amendment #1 – Office of the San Bernardino County Superintendent of Schools Agreement 04/05-0076
Ratification of an amendment to extend the agreement entered into on May 20, 2004 between San Bernardino County Superintendent of Schools and Victor Valley Community College to June 30, 2008. Fiscal Impact: None
- 5.6 Agreement – Center Track Software
Ratification of the agreement with Center Track Software for a center-based childcare management software system. Fiscal Impact: \$15,295.00 from Fund 72
- 5.7 Grant Agreement
Ratification of the grant agreement modification #0608-054-1 for the Temporary Assistance for Need Families – Child Development Careers (TANF-CDC) program from July 1, 2007 through June 30, 2008. Fiscal Impact: \$41,850.00 to the District.
- 5.8 Child Development Training Consortium 2007-2008 Instructional Agreement 07-08-4536
Ratification of the agreement between Victor Valley Community College District and Yosemite Community College District from September 1, 2007 through June 30, 2008 to earn \$11,250.00 by generating up to 450 units of college credits. Fiscal Impact: \$11,250.00 to the District.
- 5.9 MOU - Statewide Strategic Initiative Hub Fiscal
Ratification of the Statewide Strategic Initiative Hub Fiscal Memorandum of Understanding (MOU) with Santa Barbara Community College District and Victor Valley Community College from September 10, 2007 through February 27, 2008. Fiscal Impact: \$4,080.00 to the District.

- 5.10 Contract Education Services – Snowline Young Adult Center
Approval of the agreement between Victor Valley Community College District and Snowline Young Adult Center for a Certified Food Worker Certification for the period from November 14, 2007 through November 15, 2007. Fiscal Impact: \$1,200.00 to the District.
- 5.11 Grant Award – TRIO Upward Bound Math & Science Program
Acceptance of the TRIO – Upward Bound Math & Science Program grant award. Fiscal Impact: Approximately \$1,000,000.00 to the district over four years.
- 5.12 Out-of-State Travel - Student
Approval of student travel to attend the National Student Nurses Association Conference in Kansas City, MO from November 14-17, 2007. Fiscal Impact: None to the District. Travel is paid for by donations.
- 5.13 Contract Educational Services – Apple Valley Chamber of Commerce
Ratification of the agreement between Victor Valley Community College District and Apple Valley Chamber of Commerce for Business Skills Academy Computer Classes. The period of this agreement is from November 5, 2007 through December 14, 2007. Fiscal Impact: \$12,000.00 to the District.
- 5.14 Sabbatical Leave Request for Spring, 2008
Approval of the Sabbatical Leave request for Pamela J. MacKay for spring, 2008 under the conditions specified in District policies and collective bargaining agreement with the Association. Fiscal Impact: \$13,770.00 to backfill classes.
- 5.15 Identix Agreement
Approval of the renewal of the maintenance agreement with Identix for Live Scan fingerprinting to process background checks for applicants. Fiscal Impact: \$2,657.00
- 5.16 Ratification of Academic Equivalency Requests
Ratification of the equivalency for Carl Yuan, Mathematics and Jessica Diaz, Counseling. Fiscal Impact: None
- 5.17 Revised Classified Job Description – Student Services Specialist II
Approval of the revised job description for Student Services Specialist II for Beth Roberts and Lilia Garcia. Fiscal Impact: Student Services Specialist II, \$3,284/month
- 5.18 New Classified Job Description – College Recruiter
Approval of the new job description and position of college Recruiter/Outreach Counselor. Fiscal Impact: \$4876/month
- 5.19 New Classified Job Description – Help Desk Technician
Approval of the new job description of Help Desk Technician. Fiscal Impact: \$3049/month
- 5.20 Award of Contract – Street Striping Renewal
Award of the contract to Cooley Construction (lowest responsible bidder) to provide road striping, crosswalks, reflectors directional markings, limit lines and red curbs in Bid #MO-08-002. Fiscal Impact: \$37,224.00 from a State Maintenance Block Grant.

- 5.21 Agreement – The Cornerstone Group – Adaptive P.E.
Ratification of the agreement with Cornerstone Group for land surveying services. Fiscal Impact: Budgeted item, \$4,700.00
- 5.22 Disposal of Surplus Property – Vehicle Sale
Approval of the sale of the vehicle to the highest bidder through the use of sealed bids. Fiscal Impact: Sale of the vehicle could result in a return of up to \$26,000 to the College.
- 5.23 Disposal of Surplus Property – Via Sealed Bid
Approval of the disposal of the surplus equipment listed. Fiscal Impact: Revenue to the District for the sale of these items.
- 5.24 Disposal of Surplus Property – Via Auction
Approval of the sale of the surplus equipment listed. Fiscal Impact: Sale of the surplus equipment will result in a refund to the College that is equal to half of the amount received by the auctioneer.
- 5.25 Board of Trustees Budget Transfer Request Report
Approval of the budget transfers as submitted. Fiscal Impact: None
- 5.26 Board of Trustees Payments Report
Approval of the Board of Trustees Payments Report. Fiscal Impact: None
- 5.27 Agreement – Gale/Jordan Associates, Inc.
Ratification of the agreement for asbestos sampling with Gale/Jordan Associates, Inc. Fiscal Impact: Not to exceed \$2,500.00. Budgeted item from Fund 71.
- 5.28 Second Reading – Board Policy 1201 – Shared Governance
Approval of the new Board Policy 1201 – Shared Governance. Fiscal Impact: None
- 5.29 Second Reading – Board Policy 1202 – Institutional Effectiveness
Approval of the new Board Policy 1202 – Institutional Effectiveness – Fiscal Impact: None
- 5.30 Second Reading – Board Policy 3250 – Institutional Planning
Approval of the new Board Policy 3250 – Institutional Planning. Fiscal Impact: None
- 5.31 Lease Agreement – The Mall of Victor Valley
Ratification of the agreement with the Mall of Victor Valley to rent a display booth between November 16, 2007 and January 15, 2008 for the purpose of marketing the college and providing potential students with registration and program information. Fiscal Impact: \$6,100 from the Public Information advertising budget.
- 5.32 Agreement – Hi Desert Alarm and Fire Sprinklers
Ratification of the agreements with Hi Desert Alarm and Fire Sprinklers to supply and install an alarm system in the Advanced Technology

ACTION AGENDA

6. BOARD OF TRUSTEES

- 6.1 Separate approval of items pulled from consent agenda

10.1 ADMINISTRATIVE SERVICES

10.1 Bid Award and Agreement – Production Lighting - Package #22- Speech/Drama Addition

It was MSC (Nelson/Elder, 4-0, Underhill absent) to award the bid and approve the agreement with Entertainment Lighting Services to integrate current lighting for productions in the Performing Arts Center with new, state-of-the-art technology as part of the Speech/Drama Addition project. Fiscal Impact: \$107,160.62, Budgeted Fund 71 expenditure.

10.2 Bid Award and Agreement – AMT Systems - Audio-Visual Package #21 – Speech/Drama Addition

It was MSC (Nelson/Elder, 4-0, Underhill absent) to award the bid and approve the agreement with AMT Systems, Inc. to integrate the current sound system in the Performing Arts Center with new, state-of-the-art technology as part of the Speech/Drama Addition project. Fiscal Impact: \$791,497.00, Budgeted Fund 71 expenditure.

10.3 Request for Proposal (RFP) – Legal Services

It was MSC (Henderson/Elder, 4-0, Underhill absent) to approve to initiate the process to advertise an RFP for legal services. Fiscal Impact: Presently, this is for authorization to put out an RFP and does not commit the College to any expenditure of funds.

11. HUMAN RESOURCES

11.1 CTA Agreement

It was MSC (Elder/Henderson, 4-0, Underhill absent) to approve the revised articles to amend the contract with CTA. Fiscal Impact: None

11.2 Outside Contractor Fees

It was MSC (Nelson/Range, 4-0, Underhill absent) to ratify payment of the services listed and approve payment of the accrued. Future payments will be brought to the Board for approval until the lawyer of record is established. Fiscal Impact: \$47,630.98

12. INFORMATION/DISCUSSION

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 New Board Policy 4000 – Standards of Educational Excellence – First Reading

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

13.2 Employee Groups

- a) CTA
Mike Smith
- b) CSEA
Arlene Greene
- c) AFT Part-Time Faculty United

14. TRUSTEE COMMENTS

- ASB
Heena Mehra, Dennis Henderson and Joe Range

15. Public Comments Related to Non-Agenda Items: None

16. ADJOURNMENT

It was MSC (Elder/Nelson, 4-0, Underhill absent) to adjourn the meeting at 7:03 p.m. The motion carried unanimously.



Donald Nelson, Clerk

12-11-07

Date Approved