MINUTES
VICTOR VALLEY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES
Regular Meeting
Board Room – Administration Building
Victorville, California

August 10, 2004 5 p.m.

CALL TO ORDER: The Board of Trustees of Victor Valley Community College District met in regular session on August 10, 2004, in the Board Room of the Administration Building. President Dorothy Franke called the meeting to order at 5:06 p.m.

PLEDGE OF ALLEGIANCE: Jeff Cooper, Deputy Superintendent/Executive Vice President, Instruction, led the audience in the Pledge of Allegiance to the flag.

MEMBERS PRESENT: Dr. Dorothy Franke, President; Dennis Henderson, Vice President; Joe Range, Clerk; Thomas M. Elder, Trustee; Dr. Bettye Underhill, Trustee. (Eddie Miro, ASB Vice President, Student Representative, arrived for open session at 5:45 p.m.)

MEMBERS ABSENT: None

STAFF/GUESTS PRESENT: Dr. Patricia A. Spencer, Mr. Jeff Cooper, Dr. Willard Lewallen, Dr. Louis Zellers, Dr. Tom O’Neil, Dr. Henry Yong, Penelope Majeske, other staff, and members of the public.

CLOSED SESSION Dr. Franke adjourned the open session at 5:07 p.m., and the Board met in closed session from 5:08 p.m. to 6:30 p.m. to discuss the following:

(a) Government Code Section 54956.9:
CONFERENCE WITH LEGAL COUNSEL —
EXISTING LITIGATION: four (4) cases
Gloria Henderson vs. Victor Valley Community College,  
Bettye Underhill, Nick Halisky, #VCVVS 030263;  
Nicholas Halisky and Cathleen Halisky vs. Victor Valley  
Community College District, Dennis Henderson, et. al,  
#VCVVS 026112;  
CSEA vs. Victor Valley Community College District,  
#VCV 018073  
Laymon Jordan vs. Victor Valley Community College District,  
#VCVVS 034629
(b) Government Code Section 54957.6:
CONFERENCE WITH LABOR NEGOTIATORS
Agency designated representatives  Willard Lewallen, Thomas
O’Neil, Becky Millen; Employee organizations: CSEA, CTA

(c) Government Code Section 54956.9(b):
CONFERENCE WITH LEGAL COUNSEL —
POTENTIAL LITIGATION — one (1) case

(d) Government Code Section 54957:
PUBLIC EMPLOYMENT: PUBLIC EMPLOYEE
APPOINTMENT/DISCIPLINE/DISMISSAL/RELEASE

(Note: The Board will reconvene in Closed Session at the conclusion of the Action Agenda.)

Break 6:30 p.m. to 6:50 p.m.

OPEN SESSION
The board reconvened to open session at 6:50 p.m.

ACTION AS A RESULT OF CLOSED SESSION
Dr. Franke reported that as a result of Closed Session it was
MSC (Range/Franke, 3-0-0-2, Underhill and Henderson
abstained) to deny the tort claim by Gloria Henderson.

GOVERNING BOARD
It was MSC (Underhill/Range, 5-0) to approve the minutes of
the July 13, 2004, regular board meeting.

AGENDA ADDITIONS, REVISIONS
REPORTS:
Amendment to Consent Item 5.m was added for the Board to
consider the appointment of Nicholas Parisi for the position of
dean of vocational education, effective on or after September 7,
2004.

Superintendent/President
Dr. Spencer introduced Eddie Miro, ASB Vice President, sitting
in as Student Representative to the Board for Daniel Lee. She
also introduced Dr. Louis Zellers, who is serving Victor Valley
College as the new Interim Vice President of Administrative
Services. In addition, Dr. Spencer announced she recently
received a note from former ASB President Jinny Ki, who is
now attending UCLA and doing very well. Further, Dr. Spencer
reported that VVC has a target growth rate of 6% and will be
starting a media blitz soon to notify residents that the college
has a full complement of classes and is adding many new
classes to meet their needs. Also, President Spencer announced
that Willie Pringle was honored on July 30 as a finalist for
Instruction
Mr. Cooper reported that the college decided not to print the usual, several thousand copies of the class schedules, and he has received only one student complaint about that change. Instead, class schedules are kept current on VVC’s Web site and are also available at the college’s bookstore for $2 per copy. Mr. Cooper also reported that by the end of this week, the college will be adding 60 new classes.

Student Services
Dr. Lewallen reported that the WebAdvisor has been launched. It is a very robust system and offers many beneficial features for the students. Dr. Lewallen also announced that Victor Valley College will be featured in the Ed Fund calendar. Dr. Spencer congratulated our staff for making such a major change in successfully implementing Datatel.

Administrative Services
Dr. Zellers handed out information regarding the budget bill sent to the Governor. He reviewed the budget figures with the Board and explained the general appropriation and how it is calculated.

Foundation
Foundation President Diana O’Malley reported that things are going great with the Foundation. They held a successful scholarship ceremony where they gave away over $90,000. On August 19, Dr. Prem Reddy will host a special reception at his home for the President’s Circle. Ms. O’Malley expressed the Foundation’s gratitude and thanked Kitty Bissell, journalism student and Editor Emeritus of the RamPage, for her hard work on behalf of the Foundation. President O’Malley presented Kitty Bissell with tickets to the Mavericks game and a gift from the Foundation.

Board of Trustees
Trustee Elder thanked the Board and everyone for their support during his time of sorrow. Dr. Franke and Dr. Underhill attended the ASB Workshop in Big Bear; they were very impressed with the activities and thanked all those involved in organizing the event. In addition, Dr. Underhill presented Dr. Spencer with a plaque from the Apple Valley Chamber of Commerce in honor of Victor Valley College’s 10-year membership in the Chamber.

ASB
ASB Vice President Eddie Miro (filling in for ASB President Daniel Lee) expressed his appreciation for the opportunity to attend this meeting. He also thanked Dr. Franke, Dr. Underhill, Robert Sewell, and the staff for their participation in the ASB Workshop in Big Bear.
CCA
No report.

CSEA
Kevin Crowley, sitting in for Arlene Waldeck, had nothing to report.

Faculty Senate
No report.

PTFU – AFT
No report.

Management
Robert Sewell reported that ASB President Daniel Lee just learned that he is scheduled for military duty in Iraq sometime in January.

Public Comments
Ann Morgan said that she was denied financial aid, no reason was given, and there were no directions as to how to appeal the decision. She asked that this be looked into. Dr. Franke requested Dr. Lewallen to investigate this issue for Ms. Morgan.

Gary L. Smith reported that he experienced difficulties in using the online programs for financial aid and RamTalk.

5. CONSENT AGENDA

It was MSC (Underhill/Elder, 5-0) to approve the following items, 5.a through Amended Item 5.m, on the consent agenda:

a. Board of Trustees Payment Report
   Consider approval of the payments as listed (see Exhibit 5.a).

b. Agreements
   Consider ratification of agreements with vendors and/or consultants to perform the services for the district at the amounts specified during the Fiscal Year 2004-2005 as listed below:

<table>
<thead>
<tr>
<th>Vendor/Consultant</th>
<th>Service</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Automatic Boiler Co.</td>
<td>Boiler Tune-up Central Plant</td>
<td>$1,900.00</td>
</tr>
<tr>
<td>Dept. of Information Services</td>
<td>DMV Processing - Campus Police Citations</td>
<td>4,725.00</td>
</tr>
<tr>
<td>Ionic Group</td>
<td>Maint of Citation Management system 04-05</td>
<td>2,155.00</td>
</tr>
<tr>
<td>M&amp;D Fire Equipment Co.</td>
<td>Annual Inspection Campus Fire Equipment</td>
<td>3,000.00</td>
</tr>
<tr>
<td></td>
<td>04-05</td>
<td></td>
</tr>
<tr>
<td>Med Event</td>
<td>Paramedic Ambulance for 04 Football Season</td>
<td>4,800.00</td>
</tr>
<tr>
<td>North State Environmental</td>
<td>Hazardous Waste Removal July 04 - December</td>
<td>2,500.00</td>
</tr>
<tr>
<td>Parlance Corporation</td>
<td>Name Connector Service for FY 04-05</td>
<td>3,600.00</td>
</tr>
<tr>
<td>Stanzione, Charles</td>
<td>Hearing Administrator Citation Appeals 04-05</td>
<td>900.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$23,580.00</strong></td>
</tr>
</tbody>
</table>
c. Revised Department Chairpersons for the 2004-2005 Academic Year
Consider approval of the list of instructors as department chairpersons
for the 2004-2005 academic year.

d. Agreement, Cisco Networking Academy
Consider approval of the Letter of Commitment agreement with
Moorpark Community College for curriculum and wireless
networking support for the Victor Valley College CISCO Networking
Academy.

e. Donation, Southwest Gas
Consider acceptance of transfer of title for the fire truck from the
Victor Valley College Foundation and/or Southwest Gas Corporation.

f. Authorized Agents to the Statewide Association of Community
Colleges (SWACC) Joint Powers Authority
Consider approval of appointing Louis Zellers as representative to
SWACC and Lael Willingham as alternate representative for the
2004-2005 fiscal year.

g. Non-Classified Employees
Consider approval of the appointments as listed.

h. Classified Bargaining Unit Promotions/Reassignments
Consider approval of the promotions/reassignments, as listed, for
Lorie Henning, Sandra Moreno, Robbie Richards, and Gerald Wack.

i. Temporary Academic
Consider approval of the temporary academic appointments as listed.

j. Administrative/Management/Confidential
Payment of Accrued Vacation Days
Consider approval of payment for accrued vacation hours for the
following classified/administrative management employee:
Sandra L. Clark, Director of Financial Aid, not to exceed 135.5 hours,
$5,363.09.

k. Administrative/Management/Confidential Revised Position
Consider approval of the revised position description for the position
of director, information services.

l. Academic Ratification of Eminence Requests
Consider ratification of the eminence requests as listed.

m. Administrative/Management/Confidential Appointments (Amended)
Consider approval of the appointment of Nicholas Parisi, dean of
vocational education, effective on or after September 7, 2004.
ACTION AGENDA

6. BOARD OF TRUSTEES

No action agenda items from the Board of Trustees.

7. SUPERINTENDENT/PRESIDENT

7.1 Agreement, Image Source
After a short discussion, it was MSC (Range/Henderson, 5-0) to approve the Image Source proposal for the document management equipment agreement for the district’s print shop. (Budgeted Item, savings of $18,241 the first year, $100,249 total savings over the term)

8. INSTRUCTION

8.1 Agreement, Child Development Services GPRE-4299
It was MSC (Underhill/Elder, 5-0) to adopt a resolution to approve the California Department of Education Local Agreement #GPRE-4299 for Child Development Services for 2004-2005 fiscal year. (Fiscal Impact: $213,391 to the district)

8.2 Agreement, Respiratory Therapy Medical Director
It was MSC (Henderson/Underhill, 5-0) to approve the agreement for Nagamani Dandamudi, M.D., to serve as the medical director of the Victor Valley College Respiratory Therapy Program for the 2004-2005 school year. (Fiscal Impact: $4,000)

8.3 Agreement, Paramedic Program Medical Director
It was MSC (Henderson/Range, 5-0) to approve the agreement with R. D. Kovacik, M.D., to serve as the medical director of the Victor Valley College Paramedic Program for the 2004-2005 school year. (Fiscal Impact: $3,000)

9. STUDENT SERVICES

No action agenda items from Student Services.

10. ADMINISTRATIVE SERVICES

10.1 Agreement, Annual Audit
It was MSC (Underhill/Elder, 5-0) to approve the agreement with Brown, Armstrong, Paulden, McCown, Starbuck & Keeter to provide the annual auditing of the district’s financial statements for the fiscal period ending June 30, 2004. (Budgeted Item, not to exceed $35,000)

10.2 Agreements, Athletes Medical Services
It was MSC (Range/Underhill, 5-0) to approve the agreements with Randy Methvin, Robert M. Medina, James Christiansen, and Joseph Tate for athletic medical services. (Budgeted Item, not to exceed a total of $5,000 for four agreements)
10.3 **Agreement, Computer Protection Technology**  
It was MSC (Underhill/Range, 5-0) to approve the agreement with Computer Protection Technology (Equipment Maintenance Agreement #MO4-177) for the service of Mitsubishi and IBM UPS systems and batteries for the energy management system. (Fiscal Impact: 5,583)

10.4 **Student Accident Insurance**  
It was MSC (Range/Henderson, 5-0) to approve the continuance of coverage with Student Insurance to provide student accident insurance for Victor Valley College during fiscal year 2004-2005. (Budgeted Item, estimated annual premium: $77,640)

10.5 **Ebmeyer Charter Service**  
It was MSC (Range/Henderson, 5-0) to approve the expenses listed for bus service to be provided by Ebmeyer Charter Services:

- 09/04/2004 Citrus College, Glendora $1,150
- 09/25/2004 San Bernardino Valley, San Bernardino $1,040
- 10/09/2004 College of the Desert, Palm Desert $1,430
- 10/16/2004 Antelope Valley College, Lancaster $1,290
- 11/13/2004 San Diego Mesa College, San Diego $1,790

(Budgeted Item, not to exceed $6,600)

10.6 **Agreement, The Liquidation Company**  
It was MSC (Range/Underhill, 5-0) to approve the agreement with The Liquidation Company (TLC) from July 1, 2004, through June 30, 2005, to dispose of excess inventory of furniture, computer equipment, and materials. (Fiscal impact: income from sale, less Auctioneer’s percentage per agreement)

11. **HUMAN RESOURCES**

11.1 **Agreement, Norman A. Traub Associates**  
It was MSC (Elder/Underhill, 5-0) to approve the agreement with Norman A. Traub Associates to provide investigation services. (Budgeted Item, not to exceed $10,000)

11.2 **Agreement, Liebert Cassidy Whitmore**  
It was MSC (Underhill/Range, 5-0) to approve the agreement with Liebert Cassidy Whitmore for legal consulting services. (Budgeted Item, not to exceed $150,000)

11.3 **Administrative Hearing Fees**  
It was MSC (Range/Underhill, 5-0) to approve payment of $10,900 to ADR Services, Inc., and authorization of payment for a court reporter and travel, meals, and lodging costs for the Honorable Robert T. Altman incurred while presiding over the administrative hearing on August 23 and 24, 2004, for Halisky v. Victor Valley CCD. (Fiscal Impact: minimum of $10,900)
12. **FOR INFORMATION ONLY**
   Dr. Franke read aloud the information agenda items for the audience. There was no discussion.

12.1 **Monthly Financial Statements**
   Financial reports are being presented for the period ending June 30, 2004, for the General Fund (01), Capital Outlay Projects Fund (71), Child Development Center Fund (72), Student Center Fee Fund (73), Insurance Trust Fund (78), Bookstore, Auxiliary Services, and ASB Fund.

12.2 **Classified Resignation**
   The following classified resignation has been received and accepted by the superintendent/president per Board Policy 7350:

12.3 **Academic Resignation**
   The following academic resignation has been received and accepted by the superintendent/president per Board Policy 7350:

12.4 **Classified Memorandums of Understanding**
   The district and the California School Employees Association, Chapter 584, have reached agreement on the attached Memorandum of Understanding: Four-Day Work Week Fiscal Year 2004/2005.

1. **CLOSED SESSION**

The Board reconvened in Closed Session at 7:47 p.m. to discuss the following:

(a) **Government Code Section 54956.9:**
   CONFERENCE WITH LEGAL COUNSEL —
   EXISTING LITIGATION: four (4) cases
   Gloria Henderson vs. Victor Valley Community College,
   Bettye Underhill, Nick Halisky, #VCVVS 030263;
   Nicholas Halisky and Cathleen Halisky vs. Victor Valley
   Community College District, Dennis Henderson, et. al,
   VCVVS 026112;
   CSEA vs. Victor Valley Community College District, VCV 018073
   Laymon Jordan vs. Victor Valley Community College District, VCVVS 034629

2. **RECONVENE TO OPEN SESSION**

The board reconvened to open session at 8:34 p.m.