



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

Date: July 14, 2009

Place: Regular Meeting 6 p.m.: Board Room Victor Valley Community College
18422 Bear Valley Road, Victorville, CA 92395

CALL TO ORDER

5 p.m.

The Board of Trustees of Victor Valley Community College District met in Open Session on July 14, 2009 in the Board Room of the Administration building. Mr. Range, Board President called the meeting to order at 5:01 p.m.

TRUSTEE ROLL CALL: Present: Joe Range, Board President; Angela Valles, Vice President; Dennis Henderson, Trustee, Chris Mollenkamp, Trustee, and Don Nelson, Trustee

Absent: Roderick Gray, Student 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, GH Javaheripour, Vice President, Administrative Services and Annette McComas (Recorder)

PLEDGE OF ALLEGIANCE

Chris Mollenkamp led the Pledge of Allegiance to the Flag.

ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA: Dr. Silverman announced that agenda item 11.1, Retirement Resolution, had to be defined, updated and modified to include faculty. Copies were made available to the public.

Mr. Range introduced Mr. Mollenkamp and welcomed him as the new Trustee. Mr. Mollenkamp said he was excited about the opportunity and was looking forward to working with everyone.

Roderick Gray, Student Trustee arrived at 5:07 p.m.

Board President, Mr. Range introduced Roderick Gray as the new Student Trustee. Mr. Gray is a returning student planning to graduate this year and become a teacher.

3. ELECTION OF OFFICER

A. Clerk

It was MSC (Valles/Henderson, 5-0) to nominate Chris Mollenkamp as Clerk of the Board of Trustees.

Public Comments Related to Agenda Items: Margaret Kagy (5.14, 5.15, 5.16, 11.4, 11.5, and 12.2)

BOARD OF TRUSTEES: Dennis Henderson, Donald Nelson, Chris Mollenkamp, Joe Range, Angela Valles, ASB Member

4. SUPERINTENDENT/PRESIDENT'S REPORT

Dr. Silverman reported on the status of the budget. The legislature and the Governor are in active negotiations and have not come to a conclusion. If Prop 98 is suspended all of our protections and guarantees are gone. The issue continues to be with the categorical and general funds. The general debt of the college must be reduced. If the debt can be reduced, this can help the general fund. It is the hope that the early retirement incentive will save the district a little money. The good news is the spring enrollment is up over 12% over last year and this summer is up 11% over last year. We have far exceeded the goal of achieving over 10,000 FTE. A balanced budget will be presented to the Board of Trustees in September. The final bond sale occurred which is now complete. \$140M is now in the bank to use on the capital and building side. With this money, the COP has been paid off which took out a big portion of the debt. The land purchase on the Westside is now complete. A company has been selected to build the Eastside Center which will be presented at the August meeting for consideration.

- **Faculty Senate**
No report

5. CONSENT AGENDA

It was MSC (Nelson/Valles, 5-0) to approve the consent items in one motion.

- 5.1 Approval of the minutes of the June 9 regular Board meeting and the June 11, 2009 special Board meeting.
- 5.2 Agreement Renewal – Identix, Inc.
Renewal of the agreement between Victor Valley Community College District and Identix, Inc. to provide maintenance services for the Live Scan fingerprinting machine. The period of the agreement is for October 1, 2009 through September 30, 2010. Fiscal Impact: Budgeted item, \$2,694.00.
- 5.3 License Agreement – Plato Learning
Approval of the renewal license agreement between Victor Valley Community College District and Plato Learning to provide a software license and training for faculty. Fiscal Impact: Budgeted, \$5,400.00 – funded by Basic Skills Initiative Grant.
- 5.4 Addendum – Nursing Partnership Collaborative
Ratification of the addendum for the Nursing Partnership Collaborative Agreement that was previously approved on May 11, 2006 to provide additional courses for the nursing program. The addendum is effective July 1, 2009. Fiscal Impact: \$31,700.20 – two year cost per student, funded by Desert Valley Hospital.
- 5.5 Agreement – Danny M. Colton, M.D.
Approval of an agreement between Victor Valley Community College District and Danny M. Colton, M.D. to provide clinical learning facilities for health sciences programs. The agreement begins July 15, 2009 and will remain in effect unless terminated by either party upon thirty days written notice. Fiscal Impact: None
- 5.6 Agreement – Riverside Community Hospital
Approval of an agreement between Victor Valley Community College District and Riverside Community Hospital to provide clinical learning facilities for health sciences programs. The agreement begins May 1, 2009 and will remain in effect unless terminated by either party upon thirty days written notice. Fiscal Impact: None

5.7 Agreement – First Student

Ratification of the agreement between Victor Valley Community College District and First Student to provide transportation service for Hesperia High School students traveling to Victor Valley Community College for the Tech-X 2009 activities. The period of the agreement is May 15, 2009. Fiscal Impact: Budgeted, Not to exceed \$1,250.00 – Perkins Funds.

5.8 Agreement – H & L Charter Co., Inc.

Ratification of the agreement between Victor Valley Community College District and H & L Charter Co., Inc. to provide transportation service to registered students of Victor Valley Community College. The period of this agreement is from August 16, 2009 through August 19, 2009. Fiscal Impact: Budgeted, \$4,080.00, funded by TRIO Grant funds.

5.9 Agreement – Independent Contractor – Lucerne Valley Unified School District

Ratification of the Independent Contractor between Victor Valley Community College District and Lucerne Valley Unified School District to provide transportation services for the Upward Bound Math and Science Program participants during the 2009 Summer Academy. The period of the agreement is from June 22, 2009 through May 29, 2010. Fiscal Impact: Budgeted, \$11,200.00 – Upward Bound Math and Science Program.

5.10 Out-of -Country Travel – Costa Rica

Approval of out-of-country travel to Costa Rica. The travel is to allow students from the Political Science and Agriculture and Natural Resources Departments to travel to Rancho Mastatal, Costa Rica to attend a 13-day Sustainable Development workshop from July 22, 2009 through August 3, 2009. Students will be accompanied by Professors Bozonelos and Slade. Fiscal Impact: None to the District. The Mojave Sustainability Project will cover expense of attendance and admission at \$1,150.00 per person. The Foundation, Associated Student Body, faculty, and students will cover the expense of the airline tickets at \$302.48 per person. All other costs will be borne by the students and faculty.

5.11 Agreements – Contract Education Services

Approval of the Contract Education Services' agreements listed below to obtain a food handlers certification card by attending a two-hour class. Fiscal Impact: \$1,200.00 to the District.

Vendor:	Income to the District
Amvets of America	\$ 300.00
Little Dragon Restaurant	\$ 300.00
Kamp Grounds of America	\$ 300.00
Burning Bush Church	\$ 300.00
Total:	\$1,200.00

5.12 Agreement – Independent Contractor – EBR Events, LLC

Approval of the independent contractor agreement between Victor Valley Community College District and EBR Events, LLC dba Apple Valley Catering to provide catering service. The period of the agreement is from July 30, 2009 through July 31, 2009. Fiscal Impact: \$6,300.00 Upward Bound Grant Funds.

5.13 Agreement – Independent Contractor – David Prince

Approval of the independent contractor agreement between Victor Valley Community College District and David Prince to provide an orchestra conductor for *Beauty and the Beast* and taught students music in addition to conducting and rehearsing all performances. The period of the agreement is from January 8, 2009 through April 3, 2009. Fiscal Impact: Budgeted, not to exceed \$1,300.00 – Auxiliary Funds.

- 5.14 Agreement – Continuant, Inc.
Approval of the agreement between Victor Valley Community College District and Continuant, Inc. to provide hardware and software maintenance support on all campus critical network devices. Fiscal Impact: Budgeted item, \$33,213.08.
- 5.15 Agreement Renewal – Sixten & Associates
Ratification of the agreement between Victor Valley Community College District and Sixten & Associates for State Mandate Claim Preparation for the 2009-2010 fiscal year. Length of contract is from July 1, 2009 – June 30, 2010. Fiscal Impact: Budgeted item, not to exceed \$13,000.00.
- 5.16 Agreement – Nova Facility Management Systems
Ratification of the agreement between Victor Valley Community College District with Nova Facility Management Systems to furnish, install and monitor commercial energy meters at the Technology Center, Speech/Drama Addition, and Adapted PE Center buildings. Fiscal Impact: \$20,100.00 – Fund 71 expenditure.
- 5.17 Change Orders– Seismic Retrofit/Auxiliary Gymnasium Replacement
Approval of the change orders for the Seismic Retrofit/Auxiliary Gymnasium Replacement project. Fiscal Impact: Credit to the District \$3,991.50.
- 5.18 Change Order – Rymax Electric Inc.
Ratification of the change order with Rymax Electric, Inc for the electrical switchgear replacement project. Fiscal Impact: Budgeted item, \$3,983.75.
- 5.19 Notice of Completion – Seismic Retrofit/Auxiliary Gymnasium Replacement
Approval of the Notices of Completion for the Seismic Retrofit/Auxiliary Gymnasium Replacement project. Fiscal Impact: None
- 5.20 Board of Trustees Budget Transfer Request Report
Approval of the budget transfers as submitted. Fiscal Impact: None
- 5.21 Board of Trustees Payments Report
Approval of the Board of Trustees Payments Report. Fiscal Impact: None
- 5.22 Foundation Donations
Acceptance of the donations as college property from the Victor Valley College District Foundation of \$25,518.92 in-kind cash donations, (\$22,671.35 in scholarships) for a total amount of \$48,190.27. In addition the Foundation has also received property donations as listed. Donations are for the period ending May 2009. Fiscal Impact: None.
- 5.23 Agreements – American Income Life Insurance Company
Ratification of the agreements between Victor Valley Community College District and American Income Life Insurance Company to provide liability insurance coverage for the Upward Bound and Upward Bound Math & Science Programs. Fiscal Impact: Upward Bound, not to exceed \$500.00 and Upward Bound Math and Science, not to exceed \$500.00.
- 5.24 Agreement Renewal – Chancellor's Office of the California Community Colleges
Ratification of the renewal agreement between Victor Valley Community College District and the Chancellor's of the California Community Colleges for the mandatory Student-Right-To-Know Reporting Subscription. Fiscal Impact: Budgeted item, \$3,900.00 per year for three years.

5.25 Notice of Completion – Rymax Electric Inc.
Approval of the Notice of Completion for the electrical switchgear replacement project. Fiscal Impact: None

5.26 Agreements – Contract Education Services
Approval of the Contract Education Services' agreements listed below.
Fiscal Impact: \$6,900.00 Income to the District

Vendor:	Income to the District
Apple Valley Kennel Club	\$ 900.00
Preston Guillory Investigations	\$4,000.00
Southwest	\$2,000.00
Total:	\$6,900.00

ACTION AGENDA

6. BOARD OF TRUSTEES

6.1 Separate approval of items pulled from consent agenda

8. INSTRUCTION

8.1 Regional Occupation Program (ROP)

It was MSC (Nelson/Henderson, 5-0) to approve the Victor Valley Community College Districts' partnership with the colleges in Region IX and San Bernardino County ROP in development of course sequences in specified career pathways that would provide a comprehensive course of study preparing students for both post secondary education and careers in compliance with AB 2448. Fiscal Impact: None

11. HUMAN RESOURCES

11.1 Resolution Modified Resolution - Supplemental Employee Retirement Plan

It was MSC (Valles/Mollenkamp, 5-0) to adopt the resolution to provide the Supplemental Employee Retirement Plan. Fiscal Impact: TBD

11.2 Foundation Employment Agreements

It was MSC (Nelson/Henderson, 5-0) to approve the agreements with the Foundation for the employment of the Foundation's executive and executive/financial assistant as listed. Fiscal Impact: None, funds are reimbursed by the Foundation.

Trustee Nelson left at 6:08 p.m.

Trustee Nelson arrived at 6:10 p.m.

Upon Trustee Nelson's return Board President, Mr. Range asked for Trustee Nelson's vote which was in favor of the agreement.

11.3 Victor Valley College Equal Employment Opportunity Plan

It was MSC (Mollenkamp/Nelson, 5-0) to approve of the Victor Valley College Equal Employment Opportunity Plan. Fiscal Impact: None
Mollenkamp, page 19 not local organizations – need to add.

11.4 Administrator Contract, Interim Dean, Instructional Programs – Student and Workforce Development

It was MSC (Nelson/Valles, 5-0) to ratify the Interim Dean, Instructional Programs – Student and Workforce Development contract while recruitment for the position is completed. The period of this contract is from July 1, 2009 through July 31, 2009. Fiscal Impact: Budgeted

11.5 Renewal of Administrator Contract – Director of Disabled Student Programs and Services/ADA Compliance Officer

It was MSC (Nelson/Valles, 5-0) to approve the renewal contract for the Administrative Contract – Director of Disabled Student Programs and Services/ADA Compliance Officer beginning on or after August 1, 2009. Fiscal Impact: Budgeted

12. INFORMATION/DISCUSSION

12.1 Monthly Financial Reports

Submitted as an informational item.

12.2 Chapter 2 Board Policies

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

None

b) CSEA

Margaret Kagy

c) AFT Part-Time Faculty United

Carol Scissel

14. TRUSTEE COMMENTS

Trustee Valles reported on the theatre arts program featuring *Willy Wonka* that will provide foster children the benefit of seeing and experiencing a play of fine arts. The group coordinating this evening meets every Monday at 3 p.m. until August 12th. Trustee Nelson commented on the ASB retreat that he recently attended and welcomed Trustee Mollenkamp. Trustee Henderson welcomed Trustee Mollenkamp. Board President, Mr. Range complimented the ASB students on their continuing success and was impressed with the goals that they set at the recent ASB retreat.

• ASB

Roderick Gray reported on student activities.

Public Comments not related to non- agenda items: Margaret Kagy

16. ADJOURNMENT

It was MSC (Valles/Nelson, 5-0) to adjourn the meeting at 6:42 p.m.



Chris Mollenkamp, Clerk



Date Approved