



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

Date: December 8, 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 December 8, 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; Chris Mollenkamp, Clerk; Don Nelson, Trustee

Absent: Dennis Henderson, Trustee
Mary Mazzola, Student Trustee

MANAGEMENT PRESENT: Dr. Christopher O'Hearn, 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

Lori Kildal led the Pledge of Allegiance to the Flag.

Mr. Range announced that Dr. Silverman had been hospitalized and will be missed this evening. In addition, Mr. Henderson was ill and would not be attending.

As a result of the board operating on a rotational basis, Angela Valles will be seated on the board as President, Chris Mollenkamp as Vice President, Dennis Henderson as Clerk, Don Nelson as member, and myself as member.

Mr. Range passed the gavel to Trustee Valles and looks forward to working with her and supporting her as she moves along as the new president.

ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA: Agenda item 10.1 – the docket listed the month of January and the correct month should read February.

2. CLOSED SESSION

5-5:30 p.m.

- (a) PUBLIC EMPLOYEE PERFORMANCE EVALUATION – Government Code Section 54957
Director, Evening Operations, Instructional Support Programs
Director of the Associate Degree Nursing Program and Allied Health
Executive Dean, Technology & Information Resources

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

Vice President, Administrative Services

(b) PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE – Government Code Section 54957

Employee Number 021312809

At 5:06 p.m. Board president, Ms. Valles recessed to closed session.

PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS: None

WORKSHOP

Staff Lounge Victor Valley Community College

Child Development Center – Head Start Education Center

5:30-6 p.m.

REGULAR MEETING AGENDA

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

Mary Mazzola arrived at 5:35 p.m.

3. OPEN SESSION REGULAR MEETING

6 p.m.

3.1 Closed Session Report

At 6:12 Board President, Mr. Valles reconvened to open session and thanked Mr. Range for his leadership, dedication, and hard work this past year as well as the previous five years.

Ms. Valles announced that Dr. O'Hearn was substituting for Dr. Silverman this evening and that Chris Mollenkamp is the new Vice President and Dennis Henderson is the new clerk.

There was no action to report out of close session

3.2 Organizational Announcements

To provide more board involvement, Ms. Valles asked board members to volunteer to serve on committees and provide brief reports. Committees that available are the President's Cabinet, Diversity, Environmental Health and Safety, Facilities, Finance Budget and Planning, Institutional Effectiveness, Staff Development, Student Services, Sustainability and Accreditation.

Ms. Valles volunteered to sit in on the President's Cabinet. Mr. Range would like to continue serve on the Facilities committee and also volunteered to serve on the Finance Budget and Planning committee. Mr. Mollenkamp volunteered to serve on the Accreditation and Institutional Effectiveness committees. Mr. Nelson volunteered to sere on the Environmental Health and Safety and the Child Development committees.

Ms. Valles announced that the January regular board meeting is canceled and in lieu thereof, a board retreat will be held at the Hilton Garden Inn, January 15, 2010, from 8-3 p.m. and will address board evaluation, board goals, Superintendent/ President's goals, and an Institutional Effectiveness report update. The facilitator is yet to be determined.

- 3.3 Selection of Representative to the County of School District Organization:
Ms. Valles nominated Mr. Range as the representative to the County of School District Organization. Mr. Range and Mr. Mollenkamp agreed to rotate the responsibility.

It was MSC (Valles/Nelson, 4-0 Henderson absent) to select Mr. Range as the representative to the County of School District Organization.

PUBLIC COMMENTS RELATED TO AGENDA ITEMS: Arlene Greene (10.1)

4. SUPERINTENDENT/PRESIDENT'S REPORT

Ms. Blanchard congratulated Ms. Valles and the rest of the board on their new positions. The Academic Senate is pleased that the administration decided to have a winter session for the students. However, they are concerned with some of the classes being offered and which curriculum is being used.

The resolution that was presented in October regarding the technology is still being fine tuned. Another important issue currently taking place is Program Review. The faculty are currently working on it with a due date of February 19, 2010. The Senate has met and is beginning to work on the accreditation organization which will make a recommendation which faculty member will lead the work along with Dr. O'Hearn.

Mr. Frank Smith explained items 5.15, 5.16, 7.1, 7.2, 7.3 and 7.4 as they all relate to technology and the items that were previously approved at the September workshop.

Dr. O'Hearn announced that on behalf of Dr. Silverman and the college community he welcomed Trustee Valles as the new Board President.

5. CONSENT AGENDA

It was MSC (Range/Nelson, 4-0, Henderson absent) to approve the consent items in one motion with item 5.12 pulled for separate discussion by Trustee Mollenkamp.

- 5.1 Approval of the minutes of the November 10, 2009 regular Board meeting.

5.2 Agreement – El Dorado Broadcasters

Ratification of the agreement between Victor Valley Community College District and El Dorado Broadcasters to advertise registration information for the VVC for Me Campaign. The period of this agreement is from November 16, 2009 through January 4, 2010. Fiscal Impact: \$4,410.00, Public Information advertising funds.

5.3 Agreement – Heart Institute

Ratification of the agreement Victor Valley Community College District and The Heart Institute to provide clinical learning facilities for health sciences programs. The agreement begins on January 1, 2010 and will remain in effect unless terminated by either party upon thirty (30) days written notice. Fiscal Impact: None

5.4 Agreement – Independent Contractor – Miranda Buckley

Ratification of the agreement between Victor Valley Community College District and Miranda Buckley to provide American Sign Language Services for an interview on November 5, 2009. The period of this agreement is from November 5, 2009 through November 5, 2009. Fiscal Impact: \$70.00, budgeted.

- 5.5 Agreement – Bipinchanadra Bhagat, M.D.
Ratification of the agreement Victor Valley Community College District and Bipinchanadra Bhagat, M.D. to provide learning facilities for health sciences programs. The agreement begins on January 1, 2010 and will remain in effect unless terminated by either party upon thirty (30) days written notice. Fiscal Impact: None
- 5.6 Renewal Library Online Database Subscriptions
Approval of a renewal agreement to purchase an online database subscription through the Community College Library Consortium for the period of July 1, 2010 through June 30, 2011. Fiscal Impact: Budgeted, \$10,503.00
- 5.7 Addendum LA Records Management Agreement
Ratification of the addendum between Victor Valley Community College District and LA Records Management. The original contract was previously approved on September 16, 2008. The term of this agreement is from September 16, 2009 through September 16, 2010 and will continue with automatic renewals for additional equal term periods. Fiscal Impact: Budgeted, \$3,000.00 annually.
- 5.8 Boston Reed College – Memorandum of Understanding
Ratification of the Memorandum of Understanding between Victor Valley Community College District and Boston Reed College to provide the Pharmacy Technician course through Contract Education Services. Fiscal Impact: \$300.00 per student to the District.
- 5.9 Agreements – Contract Education Services
Approval of the Contract Education Services' listed below for the courses offered in Contract Education department. Fiscal Impact: \$600.00 to the District.

Vendor:	Income to the District
Ta Center (October 09, 2009 – October 09, 2010)	\$300.00
Ta Center (October 24, 2009 – October 24, 2010)	\$300.00
Total:	\$600.00

- 5.10 Quarterly Financial Status Report (CCFS-311Q)
Acceptance of the Quarterly Financial Status Report (CVFS-311Q). Fiscal Impact: None
- 5.11 Renewal Agreement – Affiliated Computer Services, Inc.
Ratification of the renewal agreement between Victor Valley Community College and Affiliated Computer Services, Inc. to provide 1098-T reporting requirements for tax year 2009. Fiscal Impact: Budgeted from Fund 01, not to exceed \$22,000.00.
- 5.12 **PULLED FOR SEPARATE DISCUSSION UNDER 6.1 Payroll Revolving Cash Fund Reimbursement**
Approval to replenish the Payroll Revolving Cash Fund by \$1,951.72. Fiscal Impact: \$1,951.72 from the General Fund.
- 5.13 Recalculation of Gann Appropriation Limit
Approval of the Gann appropriation limit for 2009-2010 in the amount of \$99,539,514.00. Fiscal Impact: None
- 5.14 Board of Trustees Payments Report
Approval of the Board of Trustees Payments Report. Fiscal Impact: None

- 5.15 Independent Contract Agreement – Doris M. Griffin
Ratification of the agreement between Victor Valley Community College District and Doris M. Griffin to design, develop, and test syntax for Datatel's degree audit module for certificate and degree programs for one catalog year selected by the college. The period of this agreement is from December 15, 2009 through June 30, 2010. Fiscal Impact: \$13,000.00, budgeted item.
- 5.16 Agreement – SARS Software Products, Inc.
Ratification of the agreement between Victor Valley Community College District and SARS Software Products, Inc. to provide software licensure and support services for SARS-Trak, PC-Trak, SARS-Call, and SARS Alert. The Period of agreement if from October 30, 2009 through October 30, 2010. Fiscal Impact: \$35,125.00, budgeted item.
- 5.17 Agreement – SMS Systems Maintenance Services, Inc.
Ratification of the agreement between Victor Valley Community College District and SMS Systems Maintenance Services, Inc. to provide maintenance support for ongoing hardware replacement and maintenance of MIS and IT systems. Fiscal Impact: \$16,951.72, budgeted item.
- 5.18 Out of Country Travel - ASIA
Approval of out of the country travel to East Timor in Asia from January 24, 2010 through February 11, 2010. The travel is required of students who are registered in Biology 98. The students will be accompanied by Assistant Professor of Biology, Dr. Hinrich Kaiser. Fiscal Impact: None
- 5.19 2010 Board Calendar
Approval of the proposed 2010 calendar of board meetings.
- 5.20 Academic Equivalency Request – Khalid Rubayi – Physics/Astronomy
Approval of the equivalency request for Khalid Rubayi – Physics/Astronomy. Fiscal Impact: None
- 5.21 Curriculum Changes
Approval of the curriculum changes that have been recommended by the College Curriculum committee. Fiscal Impact: None
- 5.22 Agreement – Independent Contractor – George E. Mangum
Ratification of the agreement between Victor Valley Community College District and George E. Mangum to provide sports performance training for athletics. The period of this agreement is from August 1, 2009 through June 30, 2010. Fiscal Impact: \$2,000.00 Volleyball fundraiser.

ACTION AGENDA

6. BOARD OF TRUSTEES

- 6.1 Separate approval of items pulled from consent agenda
- 5.12 Payroll Revolving Cash Fund Reimbursement
Approval to replenish the Payroll Revolving Cash Fund by \$1,951.72. Fiscal Impact: \$1,951.72 from the General Fund.

Following discussion it was MSC (Mollenkamp/Nelson, 4-0, Henderson absent) to approve to replenish the Payroll Revolving Cash Fund by \$1,951.72.

7. SUPERINTENDENT/PRESIDENT

7.1 Agreement – IMPEX Technologies, Inc.

It was MSC (Range/Nelson, 4-0, Henderson absent) to approve the agreement between Victor Valley Community College District and IMPEX Technologies for virtualization hardware and network storage technology to replace existing IT/MIS systems infrastructure. Fiscal Impact: \$513,028.80, budgeted item.

7.2 Agreement – Vector Resources Enterprises Network Solutions

It was MSC (Mollenkamp/Range, 4-0, Henderson, absent) to ratify the agreement between Victor Valley Community College District and Vector Resources Enterprises Network Solutions for switching technology as part of the IT/MIS Virtualization Project. Fiscal Impact: \$186,966.16, budgeted item.

7.3 Amend Agreement – Datatel, Inc.

It was MSC (Nelson/Range, 4-0, Henderson, absent) to approve the agreement between Victor Valley Community College District and Datatel, Inc. to include four new modules. Fiscal Impact: \$238,420.00, budgeted item.

7.4 Agreement – Datatel, Inc.

It was MSC (Nelson/Range, 4-0, Henderson, absent) to approve the agreement between Victor Valley Community College District and Datatel, Inc. for Server Migration series. Fiscal Impact: \$137,750.00, budgeted item.

10. ADMINISTRATIVE SERVICES

10.1 Agreement – San Bernardino County Head Start

It was MSC (Range/Nelson, 4-0, Henderson absent) to approve the agreement between Victor Valley Community College District and San Bernardino County Head Start program for lease space which will provide child care services to qualifying children of Victor Valley College and other children in the High Desert. The agreement will be for 10 years beginning January 1, 2010. Fiscal Impact: Annual revenue to the District of \$160,000.00

**10.2 APPROVE AWARD OF PROJECT AND CONTRACT WITH AUTHORITY
FOR SUPERINTENDENT TO EXECUTE AN ENERGY SERVICES
CONTRACT WITH SOLFOCUS, INC. FOR THE DESIGN AND
INSTALLATION OF A 1 MW SOLAR GENERATING FACILITY ON THE
VVC CAMPUS**

It was MSC (Nelson/Mollenkamp, 4-0, Henderson absent) to approve the award of project and contract and authorize the Superintendent/President to enter into an energy services contract with SolFocus, Inc. for the design and installation of a 1MW solar generating facility. The contract value will be \$5,072,560; which includes \$409,920 for operations and maintenance (O&M) for the first 10-years. The O&M costs will be paid quarterly as services are rendered. Fiscal Impact: Initial capital investment of approximately \$5,072,560, including \$409,920. Projected savings of approximately \$7 million over the next 5-years, which includes avoided energy costs, electricity tariff savings and California Solar Initiative (CSI) incentives. Projected savings of approximately \$20 million over 25-years.

10.3 Proposal – gkkworks – Obtaining Education Center Status

It was MSC (Range/Nelson, 4-0, Henderson absent) to approve to enter into an agreement with gkkworks to prepare all paperwork for application for center status at the Eastside site and the Letter of Intent for the Westside Center. Fiscal Impact: Bond Budget, \$255,000.00

10.4 Proposal – gkkworks – One Stop Student Services Building Scoping Documents

It MSC (Range/Nelson, 4-0, Henderson absent) to approve to enter into an agreement with Program Manager, gkkworks to prepare scoping documents consistent with current building codes, Title 24, DSA and local fire authority including landscape outline specifications. Fiscal Impact: Bond Budget \$239,228.00.

10.5 Agreement – Mohawk Commercial, Inc.

It was MSC (Mollenkamp/Range, 4-0, Henderson absent) to approve the agreement with Mohawk Commercial, Inc. in the amount of \$100,000.00 for carpet replacement for the Student Activities Center, Counseling/Administration and Liberal Arts buildings. Fiscal Impact: \$100,000.00 Scheduled Maintenance State and District (50/50). \$52,980.41 Auxiliary Services.

11. HUMAN RESOURCES

11.1 Revised Job Description – Director of Financial Aid

It was MSC (Mollenkamp/Nelson, 4-0, Henderson absent) to approve the revised job description for the Director of Financial Aid. Fiscal Impact: None.

11.2 Contract Extension – Superintendent/President

It was motioned by Trustee Range and seconded by Trustee Nelson to approve the employment contract extension for the Superintendent/President from July 1, 2010 through June 30, 2013. Fiscal Impact: Budgeted, no additional increase.

Following discussion it was MSC (Range/Nelson, 3-1, Valles, No, Henderson absent) to approve the employment contract extension for the Superintendent/President from July 1, 2010 through June 30, 2013. Fiscal Impact: Budgeted, no additional increase.

12. INFORMATION/DISCUSSION

12.1 Monthly Financial Reports

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
Janice Olson

13.2 Employee Groups

- a) CTA
Michael Butros
- b) CSEA
Arlene Greene
- c) AFT Part-Time Faculty United
Absent

14. TRUSTEE COMMENTS

- ASB

Mary Mazzola reported on student activities. Mr. Mollenkamp reported that he was impressed with the Lights of Love event that he recently attended. Ms. Valles asked that the Finance Department provide the board members with Dr. Silverman's business expenses on a monthly basis as the contract states.

15. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS: Mariela Reese

16. ADJOURNMENT

It was MSC (Range/Nelson, 4-0, Henderson absent) to adjourn the meeting at 7:15 p.m.

Chris Mollenkamp
Chris Mollenkamp, Vice President

2/9/10
Date Approved