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# AGENDA

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Victor Valley Community College District  
Board of Trustees Regular Meeting  
Board Room, Victor Valley College  
18422 Bear Valley Road, Victorville, CA 92395

January 10, 2006

## CALL TO ORDER

4:30 p.m.

## PLEDGE OF ALLEGIANCE

ACTION

### 1. CLOSED SESSION

- (a) Government Code Section 54956.9:  
CONFERENCE WITH LEGAL COUNSEL —  
EXISTING LITIGATION: six (6) cases
  - (1)Gloria Henderson vs. Victor Valley Community College, Bettye Underhill, Nick Halisky, VCVVS 030263;
  - (2)Nicholas Halisky and Cathleen Halisky vs. Victor Valley Community College District, Dennis Henderson, et. al, VCVVS 026112; consultation with legal counsel per Government Code Section 54956.9(a)
  - (3)Carissa M. Warren, Gaye L. Giarmo, and Karen E. Salazar v. Victor Valley Community College District, Larry Boutcher and Does 1 through 100, VCVVS 027382
  - (4)Lynn Puckett vs. Victor Valley Community College District, Ron Krimper Nick Halisky, Bettye Underhill, Dennis Henderson, Maxine Moore, and Does 1-1000; VCVVS 037295
  - (5)Lynn Puckett vs. Victor Valley Community College District, Ron Krimper Nick Halisky, Bettye Underhill, Dennis Henderson, Maxine Moore, and Does 1-1000; VCVVS 036483
  - (6)Victor Valley Community College District vs. Nicholas Louis Halisky, Lynn Puckett, and Does 1 through 100, VCVVS 036483
- (b) Government Code Section 54957.6: CONFERENCE WITH LABOR NEGOTIATORS  
Agency designated representatives: Bill Schmidt, Willard Lewallen, Richard Prystowsky, Willie Davis Pringle, Bruce Baron. Employee organizations: CSEA, CTA, AFT-PTFU
- (c) Government Code Section 54957:  
DISCIPLINE/DISMISSAL/RELEASE OF A PUBLIC EMPLOYEE:  
Two (2) positions
- (d) Government Code Section 54956.9  
POTENTIAL LITIGATION: Student Complaint

### 2. RECONVENE TO OPEN SESSION

6 p.m.

#### 2.1 Action as a result of Closed Session

**3. GOVERNING BOARD**

- 3.1 Consider approval of the minutes of the December 13, 2005, regular Board meeting. YES \_\_\_ NO \_\_\_
- 3.2 Announcement that persons may speak to agenda items if the Agenda Discussion Form has been completed. Information
- 3.3 Agenda Additions/Revisions YES \_\_\_ NO \_\_\_

**4. REPORTS** Information

- 4.1 Superintendent/President
- 4.2 Instruction
- 4.3 Student Services
- 4.4 Administrative Services
- 4.5 Human Resources
- 4.6 Governmental Relations
- 4.7 Foundation
- 4.8 Board of Trustees
- 4.9 Constituency Representatives
- a) ASB
  - b) CCA
  - c) CSEA
  - d) Faculty Senate
  - e) AFT Part-Time Faculty United
  - f) Management
- 4.10 Public Comments

This is the time for the general public to address the Board. State law prohibits the Board from addressing any issue not included on the agenda. Please limit comments to three minutes per individual and a total of 15 minutes per topic. Discussion of personnel matters is inappropriate for open session. The Board is committed to protecting the privacy interests of District personnel. Should any member of the public wish to discuss a personnel matter, it must first be brought to the attention of the director of human resources. Speakers are cautioned that under California law, no person is immune from liability for making intentionally false or defamatory comments regarding any person simply because those comments are made at a public meeting.

## 5. CONSENT AGENDA

**Consider approval of the following consent items to be approved in one motion.**

YES \_\_\_ NO \_\_\_

- a. Out of State Travel – Washington, DC  
Consider approval of out of state travel to Washington, D.C. for Dr. Thomas Miller, the Victor Valley College Singers and Master Arts Chorale. Fiscal Impact: None to the District. The cost is to be paid by members of the group, assistance from ASB and through fundraising.
- b. Out of State Travel – Catersource 2006  
Consider approval of out of state travel for two students and Debbie Peterson to attend the Catersource 2006 Annual Conference in Las Vegas, NV from January 22, 2006 through January 26, 2006. Fiscal Impact: \$2,857 to be paid by VTEA funds.
- c. Board of Trustees Payment Report  
Consider approval of Board of Trustees Transfers and Payments Reports.
- d. Classified Bargaining Unit Appointments, Promotions, and/or Transfers  
Consider approval of the appointments as listed. Fiscal Impact: Budgeted
- e. Academic Extra Duty Days  
Consider approval of the extra duty days assignment for Patricia Jones as listed. Fiscal Impact: Budgeted
- f. Academic Ratification of Eminence Requests  
Consider ratification of the eminence request as listed. Fiscal Impact: none
- g. Temporary Academic  
Consider approval of the appointments as listed. Fiscal Impact: Budgeted Item
- h. Approve Expenditures for Background Investigations  
Consider approval of the expenditures to Madeira Group International to provide background investigations for the campus police/public safety officers at a cost of \$695 each, not to exceed \$5000. Fiscal Impact: Budgeted \$5000
- i. Non-Classified Employees  
Consider approval of the appointments as listed.

## ACTION AGENDA

### 6. BOARD OF TRUSTEES

#### 6.1 CCCT Board Nominations

Consider nominating a board member for the CCCT board election as listed.

YES \_\_\_ NO \_\_\_

6.2 Spring Valley Lake Special Election

It is recommended that the Board of Trustees discuss the Spring Valley Lake Election and take appropriate action.

YES \_\_\_ NO \_\_\_

7. **SUPERINTENDENT/PRESIDENT**

7.1 First Reading: Proposed Board Policy No. 6620 – Naming Recognition

Consider acceptance for first reading the proposed Board Policy No. 6620, Naming Recognition

YES \_\_\_ NO \_\_\_

8. **INSTRUCTION**

8.1 Maintenance Agreement – SIRSI Corporation

Consider approval of the maintenance agreement with SIRSI Corporation for maintaining the software and hardware in the Learning Resource Center for the period of June 1, 1006 through May 31, 2007. Fiscal Impact: \$11,583 budgeted item.

YES \_\_\_ NO \_\_\_

9. **STUDENT SERVICES**

9.1 First Reading: Revised Board Policy No. 4230 – Grading Symbols

Consider acceptance for first reading the revised Board Policy No. 4230 – Grading Symbols.

YES \_\_\_ NO \_\_\_

9.2 First Reading: Revised Board Policy No. 5040 – Student Records and Directory Information

Consider acceptance for first reading the revised Board Policy No. 5040 – Student Records and Directory Information

YES \_\_\_ NO \_\_\_

10. **ADMINISTRATIVE SERVICES**

10.1 Donations

Consider acceptance of the donations as college property as listed. Total donation amount \$\$121.906.62.

YES \_\_\_ NO \_\_\_

11. **HUMAN RESOURCES**

12. **FOR INFORMATION ONLY**

12.1 Monthly Financial Statements

This item is for information only.

Information

13. **ADJOURNMENT**

It is the intention of Victor Valley Community College District to comply with the Americans with Disabilities Act in all respects. Any person with a disability may request that this agenda be made available in an appropriate alternative format. A request for a disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting to Jeffrey Holmes, Victor Valley College, 18422 Bear Valley Road, Victorville, California 92395-5849, (760) 245-4271, Ext. 2596, from 8:30 a.m. to 5:00 p.m., Monday through Friday, at least 48 hours prior to the meeting to make reasonable arrangements. Government Code Section 54954.2.



# Victor Valley Community College District Board of Trustees Regular Meeting

## Minutes

Board Room, Victor Valley College  
18422 Bear Valley Road, Victorville, California

December 13, 2005

4:30 p.m.

**CALL TO ORDER:** The Board of Trustees of Victor Valley Community College District met in Open Session on December 13, 2005, in the Board Room of the Administration Building. Mr. Range, Board President, called the meeting to order at 4:35 p.m.

**PLEDGE OF ALLEGIANCE:** Nancy Wilkett led the audience in the Pledge of Allegiance to the flag.

**MEMBERS PRESENT:** Mr. Range, Board President; Mr. Dennis Henderson, Vice President; Mr. Donald Nelson, Clerk Trustee, Dr. Bettye Underhill, Trustee, Thomas M. Elder II, Trustee, arrived at 4:50 p.m. ASB President and Student Trustee Kimberlee Kelly arrived for Open Session at 6 p.m.

**MEMBERS ABSENT:** None

**STAFF/GUESTS PRESENT:** Dr. Spencer, Mr. Baron, Dr. Schmidt, Mr. Bill Greulich, Mr. Nick Parisi, Dr. Prystowsky, Dr. Lewallen, Ms. Nancy Wilkett, Mr. Willie D. Pringle, Mr. Robert Sewell, Mr. Scott Jones, Mr. Brian Hendrickson, Mr. David Chip, Chief Jack Thomas, Dr. John Rude, Mr. Mike Koenig, other staff, and members of the public.

**Oath of Office** Mr. Range administrated the oath of office to Don Nelson, Dennis Henderson and Bettye Underhill.

**Installation of Board Members  
& Election of Officers**

It was MSC (Underhill/Elder, 5-0) to elect Joe Range as president of Board of Trustees.

It was MSC (Nelson/Elder, 5-0) to elect Dennis Henderson as vice president of the Board of Trustees.

It was MSC (Henderson/Elder, 5-0) to elect Donald Nelson as clerk of the Board of Trustees.

It was MSC (Elder/Range,5-0) to elect Betty Underhill as representative to the County Committee on School District Organization of the Board of Trustees.

The Board moved to closed Session from 4:58 p.m. to 6 p.m. to discuss the following:

Mr. Range announced that per Mrs. Greene's request, the closed session items will be announced at each meeting

**1. CLOSED SESSION**

- (a) Government Code Section 54956.9:  
CONFERENCE WITH LEGAL COUNSEL —  
EXISTING LITIGATION: eight (8) cases
  - (1)Gloria Henderson vs. Victor Valley Community College, Betty Underhill, Nick Halisky, VCVVS 030263;
  - (2)Nicholas Halisky and Cathleen Halisky vs. Victor Valley Community College District, Dennis Henderson, et. al, VCVVS 026112; consultation with legal counsel per Government Code Section 54956.9(a)
  - (3)Laymon Jordan vs. Victor Valley Community College District, VCVVS 034629;
  - (4)Chris Wagenseller vs. Victor Valley Community College District, VCVVS 035285
  - (5)Carissa M. Warren, Gaye L. Giarmo, and Karen E. Salazar v. Victor Valley Community College District, Larry Butcher and Does 1 through 100, VCVVS 027382
  - (6)Lynn Puckett vs. Victor Valley Community College District, Ron Krimper Nick Halisky, Betty Underhill, Dennis Henderson, Maxine Moore, and Does 1-1000;VCVVS 037295
  - (7)Lynn Puckett vs. Victor Valley Community College District, Ron Krimper Nick Halisky, Betty Underhill, Dennis Henderson, Maxine Moore, and Does 1-1000; VCVVS 036483
  - (8)Victor Valley Community College District vs. Nicholas Louis Halisky, Lynn Puckett, and Does 1 through 100, VCVVS 036483
- (b) Government Code Section 54957.6: CONFERENCE WITH LABOR NEGOTIATORS  
Agency designated representatives: Bill Schmidt, Willard Lewallen, Jeff Cooper, Thomas O'Neil; Willie Davis Pringle, Bruce Baron. Employee organizations: CSEA, CTA
- (c) Government Code Section 54957:  
DISCIPLINE/DISMISSAL/RELEASE OF A PUBLIC EMPLOYEE:  
Four (4) positions
- (d) Government Code Section 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION
- (e) Government Code Section 54956.9  
POTENTIAL LITIGATION: Student Complaint

## **2. RECONVENE TO OPEN SESSION**

**6 p.m.**

### **2.1 Action as a result of Closed Session**

Mr. Range reported that as a result of closed session it was MSC (Elder/Nelson, 5-0) to not renew the contract of the Deputy Superintendent/Executive Vice President, Instruction and to renew the contract of the Director of Nursing for the period of July 1, 2006 to June 30, 2007 and to renew the contract for the dean of vocational programs for the period of July 1, 2006 through June 30, 2008.

#### **a) Recess of the open session**

Recessed open session at 6:09 p.m.

#### **b) Introduction of new and re-elected board members – reception to follow**

Dr. Spencer welcomed Mr. Nelson and the re-elected board officials and thanked them for their service and commitment to the district.

#### **c) Reconvene to the open session**

Reconvened to open session at 6:23 p.m.

## **3. GOVERNING BOARD**

3.1 It was MSC (Elder/Underhill, 4-0, Mr. Nelson a member of the board of trustees at the November 8, 2005 meeting) to approve the minutes of the November 8, 2005, regular Board meeting.

3.2 Announcement that persons may speak to agenda items if the Agenda Discussion Form has been completed.

### **3.3 Agenda Additions/Revisions**

Dr. Spencer announced that items 5.g and 5.h had amendments, 5.k was pulled and item 4. Reports, was added.

### **4.10 Public Comments**

This is the time for the general public to address the Board. State law prohibits the Board from addressing any issue not included on the agenda. Please limit comments to three minutes per individual and a total of 15 minutes per topic. Discussion of personnel matters is inappropriate for open session. The Board is committed to protecting the privacy interests of District personnel. Should any member of the public wish to discuss a personnel matter, it must first be brought to the attention of the director of human resources. Speakers are cautioned that under California law, no person is immune from liability for making intentionally false or defamatory comments regarding any person simply because those comments are made at a public meeting.

## **4. Reports**

#### **4.1 Superintendent/President**

Dr. Spencer presented a holiday gift to the trustees on behalf of the college. A special thanks was extended to the *Daily Press* as well as other local supporters, for their contribution to the 3<sup>rd</sup> annual Celebration Around the World. Dr. Spencer reported on the exciting development concerning the replacement of the campus marquee. Desert Community Bank will be providing two campus marquees. One will be located at Fish Hatchery and the other at the Jacaranda entrance. Dr. Spencer wished everyone a happy ending to this year and a happy beginning to the New Year.

#### **4.2 Instruction**

Dr. Prystowsky reported on the various activities and programs involving the Office of Instruction. Mr. Prystowsky recognized Scott Jones and Brian Hendrickson for their work with the emergency medical services program which produced a successful Accreditation by the Commission of Allied Health Education Programs.

#### **4.3 Student Services**

Dr. Lewallen introduced Kevin Vidana-Barda, Coach of the Women and Men's Cross Country team, this year the men placed 4<sup>th</sup> in the Foothill conference and two of his runners were named to the all-conference team, Andrew Rozales and Joe Schofield. The women's team placed 3<sup>rd</sup> in the conference with two runners named to the all-conference team, Sarah Williams and Marisol Gomez. Sarah Williams won the Foothill conference individual title and she was named the Foothill conference athlete of the year.

Dr. Lewallen recognized the volleyball team with their remarkable season for the team with a 19-2 overall record, which is the best record in the history of the college. Coach White was named as Coach of the Year for the Foothill Conference. Jaye Tashima was recognized as the Athletic Director.

#### **4.4 Administrative Services**

Mr. Baron announced that the California Integrated Waste Management Board recently acknowledged that the campus met the goal of achieving a 50% waste recycle. Mr. Baron provided an update on the various upcoming construction projects. An official letter was received from the Chancellor's office approving the official bid process for the Advanced Technology building.

#### **Human Resources**

Dr. Schmidt turned the report over to Chief Thomas. Chief Thomas reported on the recent Public Agency Council course that was attended by the full-time officers.

#### **4.5 Governmental Relations**

No report

#### **4.6 Foundation**

Mrs. Ontiveros presented on the Brick fundraising campaign. One of the Foundation's goals is to develop some fundraising programs that can be used on campus to help them generate revenue for their programs.



#### **4.7 Board of Trustees**

Dr. Underhill wished everyone a Merry Christmas and Happy New year. Mr. Nelson announced that he was happy to be serving in his position on the board. Mr. Henderson thanked everyone who supported him and those that voted. Ms. Kelley welcomed back the former trustees as well as the newly elected trustee Mr. Nelson. Mr. Range thanked everyone for their past support and what was accomplished in the past year.

#### **4.8 Constituency Representatives**

**a) ASB**

Ms. Kelly introduced the ASB student members and asked them to present on individuals that have influenced them and made a difference in their lives.

**b) CCA**

Ms. Blanchard welcomed Mr. Nelson. The district and CCA will be meeting January 23 and 24 at the CT office participating in their fact finding hearings. Ms. Blanchard reported that they have some grievances that are hopefully going to be settled and believes that they have come to an agreement on a few of them.

**c) CSEA**

Mrs. Greene welcomed Mr. Nelson and was looking forward to working with him. Mrs. Greene announced her re-election as CSEA president for 2006.

**d) Faculty Senate**

Ms. Blanchard presented from a paper entitled *Scenarios to Illustrate Effective Participation in District and College Governance*, a joint publication with the Community College League of California and the Academic Senate and California Community Colleges which explained the make-up of the equivalency committee. Ms. Blanchard also reported that significant advances regarding budget issues for faculty have been made.

**e) AFT Part-Time Faculty United**

Mr. Kelsey was happy to report that the AFT Part-Time Faculty United would have a table for the Celebration Around the World event.

**f) Management**

Mr. Sewell reported on behalf of the managers on the upcoming Celebration Around the World event.

#### ***Public Comment:***

***Ms. Blanchard requested clarification regarding the report out from the closed session pertaining to the contract renewals and non-renewal and asked which item number this was referenced to Dr. Spencer indicated that it was listed under employee evaluations item 1.d) on the closed session section.***

## 5. CONSENT AGENDA

*Item 5.k was pulled.* It was MSC (Underhill, Elder, 5-0) to approve the consent items as amended in one motion.

### a. Agreements

Consider approval of the agreement as listed. Fiscal Impact: Budgeted items.

Vendor/Consultant	Service	Amount
Kathi Williams	Develop and conduct workshop on culturally sensitive instructional strategies (Title V HSI)	\$1,500.00
Gerald Bryant	Keynote speaker for HSI Title V open house	\$600.00
Ed Gomez	Facilitate workshop on culturally sensitive approaches to student success (Title V HSI)	\$600.00
	Total	\$2,700.00

### b. Agreements

Consider approval of the agreement as listed. Fiscal Impact: Budgeted item.

Vendor/Consultant	Service	Amount
ASCAP, S&E Licensing	Provide campus-wide music site license for the 2005-2006 fiscal year	\$1122.90
	Total	\$1122.90

### c. Agreement – Paramedic Program Medical Director

Consider approval of agreement for Michael Ghim, M.D. to serve as the medical director of the Victor Valley College Paramedical program for the period of January 1, 2006 through December 31, 2006. Fiscal Impact: budgeted item, \$5,000.

### d. Curriculum changes

Consider approval of the curriculum changes that have been recommended by the College Curriculum committee.

### e. Board of Trustees Payment Report

Consider approval of Board of Trustees Transfers and Payments Reports.

### f. Temporary Academic

Consider approval of the appointments as listed. Fiscal Impact: Budgeted

### g. Non-Classified Employees

Consider approval of the appointments as listed. Fiscal Impact: Budgeted

### h. Classified Bargaining Unit Appointments, Promotions, and/or Transfers

Consider approval of the appointments as listed. Fiscal Impact: Budgeted

### i. Faculty Appointment

Consider approval of the appointment as listed.

- j. Administrative/Management/Confidential Appointments  
Consider approval of the appointments as listed.
- k. Faculty Reassignment  
Consider approval of the reassignment of Chris Cole as listed
- l. Agreements for Personal Services  
Consider approval of two Agreements for Personal Services with Sue Bailey and Kathy Goodlive, to conduct to Datatel training, consultation, and advice, and advice for Victor Valley College personnel. Fiscal Impact: \$2,000 plus travel expenses.

## **ACTION AGENDA**

### **6. BOARD OF TRUSTEES**

#### **6.1 2006 Board Calendar**

It was MSC (Henderson/Underhill, 5-0) to approve the proposed 2006 calendar of board meetings as listed.

### **7. SUPERINTENDENT/PRESIDENT**

### **8. INSTRUCTION**

#### **8.1 Agreement – (Amended) – Child Development Services CPRE-5296**

It was MSC (Henderson/Underhill, 5-0) to adopt the resolution to approve the amended agreement (Amendment 01) with the California Department of Education Local Agreement for Child Development Services contract #CPRE-5296 per the terms and conditions contained therein. Fiscal Impact: to the District \$9,244

#### **8.2 Amended Agreement – Federal Bureau of Prisons**

It was MSC (Henderson/Elder, 5-0) to approve the amended agreement (Modification #3) for the ASE, Motor Vehicle Repair Program at the Federal Correctional Institutions in Victorville, CA, per the terms and conditions contained therein. Fiscal Impact: \$250,080.00 – to the District.

#### **8.3 Agreements – Contract Education Services**

It was MSC (Underhill/Elder, 5-0) to approve the agreements for Contracted Education Services courses with the contractors attached. Fiscal Impact: See attached listing.

### **9. STUDENT SERVICES**

#### **9.1 Title V Hispanic Serving Institution Cooperative – Grant Award Notification**

It was MSC (Henderson/Underhill, 5-0) to approve the acceptance of the Title V HIS Cooperative grant award. Fiscal Impact: Approximately \$1.5 million to the District over 5 years.

9.2 Agreement – Herff Jones, Inc.

It was MSC (Henderson/Nelson, 5-0) to approve the agreement with Herff Jones, Inc. Fiscal Impact: Budgeted item, approximately \$6,864 over 3 years.

9.3 Agreement – VA Loma Linda Healthcare System

It was MSC (Henderson/Underhill, 5-0) to approve the agreement with VA Loma Linda Healthcare System. Fiscal Impact: None, students are compensated entirely through the VA.

**10. ADMINISTRATIVE SERVICES**

10.1 Proposed Reorganization – Instructional Media Services

It was MSC (Elder/Underhill, 5-0) to approve the proposed reorganization of Instructional Media Services department, placing the staff and services under the supervision of the Director of Technical Services, effective December 14, 2005. Fiscal Impact: There is no fiscal impact anticipated as a result of this requested change.

10.2 Donations

It was MSC (Henderson/Nelson, 5-0) to accept the donations as college property as listed. Total donation amount: \$36,953.40.

10.3 Change Order – Tri-Span, Inc.

It was MSC (Underhill/Henderson, 5-0) to approve the Change Order #2 with Tri-Span, Inc. Fiscal Impact: \$19,703.00 (100% reimbursable through Hazardous Material Funding)

10.4 Notice of Completion – Tri-Span, Inc.

It was MSC (Underhill/Elder, 5-0) to approve the Notice of Completion with Tri-Span, Inc. Fiscal Impact: there is no cost to file a Notice of Completion.

**11. HUMAN RESOURCES**

11.1 New Administrative Job Description

It was moved (Underhill) and seconded (Nelson) to approve the job description for the executive dean of institutional effectiveness as listed. Following a brief discussion, the motioned carried unanimously, 5-0. Fiscal impact: The difference between the salary of the former director of grants and institutional compliance and the salary for the executive dean, which will be determined through the classification process.

11.2 Administrative/Management/Confidential Revised Job Description

It was moved (Underhill) and seconded (Nelson) to approve the revised job description for the deputy superintendent/executive vice president, instruction as listed. Following a brief discussion, the motioned carried unanimously, 5-0. Fiscal impact: Budgeted

11.3 Administrative/Management/Confidential New Job Description

It was moved (Underhill) and seconded (Elder) to approve the new job description for the Title V grants, project activity director as listed. Following a brief discussion, the motioned carried unanimously, 5-0. Fiscal impact: Budgeted, grant funds

11.4 Approval of Revised Classification Levels

It was MSC (Elder/Underhill, 5-0) to approve the level assignments and salary placement as listed. Fiscal impact: None

11.5 Ratify Tentative Agreement

It was MSC (Elder/Underhill, 5-0) to of the Tentative Agreement for Article 8f with the Faculty Association. Fiscal impact: \$4000 presently provided to Union leadership for negotiations will be replaced by 1.4 FTEF reassigned for Association leaders. The amount of reassigned time for Senate leadership will be reduced from 1.4 FTEF to 1.2 FTEF.

11.6 Revision of Administrative/Management/Confidential Appointment

It was MSC (Henderson/Nelson, 5-0) to approve to increase the reimbursement amount as indicated. Fiscal Impact: Budgeted

**12. FOR INFORMATION ONLY**

12.1 Implementation of ACCESSVVC (Datatel Colleague)

This item is for information only.

Dr. Lewallen provided the board of trustees with an update on the status of ACCESSVVC (Datatel). Which highlighted the accomplishments, challenges, registration issues, and future developments.

*Public Comment: Peter Allan commented on the frustrations of using Datatel. He feels that students cannot enroll in classes. He asked that the administrators and board of trustees stay focused on this issue.*

12.2 Monthly Financial Statements

This item is for information only.

12.3 Classified Resignations

This item is for information only.

12.4 Administrative/Management Confidential Resignation

This item is for information only.

12.5 Part-Time Faculty Compensation Expenditure Report

This item is for information only.

12.6 Clarification of Prior Board Item

This item is for information only.

**13. ADJOURNMENT**

The meeting was adjourned at 8:50 p.m.

APPROVED:

\_\_\_\_\_  
Joe Range, President

\_\_\_\_\_  
Donald Nelson, Clerk

Respectfully submitted,  
Patricia A. Spencer, Ph.D.  
Secretary

\_\_\_\_\_  
Date Approved

INSTRUCTION

JANUARY 10, 2006

TOPIC: OUT OF STATE TRAVEL-WASHINGTON D.C.

TO THE SUPERINTENDENT/PRESIDENT:

Permission is requested for Dr. Thomas Miller, music instructor, the Victor Valley College Singers and the Master Arts Chorale, as attached, to travel to Washington D.C. from March 16-20, 2006 to perform with the National Philharmonic in new Strathmore Hall. The VVC performers will be joining the choirs from the University of Florida and several other schools to form the chorus for a concert of operatic choruses and overtures.

Fiscal Impact: None to the District. The cost is to be paid by members of the group, assistance from ASB and through fund raising.

RECOMMENDATION:

It is recommended that the Board of Trustees approve out of state travel to Washington D.C. for Dr. Thomas Miller, the Victor Valley College Singers and Master Arts Chorale.

REFERENCE FOR AGENDA: YES

Signed R. Aystowsky  
Interim Deputy Superintendent/Executive  
Vice President, Instruction

TRANSMITTED TO THE BOARD WITH A FAVORABLE RECOMMENDATION:

Signed R. Spencer  
Superintendent/President

ACTION TAKEN BY THE BOARD:

MOTION \_\_\_\_\_

SECOND \_\_\_\_\_

Ayes \_\_\_\_\_ Noes \_\_\_\_\_

INFORMATION ONLY \_\_\_\_\_


Victor Valley College  
December 5, 2005

RECEIVED

DEC 08 2005

Memo

To: Dr. Thomas O'Neill, Dean HASS

From: Dr. Thomas Miller, Chair, Music Department 

Subject: Board Approval for Choirs trip to Washington D.C. March 16-20

We wish to request Board approval for the attached members of the College Singers and Master Arts Chorale to travel to Washington D. C. March 16-20, 2006 to perform with the National Philharmonic in new Strathmore Hall. We will be joining with choirs from the University of Florida and several other schools to form the chorus for a concert of Operatic choruses and Overtures. The trip is being supported by the ASB, the VVC Foundation, area service clubs and businesses, and through the members themselves. There is no additional cost to the district, beyond substitutes for Dr. Miller. This is an outstanding educational opportunity, permitting our students to experience the highest level of professional performance with a top major orchestra in one of America's newest performance halls. Our past experiences with these types of performances have helped raise the expectations, motivations and performance level of our own choral program.

1 Kathy Aughenbaugh  
2-Margo Baker  
3-Phil Bell  
4-Ebon Bracy  
5-Luis Chavez  
6-Ricky Gentry  
7-John Hoskins  
8-Kelley Hutzley  
9-Melissa Ingusan  
10-Les Kirk  
11-Sue Kirk  
12-Lidia Litvin  
13-Daniel Lovejoy  
14-Whitney Mayles  
15-Trish Milhan  
16-Alan Milhan  
17-Shannon Miller  
18-Raynisha Mitchell  
19-Beth Murphy  
20Keith Murphy  
21-Jennifer Ogier  
22-Andrew Read  
23-April Weaver  
24-Sandra Young  
25- Rhonert Pascual  
26-Faith Miller  
27-Brion Wohowsky  
28-Jeremy Nelson  
29Jennifer Downes

30 Paul Riding  
31-Mandi Guinn  
32-Heather Umstead  
33-Jazmin Ramirez  
34-Dr. Thomas E. Miller

*Approved  
Thomas O'Neill  
12-8-05*



INSTRUCTION

JANUARY 10, 2006

TOPIC: OUT OF STATE TRAVEL – CATERSOURCE 2006

TO THE SUPERINTENDENT/PRESIDENT:

Authorization is requested to allow the following Victor Valley College Restaurant Management students and Debbie Peterson, Classified Staff, to participate in the Catersource 2006 Annual Conference in Las Vegas, Nevada from January 22, 2006 through January 26, 2006.

Diane Boucher  
Angela Morris

Fiscal Impact: \$2,857-to be paid by VTEA Funds

RECOMMENDATION:

It is recommended that the Board of Trustees approve travel for two students and Debbie Peterson to attend the Catersource 2006 Annual Conference in Las Vegas, Nevada.

REFERENCE FOR AGENDA: No

Signed *R. Myskowski*  
Interim Deputy Superintendent/Executive  
Vice President, Instruction

TRANSMITTED TO THE BOARD WITH A FAVORABLE RECOMMENDATION:

Signed *P. Spencer*  
Superintendent/President

ACTION TAKEN BY THE BOARD:

MOTION \_\_\_\_\_

SECOND \_\_\_\_\_

Ayes \_\_\_\_\_ Noes \_\_\_\_\_

INFORMATION ONLY

ADMINISTRATIVE SERVICES

JANUARY 10, 2006

TOPIC: BOARD OF TRUSTEES TRANSFERS & PAYMENTS REPORT

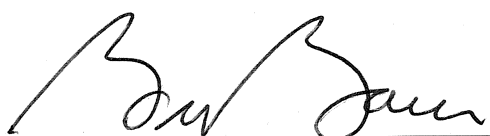
TO THE SUPERINTENDENT/PRESIDENT:

This is of a routine nature.

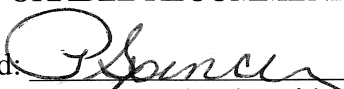
RECOMMENDATION:

It is recommended that the Board of Trustees approve the Board of Trustees Transfers and Payments Reports.

REFERENCE FOR AGENDA: YES

Signed:   
Vice President, Administrative Services

TRANSMITTED TO THE BOARD WITH A FAVORABLE RECOMMENDATION:

Signed:   
Superintendent/President

ACTION TAKEN BY THE BOARD:

MOTION \_\_\_\_\_

SECOND \_\_\_\_\_

INFORMATION ONLY \_\_\_\_\_

**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT**  
**BUDGET TRANSFERS/INTERFUND TRANSFERS**  
**January 10, 2006**

<b>Batch</b>	<b>Reference</b>	<b>Fund</b>
BUDGET TRANSFERS		
78	60035	01

INTERFUND TRANSFERS  
NONE

**BOARD PAYMENT REPORT  
BOARD OF TRUSTEES MEETING JAN 10, 2006**

	General Fund	Cafeteria	Cap Projects Fund	Child Dev Ctr Fund	Insurance Trust	Debt Repayment
BATCH 290	\$14,791.50					
BATCH 290A	\$83,516.88					
BATCH 291			\$7,715.50			
BATCH 291A	\$2,675.00					
BATCH 292					\$454.61	
BATCH 293	VOIDED					
BATCH 293A						
BATCH 294	VOIDED					
BATCH 294A	\$1,633.28					
BATCH 295	\$6,367.28					
BATCH 295A	\$2,752.75					
BATCH 296	\$24,627.10					
BATCH 296A	\$13,759.68					
BATCH 297				\$1,022.78		
BATCH 298						
BATCH 298A	\$11,871.01					
BATCH 299	\$26,855.13					\$25.00
BATCH 300	\$987.57					
BATCH 301	\$62.99					
BATCH 302	\$20.00					
BATCH 303	\$88.52					
BATCH 304	\$31.27					
BATCH 305	\$906.05					
BATCH 306	\$1,353.00					
BATCH 307	\$12,810.65					
BATCH 307A	\$3,001.76					\$254.10
BATCH 308						
BATCH 309	\$7,651.12					
BATCH 310	\$5,205.44					
BATCH 311	\$36.46					
BATCH 312	VOIDED					
BATCH 312A	\$3,487.52					
BATCH 313	\$3,878.76					

**BOARD REPORTS  
BOARD OF TRUSTEES MEETING JAN 10, 2005**

BATCH 314	\$14,217.04			
BATCH 314A	\$5,610.70			
BATCH 315	\$22,584.83			
BATCH 316			\$164.98	
BATCH 317				\$100.00
BATCH 318	\$3,910.00			
BATCH 319	\$8,535.32			
BATCH 319A	\$8,784.84			
BATCH 320	\$3,707.73			
BATCH 320A	\$4,360.50			
BATCH 321	\$44,646.46			
BATCH 321A	\$48,883.25			
BATCH 322				\$564.08
BATCH 323 VOIDED				
BATCH 323A				\$9,129.68
BATCH 324 VOIDED				
BATCH 324A	\$2,729.00			
BATCH 325	\$42,138.84			
BATCH 325A	\$1,552.00			
BATCH 326	\$721.01			
<b>TOTAL</b>	<b>\$450,752.24</b>	<b>\$0.00</b>	<b>\$7,715.50</b>	<b>\$11,615.23</b>
				<b>\$100.00</b>
				<b>\$0.00</b>

HUMAN RESOURCES

JANUARY 10, 2006

TOPIC: CLASSIFIED BARGAINING UNIT APPOINTMENTS, PROMOTIONS, AND/OR TRANSFERS

TO: THE BOARD OF TRUSTEES

The superintendent/president has approved the appointments of the following individuals and requests board approval:

1. Recruitment for the position of campus police & public safety officer is currently underway. A recommendation for appointment will be brought to the January 10, 2006, board meeting as an amendment.
2. Recruitment for the position of maintenance technician is currently underway. A recommendation for appointment will be brought to the January 10, 2006, board meeting as an amendment.
3. Recruitment for the position of senior programmer/software developer is currently underway. A recommendation for appointment will be brought to the January 10, 2006, board meeting as an amendment.

Fiscal Impact: Budgeted Item

RECOMMENDATION:

It is recommended that the board approve the transfers/appointments listed.

REFERENCE FOR AGENDA: NO

Signed W. Seibert  
 Director of Human Resources

TRANSMITTED TO THE BOARD WITH A FAVORABLE RECOMMENDATION.

Signed P. Spencer  
 Superintendent/President

ACTION TAKEN BY THE BOARD:

MOTION \_\_\_\_\_

SECOND \_\_\_\_\_

Ayes \_\_\_ Noes \_\_\_

INFORMATION ONLY \_\_\_\_\_

HUMAN RESOURCES

JANUARY 10, 2006

TOPIC: ACADEMIC EXTRA DUTY DAYS

TO THE BOARD OF TRUSTEES:

The district requests approval for up to 10 extra duty days for Patricia Jones, bilingual counselor, for the period from January 11 through June 30, 2006, to meet the non-instructional needs of students (e.g. counseling, and advisement)

Fiscal Impact: Budgeted

RECOMMENDATION:

It is recommended that the board approve the extra duty day assignment for Patricia Jones as listed above.

REFERENCE FOR AGENDA: NO

Signed W. Smith  
Director of Human Resources

TRANSMITTED TO THE BOARD WITH A FAVORABLE RECOMMENDATION.

Signed Boerner  
Superintendent/President

ACTION TAKEN BY THE BOARD:

MOTION \_\_\_\_\_

SECOND \_\_\_\_\_

Ayes \_\_\_ Noes \_\_\_

INFORMATION ONLY \_\_\_\_\_

HUMAN RESOURCES

JANUARY 10, 2006

TOPIC: ACADEMIC RATIFICATION OF EMINENCE REQUESTS

TO THE BOARD OF TRUSTEES:

The eminence designee listed on the attached reference has been approved by the appropriate department, division dean, and Academic Senate for the discipline indicated for a period of one calendar year from the date of approval.

Fiscal impact: None

RECOMMENDATION:

It is recommended that the board ratify the eminence request as listed on the attachment.

REFERENCE FOR AGENDA: YES

Signed W. SCHMIDT  
Director of Human Resources

TRANSMITTED TO THE BOARD WITH A FAVORABLE RECOMMENDATION.

Signed D. Spencer  
Superintendent/President

ACTION TAKEN BY THE BOARD:

MOTION \_\_\_\_\_

SECOND \_\_\_\_\_

Ayes \_\_\_ Noes \_\_\_

INFORMATION ONLY \_\_\_\_\_



ACADEMIC RATIFICATION OF EMINENCE REQUESTS      JANUARY 10, 2006

EMINENCE APPROVAL REQUESTED

The following candidates were approved by the Eminence/Equivalency Committee for Eminence for one calendar year beginning Spring semester 2006, pending completion of required documentation:

Todd Chambers	HVAC
---------------	------

The following candidates were approved by the Eminence/Equivalency Committee for Extension of Eminence for one calendar year beginning Spring semester 2006, pending completion of required documentation:

Bruce McGhee	Physical Education-Self Defense
Paul Nadreau	Allied Health-EMT
Doug Nelson	Fire Technology
Jerry Modlin	Allied Health-EMT
Leslie Kaye	Business Admin-Small Bus Admin
Lee Kinney	History-History of Vietnam
Tracy Davis	Theatre Arts
Kelley Johnson	Child Development
Lorraine Macaulay	Child Development
Jeff Stalians	Media Arts

**PETITION FOR ENDORSEMENT OF CANDIDATE FOR EMINENCE**

TO: VICTOR VALLEY COLLEGE EQUIVALENCY/EMINENCE COMMITTEE

FROM: DEPARTMENT CHAIR OF CONSTRUCTION + MANUFACTURING TEC  
(Department)

RE: EMINENCE REQUEST FOR TODD A. CHAMBERS JR.  
(Name of candidate)

I certify that I have accessed the faculty pool and determined that none of the available applicants are suitable or competent to teach in the discipline(s) and or course(s) petitioned below.

NORD EMBROSEN [Signature] 12-15-05  
(Department Chair Name-print) (Department Chair Signature) (Date)

The Office of Human Resources verifies that an advertisement and/or recruitment effort has been attempted and subsequently failed to produce a candidate that meets the Minimum Qualifications as adopted by the California Community College Board of Governors.

\_\_\_\_\_  
(Human Resources -Name -print) (Signature) (Date)

**DEPARTMENT CONSIDERATION AND RECOMMENDATION**

We believe that the candidate is qualified for eminence for the following discipline and/or course:  
HEATING, VENTILATION & AIR CONDITIONING / REFRIGERATION based on the Eminence procedures and the attached documents.

(Department Chair and full time department faculty sign below)

Name	Signature	Date	Approve	Disapprove
<u>NORD EMBROSEN</u>	<u>[Signature]</u>	<u>12-15-05</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>

**AREA ADMINISTRATOR REVIEW AND RECOMMENDATION:**

[Signature] [Signature] 12/15    
(Name) (Signature) (Date)

**EQUIVALENCY/EMINENCE COMMITTEE REVIEW/RECOMMENDATION**

Petition Approved \_\_\_\_\_ Petition Denied \_\_\_\_\_ Date \_\_\_\_\_

Name	Signature	Date	Approve	Disapprove
_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
<u>[Signature]</u>	<u>[Signature]</u>	<u>12/15/05</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

COMMENTS:

**Todd A. Chambers Jr.**  
**Department Statement of Eminence Qualifications**

Todd Chambers should be approved for eminence to teach courses in the area of heating ventilation and air conditioning (HVAC) and refrigeration based on the following qualifications:

Todd grew up in the air conditioning and refrigeration business working in his father's company Rite-Temp HVAC Service prior to 1986. During this period he had increasing responsibility in repair, service and installation of HVAC and refrigeration equipment. Todd also served 9 months for Barstow Community Hospital servicing boilers, chillers, HVAC equipment, commercial appliances, refrigeration equipment and environmental controls.

Todd served our country in the Air Force as a trained Avionics technician. Todd became an on-the-job trainer and supervisor. Todd responsibilities included teaching and training of his staff as an instructor in the military in electronics and avionics installation, repair and trouble shooting.

From 1990-1996 Todd was employed as stationary engineer for the State of California. Todd's responsibilities included training his staff in HVAC operations, maintenance, repair, system design, safety, programmable controls, electronics, direct digital control systems, energy management and central plant logic.

Todd's has continued working for the State of California for the Department of Veterans Affairs. Over the past nine years Todd has been heavily involved in teaching and staff training and has shifted to a greater emphasis on networking and computer controls.



---

Nord Embroden

PETITION FOR EXTENSION OF EMINENCE

TO: Victor Valley College Equivalency/Eminence Committee

Fr: NICK PARISI

Re: Extension of Eminence Request for Jeff Stalians - Media Art

I certify that I have accessed the faculty pool and determined that none of the available applicants are suitable or competent to teach in the discipline(s) and or course(s) petitioned below.

\_\_\_\_\_  
Dept Chair, Dean, or V.P.                      Dept Chair, Dean, or V.P. Signature                      Date

The Office of Human Resources verifies that an advertisement and/or recruitment effort has been attempted and subsequently failed to produce a candidate that meets the Minimum Qualifications as adopted by the California Community College Board of Governors.

KATHY FARRAND                      Kathy Farrand                      11/15/05  
Human Resources-name (print)                      Signature                      Date

\*\*\*\*\*  
The above named candidate has been approved by the committee for extension of eminence for one calendar year beginning Spring 2006. I certify that the requirements for extension of eminence as listed below have been met.

- met Attendance at New Faculty Orientation Workshop (First Extension)
- met Completion of Instructional Skills Workshop (or completed at least 18 hours of "instructional skills" courses, seminars, conferences, etc) (First Extension)
- Completion of satisfactory faculty evaluation for each semester that consisted of student evaluations and a lecture observation (First and subsequent extensions)

Nick Parisi                      [Signature]                      12/14/05  
(Name)                      (Signature Area Administrator)                      (Date)

\*\*\*\*\*  
**EQUIVALENCY/EMINENCE COMMITTEE REVIEW/RECOMMENDATION**

EXTENSION APPROVED                       EXTENSION DENIED                       DATE

NAME	SIGNATURE	DATE
_____	_____	_____
_____	_____	_____
_____	_____	_____

Debra Bonchard                      [Signature]                      12/15/05  
Pres, Academic Senate

COMMENTS:

Board Date: 1-10-06

PETITION FOR EXTENSION OF EMINENCE

TO: Victor Valley College Equivalency/Eminence Committee

Fr: JOHN RUDE, INTERIM DEAN

Re: Extension of Eminence Request for LORRAINE MACAULAY - Child Development

I certify that I have accessed the faculty pool and determined that none of the available applicants are suitable or competent to teach in the discipline(s) and or course(s) petitioned below.

\_\_\_\_\_  
Dept Chair, Dean, or V.P.                      Dept Chair, Dean, or V.P. Signature                      Date

The Office of Human Resources verifies that an advertisement and/or recruitment effort has been attempted and subsequently failed to produce a candidate that meets the Minimum Qualifications as adopted by the California Community College Board of Governors.

KATHY FARLAND                      Kathy Farland                      11-15-05  
Human Resources-name (print)                      Signature                      Date

\*\*\*\*\*

The above named candidate has been approved by the committee for extension of eminence for one calendar year beginning SPRING 2006. I certify that the requirements for extension of eminence as listed below have been met.

- met Attendance at New Faculty Orientation Workshop (First Extension)
- met Completion of Instructional Skills Workshop (or completed at least 18 hours of "instructional skills" courses, seminars, conferences, etc) (First Extension)
- Completion of satisfactory faculty evaluation for each semester that consisted of student evaluations and a lecture observation. (First and subsequent extensions)

JOHN A. RUDE                      John A. Rude                      12-14-05  
(Name)                      (Signature-Area Administrator)                      (Date)

\*\*\*\*\*

EQUIVALENCY/EMINENCE COMMITTEE REVIEW/RECOMMENDATION

EXTENSION APPROVED                      \_\_\_\_\_ EXTENSION DENIED                      \_\_\_\_\_ DATE

NAME	SIGNATURE	DATE
_____	_____	_____
_____	_____	_____
_____	_____	_____

Debra Blanchard                      [Signature]                      12/15/05  
Pres, Academic Senate

COMMENTS:

Board Date: 1-10-06

PETITION FOR EXTENSION OF EMINENCE

TO: Victor Valley College Equivalency/Eminence Committee

Fr: JOHN RUDE, Interim DEAN

Re: Extension of Eminence Request for KELLEY JOHNSON, Child Development

I certify that I have accessed the faculty pool and determined that none of the available applicants are suitable or competent to teach in the discipline(s) and or course(s) petitioned below.

\_\_\_\_\_  
Dept Chair, Dean, or V.P.                      Dept Chair, Dean, or V.P. Signature                      Date

The Office of Human Resources verifies that an advertisement and/or recruitment effort has been attempted and subsequently failed to produce a candidate that meets the Minimum Qualifications as adopted by the California Community College Board of Governors.

KATHY FARLAND                      Kathy Farland                      11-15-05  
Human Resources-name (print)                      Signature                      Date

\*\*\*\*\*

The above named candidate has been approved by the committee for extension of eminence for one calendar year beginning SPRING 2006 I certify that the requirements for extension of eminence as listed below have been met.

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- met Completion of Instructional Skills Workshop (or completed at least 18 hours of "instructional skills" courses, seminars, conferences, etc) (First Extension)
- Completion of satisfactory faculty evaluation for each semester that consisted of student evaluations and a lecture observation. (First and subsequent extensions)

JOHN A. RUDE                      John A Rude                      12-14-05  
(Name)                      (Signature-Area Administrator)                      (Date)

\*\*\*\*\*

EQUIVALENCY/EMINENCE COMMITTEE REVIEW/RECOMMENDATION

EXTENSION APPROVED                       EXTENSION DENIED                      \_\_\_\_\_ DATE

NAME	SIGNATURE	DATE
_____	_____	_____
_____	_____	_____
_____	_____	_____

Debra Blanchard                      [Signature]                      12/13/05  
Pres, Academic Senate

COMMENTS:

Board Date: 1-10-06

PETITION FOR EXTENSION OF EMINENCE

TO: Victor Valley College Equivalency/Eminence Committee

Fr: Thomas O'Neil

Re: Extension of Eminence Request for TRACY DAVIS - Theatre Arts

I certify that I have accessed the faculty pool and determined that none of the available applicants are suitable or competent to teach in the discipline(s) and or course(s) petitioned below.

\_\_\_\_\_  
Dept Chair, Dean, or V.P.                      Dept Chair, Dean, or V.P. Signature                      Date

The Office of Human Resources verifies that an advertisement and/or recruitment effort has been attempted and subsequently failed to produce a candidate that meets the Minimum Qualifications as adopted by the California Community College Board of Governors.

KATHY FARRAND                      Kathy Farrand                      11-15-05  
Human Resources-name (print)                      Signature                      Date

\*\*\*\*\*  
The above named candidate has been approved by the committee for extension of eminence for one calendar year beginning SPRING 2006 I certify that the requirements for extension of eminence as listed below have been met.

- met Attendance at New Faculty Orientation Workshop (First Extension)
- met Completion of Instructional Skills Workshop (or completed at least 18 hours of "instructional skills" courses, seminars, conferences, etc) (First Extension)
- Completion of satisfactory faculty evaluation for each semester that consisted of student evaluations and a lecture observation. (First and subsequent extensions)

L. Thomas O'Neil                      Thomas O'Neil                      12.14.05  
(Name)                      (Signature-Area Administrator)                      (Date)

\*\*\*\*\*  
EQUIVALENCY/EMINENCE COMMITTEE REVIEW/RECOMMENDATION

EXTENSION APPROVED                       EXTENSION DENIED                      \_\_\_\_\_ DATE

NAME	SIGNATURE	DATE
_____	_____	_____
_____	_____	_____
_____	_____	_____

Debra Blanchard, pp                      [Signature]                      12/15/05  
Pres, Academic Senate

COMMENTS:

Board Date: 1-10-06

PETITION FOR EXTENSION OF EMINENCE

TO: Victor Valley College Equivalency/Eminence Committee

Fr: Thomas O'Neil

Re: Extension of Eminence Request for LEE KINNEY - HISTORY OF VIETNAM

I certify that I have accessed the faculty pool and determined that none of the available applicants are suitable or competent to teach in the discipline(s) and or course(s) petitioned below.

\_\_\_\_\_  
Dept Chair, Dean, or V.P.                      Dept Chair, Dean, or V.P. Signature                      Date

The Office of Human Resources verifies that an advertisement and/or recruitment effort has been attempted and subsequently failed to produce a candidate that meets the Minimum Qualifications as adopted by the California Community College Board of Governors.

KATHY FARLAND                      Kathy Farland                      11-15-05  
Human Resources-name (print)                      Signature                      Date

\*\*\*\*\*

The above named candidate has been approved by the committee for extension of eminence for one calendar year beginning SPRING 2006 I certify that the requirements for extension of eminence as listed below have been met.

met Attendance at New Faculty Orientation Workshop (First Extension)

met Completion of Instructional Skills Workshop (or completed at least 18 hours of "instructional skills" courses, seminars, conferences, etc) (First Extension)

Completion of satisfactory faculty evaluation for each semester that consisted of student evaluations and a lecture observation. (First and subsequent extensions)

L. THOMAS O'NEIL                      Thomas O'Neil                      12.15.05  
(Name)                      (Signature-Area Administrator)                      (Date)

\*\*\*\*\*

EQUIVALENCY/EMINENCE COMMITTEE REVIEW/RECOMMENDATION

EXTENSION APPROVED                       EXTENSION DENIED                      \_\_\_\_\_ DATE

NAME	SIGNATURE	DATE
_____	_____	_____
_____	_____	_____
_____	_____	_____

Nehra Blanchard, pp                      [Signature]                      12/15/05  
Pres, Academic Senate

COMMENTS:

Board Date: 1-10-06



PETITION FOR EXTENSION OF EMINENCE

TO: Victor Valley College Equivalency/Eminence Committee

Fr: Nick Parisi

Re: Extension of Eminence Request for Jerry Modlin - Allied Health  
Ent

I certify that I have accessed the faculty pool and determined that none of the available applicants are suitable or competent to teach in the discipline(s) and or course(s) petitioned below.

\_\_\_\_\_  
Dept Chair, Dean, or V.P.                      Dept Chair, Dean, or V.P. Signature                      Date

The Office of Human Resources verifies that an advertisement and/or recruitment effort has been attempted and subsequently failed to produce a candidate that meets the Minimum Qualifications as adopted by the California Community College Board of Governors.

KATHY FARLAND                      Kathy Farland                      11-15-05  
Human Resources-name (print)                      Signature                      Date

\*\*\*\*\*  
The above named candidate has been approved by the committee for extension of eminence for one calendar year beginning SPRING 2006 I certify that the requirements for extension of eminence as listed below have been met.

- met Attendance at New Faculty Orientation Workshop (First Extension)
- met Completion of Instructional Skills Workshop (or completed at least 18 hours of "instructional skills" courses, seminars, conferences, etc) (First Extension)
- ✓ Completion of satisfactory faculty evaluation for each semester that consisted of student evaluations and a lecture observation. (First and subsequent extensions)

Nick Parisi                      [Signature]                      12/15/05  
(Name)                      (Signature-Area Administrator)                      (Date)

EQUIVALENCY/EMINENCE COMMITTEE REVIEW/RECOMMENDATION

✓ EXTENSION APPROVED                      EXTENSION DENIED                      DATE

NAME	SIGNATURE	DATE
_____	_____	_____
_____	_____	_____
_____	_____	_____

Debra Blanchard, pp                      [Signature]                      12/15/05  
Pres, Academic Senate

COMMENTS:

Board Date: 1-10-06

PETITION FOR EXTENSION OF EMINENCE

TO: Victor Valley College Equivalency/Eminence Committee

Fr: NICK PARISI

Re: Extension of Eminence Request for DOUG NELSON - FIRE TECH

I certify that I have accessed the faculty pool and determined that none of the available applicants are suitable or competent to teach in the discipline(s) and or course(s) petitioned below.

\_\_\_\_\_  
Dept Chair, Dean, or V.P.                      Dept Chair, Dean, or V.P. Signature                      Date

The Office of Human Resources verifies that an advertisement and/or recruitment effort has been attempted and subsequently failed to produce a candidate that meets the Minimum Qualifications as adopted by the California Community College Board of Governors.

LATHY FARLAND                      Lathy Farland                      11-15-05  
Human Resources-name (print)                      Signature                      Date

\*\*\*\*\*

The above named candidate has been approved by the committee for extension of eminence for one calendar year beginning SPRING 2006. I certify that the requirements for extension of eminence as listed below have been met.

- met Attendance at New Faculty Orientation Workshop (First Extension)
- met Completion of Instructional Skills Workshop (or completed at least 18 hours of "instructional skills" courses, seminars, conferences, etc) (First Extension)
- Completion of satisfactory faculty evaluation for each semester that consisted of student evaluations and a lecture observation. (First and subsequent extensions)

Nick Parisi                      [Signature]                      12/15/05  
(Name)                      (Signature-Area Administrator)                      (Date)

\*\*\*\*\*

EQUIVALENCY/EMINENCE COMMITTEE REVIEW/RECOMMENDATION

EXTENSION APPROVED                       EXTENSION DENIED                      \_\_\_\_\_ DATE

NAME	SIGNATURE	DATE
_____	_____	_____
_____	_____	_____
_____	_____	_____

Debra Blanchard, pp                      [Signature]                      12/15/05  
Pres, Academic Senate

COMMENTS:

Board Date: 1-10-06

PETITION FOR EXTENSION OF EMINENCE

TO: Victor Valley College Equivalency/Eminence Committee

Fr: NICK PARISI

Re: Extension of Eminence Request for PAUL MADREAU - ALLIED HEALTH  
EMT

I certify that I have accessed the faculty pool and determined that none of the available applicants are suitable or competent to teach in the discipline(s) and or course(s) petitioned below.

\_\_\_\_\_  
Dept Chair, Dean, or V.P.                      Dept Chair, Dean, or V.P. Signature                      Date

The Office of Human Resources verifies that an advertisement and/or recruitment effort has been attempted and subsequently failed to produce a candidate that meets the Minimum Qualifications as adopted by the California Community College Board of Governors.

LARRY FARRAR                      Larry Farrar                      11-15-05  
Human Resources-name (print)                      Signature                      Date

\*\*\*\*\*  
The above named candidate has been approved by the committee for extension of eminence for one calendar year beginning SPRING 2006. I certify that the requirements for extension of eminence as listed below have been met.

met Attendance at New Faculty Orientation Workshop (First Extension)

met Completion of Instructional Skills Workshop (or completed at least 18 hours of "instructional skills" courses, seminars, conferences, etc) (First Extension)

Completion of satisfactory faculty evaluation for each semester that consisted of student evaluations and a lecture observation. (First and subsequent extensions)

Nick Parisi                      Nick Parisi                      11/15/05  
(Name)                      (Signature-Area Administrator)                      (Date)

\*\*\*\*\*  
EQUIVALENCY/EMINENCE COMMITTEE REVIEW/RECOMMENDATION

EXTENSION APPROVED                       EXTENSION DENIED                      \_\_\_\_\_ DATE

NAME                      SIGNATURE                      DATE  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Debra Blanchard                      [Signature]                      12/15/05  
Pres, Academic Senate

COMMENTS:

Board Date: 1-10-06

PETITION FOR EXTENSION OF EMINENCE

TO: Victor Valley College Equivalency/Eminence Committee

Fr: NICK PARISI

Re: Extension of Eminence Request for LESLIE KAYE- SML BUSINESS MGMT

I certify that I have accessed the faculty pool and determined that none of the available applicants are suitable or competent to teach in the discipline(s) and or course(s) petitioned below.

\_\_\_\_\_  
Dept Chair, Dean, or V.P.                      Dept Chair, Dean, or V.P. Signature                      Date

The Office of Human Resources verifies that an advertisement and/or recruitment effort has been attempted and subsequently failed to produce a candidate that meets the Minimum Qualifications as adopted by the California Community College Board of Governors.

KATHY FARLAND                      Kathy Farland                      11-15-05  
Human Resources-name (print)                      Signature                      Date

\*\*\*\*\*  
The above named candidate has been approved by the committee for extension of eminence for one calendar year beginning SPRING 2006 I certify that the requirements for extension of eminence as listed below have been met.

- met Attendance at New Faculty Orientation Workshop (First Extension)
  - met Completion of Instructional Skills Workshop (or completed at least 18 hours of "instructional skills" courses, seminars, conferences, etc) (First Extension)
  - Completion of satisfactory faculty evaluation for each semester that consisted of student evaluations and a lecture observation. (First and subsequent extensions)
- Nick Parisi                      [Signature]                      12/15/05  
(Name)                      (Signature-Area Administrator)                      (Date)

EQUIVALENCY/EMINENCE COMMITTEE REVIEW/RECOMMENDATION

EXTENSION APPROVED                       EXTENSION DENIED                      \_\_\_\_\_ DATE

NAME	SIGNATURE	DATE
_____	_____	_____
_____	_____	_____
_____	_____	_____
<u>Debra Blanchard, pp</u>	<u>[Signature]</u>	<u>12/15/05</u>

Pres, Academic Senate

COMMENTS:

Board Date: 1-10-06

PETITION FOR EXTENSION OF EMINENCE

TO: Victor Valley College Equivalency/Eminence Committee

Fr: JOHN RUDE

Re: Extension of Eminence Request for BRUCE MCGHEE - SELF DEFENSE <sup>PE-</sup>

I certify that I have accessed the faculty pool and determined that none of the available applicants are suitable or competent to teach in the discipline(s) and or course(s) petitioned below.

\_\_\_\_\_  
Dept Chair, Dean, or V.P.                      Dept Chair, Dean, or V.P. Signature                      Date

The Office of Human Resources verifies that an advertisement and/or recruitment effort has been attempted and subsequently failed to produce a candidate that meets the Minimum Qualifications as adopted by the California Community College Board of Governors.

LARRY FARLAND                      Kathy Farland                      11-15-05  
Human Resources-name (print)                      Signature                      Date

\*\*\*\*\*  
The above named candidate has been approved by the committee for extension of eminence for one calendar year beginning SPRING 2006. I certify that the requirements for extension of eminence as listed below have been met.

met Attendance at New Faculty Orientation Workshop (First Extension)

met Completion of Instructional Skills Workshop (or completed at least 18 hours of "instructional skills" courses, seminars, conferences, etc) (First Extension)

✓ Completion of satisfactory faculty evaluation for each semester that consisted of student evaluations and a lecture observation. (First and subsequent extensions) ✓

JOHN A. RUDE                      John A. Rude                      12-14-05  
(Name)                      (Signature-Area Administrator)                      (Date)

\*\*\*\*\*

EQUIVALENCY/EMINENCE COMMITTEE REVIEW/RECOMMENDATION

✓ EXTENSION APPROVED                      EXTENSION DENIED                      DATE

NAME                      SIGNATURE                      DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Nehra Blanchard                      [Signature]                      \_\_\_\_\_  
Pres, Academic Senate

COMMENTS:

Board Date: 1-10-06

HUMAN RESOURCES

JANUARY 10, 2006

TOPIC: TEMPORARY ACADEMIC

TO THE BOARD OF TRUSTEES:

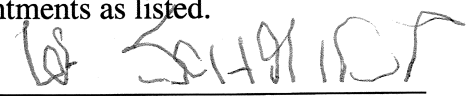
The persons listed on the attached reference sheet have been designated to perform the duties indicated.

Fiscal Impact: Budgeted Item

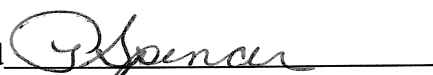
RECOMMENDATION:

It is recommended that the board approve the appointments as listed.

REFERENCE FOR AGENDA: YES

Signed   
Director of Human Resources

TRANSMITTED TO THE BOARD WITH A FAVORABLE RECOMMENDATION.

Signed   
Superintendent/President

ACTION TAKEN BY THE BOARD:

MOTION \_\_\_\_\_

SECOND \_\_\_\_\_

Ayes \_\_\_ Noes \_\_\_

INFORMATION ONLY \_\_\_\_\_

FALL 2005

The following assignments either began after the beginning of the Fall semester or reflect a change to the original assignment:

Coon, Greg	Fire Technology
Redona, Jeff	Math
Wilson, James	English

WINTER SESSION 2006 (includes Vocational Programs)

Bolesworth, Dave	Fire Technology
Brown, Micki	Ag/Natural Resources
Cashion, Joe	Automotive
Coon, Greg	Fire Technology
Corey, Judy	Religious Studies
Davis, Richard	Fire Technology
De La Garza, Toni	Adult Home Economics
Garne, Irene	Adult Home Economics
Henry, Darryl	Philosophy
Huiner, Bev	BET
Johnson, Eartha	Special Assign: SSS Counselor
Kent, Toivo	Automotive
Nelson, Doug	Fire Technology
Qumsiya, John	Math
Redona, Jeff	Math Basic Skills
Ridge, Patrick	Math
Sanders, Lani	Adult Home Economics
Selters, Carolan	Allied Health
Shaner, Keith	Automotive
Sirkegian, Robinson	Automotive
Soloria, Sayoko (Susan)	English Basic Skills
Stalians, Jeff	Media Arts
Stewart, Glenn	Fire Technology
Swan, Ed	Welding
Sweet, Joyce	Construction Tech
Vidana-Barda, Kevin	Athletics- Prep for Men's Tennis
Wadagnolo, Julie	Reading Basic Skills
Watkins, Terry	Ag/Natural Resources
Youngs, Al	Construction Tech

TEMPORORARY ACADEMIC

WINTER SESSION 2006-MATH AND SCIENCES

JANUARY 10, 2006

Ausmus, Kenny	Chemistry
Berseth, William	Math
Box, Jeff	PE
Brown, William	PE
Bunn, Dale	PE
Castro, Emma	Biology
Cole, Marsha	Child Development
Crowl-Rosado, Cecilia	ADPE
Dungca, Marilou	Math
Elder, Gary	Biology
Fink, Edward	Math
Franko, Karla	PE
Grossman, Walter	Physical Science
Gummo, Thomas	Math
Helms, Nancy	PE
Hinrichsen, Dane	Math
Jones, Blossom	Child Development
Lowe-Lascalles, Barbara	Physical Science
McGhee, Bruce	PE
Meyer, Archie	Biology
Meyer, David	Astronomy
Mobley, Ernest	ADPE
Morgan, Stephen	PE
Nelson, Robin	Child Development
Nguyen, Huan	Math
Plumlee, Karl	Math
Qumsiya, John	Math
Ramirez, Robert	Math
Richards, Jennifer	Biology
Rodriguez, Linda	ADPE
Ross, Michael	Math
Rowan, Norman	Math
Solorio, Sayoko	Basic Skills
Sullivan, Jacqueline	PE
Summerford, Cathleen	PE
Syed, Moinuddin	Math
Tucker, John	PE
Vidana-Barda, Kevin	PE
Wadagnolo, Julia	Adult Literacy & Basic Skills
White, Jerilyn	Child Development
White, Stephanie	PE



TEMPORORARY ACADEMIC

WINTER SESSION 2006- HUMANITIES AND SOCIAL SCIENCES

JANUARY 10, 2006

Allbee, Karen	Speech
Ayto, April	Library
Belmudes, Dennis	Political Science
Bissell, Doug	History
Bosworth, Brian	Art
Bozonelos, Dino	Political Science
Brown, Judith	English
Cancel-Sikoff, Jeanne	English
Carlson, Brian	Psychology/ SI Tutor Coordinator
Cass, Kelsey	History
Chesser, Deborah	Speech
Elsmore, Cheryl	English
Estes, Patricia	Art
Fowlie, Jennifer	Speech
Gersten, Elizabeth	Psychology
Gildard, Allen	Theatre Arts
Grisham, Kevin	Political Science
Han, Sarah J.	ESL
Holmes, Thomas	ESL
Holtzendorff, Dave	Political Science
Johns, Meredith	Speech
Johnston, Benn	Psychology
Kelsey, Neal	Religious Studies
Kennedy, Lisa	Psychology
Linstrom, Traci	Music
Malan, Linda	Anthropology
McGuire, Mary Ann	Foreign Lang/French
Muhs, James	Art
Ni, Huiliang	Philosophy
O'Brien, David	Foreign Lang/Spanish
Pastrana, Nancy	Foreign Lang/Spanish
Peavy, Don	Religious Studies
Piercy, Christopher	Political Science
Poepplau, Hans	Sociology
Quiring, John	Philosophy
Reid, John	Photography
Rico, Gabriel	Foreign Lang/Spanish
Riddell, Linda	English
Romano, Marc	Art
Ruane, Catherine	Art
Saenz, Albert	Sociology
Sanchez, David	Foreign Lang/Spanish
Serrano, Nila	Foreign Lang/Spanish

## TEMPORORARY ACADEMIC

Schweizer-Gold, Freddie  
Smith, Robert  
Sternfeld, Barbara  
Sumner, Richard  
Teal, Carmen  
Telgenhoff, Pamela  
Thompson, Don  
Wehrle, John  
Wilson, Beverly  
Zamudio, Lorena

Speech  
Art  
Music  
Music  
Art  
Music  
History  
Philosophy  
ESL  
ESL

JANUARY 10, 2006

### SPRING, 2006

Arnold, Jean  
Carlson, G. Robert  
Chambers, Todd  
Johnson, Eartha  
Johnson, Elena

English  
Math  
HVAC  
Special Assign: SSS Counselor  
Art

HUMAN RESOURCES

JANUARY 10, 2006

TOPIC: APPROVE EXPENDITURES FOR BACKGROUND INVESTIGATIONS

TO THE BOARD OF TRUSTEES:

The district wishes to use Madeira Group International to prepare background investigations for the campus police/public safety officers at a cost of \$695 each.

Fiscal Impact: Budgeted \$5000

RECOMMENDATION:

It is recommended that the board approve expenditures to Madeira Group International to provide background investigations for the campus police/public safety officers at a cost of \$695 each, not to exceed \$5000.

REFERENCE FOR AGENDA: YES

Signed W. Sackhoff  
Director of Human Resources

TRANSMITTED TO THE BOARD WITH A FAVORABLE RECOMMENDATION.

Signed D. Spence  
Superintendent/President

ACTION TAKEN BY THE BOARD:

MOTION \_\_\_\_\_

SECOND \_\_\_\_\_

Ayes \_\_\_ Noes \_\_\_

INFORMATION ONLY \_\_\_\_\_



Public Safety Agency Pre-Employment Background Investigations • Consultants

Cindy Wilson  
Victor Valley College  
18422 Bear Valley Road  
Victorville, CA 92395

October 10, 2005

Re: Pre-Employment Background Investigations

Dear Ms. Wilson,

**MGI** is a pre-employment background investigation company that services only public safety agencies, like the Victor Valley College Police Department. I received your request for services and I am sending you this informational letter to help you address some of your needs.

On the following pages our services are discussed at length.

I would also be happy to meet with you in person to discuss the possibility of conducting background investigations for the Victor Valley College Police Department.

I want to offer you our services as an option for your background investigation needs. As references, you can contact either of the following individuals to inquire about their long time satisfaction with our services:

- Lt. Robert Weber                      Mono County Sheriff's Dept. (760) 932-7549
- Kelly Reade – Personnel              Inyo County Personnel Dept. (760) 878-0733

Please take a moment to review the details of our services and telephone one of our clients if you would like. I am certain that **MGI** can be a valuable asset to your agency.

Sincerely,

Bill Dixon

Bill Dixon  
Owner/Operator  
MGI/Madeira Group International

We at **MGI** very much appreciate the opportunity to introduce you and your staff to the advantages of the **MGI** Pre-Employment Background Investigation process.

- **MGI** was established over fifteen years ago, in 1990, to serve the needs of public safety agencies in conducting professional pre-employment background investigations and currently provides this service to nearly thirty local agencies; including police, sheriff, probation, corrections and fire service agencies.
- **MGI** investigators are all retired and former law enforcement officers with extensive investigative experience and training, assuring you of an accurate, comprehensive and professional background investigation on all of your applicants.
- There is a single price for each level of investigation, regardless of the extent of the investigation. There are no 'hidden' or 'extra' charges, except for investigations requiring over-night or out-of-state travel. (See \* below) This flat fee schedule enables you to accurately project your annual budget requirements.
- An **MGI** professional investigation releases staff officers and support staff personnel to perform other departmental functions. Additionally, as any **MGI** client agency will attest, when the actual cost of employee's salaries, benefits, vehicle expenses, support staff personnel, office space and other related costs are factored in, the actual cost of a professional **MGI** pre-employment background investigation is less than half of the cost of an internally conducted investigation.
- Once established, a client agency only needs to telephone **MGI** with the applicant's name, address, telephone number and the position applied for. Within approximately 30 to 45 days, a completed background investigation report, along with all of the required documents, will be mailed directly to your agency. There is no client agency staff involvement for mailing, filing, faxing or any other similar function.
- **MGI** will provide all of the required forms to your applicant to conduct the background investigation. This includes an **MGI** Personal History Statement, an **MGI** Drug Use Questionnaire, the **MGI** Pre-Employment Questionnaires (Entry and Lateral levels), a Release of Information, and other required forms.
- All applicant documents, such as a birth certificate, high school and college transcripts, marriage and divorce decrees, auto insurance certificate, traffic accident and police reports, military DD214, civil judgments, credit report, DMV printout (18+ documents), as well as, two color photos of the applicant, will be provided with every investigative report.

- All investigations include a personal interview with the applicant to review all of the provided forms for accuracy and completeness and to obtain additional information for the **MGI** Background Biography Synopsis and verification of the information provided by the applicant.
- Since English and Handwriting skills have been determined by the law enforcement community to be skills lacking by most public safety agency applicants, all investigations also include an **MGI** English and Writing Skills test completed by the applicant.
- All investigations include a **MGI** Records Check Request form being sent to every law enforcement agency in every jurisdiction in the nation where the applicant has ever been employed or resided, which are supplemented to each report as received.

The **MGI** Pre-Employment Background Investigation has been developed to meet POST, California Government Codes, ADA, FCRA and other State and Federal regulations for our public safety agency clients. However, if your agency has a specific need or requirement not currently included in an **MGI** investigation, **MGI** can comply with any additional need of your agency on a case by case basis.

***\* There are no additional charges***

Except travel expenses, if necessary, and record check charges imposed by other law enforcement agencies.

No additional expenses, however, will ever be incurred without the prior consent of the client.

**MGI Record Checks:** Several California law enforcement agencies and many out-of-state agencies are now imposing a fee – ranging from \$5.00 to \$29.00 per person - to obtain a record check. Since the **MGI** Record Check Request forms are sent to law enforcement agencies in all 50 states, we are often not aware of a fee until we receive the return record check. However, **MGI** clients are not assessed these fees from other agencies without prior client approval.

## **MGI Background Investigation Flat Rates**

### **Level I – \$495.00**

Reduced MGI Pre-Employment Background Investigations for non-public safety positions or as custom designed by the client agency for a specific employment position. (This category was created for abbreviated backgrounding of part-time office personnel, service center volunteers and other non-sworn positions where limited checks are desired).

### **Level II - \$695.00**

Standard MGI Pre-Employment Background Investigations for public safety agencies (Most non-sworn positions and some entry level applicants fall into this category).

### **Level III - \$795.00**

MGI Pre-Employment Background Investigation for sworn applicants requiring contact with a police academy for review of academy records and/or contact with a former public safety agencies/employers on an applicant for review of Personnel and Internal Affairs files.

### **Level IV - \$995.00 + expenses**

When the background investigation requires out-of-town or out of state overnight travel, additional costs must obviously be imposed. 'Overnight' travel is defined as travel in which the investigator cannot return home the same day due to the distance involved. (ie: Southern California, out of state, etc). Any overnight investigation is deemed a Level IV investigation, due to the additional travel time involved.

MGI investigators will travel anywhere at the request of the client agency.

The level of background investigation is always determined by the client.

Expenses include airline fare, airport parking fees, vehicle rental and/or personal vehicle mileage (at 42 cents/mile), motel lodging and \$42.00 per day (or portion thereof) per diem.

Overnight or out-of-state investigations always require the prior approval of the client.

**Note: Victor Valley College Level I-III backgrounds will be conducted via the telephone.**

**MGI currently conducts pre-employment background investigations for the following public safety agencies:**

- |   |                                    |
|---|------------------------------------|
| Woodland Police Department              | Woodland Information Systems Dept. |
| Yolo County Probation Department        | Davis Fire Department              |
| Roseville Fire Department               | Mono County Probation Department   |
| Oakdale Police Department               | Napa County Probation Department   |
| Marin County Probation Department       | Yuba College Police Department     |
| Napa County Department of Corrections   | Inyo County Sheriff's Department   |
| Inyo County Probation Department        | Inyo County Personnel Department   |
| Sonoma County Probation Department      | Mono County Sheriff's Department   |
| South Placer Fire Department            | Georgetown Fire District           |
| Diamond Springs/El Dorado Fire District | Bishop Police Department           |
| Mono County Human Resources Department  | Alpine County Sheriff's Department |
| Elk Grove Police Department             | Yolo County Communications         |

**MGI's only function is pre-employment background investigations for public safety agencies.** Our staff investigators are all retired law enforcement officers and are highly trained and experienced background investigators:

- Dean Madeira** - (Captain) - Santa Clara County Sheriff's Department – San Jose (Founder)
- Bill Dixon** - (Traffic Officer) - California Highway Patrol – Newhall Area (Owner/Operator) (Firefighter/EMT) – Sacramento County Fire Department
- Robert Metsker** - (Supervisory Special Agent) - U.S. Treasury Department Internal Revenue Service – Criminal Investigation Division
- Michael Frasier** - (Correctional Officer) California Department of Corrections
- Daniel Segalas** - (Deputy Chief Probation Officer) El Dorado County Probation Department
- Gregory Odin** - (Detective) Auburn Police Department
- Roy Smith** - (Sergeant) California Highway Patrol
- Mark Olenslager** - (Supervisory Special Agent) California Department of Justice
- Jon Bowman** - (Lieutenant) Carmel by the Sea Police Department



**MGI** would be very pleased to serve your agency in the background investigation portion of your pre-employment selection and hiring process. Additional client contacts can be provided upon request. We would be pleased to meet with you or your staff at your convenience.

For additional information, or if you have any questions, please contact our office at 916/776-4627.

**Very truly yours,**

Bill Dixon

**Bill Dixon  
Owner/Operator  
MGI – Madeira Group International**

HUMAN RESOURCES

JANUARY 10, 2006

TOPIC: NON-CLASSIFIED EMPLOYEES

TO THE BOARD OF TRUSTEES:

The persons recommended for employment who are listed on the attached referenced sheets have been designated to perform specified job duties consistent with the provisions of Education Code § 88003.

Fiscal impact: Budgeted

RECOMMENDATION:

It is recommended that the board approve the appointments as listed.

REFERENCE FOR AGENDA: Yes

Signed Wt. Seymour  
Director of Human Resources

TRANSMITTED TO THE BOARD WITH A FAVORABLE RECOMMENDATION.

Signed [Signature]  
Superintendent/President

ACTION TAKEN BY THE BOARD:

MOTION \_\_\_\_\_

SECOND \_\_\_\_\_

Ayes \_\_\_ Noes \_\_\_

INFORMATION ONLY \_\_\_\_\_

**VICTOR VALLEY COLLEGE  
NON-CLASSIFIED EMPLOYEES**

January 10, 2006

<b>NAME</b>	<b>REQUESTED DATES OF EMPLOYMENT</b>	<b>POSITION</b>	<b>DEPARTMENT</b>
<b><u>Student Workers Federal/State Work Study/Work Experience</u></b>			
Alvarez, Jenny	01/11/06-02/10/06	Student Worker	EOPS Work Study
Alvarez, Jenny	02/13/06-06/10/06	Student Worker	EOPS Work Study
Alvarez-Finlay, Ray	01/11/06-02/10/06	Student Worker	EOPS Work Study
Alvarez-Finlay, Ray	02/13/06-06/10/06	Student Worker	EOPS Work Study
Angulo, Sonia	01/11/06-02/10/06	Student Worker	EOPS Work Study
Angulo, Sonia	02/13/06-06/10/06	Student Worker	EOPS Work Study
Aragon, Denise A.	01/11/06-06/30/06	Student Worker	FWS-A&R
Arroyo-Barbosa, Jan Micha	01/11/06-06/30/06	Student Worker	FWS-BET
Balenton, Jerry	01/11/06-02/10/06	Student Worker	EOPS Work Study
Balenton, Jerry	02/13/06-06/10/06	Student Worker	EOPS Work Study
Barahona, Maria L.	01/11/06-06/30/06	Student Worker	FWS-Lang.Lab (ESL)
Behm, Tamara L.	01/11/06-06/30/06	Student Worker	FWS-Nursing
Brown, Lashonda	01/11/06-02/10/06	Student Worker	EOPS Work Study
Brown, Lashonda	02/13/06-06/10/06	Student Worker	EOPS Work Study
Cosgrove, Cathy	01/11/06-02/10/06	Student Worker	EOPS Work Study
Cosgrove, Cathy	02/13/06-06/10/06	Student Worker	EOPS Work Study
Cox, Denise	01/11/06-02/10/06	Student Worker	EOPS Work Study
Cox, Denise	02/13/06-06/10/06	Student Worker	EOPS Work Study
Dominguez, Adriana	01/11/06-06/30/06	Student Worker	FWS-ESL
Escarcega, Tiffany	01/11/06-02/10/06	Student Worker	EOPS Work Study
Escarcega, Tiffany	02/13/06-06/10/06	Student Worker	EOPS Work Study
Flores, Kathy	01/11/06-06/30/06	Student Worker	FWS-Off Campus
Gagulyan, Arutyn	01/11/06-06/30/06	Student Worker	FWS-MIS
Gentry, Ricky	01/11/06-06/30/06	Student Worker	FWS-Facilities/Constr/Contracts
Girgis, Manal	01/14/06-06/30/06	Student Worker	FWS-Off Campus
Green, Bret	01/11/06-06/30/06	Student Worker	FWS-Theatre Arts
Harris, Matthew	01/11/06-02/10/06	Student Worker	EOPS Work Study
Harris, Matthew	02/13/06-06/10/06	Student Worker	EOPS Work Study
Hendrix, Fredrick	02/13/06-06/30/06	Tutor III-WEX	SSS
Hill, Milton A.	01/11/06-06/30/06	Student Worker	FWS-Weight Room
Hubbard, Michelle	01/11/06-02/10/06	Student Worker	EOPS Work Study
Hubbard, Michelle	02/13/06-06/10/06	Student Worker	EOPS Work Study
Kagy, William	01/11/06-02/10/06	Student Worker	EOPS Work Study
Kagy, William	02/13/06-06/10/06	Student Worker	EOPS Work Study
Kelly, Kimberlee	01/11/06-02/10/06	Student Worker	EOPS Work Study

**VICTOR VALLEY COLLEGE  
NON-CLASSIFIED EMPLOYEES**

..

**January 10, 2006**

<b>NAME</b>	<b>REQUESTED DATES OF EMPLOYMENT</b>	<b>POSITION</b>	<b>DEPARTMENT</b>
Kelly, Kimberlee	02/13/06-06/10/06	Student Worker	EOPS Work Study
Larriva, Jennifer L.	01/11/06-06/30/06	Student Worker	FWS-Help Desk
Larsen, MaryAnne	01/11/06-06/30/06	Student Worker	FWS-CDC
Long, Danielle	01/11/06-06/30/06	Student Worker	FWS-A&R
Lopez, Natalie	01/11/06-02/10/06	Student Worker	EOPS Work Study
Lopez, Natalie	02/13/06-06/10/06	Student Worker	EOPS Work Study
Majeske-Lozada, Elizabeth	01/11/06-06/30/06	Student Worker	FWS-IMS
Martinez, Carlos	01/11/06-02/10/06	Student Worker	EOPS Work Study
Martinez, Carlos	02/13/06-06/10/06	Student Worker	EOPS Work Study
Mazzola, Edmund	01/11/06-02/10/06	Student Worker	EOPS Work Study
Mazzola, Edmund	02/13/06-06/10/06	Student Worker	EOPS Work Study
Meadows, David	01/11/06-02/10/06	Student Worker	EOPS Work Study
Meadows, David	02/13/06-06/10/06	Student Worker	EOPS Work Study
Miller, Lora	01/03/06-02/10/06	Tutor III-WEX	SSS
Miller, Lora	02/13/06-06/30/06	Tutor III-WEX	SSS
Mitchell, Raynisha	01/11/06-02/10/06	Student Worker	EOPS Work Study
Mitchell, Raynisha	02/13/06-06/10/06	Student Worker	EOPS Work Study
Nassif, Mohammad	01/11/06-02/10/06	Tutor II-WEX	SSS
Nassif, Mohammad	02/13/06-06/30/06	Tutor III-WEX	SSS
Nelson, Deann	01/11/06-02/10/06	Student Worker	EOPS Work Study
Nelson, Deann	02/13/06-06/10/06	Student Worker	EOPS Work Study
Padilla, Monica E.	01/11/06-06/30/06	Student Worker	FWS-A&R
Pimentel, Tricia S.	01/11/06-06/30/06	Student Worker	FWS-Biology
Plank, Christi	01/11/06-06/30/06	Student Worker	FWS-CDC
Resendiz, Reyna E.	01/11/06-06/30/06	Student Worker	FWS-TLC
Riazti, Kesheh Payam	01/11/06-02/10/06	Tutor IV-WEX	SSS
Riazti, Kesheh Payam	02/13/06-06/30/06	Tutor IV-WEX	SSS
Romberger Jr., Robert E.	01/11/06-06/30/06	Student Worker	CalWks-Help Desk
Rosas, Jacqueline	01/11/06-06/30/06	Student Worker	FWS-A&R
Sahagun-Molina, Noemi	01/11/06-06/30/06	Student Worker	FWS-Biology
Sarchet, Beverly	01/11/06-02/10/06	Student Worker	EOPS Work Study
Sarchet, Beverly	02/13/06-06/10/06	Student Worker	EOPS Work Study
Sims, Aja	01/11/06-02/10/06	Student Worker	EOPS Work Study
Sims, Aja	02/13/06-06/10/06	Student Worker	EOPS Work Study
Talley, Amanda	01/11/06-02/10/06	Tutor IV-WEX	SSS
Talley, Amanda	02/13/06-06/30/06	Tutor IV-WEX	SSS
Turner, Jody K.	01/11/06-06/30/06	Student Worker	FWS-Athletics

**VICTOR VALLEY COLLEGE  
NON-CLASSIFIED EMPLOYEES**

January 10, 2006

<b>NAME</b>	<b>REQUESTED DATES OF EMPLOYMENT</b>	<b>POSITION</b>	<b>DEPARTMENT</b>
Vasquez, Elaine	01/11/06-06/30/06	Student Worker	FWS-Auxiliary Services
Villa, Mandy J.	01/11/06-06/30/06	Student Worker	FWS-Basic Skills
Walker, Dominique	01/11/06-02/10/06	Student Worker	EOPS Work Study
Walker, Dominique	02/13/06-06/10/06	Student Worker	EOPS Work Study
Wenger, Amber L.	01/11/06-06/30/06	Student Worker	FWS-A&R
Wettensel, Monica	01/11/06-02/10/06	Student Worker	EOPS Work Study
Wettensel, Monica	02/13/06-06/10/06	Student Worker	EOPS Work Study
Whelan, Alanda	01/11/06-06/30/06	Student Worker	FWS-Construction Technology
Willingham, George	01/11/06-02/10/06	Tutor IV-WEX	SSS
Willingham, George	02/13/06-06/30/06	Tutor IV-WEX	SSS
Willis, Donna	01/11/06-02/10/06	Student Worker	EOPS Work Study
Willis, Donna	02/13/06-06/10/06	Student Worker	EOPS Work Study
Wilson, Kari A.	01/11/06-06/30/06	Student Worker	FWS-Help Desk
Wilson, Tracy	01/11/06-02/10/06	Student Worker	EOPS Work Study
Wilson, Tracy	02/13/06-06/10/06	Student Worker	EOPS Work Study
Witt-Chavez, Ashley	01/11/06-02/10/06	Student Worker	EOPS Work Study
Witt-Chavez, Ashley	02/13/06-06/10/06	Student Worker	EOPS Work Study
Wysong, Patricia	01/11/06-02/10/06	Student Worker	EOPS Work Study
Wysong, Patricia	02/13/06-06/10/06	Student Worker	EOPS Work Study
Yun, Ok-Kyong Mary	01/11/06-02/10/06	Student Worker	EOPS Work Study
Yun, Ok-Kyong Mary	02/13/06-06/10/06	Student Worker	EOPS Work Study

**Student Workers**

Abdul-Khabir, Laylaa	01/11/06-02/10/06	Tutor	SI/Tutoring
Abunaja, Maysaa	01/11/06-02/12/06	Student Other	CDC
Angulo, Sonia	01/11/06-02/12/06	Student Other	CDC
Ayala, Joaquin	02/13/06-06/10/06	Tutor	Writing Center
Baker, Julie	01/11/06-02/11/06	Tutor	Biology
Barbatoc, Jonathan	01/11/06-02/12/06	Student Other	PAC
Bennett, Aaron	01/11/06-02/12/06	Student Other	Biology, Biotech
Brown, Derick	01/11/06-02/10/06	Lab Assistant	Art/Photo
Brown, Derick	02/13/06-06/10/06	Lab Assistant	Art/Photo
Brunette, Lonai	01/11/06-02/10/06	Tutor	Chemistry
Brunette, Lonai	02/13/06-06/10/06	Tutor	Chemistry
Chesley, Rhonda	01/11/06-02/13/06	Student Other	DSPS
Chesley, Rhonda	02/14/06-06/10/06	Student Other	DSPS

**VICTOR VALLEY COLLEGE  
NON-CLASSIFIED EMPLOYEES**

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**January 10, 2006**

<b>NAME</b>	<b>REQUESTED DATES OF EMPLOYMENT</b>	<b>POSITION</b>	<b>DEPARTMENT</b>
Cheung, Kwan Yiu	02/13/06-06/10/06	Tutor	Chemistry
Clothier, Danielle	02/13/06-06/10/06	Tutor II	CIDG
Conner, JC	01/11/06-02/10/06	Tutor	SI/Tutoring
Glisson, Roger	01/11/06-02/12/06	Student Other	PAC
Glisson, Roger	02/13/06-06/30/06	Student Other	PAC
Gomez, Blanca	01/11/06-02/10/06	Tutor II	SI/Tutoring
Hagen, Tom	01/11/06-02/10/06	Tutor IV	SI/Tutoring
Hoskins, John	01/11/06-02/10/06	Tutor	SI/Tutoring
Hoskins, John	01/11/06-02/13/06	Student Other	DSPS
Hoskins, John	02/14/06-06/10/06	Student Other	DSPS
Hotchkiss, Brian	01/11/06-02/10/06	Tutor II	SI/Tutoring
Jackson, Shanel	01/11/06-02/13/06	Student Other	DSPS
Jackson, Shanel	02/14/06-06/10/06	Student Other	DSPS
Johnson, Melinda	02/13/06-06/10/06	Tutor	CIDG
Kamel, Abdel Rahman	01/11/06-02/10/06	Tutor IV	SI/Tutoring
Lamb, Cristi	01/11/06-02/12/06	Student Other	PAC
Lamb, Cristi	02/13/06-06/30/06	Student Other	PAC
Lamb, Nicholas	01/11/06-02/12/06	Student Other	PAC
Laveaux, Cheleamar	01/11/06-02/10/06	Tutor IV	SI/Tutoring
Leicht, Jordan	01/11/06-02/10/06	Tutor IV	SI/Tutoring
Leicht, Kendra	01/11/06-02/10/06	Tutor III	SI/Tutoring
Leyva, Daniel	01/11/06-02/10/06	Tutor	SI/Tutoring
Lim, Yee Siang	01/11/06-02/10/06	Tutor II	SI/Tutoring
Lim, Yee Siang	02/13/06-06/10/06	Tutor	Chemistry
Lopez, Rossuell	01/11/06-02/10/06	Tutor	SI/Tutoring
Matson, Juliette	01/11/06-02/12/06	Student Other	Biology, Biotech
McGee, Linda	01/11/06-02/12/06	Student Other	CDC
Medina, Israel Jaime	01/11/06-02/10/06	Tutor	SI/Tutoring
Micetich, Kristen	01/11/06-02/10/06	Tutor III	SI/Tutoring
Montes, Sindy	01/11/06-02/10/06	Tutor II	Chemistry
Montes, Sindy	02/13/06-06/10/06	Tutor II	Chemistry
Morales, Gisel	01/11/06-02/10/06	Tutor	SI/Tutoring
Moyer, Vyonda	02/13/06-06/10/06	Tutor IV	CIDG
Nakagawa, Howard	01/11/06-02/12/06	Student Other	PAC
Nakagawa, Howard	02/13/06-06/30/06	Student Other	PAC
Payne, Jason	01/11/06-02/10/06	Tutor	Chemistry
Payne, Jason	02/13/06-06/10/06	Tutor	Chemistry

**VICTOR VALLEY COLLEGE  
NON-CLASSIFIED EMPLOYEES**

January 10, 2006

<b>NAME</b>	<b>REQUESTED DATES OF EMPLOYMENT</b>	<b>POSITION</b>	<b>DEPARTMENT</b>
Richard-Lerner, Cassidi	01/11/06-02/12/06	Student Other	PAC
Richard-Lerner, Cassidi	02/13/06-06/30/06	Student Other	PAC
Romberger, Robert	01/11/06-02/10/06	Tutor IV	SI/Tutoring
Rovira, Jesus	01/11/06-02/10/06	Tutor	SI/Tutoring
Sahagun-Molina, Noemi	01/11/06-02/11/06	Tutor	Biology
Sheppard, Ryk	01/11/06-02/10/06	Tutor	Chemistry
Sheppard, Ryk	02/13/06-06/10/06	Tutor	Chemistry
Shved, Lyudmila	01/11/06-02/10/06	Tutor III	SI/Tutoring
Siliceo, Andrea	01/11/06-02/13/06	Student Other	DSPS
Siliceo, Andrea	02/14/06-06/10/06	Student Other	DSPS
Steiner, Rebecca	01/11/06-02/10/06	Tutor	SI/Tutoring
Stokes, Jennifer	01/11/06-02/12/06	Student Other	CDC
Swanberg, Virginia	01/11/06-02/13/06	Student Other	DSPS
Swanberg, Virginia	02/14/06-06/10/06	Student Other	DSPS
Todd, Caroline A.	01/11/06-06/30/06	Student Other	CDC
Torres, Alondra	01/11/06-02/12/06	Student Other	CDC
Tyson, John E.	01/11/06-02/11/06	Tutor II	CIDG
Tyson, John E.	02/13/06-06/10/06	Tutor III	CIDG
Valdez, Tracy Jane	01/11/06-02/12/06	Lab Assistant	Music
Valdez, Tracy Jane	02/13/06-06/15/06	Lab Assistant	Music
VanDeMerghel, Jillian	02/13/06-06/10/06	Tutor	Chemistry
Watkins, Sade	01/11/06-02/12/06	Student Other	CDC
Weber, Youlia	02/13/06-06/10/06	Tutor IV	BET
Yeung, Siu Chui	01/11/06-02/13/06	Tutor	Chemistry
Yeung, Siu Chui	02/13/06-06/10/06	Tutor	Chemistry
Zapien, Nancy	02/13/06-06/10/06	Tutor	Chemistry

**Substitutes**

Allen, Monique	01/11/06-06/30/06	Sign Language Interpreter I	DSPS
Board Jr., Fredrick R.	01/11/06-06/30/06	Custodian	M & O
Branson, Colleen	01/11/06-06/30/06	Reserve Police Officer	Campus Police
Cera, Ernest B.	01/11/06-06/30/06	Reserve Police Officer	Campus Police
Cortez, Jesse	01/11/06-06/30/06	Custodian	M & O
Enriquez, Sean P.	01/11/06-06/30/06	Custodian	M & O
Foland, Christopher	01/11/06-06/30/06	Grounds	M & O
Garcia, Anabel	01/11/06-06/30/06	Operator/Receptionist	Student Services

**VICTOR VALLEY COLLEGE  
NON-CLASSIFIED EMPLOYEES**

January 10, 2006

<b>NAME</b>	<b>REQUESTED DATES OF EMPLOYMENT</b>	<b>POSITION</b>	<b>DEPARTMENT</b>
Hernandez, Anita	01/11/06-06/30/06	Custodian	M & O
Hughes, Steven	01/11/06-06/30/06	Custodian	M & O
Longway, Shirley	01/11/06-06/30/06	Reserve Police Officer	Campus Police
Mahomes, Anthony	01/11/06-06/30/06	Custodian	M & O
Majeske-Lozada, Elizabeth	10/24/05-12/30/05	Media Services Tech	IMS
Maldonado, Justin	01/11/06-06/30/06	Reserve Police Officer	Campus Police
Mejeske-Lozada, Elizabeth	01/11/06-06/27/06	Instructional Media Tech	IMS
Meyer, Scott	01/11/06-06/30/06	Mechanic	M & O
Perez, Maria	01/11/06-06/30/06	Custodian	M & O
Price, Aaron	01/11/06-06/30/06	Reserve Police Officer	Campus Police
Richardson, Randy	01/11/06-06/30/06	Reserve Police Officer	Campus Police
Rivera, Fritzi	01/11/06-06/30/06	Custodian	M & O
Rivera, Silvestre	01/11/06-06/30/06	Reserve Police Officer	Campus Police
Romberger Jr., Robert	01/11/06-02/10/06	Instructional Assistant II	Nursing/Allied Health
Romo, Annette	01/11/06-06/30/06	Reserve Police Officer	Campus Police
Stanley, Matrice	01/11/06-06/30/06	Sub Associate Teacher	CDC
Stanley, Matrice	01/11/06-06/30/06	Food Service Worker	CDC
White, Ortho J.	01/11/06-06/30/06	Reserve Police Officer	Campus Police
York, Arthur L.	01/11/06-06/30/06	Reserve Police Officer	Campus Police

**Limited Term Workers**

Allan, Peter	01/18/06-03/16/06	Comm. Svc.-Fee Base	Contract Ed Svs-Comm.Svs.
Allen, Kenyona	01/30/06-02/24/06	Office Worker	A & R
Allen, Kenyona	06/05/06-06/30/06	Office Worker	A & R
Allen, Kenyona	11/14/05-01/06/06	Office Worker	A & R
Anderson, Teria Skye	01/02/06-02/09/06	Comm. Svc.-Fee Base	Contract Ed Svs-Comm.Svs.
Anderson, Teria Skye	02/13/06-03/30/06	Comm. Svc.-Fee Base	Contract Ed Svs-Comm.Svs.
Bennett, Robert	01/11/06-02/10/06	Professional Expert	AGNR
Blomker, Terri	01/11/06-02/10/06	Professional Expert	AGNR
Deacy, Gena	01/30/06-03/10/06	Bookstore Cashier	Bookstore
Ganzer, Katie E.	01/30/06-03/20/06	Bookstore Cashier	Bookstore
Gardner, Sydney M.	01/03/06-02/10/06	Model	Art
Gardner, Sydney M.	02/13/06-06/10/06	Model	Art
Jones, Melvin	01/16/06-05/12/06	Assistant Coach	Athletics
Juarez, Aric	01/16/06-05/12/06	Assistant Coach	Athletics
Meyers-Guzman, Bernadett	01/30/06-03/20/06	Bookstore Cashier	Bookstore



**VICTOR VALLEY COLLEGE  
NON-CLASSIFIED EMPLOYEES**

**January 10, 2006**

<b>NAME</b>	<b>REQUESTED DATES OF EMPLOYMENT</b>	<b>POSITION</b>	<b>DEPARTMENT</b>
Olin, Teresa	01/11/06-02/10/06	Bookstore Cashier	Bookstore
Olin, Teresa	02/13/06-03/20/06	Bookstore Cashier	Bookstore
Tipples, Tammy	01/03/06-02/10/06	Model	Art
Tipples, Tammy	02/13/06-06/10/06	Model	Art
VonAllmen, Nicole	01/16/06-05/12/06	Assistant Coach	Athletics

**Volunteers**

Atkinson, Nancy	01/11/06-06/30/06	Volunteer	PAC
Buscher Jr., Joseph	01/11/06-06/30/06	Volunteer	SSS
Gomez, Blanca	01/11/06-06/30/06	Volunteer	Language Lab
Jeffries, Betty	01/11/06-06/30/06	Volunteer	PAC
Jones, Melvin	01/16/06-06/30/06	Volunteer	Athletics
Nakagawa, Howard	01/11/06-06/30/06	Volunteer	PAC
Porter, Darlene	01/11/06-06/30/06	Volunteer	PAC
Stultz, Sean	01/17/06-06/30/06	Volunteer	CDC

BOARD OF TRUSTEES

January 10, 2006

TOPIC: CCCT BOARD NOMINATIONS

TO THE BOARD OF TRUSTEES:

From January 1, through February 15, nominations for membership on the California Community College Trustees (CCCT) board will be accepted by the CCLC office. Only one trustee per district may serve on the board. Election of members of the CCCT board will take place between March 10 and April 25.

Fiscal Impact: N/A

RECOMMENDATION:

It is recommended that board discuss and nominate a member of the Board of Trustees for the CCCT board election.

REFERENCE FOR AGENDA: Yes

Signed   
Superintendent/President

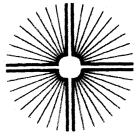
ACTION TAKEN BY THE BOARD:

MOTION \_\_\_\_\_

SECOND \_\_\_\_\_

Ayes \_\_\_ Noes \_\_\_

INFORMATION ONLY \_\_\_\_\_



COMMUNITY COLLEGE LEAGUE  
OF CALIFORNIA

RECEIVED

DEC 05 2005

PRESIDENT'S OFFICE

**Date:** December 1, 2005  
**To:** California Community College Trustees  
California Community College Chancellors/Superintendents  
**From:** Diane Woodruff  
**Subject:** CCCT Board Election - 2006

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The California Community College Trustees (CCCT) board serves a major role within the Community College League of California. Meeting five times a year, the twenty-one member board provides leadership and direction to ensure a strong voice for locally elected governing board members.

From January 1 through February 15, nominations for membership on the CCCT board will be accepted in the League office. Nominations are to be made by a member district board of trustees; and each district may nominate only members of its board.

Each nominee must be a local community college district trustee, other than the student trustee, and must have consented to be nominated. Only one trustee per district may serve on the board.

An official Biographical Sketch Form and Statement of Candidacy **must** accompany the Nominating Ballot mailed to the League office, and please use only these forms. Nomination materials should be sent by certified mail – return receipt requested. Faxed materials will **not** be accepted due to the quality of transmission.

The election of members of the CCCT board will take place between March 10 and April 25. Each member district board of trustees will have one vote for each vacancy on the CCCT board. Ten persons will be elected to the board this year. Nine incumbents are eligible to run for re-election. The Ten candidates who receive the most votes will serve two-year terms. Election results will be announced at the CCCT annual conference. The newly elected members of the board will assume their responsibilities at the conclusion of the annual conference, May 7.

If you have any questions about the CCCT board election process, please call the League office.

DCW/ja

Attachments: (mailed only to CCC Chancellors/Superintendents)

- Official Nominating Ballot
- Official Biographical Sketch Form
- Official Statement of Candidacy
- CCCT Board Terms of Office
- CCCT Board Roster



Must be returned to the League office **postmarked no later than February 15**, along with the statement of candidacy and biographic sketch form. **Faxed material will not be accepted.**

Community College League of California  
2017 "O" Street  
Sacramento, CA 95814

The governing board of the \_\_\_\_\_ Community  
College District nominates \_\_\_\_\_ to be a  
candidate for the CCCT Board.

This nominee is a member of the \_\_\_\_\_ Community  
College District governing board, which is a member in good standing of the Community College League of  
California. The nominee has been contacted and has given permission to be placed into nomination.  
Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.

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Signature of Clerk or Secretary of Governing Board



**CCCT BOARD**  
**BIOGRAPHIC SKETCH FORM**

Must be returned to the League office **postmarked no later than February 15**, along with the nominating ballot and statement of candidacy. **Faxed material will not be accepted.**

**PERSONAL**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ (home) \_\_\_\_\_ (office)

E-Mail: \_\_\_\_\_

**EDUCATION**

Certificates/Degrees: \_\_\_\_\_

\_\_\_\_\_

**PROFESSIONAL EXPERIENCE**

Present Occupation: \_\_\_\_\_

\_\_\_\_\_

Other: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**COMMUNITY COLLEGE ACTIVITIES**

College District Where Board Member: \_\_\_\_\_

Years of Service on Local Board: \_\_\_\_\_

Offices and Committee Memberships Held on Local Board: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

State Activities (*CCCT and other organizations boards, committees, workshop presenter; Chancellor's Committees, etc.*) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

National Activities (*ACCT and other organizations, boards, committees, etc.*): \_\_\_\_\_

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**CIVIC AND COMMUNITY ACTIVITIES**

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**OTHER**

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The logo features a central sunburst design with multiple lines radiating from a central point. The words "CCCT BOARD" are printed across the top of the sunburst, and "STATEMENT OF CANDIDACY" is printed across the bottom. The sunburst is centered between the two lines of text.

**CCCT BOARD**  
**STATEMENT OF CANDIDACY**

Must be returned to the League office **postmarked no later than February 15**, along with the nominating ballot and biographic sketch form. **Faxed material will not be accepted.**

CANDIDATE'S NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

**CCCT BOARD  
FY 2006 TERMS OF OFFICE**

<b>NAME</b>	<b>TERMS SERVED</b>	<b>TERM EXPIRES</b>	<b>ELIGIBILITY FOR ADDITIONAL CONSECUTIVE TERMS</b>
Albiani	00/02, 02/04, 04/06	06	2
Batiste	00/02, 02/04, 04/06	06	2
Beck	01/02**, 02/04, 04/06	06	2
Clark	99/01, 01/03, 03/05, 05/07	07	1
Fong	1/04-5/04*, 04/06	06	3
Garcia	6/99-5/00*, 00/02, 02/04, 04/06	06	1
Grier	12/01-05/02*, 02/04, 04/06	06	2
Hayden Jr.	99/01, 01/03, 03/05, 05/07	07	1
Howald	9/04-5/05*, 05/07	07	3
Kiersch	02/04, 04/06	06	3
Mann	05/07	07	4
McGinnis	12/97-5/98*, 98/00, 00/02, 02/04, 04/06	06	0
Meng	04/06	06	4
Mercer	02/03**, 03/05, 05/07	07	2
Ortell	1/04-5/04*, 04/06	06	3
Serna	05/07	07	4
Singer	04/05**, 05/07	07	3
Takano	97/99, 99/01, 01/03, 03/05, 05/07	07	0
Tovar	05/07	07	4
Villegas	7/00-5/01*, 01/03, 03/05, 05/07	07	1

\*Initially Appointed

\*\*Elected to One-Year Term



**CALIFORNIA COMMUNITY COLLEGE TRUSTEES  
2005-2006 BOARD ROSTER**

**KAY ALBIANI, President**

Los Rios CCD  
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Elk Grove, CA 95624  
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916.682-2336 (fax)  
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**CAROLYN BATISTE**

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**JUDI BECK**

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**REBECCA J. GARCIA, 2<sup>nd</sup> Vice President**

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**KATHI TRAN**

West Valley-Mission CCD  
355 East Court  
San Jose, CA 95116  
408.298-5299 (res) (*ask for Kathi Vi*)  
408.674-4298 (cell) 408.741-2125 (fax)  
[kathitran@gmail.com](mailto:kathitran@gmail.com)

**LUIS VILLEGAS**

Santa Barbara CCD  
4742 Andrita Street  
Santa Barbara, CA 93110  
805.967-2527 (res)  
805.884-1413 (bus) 805.884-7330 (fax)  
[villegas52@aol.com](mailto:villegas52@aol.com)

**STAFF****DIANE CAREY WOODRUFF**

President/Chief Executive Officer (Interim)  
2017 "O" Street  
Sacramento, CA 95814  
916.444-8641 (bus) 916.444-2954 (fax)  
[dwoodruff@cclleague.org](mailto:dwoodruff@cclleague.org)

BOARD OF TRUSTEES

January 10, 2006

TOPIC: SPRING VALLEY LAKE SPECIAL ELECTION

TO THE BOARD OF TRUSTEES:


The Spring Valley Lake Association has sent a petition signed by at least 5% of the SVLA membership, requesting a special meeting to (1) recall the entire sitting Board of Directors and (2) to elect new Board members in the event that the Board is recalled.

Fiscal Impact: N/A

RECOMMENDATION:

It is recommended that the Board of Trustees discuss the Spring Valley Lake Special Election and take appropriate action.

REFERENCE FOR AGENDA: Yes

Signed   
Superintendent/President

ACTION TAKEN BY THE BOARD:

MOTION \_\_\_\_\_

SECOND \_\_\_\_\_

Ayes \_\_\_ Noes \_\_\_

INFORMATION ONLY \_\_\_\_\_



## Spring Valley Lake Association

13325 Spring Valley Parkway  
7001 SVL Box  
Victorville, California 92395-5107

### NOTICE OF SPECIAL ELECTION

The President of Spring Valley Lake Association has received a petition signed by at least 5% of the SVLA membership, requesting a special meeting to (1) recall the entire sitting Board of Directors and (2) to elect new Board members in the event that the Board is recalled.

The date of the special meeting will be January 30, 2006 at 6:00 PM at the Spring Valley Lake Association Community Building.

**PLEASE NOTE THAT THIS SPECIAL ELECTION DOES NOT AFFECT THE REGULAR SEMI-ANNUAL MEETING AND ELECTION OF DIRECTORS WHICH IS SCHEDULED FOR APRIL 22, 2006.** Four (4) seats are up for re-election at the semi-annual meeting and election. You will receive separate election materials for the regular semi-annual election of directors at a later date. In the event that the entire Board is recalled and new directors elected at the January 30, 2006 special meeting, the elected directors would serve out only the unexpired term of each director.

Pursuant to Corporations Code Section 7511, as of the date of this Notice, the following individuals are candidates for election to the Board in the event that the entire Board is recalled at the Special Meeting:

1. Joseph Andreasen
2. Ralph Baker
3. Cliff Bandringa
4. Paul Berger
5. Karen Davis
6. Kevin Kane
7. Michael Sandell

Additional names of owners wishing to run for election at the special election in the event that the entire Board is recalled shall be placed in nomination by submitting a nomination form to the Board of Directors at the SVLA office by the close of business on **December 15, 2005**. Nomination forms are available at the SVLA offices upon request.

**The Association will mail out ballot and proxy materials for the special meeting by separate mailing not later than January 10, 2006.**

Sincerely,

SPRING VALLEY LAKE ASSOCIATION

Gordon W. Ryan, BA, CMCA, AMS  
General Manager

Dated November 16, 2005

Association Office (760) 245-9756

Community Patrol (760) 245-6400

Architectural (760) 245-3502

Fax (760) 245-3076

Website: [www.svla.com](http://www.svla.com)

SUPERINTENDENT/PRESIDENT

January 10, 2006

TOPIC: FIRST READING, PROPOSED BOARD POLICY NO. 6620  
NAMING RECOGNITION

TO THE BOARD OF TRUSTEES:

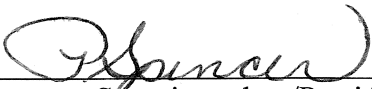
The College Assembly accepted for first reading the board policy 6620 regarding Naming Recognition, at its October 4, 2005 meeting by unanimous vote. After a second reading at its October 18, 2005 meeting, the College Assembly voted 5-4 to accept board policy 6620 for second reading.

Fiscal Impact: N/A

RECOMMENDATION:

It is recommended that board accept for first reading the proposed board policy No. 6620, Naming Recognition.

REFERENCE FOR AGENDA: Yes

Signed  \_\_\_\_\_  
Superintendent/President

ACTION TAKEN BY THE BOARD:

MOTION \_\_\_\_\_

SECOND \_\_\_\_\_

Ayes \_\_\_ Noes \_\_\_

INFORMATION ONLY \_\_\_\_\_

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT  
BOARD POLICY

BUSINESS AND FISCAL AFFAIRS

Chapter 6

NAMING RECOGNITION

**BP 6620**

PURPOSE:

The purpose of this policy is to establish the conditions under which recognition may be given to an individual, business, organization or other party as a means of recognizing their contributions to Victor Valley College and/or the Victor Valley College District Foundation.

POLICY

Recognition provided through the naming of any college or district property can only be granted by the Victor Valley College Board of Trustees. A request for such action shall be presented to the Superintendent / President who will facilitate its collegial review and recommendation to the Board of Trustees. The Board of Trustees will have the full authority to grant or deny such recognition. No guarantee of naming shall be granted to any property named by any entity other than the Board of Trustees including those that may have been recognized prior to the introduction of this policy.

This policy provides the general guidelines for bringing naming recommendations to the Board of Trustees.

CRITERIA FOR NAMING RECOGNITION:

Naming of district property may be considered for any of the following reasons:

1. To honor a living person who has made unique, extraordinary or significant personal contribution to the College. That person may not be an employee or trustee at the time of consideration.
2. To honor a deceased person who has made a unique, extraordinary or significant personal contribution to the College.
3. To honor a group, business or organization that has made a unique, extraordinary or significant contribution to the College.
4. To recognize a person, group or business that has donated significant resources through the Victor Valley College District Foundation. The suggested value of donated resources commensurate with naming recognition for campus facilities are attached to this policy as an addendum that may be updated from time to time by the Board of Trustees. Donations do not in themselves guarantee naming rights, but suggest that such recognition shall be appropriately considered.

Recommendations for naming recognition must clearly define and demonstrate the applicable standard for the recognition.

#### DURATION OF NAMING RECOGNITION:

Naming of district property may be granted by the Board of Trustees as either permanent or for a defined period of time. The recommendation to the trustees shall include the recommended duration of the recognition.

#### TRANSFERABILITY OF NAMING RECOGNITION:

Naming of a designated piece of district property shall not survive the named property's existence. Should the named property be removed or redesigned for another use the naming recognition shall not automatically be assigned to its replacement or any other like property without the express authorization of the Board of Trustees. A recommendation for the transfer of the naming rights may be presented to the Board of Trustees for consideration at any time within the originally defined recognition period.

#### SCOPE OF NAMING RECOGNITION:

Naming recognition shall be at a minimum in the form of a standardized plaque prominently placed upon or near the district property to which it applies. To be considered, the recommendation for naming recognition should also clearly define any other requested references including but not limited to printed publications, campus maps, signs, and websites.

#### PROCEDURE FOR NAMING RECOGNITION:

Any individual or group affiliated with Victor Valley College may submit a written request to the President / Superintendent for granting of naming recognition based on the criteria noted above. The request must include:

1. Contact information for a person submitting the request.
2. Specific naming recognition requested, including clear identification of the property to be named.
3. Written acknowledgement and permission of the person, business or organization to receive the recognition.
4. Rationale for the recognition based on criteria set forth in this policy.

Upon receiving a complete written request, the President / Superintendent will facilitate collegial review by a campus committee comprised of at least two representatives of the faculty, classified staff, students, management staff and Foundation. The President / Superintendent will chair this committee. The committee will review the request and submit their recommendation for Board of Trustee action on the request.

The President / Superintendent will then publish the request and supporting recommendation to the Board of Trustees for action.

The Board of Trustees will act upon the request.

The President / Superintendent will notify the appropriate the persons of the action taken by the Board of Trustees and if approved, will assign personnel to implement the naming recognition accordingly.



## ADDENDUM: NAMING RECOGNITION POLICY

This addendum sets forth the current suggested value of donated resources consistent with naming recognition opportunities associated with Victor Valley College property.

Academic & Athletic Performance Center (New Facility).....	\$10,000,000.00
Campus Lake .....	\$ 2,500,000.00
Performing Arts Center.....	\$ 2,500,000.00
Student Activities Center .....	\$ 2,000,000.00
Library.....	\$ 1,500,000.00
Gymnasium.....	\$ 1,500,000.00
Advanced Technology Building .....	\$ 1,500,000.00
Dance and Adaptive Center .....	\$ 1,500,000.00
Buildings & Learning Centers .....	\$ 1,000,000.00
Studio Theater.....	\$ 750,000.00
Minor Campus Landmarks (i.e. campus streets) .....	\$ 500,000.00
Classrooms & Labs.....	\$ 50,000.00
Lounges & Patios.....	\$ 50,000.00
Seminar & Conference Rooms .....	\$ 25,000.00
Outdoor Bench.....	\$ 2,500.00
Campus Gardens (annually).....	\$ 2,000.00
Performing Arts Center Seats (does not guarantee seating assignment) .	\$ 1,000.00
Study Carrel .....	\$ 1,000.00

INSTRUCTION

JANUARY 10, 2006

TOPIC: MAINTENANCE AGREEMENT – SIRSI CORPORATION

TO THE SUPERINTENDENT/PRESIDENT:

The district wishes to renew an annual maintenance agreement with SIRSI Corporation for the purpose of maintaining the software and hardware in the Learning Resource Center for the period of June 1, 2006 through May 31, 2007.

Fiscal Impact: \$11,583-Budgeted Item.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the maintenance agreement with SIRSI Corporation for maintaining the software and hardware in the Learning Resource Center for the period of June 1, 2006 through May 31, 2007.

REFERENCE FOR AGENDA: Yes

Signed *R. Mysterly*  
Interim Deputy Superintendent/Executive  
Vice President, Instruction

TRANSMITTED TO THE BOARD WITH A FAVORABLE RECOMMENDATION:

Signed *D. Spencer*  
Superintendent/President

ACTION TAKEN BY THE BOARD:

MOTION \_\_\_\_\_

SECOND \_\_\_\_\_

Ayes \_\_\_\_\_ Noes \_\_\_\_\_

INFORMATION ONLY \_\_\_\_\_

<b>Quote</b>	2006001135
<b>Date</b>	11/21/2005
<b>Page</b>	1

**Bill To:**

Victor Valley College Library  
 Library/Attn: John Akins  
 18422 Bear Valley Road  
 Victorville CA 92392

**Ship To:**

Victor Valley College Library  
 18422 Bear Valley Road  
 Library/Attn: John Akins  
 Victorville CA 92392

Purchase Order No.	Customer ID	Salesperson ID	Quote Prepared by:	Payment Terms	Req Ship Date	Master No.
JOHN AKINS	760-245-4271	STEVE MACKEY	NLT	Net 30	6/1/2006	31,453

Quantity	Item Number	Description	UOM	Discount	Unit Price	Ext. Price
1.000	MNT-SWM-AC	Annual Software Maintenance Maintenance Effective Period: June 1, 2006 - May 31, 2007  Tax Analysis: California Non Taxable	Year	\$0.00	\$11,583.00	\$11,583.00
				Taxable Amt \$11,583.00	Tax Amount \$0.00	

RENEWAL MUST BE RECEIVED BEFORE  
 THE RENEW DATE.

<b>Subtotal</b>	\$11,583.00
<b>Misc</b>	\$0.00
<b>Tax</b>	\$0.00
<b>Freight</b>	\$0.00
<b>Trade Discount</b>	\$0.00
<b>Total</b>	\$11,583.00

**SCHEDULE/EXHIBIT "A"****Victor Valley College Library**

Customer ID: 760-245-4271

Contact: John Akins

Model # II

Titles: 150,000

Contract #: 2006001135

Unicorn Software Maintenance

U-ILS-SMAC

Contract Renewal Effective Period: 6/1/2006 - 5/31/2007

Item Number	U of M	Quantity	Price
Description of Items Covered by this Contract	Coverage Effective Dates:		
Comments	From To		
Serial Number			
M-U-BIB-II	each	1	\$2,537.00
Bibliographic & Inv. Control	6/1/2006	5/31/2007	
M-U-AUTH-II	each	1	\$588.00
Authority Control	6/1/2006	5/31/2007	
M-U-EPA-II	each	1	\$607.00
Enhanced Public Access	6/1/2006	5/31/2007	
M-U-REQ-II	each	1	\$303.00
Request Module	6/1/2006	5/31/2007	
M-U-CIRC-II	each	1	\$1,213.00
Circulation Control	6/1/2006	5/31/2007	
M-U-AR-II	each	1	\$910.00
Academic Reserves	6/1/2006	5/31/2007	
M-U-SER-II	each	1	\$1,213.00
Serials Control	6/1/2006	5/31/2007	
M-U-MUG-II	each	1	\$607.00
Information Gateway	6/1/2006	5/31/2007	
M-U-MBU	each	1	
MARC Bib Import/Export Util.	6/1/2006	5/31/2007	
M-U-MAU	each	1	
MARC Auth Import/Export Util.	6/1/2006	5/31/2007	

**SCHEDULE/EXHIBIT "A"****Victor Valley College Library**

Customer ID: 760-245-4271

Model # II

Contract #: 2006001135

Unicorn Software Maintenance

U-ILS-SMAC

Item Number	U of M	Quantity	Price
Description of Items Covered by this Contract	Coverage Effective Dates:	From	To
Comments	Serial Number	From	To
M-U-APR ASCII Patron Records Loader	each	1	
	6/1/2006	5/31/2007	
M-U-RWG Report Writer Generator	each	1	
	6/1/2006	5/31/2007	
M-U-SPORT-S SmartPORT Concurrent User	each	1	\$178.00
	6/1/2006	5/31/2007	
M-U-INFOV-TL InfoVIEW-Terminals/MSDOS	each	18	\$306.00
	6/1/2006	5/31/2007	
M-U-INFOV-SW InfoVIEW-Windows	each	9	\$531.00
	6/1/2006	5/31/2007	
M-U-WORKF-SW WorkFlows for Windows	each	3	\$177.00
	6/1/2006	5/31/2007	
M-U-WEBC-II WebCat WWW Catalog	each	1	\$2,413.00
	6/1/2006	5/31/2007	
<b>Total Unicorn Software Maintenance</b>			<b>\$11,583.00</b>

STUDENT SERVICES

JANUARY 10, 2006

TOPIC: BOARD POLICY 4230 – GRADING SYMBOLS (REVISED, FIRST READING)

TO THE SUPERINTENDENT/PRESIDENT:

Board Policy 5040 has been revised to include an "FW" grade. An "FW" grade is used in instances where the student has unofficially withdrawn from a class (the date for official withdrawal has passed). An "FW" grade does count the same as an "F" grade for GPA purposes. It is helpful to distinguish "FW" grades from "F" grades for students on financial aid and students receiving military veteran benefits. This revised policy was formally adopted by College Assembly on December 6, 2005. The grading symbol will not be implemented until the Fall 2006 so that there is adequate time to disclose this change to students.

Fiscal Impact: None.

RECOMMENDATION: It is recommended that the Board of Trustees approve the revision to Board Policy 4230.

REFERENCE FOR AGENDA: YES

Signed: Willard Jewell  
Vice President, Student Services

TRANSMITTED TO THE BOARD WITH A FAVORABLE RECOMMENDATION:

Signed: Spencer  
Superintendent/President

ACTION TAKEN BY THE BOARD:

MOTION \_\_\_\_\_

SECOND \_\_\_\_\_

Ayes \_\_\_\_ Noes \_\_\_\_

INFORMATION ONLY \_\_\_\_

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT  
BOARD POLICY

ACADEMIC AFFAIRS

Chapter 4

**Grading Symbols**

**BP 4230**

Reference:

*Title 5, Section 55758;*

Courses shall be graded using the grading system established by Title 5.

The grading system shall be published in the college catalog(s) and made available to students.

***The grading system shall include the "FW" grade for unofficial withdrawal.***

See Administrative Procedure **4230**.

STUDENT SERVICES

JANUARY 10, 2006

TOPIC: BOARD POLICY 5040 – STUDENT RECORDS AND DIRECTORY INFORMATION (REVISED, FIRST READING)

TO THE SUPERINTENDENT/PRESIDENT:

Board Policy 5040 has been revised as indicated in bold and italic print to clarify what is included as directory information. Directory information is information that can be released to third parties without student consent. Students still have the ability to restrict directory information and they are given that ability at the time of enrollment. This revised policy was formally adopted by College Assembly on December 6, 2005.

Fiscal Impact: None.

RECOMMENDATION: It is recommended that the Board of Trustees approve the revision to Board Policy 4230.

REFERENCE FOR AGENDA: YES

Signed: William D. Durr  
Vice President, Student Services

TRANSMITTED TO THE BOARD WITH A FAVORABLE RECOMMENDATION:

Signed: [Signature]  
Superintendent/President

ACTION TAKEN BY THE BOARD:

MOTION \_\_\_\_\_

SECOND \_\_\_\_\_

Ayes \_\_\_\_ Noes \_\_\_\_

INFORMATION ONLY \_\_\_\_\_



VICTOR VALLEY COMMUNITY COLLEGE DISTRICT  
BOARD POLICY

STUDENT SERVICES

Chapter 5

**Student Records and Directory Information**

**BP 5040**

Reference: Education Code Sections 76200, et seq.; Title 5, Sections 54600, et seq

The superintendent/president shall assure that student records are maintained in compliance with applicable federal and state laws relating to the privacy of student records.

Any currently enrolled or former student of the District has a right of access to any and all student records relating to him or her maintained by the district.

No district representative shall release the contents of a student record to any member of the public without the prior written consent of the student, other than directory information as defined in this policy and information sought pursuant to a court order or lawfully issued subpoena, or as otherwise authorized by applicable federal and state laws.

Students shall be notified of their rights with respect to student records, including the definition of directory information contained here, and that they may limit the information.

Directory information shall include:

- Student participation in officially recognized activities and sports including weight, height and high school of graduation of athletic team members.
- ***Name and dates of attendance***, degrees, ***certificates***, and awards received by students, including honors, scholarship awards, athletic awards and ~~Dean's List~~ ***academic*** recognition (e.g., ***Dean's List***).

***The superintendent/president shall establish procedures regarding student records and directory information.***

See Administrative Procedures ***5040 and 5045.***

ADMINISTRATIVE SERVICES

JANUARY 10, 2006

TOPIC: DONATIONS

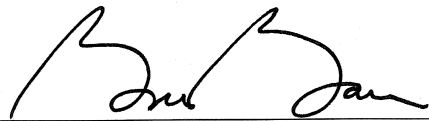
TO THE SUPERINTENDENT/PRESIDENT:

The Victor Valley College Foundation has made expenditures from cash donations to specific funds and scholarships as listed for the period November 1, 2005 through November 31, 2005 for Victor Valley College, (\$95,514.39 in-kind cash donations, \$26,392.23 in scholarships) for a total donation amount of \$121,906.62.

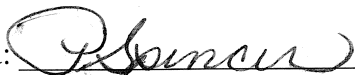
RECOMMENDATION:

It is recommended the Board of Trustees accept the donations as college property.

REFERENCE FOR AGENDA: YES

Signed:   
Vice President, Administrative Services

TRANSMITTED TO THE BOARD WITH A FAVORABLE RECOMMENDATION:

Signed:   
Superintendent/President

ACTION TAKEN BY THE BOARD:

MOTION \_\_\_\_\_

SECOND \_\_\_\_\_

INFORMATION ONLY \_\_\_\_\_

**VVC FOUNDATION SUPPORT TO VVC  
Expenditures Made From Cash Donations**

**November, 2005**

<b>Project Description</b>	<b>Post Date</b>	<b>Trans. Amount</b>	<b>Account Description</b>	<b>Reference</b>
Agriculture-Other	11/21/05	\$91.95	Equipment / Supplies	Equine Workshop supplies reimb.
Agriculture (Mitsubishi Cement)	11/21/05	\$387.33	Equipment / Supplies	"Rehabilitation for Disturbed Lands" Books
Agriculture (Mitsubishi Cement)	11/21/05	\$997.84	Meetings/Seminars	Society of Eco Conference Reimb
Agriculture (Mitsubishi Cement)	11/21/05	\$53.33	Meetings/Seminars	Oct 20-21 Conference Registration for Kristen Johnson
Agriculture (Mitsubishi Cement)	11/30/05	\$600.00	Outside Labor	Agriculture Stipend
Agriculture (Mojave Water Agency)	11/30/05	\$600.00	Outside Labor	Agriculture Stipend
Agriculture (Specialty Minerals)	11/21/05	\$387.34	Equipment / Supplies	"Rehabilitation for Disturbed Lands" Books
Agriculture (Specialty Minerals)	11/21/05	\$997.84	Meetings/Seminars	Society of Eco Conference Reimb
Agriculture (Specialty Minerals)	11/21/05	\$34.96	Travel	Mileage to SMI
Agriculture (Specialty Minerals)	11/21/05	\$53.33	Meetings/Seminars	Oct 20-21 Conference Registration for Kristen Johnson
Agriculture (Specialty Minerals)	11/30/05	\$600.00	Outside Labor	Agriculture Stipend
Agriculture (U.S. Borax Inc.)	11/21/05	\$387.33	Equipment / Supplies	"Rehabilitation for Disturbed Lands" Books
Agriculture (U.S. Borax Inc.)	11/21/05	\$997.85	Meetings/Seminars	Society of Eco Conference Reimb
Agriculture (U.S. Borax Inc.)	11/21/05	\$53.34	Meetings/Seminars	Oct 20-21 Conference Registration for Kristen Johnson
Agriculture (U.S. Borax Inc.)	11/30/05	\$300.00	Outside Labor	Agriculture Stipend
<b>Agriculture Total:</b>		<b>\$6,542.44</b>		
Bond Campaign	11/08/05	\$596.01	Printing	Bond Campaign Brochures
Bond Campaign	11/21/05	\$38.69	Office Expense	Office Supplies
<b>Bond Campaign Total:</b>		<b>\$634.70</b>		
CNSA of VVC	11/08/05	\$76.44	Office Expense	Reimb supplies for 10K Nursing Event
CNSA of VVC	11/14/05	\$107.85	Awards & Recognition	Trophies for 10K Run
CNSA of VVC	11/14/05	\$305.31	Awards & Recognition	Reimb CNSA 10 K Run supplies
<b>CNSA of VVC Total:</b>		<b>\$489.60</b>		
Dr. Prem Reddy Fund	11/08/05	\$54,340.49	Salaries & Wages	Prem Reddy Grant Expenses
Dr. Prem Reddy Fund	11/08/05	\$12,271.71	Equipment / Supplies	Prem Reddy Grant Expenses
Dr. Prem Reddy Fund	11/21/05	\$1,352.44	Equipment / Supplies	Prem Reddy Expenses (to cover error in addition)
<b>Dr. Prem Reddy Fund Total:</b>		<b>\$67,964.64</b>		
Fall - Odd Nursing Class	11/08/05	\$68.86	Facilities & Decorations	Candles for Nursing Graduation Spr. 05
<b>Fall - Odd Nursing Class Total:</b>		<b>\$68.86</b>		
Friends of the Library	11/08/05	\$2,699.14	Repair & Maintenance	Reupholster Library couches
<b>Friends of the Library Total:</b>		<b>\$2,699.14</b>		

**VVC FOUNDATION SUPPORT TO VVC**

**Expenditures Made From Cash Donations**

**November, 2005**

<b>Project Description</b>	<b>Post Date</b>	<b>Trans. Amount</b>	<b>Account Description</b>	<b>Reference</b>
President's Fund	11/15/05	\$650.00	Meetings/Seminars	NCCCF Registration (P. Spencer & B. Greulich)
President's Fund	11/21/05	\$686.84	Education & Training	"Death by Meeting" Book Order for Leadership
President's Fund	11/21/05	\$831.33	Travel	NCCCF Conference Travel Reimb.
President's Fund	11/21/05	\$42.75	Travel	NCCCF Conference Mileage Reimb. (B. Greulich)
President's Fund	11/21/05	\$400.85	Travel	NCCCF Conference Hotel
President's Fund	11/21/05	\$202.19	Meals	Spirit Team Meeting Luncheon 10/27/05
President's Fund	11/21/05	\$60.16	Meals	Staff Dev. Day (Billy Riggs)
President's Fund	11/30/05	\$731.17	Awards & Recognition	Little Big Horn Stuffed Animal Rams
President's Fund	11/30/05	\$347.16	Catering	VVC Cabinet Retreat Luncheon 11/28/05
<b>President's Fund Total:</b>		<b>\$3,952.45</b>		
General Scholarship Clearing Fund	11/07/05	\$12,403.73	Scholarships	Scholarships Thru 11/07/05
General Scholarship Clearing Fund	11/22/05	\$9,054.23	Scholarships	Scholarships thru 11/22/05
PREPAID-Altrusa Club of Victor Valley	11/08/05	\$500.00	Scholarships	Michelle Allen 397-06-9842 (Altrusa Scholarship)
Scholarship Transition Fund (03' & Prior)	11/08/05	\$1,000.00	Scholarships	Scholarship Transfer Michael McKay 624-42-5927
Scholarship Transition Fund (03' & Prior)	11/08/05	\$36.00	Scholarships	Barbara Kathol #114714 (fees owed)
Scholarship Transition Fund (03' & Prior)	11/08/05	\$3,398.27	Scholarships	Unused Scholarship Barbara Kathol 546-48-0384
<b>Scholarships Total:</b>		<b>\$26,392.23</b>		
Men's Basketball	11/08/05	\$1,047.35	Equipment / Supplies	Men's Basketball Sweatshirts & T-Shirts
Men's Basketball	11/14/05	\$213.35	Equipment / Supplies	Men's Basketball T-Shirts
Men's Basketball	11/14/05	\$839.91	Equipment / Supplies	Men's Basketball Sweatshirts
Men's Basketball	11/21/05	\$1,111.84	Equipment / Supplies	Men's Basketball Shoes
Men's Soccer	11/30/05	\$59.26	Equipment / Supplies	Men's Soccer shirt screening
Women's Basketball	11/08/05	\$632.87	Equipment / Supplies	Women's Basketball Travel Suits
Women's Basketball	11/21/05	\$225.00	Awards & Recognition	Women's Basketball Donor Banners
<b>Athletics Total:</b>		<b>\$4,129.58</b>		
Paramedic Academy	11/21/05	\$65.00	Awards & Recognition	Paramedic Academy 3 Class Photos
<b>Paramedic Academy Total:</b>		<b>\$65.00</b>		
Student Emergency Fund	11/14/05	\$2,000.00	Grants Awarded	Nov./Dec. 05 Rent at 13748 Helena Dr., Victorville
<b>Student Emergency Fund Total:</b>		<b>\$2,000.00</b>		
The California Wellness Foundation	11/14/05	\$3,017.98	Grants Awarded	Grant Admin 10/26/05 - 11/08/05
The California Wellness Foundation	11/30/05	\$3,950.00	Grants Awarded	Grant Admin. 11/8/05 - 11/28/05
<b>TCWF Grant Total:</b>		<b>\$6,967.98</b>		
<b>GRAND TOTAL:</b>		<b>\$121,906.62</b>		

ADMINISTRATIVE SERVICES

JANUARY 10, 2006

TOPIC: MONTHLY FINANCIAL REPORTS

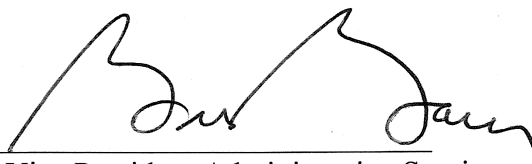
TO THE BOARD OF TRUSTEES:

Financial reports are being presented for the period ending November 30, 2005, for the General Fund (01), Debt Service Payment Fund (29), Capital Outlay Projects Fund (71), Child Development Center Fund (72), Student Center Fee Fund (73), and Insurance Trust Fund (75) and Health Trust Fund (78).

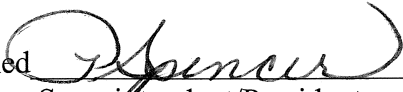
RECOMMENDATION:

This is an information only item.

REFERENCE FOR AGENDA: Yes

Signed   
Vice President Administrative Services

TRANSMITTED TO THE BOARD WITH A FAVORABLE RECOMMENDATION.

Signed   
Superintendent/President

ACTION TAKEN BY THE BOARD:

MOTION \_\_\_\_\_

SECOND \_\_\_\_\_

Ayes \_\_\_ Noes \_\_\_

INFORMATION ONLY  X

**VICTOR VALLEY COMMUNITY COLLEGE**  
**2005-2006 Financial Statements**  
**GENERAL FUND - FUND 01**  
**As of 11/30/05**

	<b>Budget</b>	<b>Actual</b>	<b>Budget Remaining</b>	<b>Percentage Remaining</b>
<b><u>Revenues</u></b>				
Federal	\$1,656,929	\$459,437	\$1,197,492	72.27%
State	\$33,449,402	\$15,030,173	\$18,419,229	55.07%
Local	\$13,026,241	\$1,834,249	\$11,191,992	85.92%
Transfers In	\$0	\$0	\$0	0.00%
<b><u>Total Revenues</u></b>	<b>\$48,132,572</b>	<b>\$17,323,859</b>	<b>\$30,808,713</b>	<b>64.01%</b>
<b><u>Expenditures</u></b>				
Academic Salaries	\$17,445,954	\$5,470,678	\$11,975,276	68.64%
Classified Salaries	\$10,973,341	\$4,129,690	\$6,843,651	62.37%
Benefits	\$9,406,802	\$2,551,251	\$6,855,551	72.88%
Supplies	\$1,151,297	\$378,591	\$772,706	67.12%
Operating Expenses	\$6,871,709	\$2,221,583	\$4,650,126	67.67%
Capital Outlay	\$1,655,602	\$1,245,513	\$410,089	24.77%
<b><u>Total Expenditures</u></b>	<b>\$47,504,705</b>	<b>\$15,997,306</b>	<b>\$31,507,399</b>	<b>66.32%</b>
Excess Revenues/(Expenditures)	\$627,867	\$1,326,553		
Other Financing Sources:				
Transfers, Grants, Contingency	\$233,072	\$76,475	\$156,597	67.19%
Net Change in Fund Balance	\$394,795	\$1,250,078		
<b>Beginning Fund Balance 7/1/05</b>	<b>\$2,143,467</b>			
<b>Month Ending Fund Balance 11/30/05</b>		<b>\$3,393,545</b>		

**VICTOR VALLEY COMMUNITY COLLEGE  
2005-2006 Financial Statements  
DEBT SERVICE PAYMENT - FUND 29  
As of 11/30/05**

	<b>Budget</b>	<b>Actual</b>	<b>Budget Remaining</b>	<b>Percentage Remaining</b>
<b><u>Revenues</u></b>				
Local Revenues	\$2,721,390	\$482,080	\$2,239,310	82.29%
Transfers In	\$0		\$0	
<b><u>Total Revenues</u></b>	<u>\$2,721,390</u>	<u>\$482,080</u>	<u>\$2,239,310</u>	82.29%
<b><u>Expenditures</u></b>				
Debt Service Payments	<u>\$1,239,000</u>	<u>\$129,811</u>	<u>\$1,109,189</u>	89.52%
<b><u>Total Expenditures</u></b>	\$1,239,000	\$129,811	\$1,109,189	
Net Change in Fund Balance	\$1,482,390	\$352,269		
<b>Beginning Fund Balance 7/1/05</b>	\$38,916,004			
<b>Month Ending Fund Balance 11/30/05</b>		\$39,268,273		

**VICTOR VALLEY COMMUNITY COLLEGE**  
**2005-2006 Financial Statements**  
**CAPITAL OUTLAY PROJECTS - FUND 71**  
**As of 11/30/05**

	Budget	Actual	Budget Remaining	Percentage Remaining
<b><u>Revenues</u></b>				
State	\$22,239,000	\$174,355	\$22,064,645	99.22%
Redevelopment	\$75,000	\$456,151	(\$381,151)	-508.20%
Local	\$0	\$14,350	(\$14,350)	
<b>Total Revenues</b>	<b>\$22,314,000</b>	<b>\$644,856</b>	<b>\$21,669,144</b>	<b>97.11%</b>
<b><u>Expenditures</u></b>				
Contracts	\$0	\$0	\$0	
Sites	\$0	\$0	\$0	0.00%
Buildings-New & Remodel	\$22,314,000	\$179,148	\$22,134,852	99.20%
Equipment	\$0	\$0	\$0	
<b>Total Expenditures</b>	<b>\$22,314,000</b>	<b>\$179,148</b>	<b>\$22,134,852</b>	<b>99.20%</b>
Other Financing Sources:				
Transfers/Grants/Contingency	\$0	\$0	\$0	0.00%
Net Change in Fund Balance	\$0	\$465,708		
<b>Beginning Fund Balance 7/1/05</b>	<b>\$675,549</b>			
<b>Month Ending Fund Balance 11/30/05</b>		<b>\$1,141,257</b>		



**VICTOR VALLEY COMMUNITY COLLEGE**  
**2005-2006 Financial Statements**  
**CHILD DEVELOPMENT CENTER - FUND 72**  
**As of 11/30/05**

	<b>Budget</b>	<b>Actual</b>	<b>Budget Remaining</b>	<b>Percentage Remaining</b>
<b><u>Revenues</u></b>				
Federal	\$207,901	\$72,843	\$135,058	64.96%
State	\$673,687	\$290,217	\$383,470	56.92%
Local	\$20,500	\$6,612	\$13,888	67.75%
Transfers In	\$0	\$0	\$0	
<b><u>Total Revenues</u></b>	<b>\$902,088</b>	<b>\$369,672</b>	<b>\$532,416</b>	<b>59.02%</b>
<b><u>Expenditures</u></b>				
Academic Salaries	\$501,599	\$129,379	\$372,220	74.21%
Classified Salaries	\$159,864	\$85,840	\$74,024	46.30%
Benefits	\$238,167	\$80,710	\$157,457	66.11%
Instructional Supplies	\$18,776	\$12,422	\$6,354	33.84%
Operating Expenses	\$30,531	\$379	\$30,152	98.76%
Reserve/Contingencies	\$0	\$0	\$0	0.00%
<b><u>Total Expenditures</u></b>	<b>\$948,937</b>	<b>\$308,730</b>	<b>\$640,207</b>	<b>67.47%</b>
Net Change in Fund Balance	(\$46,849)	\$60,942		
<b>Beginning Fund Balance 7/1/05</b>	<b>\$204,676</b>			
<b>Month Ending Fund Balance 11/30/05</b>		<b>\$265,618</b>		

**VICTOR VALLEY COMMUNITY COLLEGE  
2005-2006 Financial Statements  
STUDENT CENTER FEE - FUND 73  
As of 11/30/05**

	<b>Budget</b>	<b>Actual</b>	<b>Budget Remaining</b>	<b>Percentage Remaining</b>
<b><u>Revenues</u></b>	\$101,000	\$21,896	\$79,104	78.32%
<b><u>Expenditures</u></b>				
Transfers Out	\$101,000	\$0	\$101,000	100.00%
Net Change in Fund Balance	\$0	\$21,896		
<b>Beginning Fund Balance 7/1/05</b>	\$8,170			
<b>Month Ending Fund Balance 11/30/05</b>		\$30,066		

**VICTOR VALLEY COMMUNITY COLLEGE**  
**2005-2006 Financial Statements**  
**HEALTH TRUST FUND - FUND 75**  
**As of 11/30/05**

	Budget	Actual	Budget Remaining	Percentage Remaining
<b><u>Revenues</u></b>				
Interest Income	\$1,200	\$155	\$1,045	87.08%
Transfers In	\$10,000	\$1,919	\$8,081	0.00%
<b><u>Total Revenues</u></b>	<b>\$11,200</b>	<b>\$2,074</b>	<b>\$9,126</b>	<b>81.48%</b>
<b><u>Expenditures</u></b>				
Reserve For Contingencies	\$11,000	\$0	\$11,000	100.00%
<b><u>Total Expenditures</u></b>	<b>\$11,000</b>	<b>\$0</b>	<b>\$11,000</b>	
Net Change in Fund Balance		\$2,074		
<b>Beginning Fund Balance 7/1/05</b>	<b>\$20,093</b>			
<b>Month Ending Fund Balance 11/30/05</b>		<b>\$22,167</b>		

**VICTOR VALLEY COMMUNITY COLLEGE**  
**2005-2006 Financial Statements**  
**SELF INSURANCE TRUST - FUND 78**  
**As of 11/30/05**

	<b>Budget</b>	<b>Actual</b>	<b>Budget Remaining</b>	<b>Percentage Remaining</b>
<b><u>Revenues</u></b>				
Interest Income	\$1,900	\$1,490	\$410	21.58%
Miscellaneous Income	\$0	\$4,394	(\$4,394)	
Transfers In	\$0		\$0	
<b><u>Total Revenues</u></b>	<b>\$1,900</b>	<b>\$5,884</b>	<b>(\$3,984)</b>	<b>52.54%</b>
<b><u>Expenditures</u></b>				
Supplies	\$0	\$0	\$0	
Contracted Services	\$40,000	\$18,986	\$21,014	52.54%
New Equipment	\$0	\$0	\$0	0.00%
Reserve for Contingencies	\$0	\$0	\$0	
<b><u>Total Expenditures</u></b>	<b>\$40,000</b>	<b>\$18,986</b>	<b>\$21,014</b>	<b>52.54%</b>
 Net Change in Fund Balance	 (\$38,100)	 (\$13,102)		
<b>Beginning Fund Balance 7/1/05</b>	<b>\$221,454</b>			
 <b>Month Ending Fund Balance 11/30/05</b>		 <b>\$208,352</b>		

**VICTOR VALLEY COMMUNITY COLLEGE  
2005-2006 Financial Statements  
RAMS BOOKSTORE  
As of 11/30/05**

	<b>Budget</b>	<b>Actual</b>	<b>Budget Remaining</b>	<b>Percentage Remaining</b>
<b><u>Revenues</u></b>	\$ 3,020,000	\$ 1,430,200	\$ 1,589,800	52.64%
Less: Cost of Goods Sold	\$ 2,300,000	\$ 1,074,045	\$ 1,225,955	
Gross Margin from Local Revenues	\$ 720,000	\$ 356,155		
Total Other Income		\$ 2,238		
<b><u>Total Revenues</u></b>		<u>\$ 358,393</u>		
<b><u>Expenditures</u></b>	\$ 720,000	\$ 146,192		
Estimated labor to be invoiced		<u>\$ 39,500</u>		
<b><u>Total Expenditures</u></b>	\$ 720,000	\$ 185,692	\$ 534,308	74.21%
 Revenues/(Expenditures)	 \$0	 \$ 172,701		
 <b>Beginning Fund Balance 7/1/05</b>	 \$ 1,077,139			
 <b>Month Ending Fund Balance 11/30/05</b>		 \$ 1,249,840		

**VICTOR VALLEY COMMUNITY COLLEGE**  
**2005-2006 Financial Statements**  
**AUXILIARY SERVICES**  
**As of 11/30/05**

	<b>Budget</b>	<b>Actual</b>	<b>Budget Remaining</b>	<b>Percentage Remaining</b>
<b><u>Revenues</u></b>	\$ 373,000	\$ 119,377	\$ 209,390	56.14%
Estimated "Due From" District through NOV 05		\$ 44,233		
		<u>\$ 163,610</u>		
<b><u>Expenditures</u></b>	\$ 470,000	\$ 155,366	\$ 280,284	59.63%
Estimated Labor to be invoiced "Due To" District through NOV 05		\$ 34,350		
		<u>\$ 189,716</u>		
 Revenues/(Expenditures)	 \$ (97,000)	 \$ (26,106)		
 <b>Beginning Fund Balance 7/1/05</b>	 \$ 186,552			
 <b>Month Ending Fund Balance 11/30/05</b>		 \$ 160,446		

**VICTOR VALLEY COMMUNITY COLLEGE**  
**2005-2006 Financial Statements**  
**ASB FUND**  
**As of 11/30/05**

	<b>Budget</b>	<b>Actual</b>	<b>Budget Remaining</b>	<b>Percentage Remaining</b>
<b><u>Revenues</u></b>	\$155,000	\$64,277	\$84,258	54.36%
thru NOV 05		<u>\$6,465</u>		
<b><u>Total Revenues</u></b>		<u>\$70,742</u>		
Expenditures	\$155,000	\$47,530	\$107,470	69.34%
Revenues/(Expenditures)	\$0	\$23,212		
<b>Beginning Fund Balance 7/1/05</b>	\$56,540			
Month Ending Fund Balance 11/30/05		\$79,752		

**VICTOR VALLEY COMMUNITY COLLEGE**  
**2005-2006 Financial Statements**  
**FEDERAL/STATE GRANT FUNDS**  
**As of 11/30/05**

	Budget	Actual	Budget Remaining	Percentage Remaining
<b>Revenues</b>				
PELL	\$4,551,147	\$3,677,949	\$873,198	19.19%
SEOG	\$310,138	\$287,200	\$22,938	7.40%
Direct Loan	\$350,000	\$0	\$350,000	100.00%
Cal Grant	\$680,000	\$354,521	\$325,479	47.86%
CARE	\$80,000	\$70,000	\$10,000	12.50%
TRIO	\$30,000	\$3,836	\$26,164	87.21%
EOPS	\$8,800	\$0	\$8,800	100.00%
<b>Total Revenues</b>	<b>\$6,010,085</b>	<b>\$4,319,670</b>	<b>\$1,571,615</b>	<b>26.15%</b>
<b>Expenditures</b>				
PELL	\$4,551,147	\$3,623,300	\$927,847	20.39%
SEOG	\$310,138	\$287,200	\$22,938	7.40%
Direct Loan	\$350,000	\$0	\$350,000	100.00%
Cal Grant	\$680,000	\$0	\$680,000	100.00%
CARE	\$80,000	\$12,600	\$67,400	84.25%
TRIO	\$30,000	\$0	\$30,000	100.00%
EOPS	\$8,800	\$0	\$8,800	100.00%
Bank Charges	\$0	\$0	\$0	
Origination Fee	\$0	\$0	\$0	
<b>Total Expenditures</b>	<b>\$6,010,085</b>	<b>\$3,923,100</b>	<b>\$2,086,985</b>	<b>34.72%</b>
Net Change in Fund Balance	\$0	\$396,570		
<b>Beginning Fund Balance 7/1/05</b>	<b>\$65,608</b>			
<b>Month Ending Fund Balance 11/30/05</b>		<b>\$462,178</b>		