

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

January 25, 2005

5 p.m.

**CALL TO ORDER:** The Board of Trustees of Victor Valley Community College District met in Open Session on January 25, 2005, in the Board Room of the Administration Building. Mr. Joe Range, Board President, called the meeting to order at 5:00 pm.

**PLEDGE OF ALLEGIANCE:** Mr. Dennis Henderson, Board Vice President, led the audience in the Pledge of Allegiance to the flag.

**MEMBERS PRESENT:** Mr. Joe Range, President; Dennis Henderson, Vice President; Dr. Bettye Underhill, Clerk; Thomas M. Elder, Trustee; and Dr. Dorothy Franke, Trustee. (ASB President and Student Trustee Eddie Miro arrived for Open Session at 5:50 p.m.)

**MEMBERS ABSENT:** None

**STAFF/GUESTS PRESENT:** Dr. Patricia A. Spencer, Mr. Jeff Cooper, Dr. Willard Lewallen, Dr. Tom O'Neil, Mr. Henry Yong, Dr. Fay Freeman, Mr. Nick Parisi, Ms. Mary Marble, Mr. Richard Porter, Ms. Penelope Majeske, other staff, and members of the public.

**CLOSED SESSION** Mr. Range recessed the Open Session at 5:02 p.m., and the Board met in Closed Session from 5:02 p.m. to 6:50 p.m. to discuss the following:

**1. CLOSED SESSION**

(a) Government Code Section 54956.9:

CONFERENCE WITH LEGAL COUNSEL —

EXISTING LITIGATION: four (4) cases

Gloria Henderson vs. Victor Valley Community College,  
Bettye Underhill, Nick Halisky, VCVVS 030263;

Nicholas Halisky and Cathleen Halisky vs. Victor Valley

Community College District, Dennis Henderson, et. al, VCVVS 026112;

Laymon Jordan vs. Victor Valley Community College District, VCVVS 034629;

Chris Wagenseller vs. Victor Valley Community College District, VCVVS 035285

(b) Government Code Section 54957.6:

CONFERENCE WITH LABOR NEGOTIATORS

Agency designated representatives: Bill Schmidt,  
Willard Lewallen, Jeff Cooper, Thomas O'Neil;

Employee organizations: CSEA, CTA

(c) Government Code Section 54957:

DISCIPLINE/DISMISSAL/RELEASE OF A PUBLIC EMPLOYEE:

two (2) positions

Break 6:50 p.m. to 6:55 p.m.

OPEN SESSION

The Board reconvened to Open Session at 6:55 p.m.

ACTION AS A RESULT  
OF CLOSED SESSION

Mr. Range reported that there were no actions taken by the Board in Closed Session.

GOVERNING BOARD

Mr. Range announced that persons may speak to agenda items if the Agenda Discussion Form has been completed. In addition, Mr. Range announced that Agenda Item 12.3 will be moved between Agenda Items 4.1 and 4.2 to accommodate the consultant, Ms. Sophie Fleming of the Hay Group, who will be making an informational presentation.

AGENDA ADDITIONS,  
REVISIONS:

Dr. Spencer reported that one agenda item had been amended:

5.b, Administrative/Management/Confidential Appointments

In addition, Dr. Spencer reported that one agenda item has been pulled:

5.c, Classified Bargaining Unit Appointments, Promotions,  
and/or Transfers

**4. REPORTS**

- 4.1 Superintendent/President  
a. Introduction of New Managers

Dr. Spencer introduced and welcomed three of the college's new managers: Mr. Bruce Baron, Vice President, Administrative Services; Mary Marble, Director of Admissions and Records; and Richard L. Porter, Interim Dean of Student Services.

**FOR INFORMATION ONLY**

**12.3 Receive Preliminary Report on Classification and Salary Study**

Sophie Fleming of the Hay Group presented the recommendations developed by the Hay Group as a result of the classification and salary study for classified and management employees. (A copy of the report will be kept on file in the President's Office.)

**4. REPORTS (Continued)**

- 4.2 Public Comments

None.

5. CONSENT AGENDA

It was MSC (Elder/Underhill, 5-0) to approve Consent items 5.a, amended 5.b, 5.d, 5.e., and 5.f. (Consent item 5.c was pulled.)

5.a Agreement, Community College Foundation Statewide Independent Living Program, #336-112

Consider approval of the agreement with the Community College Foundation (TCCF) for the Independent Living Program for the 2004-2005 fiscal year. Fiscal Impact: The maximum to be paid to the district under this agreement is \$11,240.

5.b Administrative/Management/Confidential Appointments

- (1) ~~Recruitment for the position of director of facilities construction is currently underway. Recommendations for appointment will be brought to the January 25 Board meeting as an amendment.~~
- (2) ~~Recruitment for the position of interim director of the Child Development Center is currently underway. A recommendation for appointment will be brought to the January 25 Board meeting as an amendment.~~

**The superintendent/president has approved the appointment of the following individual and requests board approval:**

**Rhonda Dennis, interim director, Child Development Center, effective on or after January 24, 2005.**

~~5.c Classified Bargaining Unit Appointments, Promotions, and/or Transfers~~

~~Recruitment for senior programmer/software developer is currently underway. A recommendation for appointment will be brought to the January 25 Board meeting as an amendment.~~

5.d Amend Employment Contracts

Consider extending the following contracts:

- (1) The contract for Vern Hodge to be extended from December 17, 2004, to January 31, 2005, to provide administrative coverage in the areas of Admissions and Records and Financial Aid.
- (2) The contract for Mary Sypkens to be extended from December 31, 2004, to January 31, 2005, to provide administrative coverage for the Child Development Center.

5.e Non-Classified Employees

Consider approval of the Non-Classified appointments as listed.

5.f Temporary Academic

Consider approval of the temporary academic appointments as listed.

**6. BOARD OF TRUSTEES**

**6.1 Board of Trustees' Retreat**

Discuss planning for the next Board of Trustees' Retreat (i.e., suggesting a facilitator, setting possible dates, and identifying items for discussion including Board development).

Discussion

The Board suggested scheduling the next session for Board development to take place mid-week as soon as possible. The trustees agreed to contract with the same facilitator, Dr. Cindra Smith. Items for discussion for Board development should include budget, building/construction/facilities, student enrollment growth, organizational structure, personnel, policies, direction, and a review of what was done at the last Board development session.

**7. SUPERINTENDENT/PRESIDENT**

No items.

**8. INSTRUCTION**

No items.

**9. STUDENT SERVICES**

**9.1 Non-Resident Tuition Fee**

It was MSC (Franke/Henderson, 5-0) to approve the non-resident tuition rate of \$157 (district basis). This non-resident tuition fee will be effective for the fall semester 2005. Fiscal Impact: The district collects approximately \$140,000 annually in non-resident tuition fees.

**10. ADMINISTRATIVE SERVICES**

No items.

**11. HUMAN RESOURCES**

No items.

**12. FOR INFORMATION ONLY**

**12.1 Classified Memorandums of Understanding**

The district and the California School Employees Association (CSEA), Chapter 584, have reached agreement on the Memorandums of Understanding (attached to the agenda), which were included for the Board's information:

1. David Chip and James Hannaman: change of working hours as listed.

**12.2 Enrollment Update and Enrollment Growth Strategies**

Dr. Willard Lewallen, Vice President, Student Services presented a report on VVC enrollment trends and comparisons. In addition, Mr. Jeff Cooper, Deputy Superintendent/Executive Vice President, Instruction, gave an overview on strategies to achieve the 6% growth target for 2004-05 and the 11% growth target for 2005-06. Copies of both reports will be kept on file in the President's Office.

*Trustee Thomas M. Elder was excused from the meeting at 7:58 p.m.*

12.3 Receive Preliminary Report on Classification and Salary Study

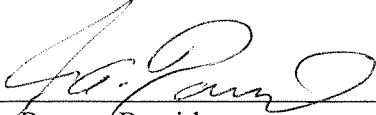
*Note: This agenda item was presented earlier in the meeting (between Items 4.1 and 4.2).*

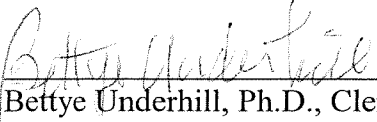
**13. ADJOURNMENT**

The meeting was adjourned at 8:17 p.m.

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

APPROVED:

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

  
\_\_\_\_\_  
Bettye Underhill, Ph.D., Clerk

02-08-2005  
Date Approved