

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

May 11, 2004

5 p.m.

CALL TO ORDER: The Board of Trustees of Victor Valley Community College District met in regular session on May 11, 2004, in the Board Room of the Administration Building. Dr. Dorothy Franke called the meeting to order at 5 p.m.

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

MEMBERS PRESENT: Dorothy Franke, President; Dennis Henderson, Vice President; Joe Range, Clerk; Thomas M. Elder, Trustee; and Dr. Bettye Underhill, Trustee. Jinny Ki, ASB Representative, arrived at 5:55 p.m.

MEMBERS ABSENT: None.

STAFF/GUESTS PRESENT: Dr. Patricia A. Spencer, Jeff Cooper, Dr. Willard Lewallen, Dr. Jim Williams, Penelope Majeske, Kevin Crowley, Carlos Martinez, Sheree Caldwell, Mitch Greene, Paul Mount, Ken Angulo, Robert Sewell, Lisa Stanley, Debbie Potts, Rita Jackson, Julie Tremblay, Starla Underwood, Ray Navarro, Michael Smith, Jack Thomas, Patricia Barnett, Bonnie Weathersby, Willie Pringle, Fay Freeman, John Mitchell, Dana Pontius, Veronica Resendiz, Ginger Ontiveros, David Dupree, and Dino Bozonelos.

CLOSED SESSION Dr. Franke adjourned the open session at 5:01 p.m., and the Board met in closed session from 5:06 p.m. to 6:10 p.m. to discuss (a) conference with legal counsel, existing litigation: Gloria Henderson vs. Victor Valley Community College, Bettye Underhill, Nick Halisky, #VCVVS 030263; Nicholas Halisky and Cathleen Halisky vs. Victor Valley Community College District, Dennis Henderson, et. al, #VCVVS 026112; CSEA vs. Victor Valley Community College District, #VCV 018073; (b) Public Employment, Public Employee Appointment/Discipline/Dismissal/Release; (c) conference with labor negotiators: agency designated representatives: Bill Schmidt, Jim Williams, Willard Lewallen, Jeff Cooper, Thomas O'Neil, Becky Millen; Employee organizations:

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CSEA, ETA; (d) conference with legal counsel, potential litigation: one (1) case.

Break

6:10 p.m. to 6:30 p.m.

OPEN SESSION

The board reconvened to open session at 6:30 p.m.

ACTION AS A RESULT
OF CLOSED SESSION

None.

GOVERNING BOARD

It was MSC (Range/Underhill, 5-0) to approve the minutes of the regular board meeting of April 13, 2004, and the minutes of the special meeting of April 22-23, 2004.

AGENDA ADDITIONS,
REVISIONS

None.

REPORTS:

Superintendent/President

Dr. Spencer announced that this would be Jinny Ki's last meeting serving as a member of the Board of Trustees as the Student Trustee. Dr. Franke presented Jinny with a beautiful plaque from the Victor Valley Community College Board of Trustees for her service to the college. Dr. Spencer also presented Jinny with a gift from the college to assist her with her costs at a university next year. In addition, Dr. Spencer announced that Jinny Ki has been appointed as a Regents' Scholar by the University of California Board of Regents, recognizing her outstanding academic achievement and leadership potential.

Dr. Spencer's second presentation was to the many people who worked on the Spirit Team as volunteers to reinstitute celebrations on the VVC campus. She thanked each member of the Spirit Team: Annette McComas, Shirley Gonzalez, Sharon Wright, Robert Sewell, Sheree Caldwell, Starla Underwood, Willie Pringle, Bill Greulich, Patrick Malone, Joseph Estephan, Margie Sandello. Some of the other key players on the team who could not attend tonight's meeting included Margarita Barbosa, Sandy Thay, Paul Vegna, Hinrich Kaiser, Debbie Peterson, Michelle Messer, and Sandra Mistretta.

Instruction

Jeff Cooper announced that Victor Valley College hosted this year's Vocational Industrial Clubs of America (VICA) program and thanked John Sweet for serving as the campus coordinator. Victor Valley College was given a special award by VICA. In addition, Mr. Cooper announced that two Victor Valley College students won gold medals at the VICA competition: Michael Cashion for Auto/Auto Body and Jake

Kangas for Welding. Both of these students have been invited to compete in the SkillsUSA-VICA National Championships this summer.

Jeff Cooper also introduced Dino Bozonelos. Mr. Bozonelos congratulated the VVC team members for their outstanding performance at the Model UN Conference in New York. Victor Valley College won the Honorable Mention Award out of 200 other college and university teams. In addition, David Dupree, Chair of the Political Science Department, awarded Robert Sewell an 'honorary' degree for his assistance to the Model UN Conference team. Jeff Cooper recognized Mr. Bozonelos with a special award for his volunteerism and his personal time commitment in working with the team members in preparing them for the competition.

Student Services

Dr. Lewallen reminded everyone that VVC's graduation ceremony would be held on May 21. He also announced that Victor Valley College recently received worldwide recognition by winning two Paragon Awards: the gold (in brochure) and silver (in electronic viewbook). The design team included Margie Sandello, Willie Pringle, Mike McCracken, Michelle Messer, Bill Greulich, and Willard Lewallen.

Administrative Services

Dr. Williams expressed his appreciation to the custodial night crew members who attended this evening's meeting. In addition, he distributed a document to the Board in response to the audit findings.

Foundation

Ginger Ontiveros reported that the Foundation members just completed their retreat. She thanked Starla Underwood for her work on the scholarship program. She also expressed her appreciation to Melody Ricci, the chair of the Foundation's Grants Committee.

Board of Trustees

Dr. Underhill reported that she attended an informative program by Neville Slade, concentrating on water and regeneration of natural growth.

Joe Range congratulated Jinny Ki on her accomplishments and wished her a happy birthday. Mr. Range reported on the Foundation retreat where they covered topics such as community image, board development, college relationships with the Foundation, operations of the Foundation, and fund raising. He also attended the California Community Colleges' workshop.

Dr. Franke read a proclamation presented to Arlene Waldeck, President of CSEA, in honor of Classified Employees Week, May 16-22, 2004.

- ASB ASB Representative and Student Trustee Jinny Ki thanked the Board of Trustees and the administration for a wonderful, smooth year, serving as Student Trustee to the Board. She also announced that ASB President-elect Daniel Lee would be taking his seat as the new Student Trustee to the Board beginning June 8, 2004.
- CCA Debby Blanchard announced that CCA has two more bargaining sessions and that the adjunct faculty election would be held soon.
- CSEA Arlene Waldeck announced that the Membership Unity Program was nominated for CSEA Chapter of the Year for Southern California. In addition, she introduced members of the Membership Unity Program Team: Debbie Potts, Rita Jackson, Kevin Crowley, and Carlos Martinez. Rita Jackson was congratulated for having been nominated Regional CSEA Employee of the Year. Ms. Waldeck then turned the microphone over to custodian Lisa Stanley. She spoke about the custodial issues involved with cleaning the CDC, health concerns, low morale, and staffing concerns. Carlos Martinez, lead custodian, pointed out that many buildings have been added to the campus without any additional custodial staff.
- Faculty Senate Debby Blanchard advised the Board that the Senate Budget Committee has been going through the budget, attempting to find enough money to replace retiring faculty members. The Senate approved the program discontinuance and development procedures and would be bringing that document to the next board meeting. Ms. Blanchard asked the trustees to consider their commitment to on-line instruction.
- Management No report.
- Public Comments Michael Smith said he represented the Teaching Learning Center. The *RamPage* had a wonderful article about the Teaching Learning Center, and Mr. Smith recognized Kitty Bissell for her outstanding article.

Consent Agenda

It was MSC (Underhill/Elder, 5-0) to approve the following items on the consent agenda as listed.

- 5.a Curriculum changes as listed
- 5.b Board of Trustees Budget Transfers and Payment Reports as listed
- 5.c Monthly Financial Reports for the period ending March 31, 200, as listed
- 5.d Agreements:
 - (1) Steve Stillwell for NATEF Site Visit Approval—Automotive in the amount of \$500, and
 - (2) Pacific Blue Micro for Software Maintenance for Atlas 550 System in the amount of \$1,610.
- 5.e Academic Ratification of Eminence Requests as listed
- 5.f Temporary Academic as listed
- 5.g Academic Resignations as listed
- 5.h Classified Resignations as listed
- 5.i Classified Memorandums of Understanding as listed
- 5.j Non-Classified Employees as listed
- 5.k Full-Time Academic Personnel/Summer 2004, Teaching and Non-Teaching Staff Assignments as listed
- 5.l Quarterly Fiscal Status Report, Quarter Ended March 31, 2004

UNFINISHED BUSINESS None.

NEW BUSINESS

Proposed Board Policy 5052,
Open Enrollment, First Reading Information

Department Chairpersons’
Pay for 2003-04 academic year It was MSC (Elder/Henderson, 5-0) to approve payment for department chairpersons for the 2003-04 academic year as listed.

Agreement, HIPAA It was MSC (Elder/Henderson, 5-0) to approve a Business Associate Agreement with the VA Loma Linda Healthcare System to set forth the terms and conditions as defined by the Health Insurance Portability and Accountability Act of 1996 (HIPAA) Regulations.

Standards for Student Discipline: Information.

Policy and Due
Process Procedures Dr. Lewallen pointed out that these new procedures provided for student expulsion. Trustee Elder expressed his belief they were very well written.

Proposed Increase to
Discount Parking Fee

It was MSC (Underhill/Elder, 5-0) to approve the new increase to Discount Parking Fee (a \$5 increase, making the discount parking fee \$30). This increase in the discount parking fee will help cover expenses for repairs and improvements so that general fund dollars may be used for other important college needs.

Notice of Completion –
Best Roofing &
Waterproofing, Inc.

It was MSC (Henderson/Underhill, 5-0) to accept the work of Best Roofing & Waterproofing, Inc. for the roof repair at the Vocational Technology Building and direct the district to file a Notice of Completion.

Notice of Completion –
Hi Desert Construction

It was MSC (Underhill/Henderson, 5-0) to accept the work of Hi Desert Construction for the bus turnout and direct the district to file a Notice of Completion.

Request for Proposals –
Materials Testing
Lab

It was MSC (Range/Henderson, 5-0) to accept the proposal for materials testing and special inspection submitted by Koury Engineering for the Advanced Technology Building. Fiscal impact: Budgeted Fund 71 expenditure, \$148,724 reimbursed by the Chancellor's Office through the Capital Outlay Program.

Water Rights Purchase
Agreements

It was MSC (Range, Henderson, 5-0) to ratify the agreements to purchase unused water rights for the district's use as listed:

Wackeen Farms	\$1,235
Thomas Farms	\$12,415
Jean Campbell DeBlasis	\$2,600
Southern California Water Company	\$2,160

Public Hearing and Appeal
Period – New Speech/
Drama Addition to the
Performing Arts Center
Project

It was MSC (Range/Henderson, 5-0) to establish an appeal period from May 12 through June 1, 2004, and direct the district to publish a notice of hearing date as June 8, 2004, at 6:00 p.m. in the Board Room of Victor Valley College.

Classified Approval of
Agreement – CSEA,
Chapter 584

It was MSC (Henderson/Underhill, 5-0) to approve the agreement between the district and the association on revisions to Article XXIV, Discipline, as listed.

Academic First-Year Contract
Alice Ramming,
Nursing

It was MSC (Henderson/Underhill, 5-0) to approve the movement of first-year contract employee Alice Ramming to the second year.

Out-of-Country Travel

It was MSC (Elder/Underhill, 5-0) to approve out-of-country travel of Pamela MacKay, biology instructor, and 14 biology students (as listed) to be out of the country traveling to Costa Rica from May 25, 2004, through June 4, 2004, to participate in the International Natural History course offered in the spring 2004 semester. Fiscal Impact: Instructor's salary budgeted for spring 2004. Students are responsible for their costs.

Adjournment

The meeting was adjourned at 7:52 p.m.

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

APPROVED:

President

Clerk