
AGENDA

Victor Valley Community College District
Board of Trustees Regular Meeting
Board Room, Administration Building
Victorville, California

This meeting is electronically recorded.

July 13, 2004

CALL TO ORDER

4 p.m.

PLEDGE OF ALLEGIANCE

ACTION

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;
 CSEA vs. Victor Valley Community College District, VCV 018073
 Laymon Jordan v. Victor Valley Community College District, VCVVS 034629
- (b) Government Code Section 54957.6:
CONFERENCE WITH LABOR NEGOTIATORS
Agency designated representatives: Bill Schmidt, Jim Williams,
Willard Lewallen, Jeff Cooper, Thomas O'Neil, Becky Millen
Employee organizations: CSEA, CTA
- (c) Government Code Section 54956.9(b):
CONFERENCE WITH LEGAL COUNSEL —
POTENTIAL LITIGATION — two (2) cases
- (d) Government Code Section 54957:
PUBLIC EMPLOYMENT: – PUBLIC EMPLOYEE
APPOINTMENT/DISCIPLINE/DISMISSAL/RELEASE
- (e) Ed. Code Section 72122:
STUDENT DISCIPLINE: EXPULSION (Case No. 2003/2004-001)

2. RECONVENE TO OPEN SESSION **6 p.m.**

2.1 Action as a result of Closed Session

Consider action as a result of Closed Session YES ___ NO ___

3. GOVERNING BOARD

3.1 Consider approval of the minutes of the June 8, 2004, regular board meeting and the minutes of the June 22, 2004, special 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 Foundation

4.6 Board of Trustees

4.7 Constituency Representatives

- a) ASB
- b) CCA
- c) CSEA
- d) Faculty Senate
- e) PTFU – AFT
- f) Management

4.8 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. Curriculum Changes

Consider approval of the curriculum changes that were approved by the College Curriculum Committee on May 13, 2004, as listed (see Exhibit 5.a).

b. Board of Trustees Budget Transfers and Payment Report

Consider approval of the budget transfers and payments as listed (see Exhibit 5.b).

c. Agreements

Consider ratification of agreements with vendors and/or consultants to perform the services for the district at the amounts specified during the Fiscal Year 2004-2005 as listed below:

Vendor/Consultant	Service	Amount
Air-Ex	Air fan multizone replacement, air-cooled chiller	\$2,800.00
Computerland	Photoshop MLP 2-yr renewal Maint. Agmt.	1,664.00
Foundation for California Community Colleges	License Agreement – Blackboard, July 2004 – June 2005	4,375.00
Indentix	Live Scan Maint. Agreement for applicant fingerprint system	4,815.38
Maclizio, Karen	Financial Aid systems support	2,500.00
McGregor, Todd	Financial Aid systems support	2,500.00
Pacific Blue Micro	Site Maintenance (24x7) for Atlas 550, July 2004 – July 2005	1,610.00
San Bernardino County	Hazard Mitigation Plan Partnership; and Visual Risk Technologies, MitigationPlan.com	3,000.00
	TOTAL	\$23,264.38

- d. Donation of Sculptures
Consider acceptance of the donation of ten pieces of sculpture by artist Simi Dabha from Copper Mountain Community College to be used for campus beautification purposes.
- e. Non-Classified Employees
Consider approval of the appointments as listed (see Exhibit 5.e).
- f. Classified Bargaining Unit Appointments/Promotions
Consider approval of the promotion of Michelle Messer to Maintenance, Operations, and Facilities Construction Clerical Technician (Range 14.5) from Administrative Secretary II (Range 13.5) effective on or after July 1, 2004.
- g. Classified Revised Position
Consider approval of the revised position description for the position of maintenance, operations, and facilities clerical technician.
- h. Temporary Academic
Consider approval of the temporary academic appointments as listed.
- i. Administrative/Management/Confidential Appointments
Consider approval of the appointment of Dr. Louis E. Zellers to the position of interim vice president of administrative services, effective July 14, 2004.
- j. Agreement – Search Services
Consider approval of an agreement with Community College Search Services (CCSS) to find an interim vice president of administrative services. (Fiscal impact: \$1,040/month, budgeted.)
- k. Administrative/Management/Confidential Payment of Accrued Vacation Days
Consider approval of payments for accrued vacation hours for the following classified/administrative management employees:
 - (1) Sharon E. Williams, Director of Facilities, Construction, and Contracts, not to exceed 81.02 days, \$29,308.18
 - (2) Thomas C. Clark, Dean, Vocational Education, not to exceed 43.43 days, \$18,458.19
 - (3) James E. Williams, Vice President of Administrative Services, not to exceed 41.63 days, \$20,021.12
 - (4) John C. Howard, Internal Auditor, not to exceed 42.32 days, \$15,040.96

ACTION AGENDA

6. BOARD OF TRUSTEES

No action agenda items from the Board of Trustees.

7. SUPERINTENDENT/PRESIDENT

7.1 Memorandum of Understanding with the California Partnership for Achieving Student Success (Cal-PASS)

Consider approval of the Memorandum of Understanding agreement with the California Partnership for Achieving Student Success (Cal-PASS) dated July 1, 2004, effective July 13, 2004, through July 31, 2010, to participate in academic data sharing activities among secondary and postsecondary institutions.

YES ___ NO ___

8. INSTRUCTION

8.1 Agreement, Barstow Fire Department Clinical Facilities

Consider approval of the agreement with Barstow Fire Department to provide education facilities for clinical practice for the period July 13, 2004, until July 1, 2009.

YES ___ NO ___

8.2 Agreement for Personal Services

Consider approval of agreement for Personal Services with George Perrin, doing business as Time Optics Co., to provide repairs on instructional media equipment as needed for the 2004-2005 Fiscal Year for an amount not to exceed \$11,000.

YES ___ NO ___

8.3 Agreement, Child Development Services GPKR-3442

Consider adoption of a resolution to approve the California Department of Education Local Agreement for Child Development Services for Fiscal Year 2004-2005, Contract #GPKR-3442. (The maximum to be paid to the district under this agreement is \$1,822.)

YES ___ NO ___

8.4 Agreement, Child Development Services FCTR-4102

Consider adoption of a resolution to approve the California Department of Education Local Agreement for Child Development Services #FCTR-4102 for Fiscal Year 2004-2005. (The maximum to be paid to the district under this agreement is \$157,901.)

YES ___ NO ___

8.5 Agreement, Child Development Services GCTR-4316

Consider adoption of a resolution to approve the California Department of Education Local Agreement for Child Development Services for Fiscal Year 2004-2005, contract #GCTR-4316. The maximum to be paid to the district under this agreement is \$460,687.

YES ___ NO ___

- 8.6 Child Development Student Teaching Agreement #04/05-0076
Consider approval of an agreement with the Office of the San Bernardino County Superintendent of Schools to provide teaching experience for students enrolled in the Victor Valley College Child Development Program at various State Preschool Program sites for the term of July 1, 2004, through and including June 30, 2007. YES ___ NO ___
- 8.7 MOU, Workforce Investment Act ERC Agency Partners
Consider approval of a Memorandum of Understanding agreement with the Victor Valley College CalWORKs Office for the operation of an Employment Resource Center. YES ___ NO ___
- 8.8 Agreements, Clinical Facilities
Consider approval of agreements (to provide education facilities for clinical practice for the benefit of Victor Valley College students) with the following clinical sites:
- | | |
|--------------------------|--------------------------------------|
| Adelanto School District | Community Hospice of Victor Valley |
| Omer Ahmed, MD | Knolls West Convalescent Care |
| Apple Valley Care Center | San Antonio Community Hospital |
| Dr. Brar | Visiting Nurses Association, Barstow |
| Ram Kamath, MD | Cheung S. Wan, MD |
| William Rivera, MD | |
- YES ___ NO ___
- 8.9 2004-2005 Study Abroad Consortium Guidelines
Consider approval of the 2004-2005 Southern California Foothills Consortium Guidelines. YES ___ NO ___
- 8.10 Amendments to Agreements with Kaiser Foundation Hospitals
Consider approval of the (a) the Business Associate Amendment to the Agreement with Kaiser Foundation Hospitals for Clinical Programs and (b) approval of the Fourth Amendment to the Agreement (with Kaiser Foundation Hospitals) for Clinical Programs YES ___ NO ___
- 8.11 Theatre Festival Travel Expenses
Consider approval of the payment of \$2,461 to the Victor Valley College District Foundation, Inc., for invoice #082401-413. Fifteen Victor Valley College students and faculty attended the Kennedy Center/American College Theatre Festival at CSUSB from February 9-24, 2004. Participation allowed the students the opportunity to perform before a large audience, compete for scholarships, and be critiques by nationally known professionals. YES ___ NO ___

9. STUDENT SERVICES

9.1 Student Discipline Expulsion Recommendation,
Case No. 2003/2004-001

Consider approval of the permanent expulsion of the student identified in Case No. 2003/2004-001.

YES ___ NO ___

9.2 Agreement (Amended), San Bernardino County Superintendent of
Schools

Consider approval of Amendment #1 to Agreement #03/04-0045 with San Bernardino County Superintendent of Schools for information services for the 2004-2005 academic year. (Budgeted item: \$197,606 for 2004-05.)

YES ___ NO ___

9.3 Agreement, Strata Information Group (Amended)

Consider approval of the amended agreement with Strata Information Group to amend the 2004-05 statement of work with Strata Information Group to include day-to-day management, coordination, and supervision as the Interim Director of MIS. There is no change to the dollar amount of the agreement. (Budgeted item, not to exceed \$75,600 for fiscal year 2004-2005.)

YES ___ NO ___

9.4 Student Support Services Program Grant

Consider approval of the grant award of \$260,181 from the U.S. Department of Education for the Student Support Services Program for the period of September 1, 2004, through August 31, 2005.

YES ___ NO ___

10. ADMINISTRATIVE SERVICES

10.1 Board Delegated Authority – Signatories

Consider approval of signatory authority for Dr. Louis E. Zellers, effective July 14, 2004, and rescindment of all previous signatory authority for Dr. James E. Williams, effective July 1, 2004.

YES ___ NO ___

10.2 Agreement – Pallotta Installations

Consider approval of the agreement with Pallotta Installations for assembly and installation of furniture, not to exceed \$6,000 for the term of the contract, July 1, 2004, through June 30, 2005.

YES ___ NO ___

10.3 Agreement – Novell Academic

Consider renewal of the annual software agreement with Novell Academic for the period of July 8, 2004 through June 7, 2005 to provide support for district-wide network operating systems (1,600 ALA site licenses) at a cost of \$105,200.

YES ___ NO ___

10.4 Agreement – Computerland of Silicon Valley

Consider acceptance of the quotation (number 49406-1, dated June 2, 2004, sales order 49406) for software maintenance services from Computerland of Silicon Valley for Norton/Symantec Antivirus (1,500 NAV desktop/server licenses; June 28, 2004 through July 28, 2005, for \$7,500).

YES ___ NO ___

10.5 Agreement – Beard/Provencher & Associates, Inc.

Consider approval of the agreement with Beard/Provencher & Associates, Inc. for the design of preliminary plans and hydraulic calculations for a fire sprinkler system in the existing Performing Arts Center and the Speech/Drama Addition. (Fund 71 expenditure \$12,300 fully reimbursed by the Chancellor's Office through Capital Outlay.)

YES ___ NO ___

10.6 Agreement – Pacific Blue Micro

Consider approval of the agreement with Pacific Blue Micro to provide SmartNet Software Systems maintenance, support, upgrades, and hardware replacement from June 2004 through July 2005 at a cost of \$35,730.

YES ___ NO ___

10.7 Surplus Property Donation

Consider declaring the attached list of computer equipment surplus property and direct the district to dispose of said items in accordance with California Education Code 81452 through charitable donations to The Church of Jesus Christ of Latter-day Saints and Greentree East Elementary School.

YES ___ NO ___

10.8 Proposal – Novacoast, Inc.

Consider acceptance of the proposal dated April 21, 2004 to assist district IT staff submitted by Novacoast, Inc. for Novell Zenworks Rapid Deployment, which includes assessment and design, solution development and pre-implementation, implementation, and staff training. (Budgeted item, not to exceed \$27,100.)

YES ___ NO ___

10.9 Recalculation of Gann Appropriation Limit

Consider approval of the Gann appropriation limit for 2004-2005 in the amount of \$32,170,178. (Pursuant to Government Code Section 7908, all districts must recalculate their annual appropriation limit.)

YES ___ NO ___

10.10 Change Order – Robert R. Yeghoian Company, Inc.

Consider approval of the change order (Change Order No. 2) to the contract with Robert R. Yeghoian Company, Inc. for additional hydro-seeding in the Hillside Stabilization and Erosion Control project in the amount of \$1,500. (Fund 71 expenditure, 50% reimbursable through the Scheduled Maintenance program with the Chancellor's Office.)

YES ___ NO ___

10.11 Agreement – John Callaham

Consider ratification of an agreement with John Callaham (dba Callaham Hardwood Floors) for annual refinishing of the gymnasium floors for an amount not to exceed \$7,200 (budgeted item).

YES ___ NO ___

11. HUMAN RESOURCES

11.1 Work-Related Intra-District Travel and Expenses

Consider approval of the payment of stipends (budgeted item) for use of personal vehicles to conduct college business and for expense accounts during academic year 2004-2005 to the following positions:

Director, Auxiliary Services	\$250
Director, Public Information	\$250
Dean, Vocational/Technological Programs	\$300
Dean, Academic Programs	\$300
Dean, Humanities and Social Sciences	\$300
Dean, Student Services	\$300
Director, Human Resources	\$400
Vice President, Administrative Services	\$400
Vice President, Student Services	\$400
Deputy Superintendent, Executive Vice President, Instruction	\$400

YES ___ NO ___

12. FOR INFORMATION ONLY

12.1 Dr. Prem Reddy School of Health Sciences Allocation Plan

The 2004-2005 allocation plan for the Dr. Prem Reddy School of Health Sciences is presented for the Board's information.

12.2 Classified Resignation

The following classified resignation has been received and accepted by the superintendent/president per Board Policy 7350:

- a. Suzanne McGowan, maintenance and operations clerical technician, effective September 17, 2004.

12.3 Academic Resignation

The following academic resignation has been received and accepted by the superintendent/president per Board Policy 7350:

- a. David A. Bellomy, administration of justice instructor, effective May 21, 2004.

12.4 Monthly Financial Statements

Financial reports are being presented for the period ending May 31, 2004, 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), Health Trust Fund (75), Insurance Trust Fund (78), Bookstore, Auxiliary Services, and ASB Fund.

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 92392-5849, (760) 245-4271, Ext. 2596, from 7:30 a.m. to 5:22 p.m., Monday through Thursday, at least 48 hours prior to the meeting to make reasonable arrangements. Government Code Section 54954.2.

I, Penelope Majeske, Executive Assistant to the Superintendent/President, do hereby certify that I caused to be posted the foregoing agenda on Thursday, July 8, 2004, at 4:00 p.m. pursuant to California Government Code §54954.2.

Penelope A. Majeske
Executive Assistant