

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

August 24, 2004

3 p.m.

- CALL TO ORDER:** The Board of Trustees of Victor Valley Community College District met in special session on August 24, 2004, in the Board Room of the Administration Building. Board President Dorothy Franke called the meeting to order at 3:06 p.m.
- PLEDGE OF ALLEGIANCE:** Babette Dershem, Media Service Technician, led the audience in the Pledge of Allegiance to the flag.
- MEMBERS PRESENT:** Dr. Dorothy Franke, President; Dennis Henderson, Vice President; Joe Range, Clerk; Thomas M. Elder, Trustee; Dr. Bettye Underhill, Trustee. (Daniel Lee, ASB Representative, arrived for open session at 5:45 p.m.)
- MEMBERS ABSENT:** None
- STAFF/GUESTS PRESENT:** Dr. Patricia A. Spencer, Babette Dershem, Penelope Majeske, members of the staff, and the public.

A. REVIEW OF THE APRIL 22-23, 2004, BOARD OF TRUSTEES' RETREAT

The Board of Trustees of Victor Valley Community College District reviewed the Board of Trustees' Retreat/Workshop held on April 22-23, 2004, and discussed integrated planning, the college's mission, goals, objectives, priorities, policies, procedures, programs, and construction plans. The Board focused on travel procedures, the Board's goals, and planning. Trustee Range volunteered to represent the Board as its liaison at meetings of the Integrated Planning Committee and the Facilities Task Force.

CLOSED SESSION

Dr. Franke adjourned the open session at 5:25 p.m., and the Board met in closed session from 5:25 p.m. to 6:25 p.m. to discuss the following:

- (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 vs. Victor Valley Community College
District, VCVVS 034629

- (b) Government Code Section 54957.6:
CONFERENCE WITH LABOR NEGOTIATORS
Agency designated representatives: Bill Schmidt, Willard
Lewallen, Thomas O'Neil, Becky Millen; Employee
organizations: CSEA, CTA
- (c) Government Code Section 54956.9(b):
CONFERENCE WITH LEGAL COUNSEL —
POTENTIAL LITIGATION — one (1) case
- (d) Government Code Section 54957:
PUBLIC EMPLOYMENT: PUBLIC EMPLOYEE
APPOINTMENT/DISCIPLINE/DISMISSAL/RELEASE

Break 6:25 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.

**AGENDA ADDITIONS,
REVISIONS:** Dr. Spencer announced that Agenda Item 9.1, "Agreement,
MLS Technologies," was pulled, and an Amendment to Agenda
Item 10.1, "Emergency Service Contracts," was added.

REPORTS:

Superintendent/President Dr. Spencer expressed her gratitude the college staff members
for their hard work and resolve to clean up the campus and
make repairs due to the damage created by the recent major rain
storm.

Instruction Mr. Cooper announced that in an effort to launch the fall
semester, the college recently ran a number of radio, newspaper,
and television ads, and class enrollments are beginning to fill.
The head count is just a little below where it was this time last
year. In the advertising, the college announced a need of
additional adjunct faculty and has received over 70 responses,
which will be used to develop a pool of adjunct faculty.

Mr. Cooper expressed his appreciation to Bill Greulich and Robert Sewell for their efforts in the new advertising program, which effectively communicated the college's educational services and employment opportunities to the community.

Student Services	No report.
Foundation	No report.
Administrative Services	Dr. Zellers, Interim Director of Administrative Services, introduced Steve Garcia, Director of Maintenance and Operations. Steve narrated a slide show depicting the storm damage and the clean-up efforts to correct the problems. The storm dropped 2-3" of rain over a short period of time with 40 mph winds. The college's lake is a natural drainage for rain water and it rose approximately three feet. The soccer fields were covered with 8-10" of water and mud. Last week, two to three inches of mud and silt were removed from almost all of the college's parking lots. The upper lake overflowed and flooded the lower campus. The water level under the Administration/Counseling Building was approximately 3-4' above normal. As of today, the power has been restored. Steve Garcia thanked, Michelle Messer for putting together the slide presentation, and the rest of his staff for all of their efforts. The insurance adjuster estimates the costs will be between \$250,000 and \$300,000; the college expects to be reimbursed for approximately 90% of the costs.
Board of Trustees	No report.
ASB	No report.
CCA	No report.
CSEA	No report.
Faculty Senate	No report.
PTFU – AFT	No report.
Management	No report.
Public Comments	None.

5. CONSENT AGENDA

It was MSC (Underhill/Elder, 5-0) to approve the following items (5.a through 5.h) on the consent agenda:

- a. Temporary Contract, EMT Program Coordinator
Consider approval of the contract with Brian Hendrickson to provide services as coordinator for the EMT Program for the period of one semester, fall 2004, to be compensated in one lump sum of \$2,500.
- b. Non-Classified Employees
Consider approval of the appointments as listed.
- c. Temporary Academic
Consider approval of the temporary academic appointments as listed.
- d. Administrative/Management/Confidential Appointments
Consider approval of the appointment of Mary Sypkens to the position of interim director of child development center, effective August 17, 2004.
- e. Academic Ratification of Eminence Requests
Consider ratification of the eminence requests as listed.
- f. Academic Ratification of Equivalency Requests
Consider ratification of the equivalencies as listed for Biology, Mathematics, and Speech.
- g. Academic Appointments
Consider approval of the following appointments:
 - (1) James Comer, history instructor, effective on or after 8/30/2004
 - (2) Sharon Satchell, nursing instructor, effective on or after 8/30/04
 - (3) Tom Turner, fire technology instructor, effective on or after 8/30/04
 - (4) Andrew A. Hufford, biology instructor, effective on or after 8/30/04, pending completion of required documentation
 - (5) David M. Gibbs, biology instructor, effective on or after 8/30/04, pending completion of required documentation
- h. Classified Bargaining Unit Appointments, Promotions, and/or Transfers
Consider approval of the transfer of Chicpaul Becerra from office assistant, admissions and records, to office assistant, counseling, effective on or after August 25, 2004.

ACTION AGENDA

6. BOARD OF TRUSTEES

No action agenda items from the Board of Trustees.

7. SUPERINTENDENT/PRESIDENT

No action agenda items from the Superintendent/President.

8. INSTRUCTION

No action agenda items from Instruction.

9. STUDENT SERVICES

9.1 Agreement, MLS Technologies, Inc.

This item was pulled from the agenda.

10. ADMINISTRATIVE SERVICES

10.1 Emergency Service Contracts (Amendment)

It was MSC (Henderson/Underhill, 5-0) to approve the agreements as presented for emergency services related to the storm damage as submitted:

High Voltage Technical Services, Inc.	\$35,807.57
Cooley Construction, Inc.	\$5,510.00
Robert R. Yeghoian Co., Inc.	\$12,220.00

11. HUMAN RESOURCES

No action agenda items from Human Resources.

12. FOR INFORMATION ONLY

12.1 Budget Review

Dr. Louis Zellers, Interim Vice President, Administrative Services, presented a PowerPoint slide show and reviewed the proposed budget for Fiscal Year 2004-2005 based on the most current information from the state. Copies of Dr. Zeller's budget presentation were distributed, and a copy will be kept on file in the President's Office. Dr. Zellers will be bringing a balanced budget to the board for approval at a future meeting.

12.2 Administrative/Management/Confidential Resignation

The following resignations were presented for the board's information:

- (a) Becky Millen, director of admissions and records, effective 9/3/04
- (b) Gisela Erne, director of child development center, effective 9/2/04

Dr. Franke asked Dr. Spencer to express the Board's appreciation to Ms. Millen and Ms. Erne for their years of dedication and service to the college.

13. ADJOURNMENT

The meeting was adjourned at 7:28 p.m.

APPROVED:



President



Clerk

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

September 14, 2004

Date Approved