

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

October 12, 2004

5 p.m.

- CALL TO ORDER:** The Board of Trustees of Victor Valley Community College District met in regular session on October 12, 2004, in the Board Room of the Administration Building. Board President, Dr. Dorothy Franke, called the meeting to order at 5:04 p.m.
- PLEDGE OF ALLEGIANCE:** Dr. Thomas O’Neil, Dean, Humanities, Arts, and Social Sciences, 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 (arrived at 5:10 p.m.); Dr. Bettye Underhill, Trustee. (ASB President and Student Representative Daniel Lee arrived for Open Session at 5:45 p.m.)
- MEMBERS ABSENT:** None.
- STAFF/GUESTS PRESENT:** Dr. Patricia A. Spencer, Mr. Jeff Cooper, Dr. Willard Lewallen, Dr. Louis Zellers, Dr. Tom O’Neil, Dr. Henry Yong, Mr. Nick Parisi, Penelope Majeske, other staff, and members of the public.
- CLOSED SESSION** Dr. Franke recessed the Open Session at 5:05 p.m., and the Board met in Closed Session from 5:06 p.m. to 6:10 p.m. to discuss the following:
- (a) Government Code Section 54956.9:  
CONFERENCE WITH LEGAL COUNSEL —  
EXISTING LITIGATION: three (3) 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

- (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 54956.9(b):  
CONFERENCE WITH LEGAL COUNSEL —  
POTENTIAL LITIGATION — one (1) case
- (d) Ed. Code Section 72122:  
STUDENT DISCIPLINE: EXPULSION  
(Case No. 2003/2004-002)
- (e) Government Code Section 54957:  
PUBLIC EMPLOYMENT: PUBLIC EMPLOYEE  
APPOINTMENT/DISCIPLINE/DISMISSAL/RELEASE

Break 6:10 p.m. to 6:24 p.m.

OPEN SESSION The board reconvened to Open Session at 6:24 p.m.

ACTION AS A RESULT OF CLOSED SESSION Dr. Franke reported there was no action to report as a result of Closed Session.

GOVERNING BOARD It was MSC (Range/Henderson, 5-0) to approve the minutes of the September 14, 2004, regular board meeting, and the minutes of the September 27, 2004, special board meeting.

AGENDA ADDITIONS, REVISIONS None.

## REPORTS

Superintendent/President Dr. Spencer reported that the college was recently notified by the Federal Department of Education that the college is being awarded a Title V (Hispanic-Serving Institutions) grant for \$2.7 million, paid to the college over a period of five years. Dr. Spencer expressed her appreciation to Dr. Fay Freeman and the team that worked so hard on this grant for approximately three years.

In addition, the college's new Mission Statement is in the process of being framed and will be available to be displayed in

every classroom and in campus offices. She offered a special *thank you* to Robert Sewell for his work on this project.

Also, Dr. Spencer announced that the college will be offering a Winter Session to enable the college to offer over 200 sections of classes.

#### Instruction

Mr. Cooper reported that the Winter Session and Spring schedules will be available November 8. On November 15, registration will begin for both, the winter and spring sessions. Approximately 280 classes will be offered for the Winter Session, and about 20% of those will be online. Mr. Cooper congratulated and thanked all those who helped in this tremendous effort, which will also assist the institution achieve its FTES growth target.

Additionally, there were two sabbatical reports (listed under agenda item 12.1). One of those reports was prepared by Juanita Chou; however, Professor Chou was unable to attend this evening's meeting. Mr. Cooper introduced Associate Professor Peter Allan, who presented his sabbatical report to the board. Mr. Allan believes there is a huge opportunity on the High Desert for specialized employer/employee training programs. Dr. Spencer expressed her appreciation to Peter Allan and added that she believes his work will be very valuable to the college and the community.

#### Student Services

Dr. Lewallen said Winter Session will begin January 3 and will end February 10. There will be no down-time; the Spring Term will begin February 14. He expressed his confidence that everyone will pull together to make it successful.

#### Administrative Services

Dr. Zellers reported that the Chancellor's Office is putting together the 2005-2006 budget proposal to be presented to the Governor. The Chancellor's Office is proposing to make some changes in the budget formulas, especially as they relate to growth.

#### Foundation

VVC Foundation President Diana O'Malley said that Foundation will be meeting with the vice presidents on Friday at 3 p.m. In addition, 13 Foundation members, along with Dr. Spencer and two of the college's vice presidents, attended the Network of California Community College Foundations' annual conference in Anaheim, September 29, 30, and October 1. President O'Malley was proud to announce that Joe Range was nominated by our Foundation's Executive Director and chosen as *Philanthropist of the Year* from the thousands of volunteers throughout the state.

Ms. O'Malley also reminded the board that the President's Circle Luncheon will be held on Thursday, October 14, with a presentation by Jaye Tashima on how athletics and academics connect. In addition, the Foundation has been awarded a \$220,000 grant from the California Wellness Foundation. That grant was applied for by Ginger Ontiveros with the assistance of Melody Ricci. The board joined in thanking Melody and Ginger for their hard work. In addition, President O'Malley invited everyone to the Foundation's Annual Hall of Fame on January 29.

Board of Trustees

Trustee Elder said he was encouraged to learn that the Community College system and the University system will be coordinating their course numbers so the courses will be transferable from one system to the other.

Dr. Underhill reported that last week she and Dr. Spencer attended a very successful drought-tolerant plant sale put on by VVC's Agriculture & Natural Resources Department.

Dr. Franke pointed that it was quite an honor for our college to receive the Title V grant, and thanked Dr. Freeman and all those who worked on the project.

ASB

ASB President Daniel Lee passed out copies of the *RamPage* to the board and to the audience. In addition, Mr. Lee reported that ASB is trying to assist with some of the costs for members of the Biology Club to attend the California Science Museum's October 22 "Body World" exhibit on how the body works. (a daytime field trip). Dr. Spencer said she will pay for one bus through the President's Circle funds.

In addition, Daniel Lee reported that ASB has started a registration booth to encourage students to register to vote in the General Election on November 2.

CCA

Debby Blanchard reported that she has never seen so many grievances being filed. Additionally, Ms. Blanchard encouraged the board to not approve board agenda item number 11.2, the district's sunshine list for bargaining.

CSEA

Arlene Waldeck reported that the Job Fair last week was very successful. She expressed her appreciation to Sheree Caldwell and the Financial Aid staff for their excellent work.

Faculty Senate

Debby Blanchard recognized three faculty members (Michael Butros from the Basic Skills Math, Maria Ruiz from ESL, and Cherie Reardon from Math), who were instrumental in obtaining the Title V grant. Also, Fernando Contreras was appointed to the Statewide Academic Senate Basic Skills Committee, and Kelley Beach was placed on the Statewide Academic Senate Counseling Committee.

Ms. Blanchard reported that the Faculty Senate received a letter from the Statewide Academic Senate asking that \$1,635.68 in membership dues be paid; she encouraged the board to vote in favor of the district paying the dues at a future meeting.

Also, last Thursday, the Academic Senate members agreed that the college should print the class schedules and catalogs to make them more available to the students.

PTFU – AFT

No report.

Management

No report.

Public Comments

Two members of the public submitted the Agenda Discussion Form and will speak under item 11.3.

**5. CONSENT AGENDA**

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

- a. Board of Trustees Payment Report  
Consider approval of the payments as listed (see Exhibit 5.a).
- b. Agreements  
Consider ratification of the agreements as detailed below:

Vendor/Consultant	Service	Amount
John Tonyan, Complete Piano Services	Agreement to tune, service and repair Music Dept. pianos and PAC pianos for 04-05	\$2,200.00
R. D. Kovacik, M.D.	Medical Director of Paramedic Program	\$3,000.00
<b>TOTAL</b>		<b>\$5,200.00</b>

- c. Federal Surplus Property Program  
Consider adoption of the resolution authorizing the designated representatives to acquire federal surplus property on behalf of the district from the California State Agency for Surplus Property.
- d. Agreement, American Red Cross  
Consider approval of the agreement with the High Desert Chapter of the American Red Cross for use of the campus gymnasium and adjacent parking lots as a designated Red Cross shelter in the event of a disaster requiring temporary housing of evacuees.

- e. Revised Department Chairpersons for 2004-2005  
Consider approval of the attached revised list of instructors as department chairpersons for the 2004-2005 academic year.
- f. Temporary Academic  
Consider approval of the temporary academic appointments as listed.
- g. Academic Appointments  
Consider approval of the appointment of Fontella Grimes, EOPS counselor, effective on or after October 13, 2004.
- h. Academic Ratification of Eminence Requests  
Consider approval of the request for extension of eminence for one calendar year beginning fall semester 2004, pending completion of required documentation for Greg Coon, Fire Technology.
- i. Classified Bargaining Unit Appointments, Promotions, and/or Transfers  
Consider approval of the appointment of the following individual:  
Ticket sales assistant (classified special), effective on or after October 13, 2004:  
Deborah Prewett.
- j. Non-Classified Employees  
Consider approval of the non-classified employee appointments as listed.

## **ACTION AGENDA**

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

No items.

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

#### **7.1 Out-Of-State Travel, 2004 National Leadership ASACC Conference**

Daniel Lee pointed out that VVC was ASACC's Campus of the Year and recommended the board's approval of this trip. Dr. Spencer noted an error on the agenda. The correct amount of the trip should read "\$7,400," as stated on the agenda item page.

It was MSC (Underhill/Elder, 5-0) to approve the of out-of-state travel and payment of expenses (not to exceed \$7,400) for staff members, Robert Sewell and Shirley Snell-Gonzalez, and students, Edward Miro, Blanca Gomez, Richard Saldana, Jonathan Barbatoe, Joel Youngberg, and Marcela Cerna, to attend the 2004 National Leadership American Student Association of Community Colleges (ASAAC) Conference, November 12-14, 2004, in Nashville, Tennessee.

#### **7.2 Out-of-State Travel, CAMEX Conference**

It was MSC (Range/Underhill, 5-0) to approve out-of-state travel and payment of expenses (the total not to exceed \$6,500) for Robert A. Sewell, Deanna Murphy, and Maria Rempfer to attend the Campus Market Expo (CAMEX) Conference in New Orleans, Louisiana, from February 27 through March 3, 2005.

7.3 Privileges Afforded to the Student Member of the Board of Trustees

It was MSC (Elder/Underhill, 5-0) to approve following privileges to be afforded to the Student Member of the Board of Trustees:

- a. The privilege to make and second motions.
- b. The privilege to cast an advisory vote, although the vote shall not be included in determining the vote required to carry any measure before the board.
- c. The privilege to attend closed sessions, other than closed session on personnel or collective bargaining matters;
- d. The privilege to receive compensation for meeting attendance at a level of \$600 per semester.
- e. The privilege to serve a term commencing on June 1, 2004.

8. **INSTRUCTION**

8.1 Student Travel

It was MSC (Henderson/Elder, 5-0) to approve the student travel and gasoline expenses for faculty member, Lee Kinney, and his students from the Geology Department attending the field study trip to Joshua Tree National Park, California, October 16-17, 2004, and to Mitchell Caverns State Park, California, December 4-5, 2004. Fiscal Impact: Gasoline expenses for college vehicles. Students and staff are responsible for all other travel expenses.

8.2 Out-of-State Student Travel, Utah

It was MSC (Underhill, Elder, 5-0) to approve out-of-state travel and gasoline expenses for faculty member, Lee Kinney, and his students attending the field study fieldtrip at Bryce Canyon National Park and Zion National Park in Utah, November 11-14, 2004. Fiscal Impact: Gasoline expenses for college vehicles. Students and staff are responsible for all other travel expenses.

8.3 Agreement for Personal Services

It was MSC (Henderson/Underhill, 5-0) to approve the Agreement for Personal Services with Rita Rutledge for her to continue coordination of the Foster Kinship Care Education (FKCE) program and the Independent Living Program (ILP) in the Child Development Center in order to effectively execute the 2004-2005 Program Plan. Fiscal Impact: \$30,000 to be paid by state foster care funding.

8.4 Sabbatical Leave Requests for Spring 2005

It was MSC (Henderson/Underhill, 5-0) to approve granting Sabbatical Leave to Claudia Basha, English Department, and Arda Melkonian, Mathematics Department, for spring 2005 under the conditions specified in District policies and the collective bargaining agreement with the Association.

8.5 Out-of-State Travel, Illinois

Daniel Lee explained that Victor Valley College students would be competing against students from large universities, and that the ASB encourages the board to approve this out-of-state travel.

It was MSC (Lee/Underhill, 5-0) to approve of travel and payment of expenses for the Model United Nations Club members and staff to travel to Chicago, Illinois, to attend and compete in the 2004 American West Model United Nations Conference, November 19-24, 2004, contingent on the availability of the funds. Fiscal Impact: Funding for the trip includes fund-raising and donations from various sources. Attendees: faculty advisor Dino Bonzonelos, and students Camille Ellison, Richard Saldana, Jeffrey Peacock, Jillian Van De Merghal, Kevin Kazanjian, Laura Lucero, Robert Olson, Marina Kazanjian, Kristin Youngberg, Amber Tolich, Adriana Meehan, Nicole Moriscal, Paul Lawrence, Robert Valentine, and Viktoriya Filippova.

8.6 Out-of-State Travel, Nevada

Daniel Lee also encouraged the board to approve this trip. It was MSC (Lee/Henderson, 4-1, Range voted no) to approve the travel and payment of expenses for the Model United Nations Club members and staff to travel to Las Vegas, Nevada, to attend and compete in the 2004 American West Model United Nations Conference, November 19-24, 2004, contingent on the availability of the funds. Fiscal Impact: Funding for the trip includes fund-raising and donations from various sources. Attendees: faculty advisor Kevin Grisham, and students Elizabeth Rylander, Brian MacKensie, Scott Wood, and Marky-Warr Ipac.

**9. STUDENT SERVICES**

9.1 Agreement, Screenvision Direct

It was MSC (Elder/Range, 5-0) to approve the one-year agreement with Screenvision Direct for the purpose of marketing and advertising financial aid opportunities available at VVC. Fiscal Impact: budgeted item, \$14,860 from Board Financial Assistance Program – Student Financial Aid Administration (BFAP-SFAA) funds.

9.2 Agreement, The Lamar Companies

Dr. Lewallen explained that these BFAP-SFAA funds are designed to be used in advertising to get the word out about financial aid to unserved and underserved populations, including the Hispanic populations. This is a one-time opportunity for the college to do this.

It was MSC (Henderson/Range, 5-0) to approve the one-year agreement with The Lamar Companies for the purpose of outdoor marketing and advertising utilizing a billboard located one-half mile south of Bear Valley Road along the I-15 freeway. Fiscal Impact: budgeted item, \$43,000 from Board Financial Assistance Program – Student Financial Aid Administration (BFAP-SFAA) funds.



9.3 Student and Staff Travel

Debby Blanchard asked how would this be a “budgeted item,” when it would be funded through fund-raising activities. Dr. Spencer explained that it would be through the Foundation.

It was MSC (Underhill/Lee, 5-0) to approve the men’s intercollegiate wrestling team to travel with head coach Michael LaBrosse, and volunteers Scott Seeley and Rocky Humphrey, to Prescott, Arizona, to attend the annual Embry-Riddle Aeronautical University Wrestling Tournament on November 12-13, 2004. Fiscal Impact: budgeted item, \$2,500 from fund-raising activities.

9.4 Student Discipline, Expulsion Recommendation,  
Case No. 2003/2004-002

It was MSC (Underhill/Elder, 5-0) to approve of the permanent expulsion of the student identified in Case No. 2003/2004-002.

**10. ADMINISTRATIVE SERVICES**

10.1 Emergency Service Contracts

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

Town and Country Tree Service	\$1,800
Roto Rooter	\$3,254
Accent Fence Co.	\$5,121

10.2 Quarterly Fiscal Status Report

It was MSC (Underhill/Elder, 5-0) to receive the Quarterly Fiscal Status Report for the Quarter Ended June 30, 2004 for Victor Valley College to be submitted to the Chancellor’s Office and the county schools.

**11. HUMAN RESOURCES**

11.1 CTA Initial Labor Proposal  
and Public Hearing for Academic Contract

- a) Hold a public hearing on the attached initial proposal from CTA titled, “VVCFA 2004-2005 Items to be Sunshined for Bargaining” and dated September 16, 2004.
- b) Close the public hearing.

Dr. Franke opened the public hearing. There were no public comments, and the public hearing was closed.

11.2 District's Initial Labor Proposal and Public Hearing for Academic Contract

- a) Hold a public hearing on the attached initial proposal from the district titled, "District Initial Proposal to Faculty Association for a New Collective Bargaining Agreement."
- b) Close the public hearing.

Dr. Franke opened the Public Hearing. Debby Blanchard asked that before the board takes a vote that they look at all the items and remove any item that reduces pay for faculty at this time. There were no other public comments, and the public hearing was closed.

11.3 Classified Abolishment of Position

It was MS (Elder/Underhill) to approve the abolishment of the position of Instructional Assistant II, Allied Health.

**Public Comments:**

**Jeff Cooper** noted that this position will be replaced with another half-time position.

**Kevin Crowley** pointed out that there used to be 1.5 FTE in Allied Health. He read aloud a note from Carol Ford, who works part-time in the Allied Health Lab. Ms. Ford's note explained her stand against abolishment of the position in Allied Health. Mr. Crowley also urged the board to not abolish this position.

**Margaret Kagy** also said she is concerned about the abolishment of this position.

The motion carried (4-1, Henderson voted no).

11.4 Agreement, Law Offices of Dennis J. Walsh

It was MSC (Underhill/Henderson, 5-0) to ratify the agreement with the Law Offices of Dennis J. Walsh for legal consulting services as indicated in the agreement. Fiscal Impact: Fund 01, budgeted item, not to exceed \$5,000.

11.5 Agreement, Search Services

It was MSC (Underhill/Elder, 5-0) to approve the agreement with Community College Search Services to find an interim director of admissions and records and financial aid. Fiscal Impact: budget item, 10% of monthly salary payment.

**12. FOR INFORMATION ONLY**

Dr. Franke read aloud the following information agenda items to the audience.

12.1 Sabbatical Leave Reports

In accordance with Article 33, Section K of the Agreement between Victor Valley Community College District and Victor Valley College CTA Chapter 1169, sabbatical reports for spring 2004 from Associate Professor Peter Allan and Professor Juanita Chou are being submitted for information.

12.2 Monthly Financial Statements


Financial reports are being presented for the period ending August 30, 2004, for the General Fund (01), Debt Service 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, ASB Fund, and Federal/State Grant Fund.

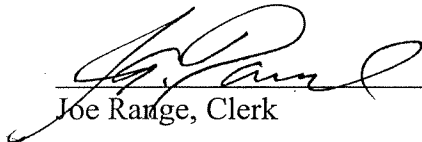
13. **ADJOURNMENT**

The meeting was adjourned at 7:40 p.m.

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

APPROVED:

  
\_\_\_\_\_  
Dorothy Franke, Ph.D., President

  
\_\_\_\_\_  
Joe Range, Clerk

11/09/04  
\_\_\_\_\_  
Date Approved