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# AGENDA

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

*This meeting is electronically recorded.*

August 10, 2004

## CALL TO ORDER

5 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 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, 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

*(Note: The Board will reconvene in Closed Session at the conclusion of the Action Agenda.)*

### 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 July 13, 2004, regular 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. Board of Trustees Payment Report  
Consider approval of the payments as listed (see Exhibit 5.a).
- b. 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
Automatic Boiler Co.	Boiler Tune-up Central Plant	\$1,900.00
Dept. of Information Services	DMV Processing - Campus Police Citations	4,725.00
Ionic Group	Maint of Citation Management system 04-05	2,155.00
M&D Fire Equipment Co.	Annual Inspection Campus Fire Equipment 04-05	3,000.00
Med Event	Paramedic Ambulance for 04 Football Season	4,800.00
North State Environmental	Hazardous Waste Removal July 04 - December 04	2,500.00
Parlance Corporation	Name Connector Service for FY 04-05	3,600.00
Stanzione, Charles	Hearing Administrator Citation Appeals 04-05	900.00
	<b>TOTAL</b>	<b>\$23,580.00</b>

- c. Revised Department Chairpersons for the 2004-2005 Academic Year  
Consider approval of the list of instructors as department chairpersons for the 2004-2005 academic year.
- d. Agreement, Cisco Networking Academy  
Consider approval of the Letter of Commitment agreement with Moorpark Community College for curriculum and wireless networking support for the Victor Valley College CISCO Networking Academy.
- e. Donation, Southwest Gas  
Consider acceptance of transfer of title for the fire truck from the Victor Valley College Foundation and/or Southwest Gas Corporation.
- f. Authorized Agents to the Statewide Association of Community Colleges (SWACC) Joint Powers Authority  
Consider approval of appointing Louis Zellers as representative to SWACC and Lael Willingham as alternate representative for the 2004-2005 fiscal year.
- g. Non-Classified Employees  
Consider approval of the appointments as listed.

- h. Classified Bargaining Unit Promotions/Reassignments  
Consider approval of the promotions/reassignments, as listed, for Lorie Henning, Sandra Moreno, Robbie Richards, and Gerald Wack.
- i. Temporary Academic  
Consider approval of the temporary academic appointments as listed.
- j. Administrative/Management/Confidential  
Payment of Accrued Vacation Days  
Consider approval of payment for accrued vacation hours for the following classified/administrative management employee:  
Sandra L. Clark, Director of Financial Aid, not to exceed 135.5 hours, \$5,363.09.
- k. Administrative/Management/Confidential Revised Position  
Consider approval of the revised position description for the position of director, information services.
- l. Academic Ratification of Eminence Requests  
Consider ratification of the eminence requests as listed.
- m. Administrative/Management/Confidential Appointments  
Final interviews for the dean of vocational education will be held on August 2, 2004, and final interviews for the director, facilities construction and contracts, will be held on August 4, 2004. Recommendations will be brought to the August 10, 2004, board meeting as an amendment.

## **ACTION AGENDA**

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

No action agenda items from the Board of Trustees.

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

#### **7.1 Agreement, Image Source**

Consider approval of the Image Source proposal for the document management equipment agreement for the district's print shop. (Budgeted Item, savings of \$18,241 the first year, \$100,249 total savings over the term)

YES \_\_\_ NO \_\_\_

**8. INSTRUCTION**

8.1 Agreement, Child Development Services GPRE-4299

Consider adoption of a resolution to approve the California Department of Education Local Agreement #GPRE-4299 for Child Development Services for 2004-2005 fiscal year. (Fiscal Impact: \$213,391 to the district)

YES \_\_\_ NO \_\_\_

8.2 Agreement, Respiratory Therapy Medical Director

Consider approval of the agreement for Nagamani Dandamudi, M.D., to serve as the medical director of the Victor Valley College Respiratory Therapy Program for the 2004-2005 school year. (Fiscal Impact: \$4,000)

YES \_\_\_ NO \_\_\_

8.3 Agreement, Paramedic Program Medical Director

Consider approval of the agreement with R. D. Kovacik, M.D., to serve as the medical director of the Victor Valley College Paramedic Program for the 2004-2005 school year. (Fiscal Impact: \$3,000)

YES \_\_\_ NO \_\_\_

**9. STUDENT SERVICES**

No action agenda items from Student Services.

**10. ADMINISTRATIVE SERVICES**

10.1 Agreement, Annual Audit

Consider approval of the agreement with Brown, Armstrong, Paulden, McCown, Starbuck & Keeter to provide the annual auditing of the district's financial statements for the fiscal period ending June 30, 2004. (Budgeted Item, not to exceed \$35,000)

YES \_\_\_ NO \_\_\_

10.2 Agreements, Athletes Medical Services

Consider approval of the agreements with Randy Methvin, Robert M. Medina, James Christiansen, and Joseph Tate for athletic medical services. (Budgeted Item, not to exceed a total of \$5,000 for four agreements)

YES \_\_\_ NO \_\_\_

10.3 Agreement, Computer Protection Technology

Consider approval of the agreement with Computer Protection Technology (Equipment Maintenance Agreement #MO4-177) for the service of Mitsubishi and IBM UPS systems and batteries for the energy management system. (Fiscal Impact: 5,583)

YES \_\_\_ NO \_\_\_

10.4 Student Accident Insurance

Consider approval of the continuance of coverage with Student Insurance to provide student accident insurance for Victor Valley College during fiscal year 2004-2005. (Budgeted Item, estimated annual premium: \$77,640)

YES \_\_\_ NO \_\_\_

10.5 Ebmeyer Charter Service

Consider approval of the expenses listed for bus service to be provided by Ebmeyer Charter Services:

09/04/2004	Citrus College, Glendora	\$1,150
09/25/2004	San Bernardino Valley, San Bernardino	\$1,040
10/09/2004	College of the Desert, Palm Desert	\$1,430
10/16/2004	Antelope Valley College, Lancaster	\$1,290
11/13/2004	San Diego Mesa College, San Diego	\$1,790

(Budgeted Item, not to exceed \$6,600)

YES \_\_\_ NO \_\_\_

10.6 Agreement, The Liquidation Company

Consider approval of the agreement with The Liquidation Company (TLC) from July 1, 2004, through June 30, 2005, to dispose of excess inventory of furniture, computer equipment, and materials. (Fiscal impact: income from sale, less Auctioneer's percentage per agreement)

YES \_\_\_ NO \_\_\_

11. **HUMAN RESOURCES**

11.1 Agreement, Norman A. Traub Associates

Consider approval of the agreement with Norman A. Traub Associates to provide investigation services. (Budgeted Item, not to exceed \$10,000)

YES \_\_\_ NO \_\_\_

11.2 Agreement, Liebert Cassidy Whitmore

Consider approval of the agreement with Liebert Cassidy Whitmore for legal consulting services. (Budgeted Item, not to exceed \$150,000)

YES \_\_\_ NO \_\_\_

11.3 Administrative Hearing Fees

Consider approval of payment of \$10,900 to ADR Services, Inc., and authorization of payment for a court reporter and travel, meals, and lodging costs for the Honorable Robert T. Altman incurred while presiding over the administrative hearing on August 23 and 24, 2004, for Halisky v. Victor Valley CCD. (Fiscal Impact: minimum of \$10,900)

YES \_\_\_ NO \_\_\_

## **12. FOR INFORMATION ONLY**

### **12.1 Monthly Financial Statements**

Financial reports are being presented for the period ending June 30, 2004, for the General Fund (01), Capital Outlay Projects Fund (71), Child Development Center Fund (72), Student Center Fee Fund (73), Insurance Trust Fund (78), Bookstore, Auxiliary Services, and ASB Fund.

### **12.2 Classified Resignation**

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

- a. Janet Orloski, instructional assistant, effective July 19, 2004.

### **12.3 Academic Resignation**

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

- a. Troy Cadwallader, instructor, technical theatre, effective July 29, 2004.

### **12.4 Classified Memorandums of Understanding**

The district and the California School Employees Association, Chapter 584, have reached agreement on the attached Memorandum of Understanding: Four-Day Work Week Fiscal Year 2004/2005.

## **1. CLOSED SESSION (Reconvene in Closed Session)**

- (a) Government Code Section 54956.9:

CONFERENCE WITH LEGAL COUNSEL —  
EXISTING LITIGATION: four (4) cases

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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

## **2. RECONVENE TO OPEN SESSION**

- 2.1 Action as a result of Closed Session

## **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, August 5, 2004, at 5:00 p.m. pursuant to California Government Code §54954.2.

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Penelope A. Majeske  
Executive Assistant