

MINUTES
VICTOR VALLEY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES
Regular Meeting
Board Room, Victor Valley College
18422 Bear Valley Road, Victorville, California

June 14, 2005

4:00 p.m.

CALL TO ORDER: The Board of Trustees of Victor Valley Community College District met in Open Session on June 14, 2005, in the Board Room of the Administration Building. Mr. Range, Board President, called the meeting to order 4:08 p.m.

PLEDGE OF ALLEGIANCE: Kevin Crowley led the audience in the Pledge of Allegiance to the flag.

MEMBERS PRESENT: Mr. Range, Board President; Mr. Dennis Henderson, Vice President; Dr. Bettye Underhill, Clerk Thomas M. Elder II, Trustee. (ASB President and Student Trustee Kimberlee Kelly arrived for Open Session at 6 p.m.)

MEMBERS ABSENT: Dorothy Franke

STAFF/GUESTS PRESENT: Dr. Patricia A. Spencer, Mr. Jeff Cooper, Mr. Bruce Baron, Dr. Willard Lewallen, Dr. William Schmidt, Mr. Bill Greulich, Dr. Tom O'Neil, Mr. Nick Parisi, Steve Garcia, Jack Thomas, other staff, and members of the public.

CLOSED SESSION Mr. Range recessed the Open Session at 4:08 p.m., and the Board met in Closed Session from 4:09 p.m. to 6:26 p.m. to discuss the following:

1. CLOSED SESSION

(a) Government Code Section 54956.9:

CONFERENCE WITH LEGAL COUNSEL —

EXISTING LITIGATION: eight (8) 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;

Chris Wagenseller vs. Victor Valley Community College District, VCVVS 035285

Carissa M. Warren, Gaye L. Giarmo, and Karen E. Salazar v. Victor Valley

Community College District, Larry Boutcher and Does 1 through 100,

VCVVS 027382

Lynn Puckett vs. Victor Valley Community College District, Ron Krimper,

Nick Halisky, Bettye Underhill, Dennis Henderson, Maxine Moore,

and Does 1-1000; VCVVS 037295

Lynn Puckett vs. Victor Valley Community College District, Ron Krimper, Nick Halisky, Bettye Underhill, Dennis Henderson, Maxine Moore, and Does 1-1000; VCVVS 036483

Victor Valley Community College District vs. Nicholas Louis Halisky, Lynn Puckett, and Ronald Leslie Krimper, and Does 1 through 100, VCVVS 036483

- (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 54957:
DISCIPLINE/DISMISSAL/RELEASE OF A PUBLIC EMPLOYEE:
Three (3) positions
- (d) Government Code Section 54957: PUBLIC EMPLOYEE EVALUATION:
Superintendent/President
- (e) Government Code Section 54957: PUBLIC EMPLOYEE APPOINTMENT:
Student Worker

2. RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 6:26 p.m. Dennis Henderson arrived at 6:27 p.m.

2.1 Action as a result of Closed Session

Mr. Range announced that there was one motion to report out of closed session. It was MSC (Underhill/Elder, 4-0 Franke absent) that the district will have representation by Liebert, Cassidy, Whitmore during Mary Dowell's testimony at the Lynn Puckett trial.

3. GOVERNING BOARD

3.1 MSC (Underhill/Elder, 4-0 Franke absent). Consider approval of the minutes of the May 10, 2005, regular Board meeting.

3.2 Announcement that persons may speak to agenda items and/or a no agenda item if the Agenda Discussion Form has been completed.

One discussion item form was received which will be presented during the public comments section.

3.3 Agenda Additions/Revisions

Dr. Spencer announced that in item 12.4 the word *classified* should be changed to *certificated*.

4. REPORTS

4.1 Superintendent/President

Dr. Spencer introduced Kimberlee Kelly, the new ASB president and student trustee for the 2005/06 school year.

Dr. Spencer announced that commencement again was a huge success with a phenomenal turn-out. She acknowledged those individuals that were involved in the planning and organization of this great event that honored the students.

4.2 Instruction

Mr. Cooper reported on the various field trips that Board of Trustees approved. Mr. Lee Kinney, biology instructor, thanked the Board of Trustees for allowing his geology students to attend the field trips to the various national parks.

Mr. Cooper provided an update on the partnership classes with Desert Community Bank and the VVC foundation. He also provided an update on the summer session of classes. He indicated that enrollment was 2% under than the same time last year.

4.3 Student Services

Dr. Lewallen reported on the commencement ceremony that was held last week and thanked everyone that had a role in this event

Dr. Lewallen introduced Dr. Victoria Hines, Dean of Student Services and said that she will be officially joining the college July 5.

4.4 Administrative Services

Mr. Baron reported on the new asset management process that the college will be switching over to July 1.

4.5 Human Resources

Dr. Schmidt reported on the status of the reclassification study.

4.6 Governmental Relations

Mr. Greulich reported on the status two senate bills and one assembly bill, AB317, SB361 and SB930.

4.7 Foundation

Diana O'Malley announced the winners of the campus-wide mini grant program that were available to faculty and staff.

4.8 Board of Trustees

Dr. Underhill announced that she enjoyed the opportunities to attend various department graduations.

Mr. Elder complimented Dr. Lewallen on his organization of the commencement ceremony.

Mr. Range said that it was a great honor to attend the commencement ceremony and he felt it went very smoothly.

4.9 Constituency Representatives

a) ASB
No report

b) CCA
Absent, no report

c) CSEA

Kevin Crowley said that he would be substituting for Arlene Greene. Kevin Crowley announced that Dave Chip would be reporting on CSEA grievances filed with the district.

d) Faculty Senate
Absent, no report

e) AFT Part-Time Faculty United

Jack Robinson, asked that part-time faculty union be treated fairly. He hoped that the administrative negotiators would keep this in mind as well as the board members.

f) Management
Absent, no report

4.10 Public Comments

Pam Voltz a student at Victor Valley College presented the Board of Trustees with a petition signed by students to encourage a full-time instructor for Anatomy.

5. **CONSENT AGENDA**

MSC (Elder/Underhill, 4-0, Franke absent) to approve Consent items 5.a through 5.p.

a. Sabbatical Leave Requests

a. Receive sabbatical leave reports for Richard Ripley and Cherie Reardon.

b. Sabbatical Leave

Receive request to rescind the sabbatical leave for Claudia Basha

c. Agreement - NATEF

Consider ratification of the agreements as detailed below:

Vendor/Consultant	Service	Amount
Asbedo, Anthony	NATEF Evaluation Team Leader for Auto Program Cert	\$416.56
Gonzales, Marcus	NATEF Evaluation Team Leader for Auto Program Cert	\$100.00
Sims, John	NATEF Evaluation Team Leader for Auto Program Cert	\$100.00
TOTAL		\$616.56

d. Agreement – Clinical Facilities

Consider approval to renew the agreements with the clinical sites as facilities listed for clinical education facilities usage. Fiscal Impact: None

e. Stipends

Consider approval of stipends as listed Fiscal Impact: budgeted item.

f. Administrative/Management/Confidential Appointments

Consider approval of the following management appointment: Phyllis Seifer, director, Child Development Center, effective on or after May 23, 2005.

Fiscal Impact: Budgeted Item.

g. Temporary Academic

Consider approval of the temporary academic appointments as listed. Fiscal Impact: Budgeted Item.

h. Full-Time Academic Personnel/Summer 2005

Consider approval of academic staff for teaching and non-teaching staff assignments for the summer of 2005 as listed.

Fiscal Impact: Budgeted Item

- i. Non-Classified Employees
Consider approval of the non-classified employee appointments as listed.
Fiscal Impact: Budgeted Item.
- j. Academic Ratification of Eminence Requests
Consider ratification of eminence for Marsha (Dee Dee) Cole, child development, for one calendar year beginning summer term 2005, pending completion of required documents. Consider ratification of extension of eminence for Claudia Basha for one calendar year beginning summer term 2005, pending completion of require documentation. Fiscal Impact: None.
- k. Classified Bargaining Unit Appointments, Promotions, and/or Transfers
Consider approval of the following classified appointments:
 - a) Michelle Knatt, network manager, effective on or after June 15, 2005.
 - b) Joseph McCoy, Sign Language Interpreter, level I (classified special), effective on or after June 15, 2005.
 - c) Audrey Williams, from Records Evaluator II to EOPS Specialist, effective on or after July 1, 2005.

Fiscal Impact: Budgeted Item.

- l. Board of Trustees Transfer and Payment Reports
Consider approval of the transfers and payments as listed.

m. Agreements

Consider ratification of the agreements as detailed below:

Vendor/Consultant	Service	Amount
Forensic Analytical	Air Quality Mgmt Study/Liberal Arts	\$4,800.00
Valley Floors	Child Development Center Carpeting	\$648.00
VR Maximus	Software Service for 4/1/04-4/1/05	\$795.00
		\$6,243.00

- n. Electronic Signature Key
Consider approval of authorized signatories as listed.
- o. Authorized Signatory
Consider approval of authorized signatories as listed.
- p. Authorized Signatory
Consider approval of signatures of Dr. William Schmidt and Dr. Willard Lewallen as listed.

ACTION AGENDA

6. BOARD OF TRUSTEES

No Items

7. SUPERINTENDENT/PRESIDENT

- 7.1 Order of Election and Specifications for November 8, 2005
MSC (Elder/Underhill, 4-0 Franke absent) to approve the adoption of resolution as listed.
Fiscal Impact: Budgeted

8. INSTRUCTION

- 8.1 Fire Technology Program – Classroom Fee Increase
MSC (Elder/Underhill, 4-0, Franke absent) to approve the request to increase the Fire Technology program classroom fees courses from \$82 to \$100 per student.
- 8.2 Agreement – Contract Education Services
MSC (Henderson/Underhill, 4-0, Franke absent) to approve the agreements as detailed below:

Vendor/Consultant	Service	Amount
Learn CPR 4 Life	CPR	\$1,800.00
California School of Notary Public	Notary Public Workshop, Certified Loan Signing Agent	\$8,000.00
California School of Notary Public	Notary Public Workshop, Certified Loan Signing Agent	\$8,000.00
		\$17,800.00

- 8.3 Agreement (amended) – Child Development Services #FCTR-4102
MSC (Underhill/Elder, 4-0, Franke absent) to approve the amended agreement with the California Department of Education for Child Development Services for the 2004-05 fiscal year. Fiscal Impact: \$2,510
- 8.4 Agreement – Clarus Corporation
MSC (Elder/Underhill, 4-0 Franke absent) to approve the agreement with Clarus Corporation for the purchase of ClassTracks Software version 4.4 . Fiscal Impact: \$26,716 – VTEA Funds

9. STUDENT SERVICES

- 9.1 Agreement, MLS Technologies
MSC (Elder/Underhill, 4-0 Franke absent) to approve the agreement with MLS Technologies to assist with database administration. Fiscal Impact: \$239,000

10. ADMINISTRATIVE SERVICES

10.1 Agreement Extension – Boise Cascade

MSC (Elder/Underhill, 4-0, Franke absent) to approve the extension agreement with Boise Cascade through June 30, 2006 for office supplies. Fiscal Impact: \$60,000

10.2 Authorized Agents to the Statewide Association of Community Colleges Joint Powers Authority

MSC (Elder/Underhill, 4-0, Franke absent) to approve SWACC-JPA representatives as listed

10.3 Student Accident Insurance

MSC (Elder /Henderson, 4-0, Franke absent) to approve the continuance of coverage with Student Insurance to provide student accident insurance for Victor Valley College during fiscal year 2004-0, Budgeted Item, estimated annual premium \$85,260.

10.4 Donations

MSC (Henderson/Elder, 4-0, Franke absent) to approve the donations totaling \$18,803.23 from Victor Valley College Foundation (for the period April 1 through April 30, 2005) on behalf of the district.

10.5 Software Maintenance Services

MSC (Elder/Underhill, 4-0, Franke absent) to approve the quotation #57244-1 from Computerland of Silicon Valley for software maintenance services. Fiscal Impact: \$10,193.15

10.6 Five Year Construction Plan and Final Project Proposal for the Music Building

MSC (Underhill/Elder, 4-0, Franke absent) to approve the Five-Year Master Plan and FPP for the Music building. Fiscal Impact: This is an integral part of the process to secure state funding for needed facilities

10.7 Agreement – CAL K-12 Construction, Inc.

MSC (Henderson/Elder, 4-0, Franke absent) to approve the agreement with CAL K-12 as submitted Fiscal Impact: \$216,374 (this project is State funded and will be 100% reimbursable to the district.)

10.8 Agreement - CAL K-12 Construction, Inc.

MSC (Under/Elder, 4-0, Franke absent) to approve the agreement with CAL K-12 Construction as submitted Fiscal Impact: \$525,957 (this project is State funded and will be 100% reimbursable to the district.)

10.9 2005-2006 Tentative Budget

MSC (Elder/Underhill, 4-0, Franke absent) to approve the tentative general operating budget for 2005-06.

10.10 Agreement – Excelsior Education Center

MSC (Elder/Underhill, 4-0, Franke absent) to approve the agreement with Excelsior Education Center for maintenance services according to the contract.
Fiscal Impact: Income to the district

10.11 Agreement – Excelsior Education Center

MSC (Underhill/Elder, 4-0, Franke absent) to approve the agreement between Excelsior Education Center and Victor Valley Community College District for police patrol services for the fiscal year 2005-06,
Fiscal Impact: Revenues in the amount of \$12,000

10.12 Recess Regular Meeting of the Victor Valley Community College Board of Trustees

MSC (Underhill/Henderson, 4-0, Franke absent) to recess the regularly scheduled meeting and convene a meeting of the Victor Valley Community College District Financing Corporation on Tuesday, June 14, 2005 and open a meeting of the Board of Directors of the Victor Valley Community College District Financing Corporation.

Fiscal Impact: This action is necessary for the State Public Works Board to approve the release of funding for the Advanced Technology Building Project.

Recess: 7:20 p.m.

10.13 Special Meeting of the Victor Valley Community College District Financing Corporation

MSC (Spencer/Henderson, 4-0, Franke absent) to open the special meeting of the Victor Valley Community College District Financing Corporation.

Open meeting: 7:22 p.m.

Mr. Baron explained the complexity of the legal resolution which was provided as a handout to all board members. This resolution allows the state to approve the college to fund the Advanced Technology building and any other buildings the college may want to build in the next year. He said that the Financing Corporation was

MSC (Spencer/Henderson) to accept the resolution

MSC to close the meeting (Baron/Henderson)

Close meeting: 7:30 p.m.

10.14 Reconvene Regular Meeting of the Victor Valley Community College Board of Trustees

MSC (Henderson/Range, 4-0, Franke absent) to reconvene the regularly scheduled meeting which was recessed to allow for a meeting of the Victor Valley Community College District Financing Corporation.

Open meeting: 7:31 p.m.

10.15 Resolution – Certificate of Participation and Lease Agreements

MSC (Henderson/Underhill, 4-0, Franke absent) to adopt the resolution to take specific actions to change the Site and Facility Lease Agreements

10.16 Agreement – Stradling, Yocca Carlson & Rauth

MSC (Underhill/Elder, 4-0, Franke absent) to approve the agreement to appoint Stradling, Yocca, Carlson & Rauth as special counsel to the District regarding the financing and construction approval process for the Advanced Technology Building.

Fiscal Impact: \$35,000

11. HUMAN RESOURCES

Administrative/Management/Confidential Payment of Accrued Vacation Days

MSC (Elder/Underhill, 4-0, Franke absent) to approve the payment as listed. Fiscal Impact: Budgeted

12. FOR INFORMATION ONLY

12.1 Classified Memorandums of Understanding

For the Board's information, the District and the California School Employees Association, Chapter 584, have reached agreement on the attached Memorandums of Understanding:

1. Christina Moreno, change in work hours as listed.
2. Delia Snead, change in works hours as listed.
3. Robert Vanover, Instructional Assistant III, change in work year as listed.

12.2 Management Resignation

The following management resignation has been received and accepted by the superintendent/president per Board Policy 7350 and is included for the Board's information:

1. Penelope A. Majeske, executive assistant to the superintendent/president, effective May 13, 2005.

12.3 Classified Resignations

The following classified resignations have been received and accepted by the superintendent/president per Board Policy 7350 and are included for the Board's information:

1. Sandra C. Mistretta, senior programmer/software developer, effective May 31, 2005
2. Holly Nollner, administrative secretary I, effective June 10, 2005.
3. Luis Prieto, warehouse delivery worker, effective June 1, 2005.

12.4 Academic Resignations/Retirement

The following classified resignations have been received and accepted by the superintendent/president per Board Policy 7350 and are included for the Board's information:

1. Bonnie Weathersby, counselor, effective July 1, 2005 (resignation for retirement)

12.5 AFT Initial Labor Proposal for Adjunct Faculty

The initial proposal from AFT is presented to the board for information.

12.6 Monthly Financial Statements

Financial reports are being presented for the period ending April 30, 2005 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), Federal Grants, Bookstore, Auxiliary Services, and ASB Funds.

13. ADJOURNMENT

The meeting was adjourned at 7:34 p.m.

APPROVED:

Joe Range, President

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

Bettye Underhill, Ph.D., Clerk

Date Approved

