



Victor Valley Community College District Board of Trustees Regular Meeting

Minutes

Board Room, Victor Valley College
18422 Bear Valley Road, Victorville, California

December 13, 2005

4:30 p.m.

CALL TO ORDER: The Board of Trustees of Victor Valley Community College District met in Open Session on December 13, 2005, in the Board Room of the Administration Building. Mr. Range, Board President, called the meeting to order at 4:35 p.m.

PLEDGE OF ALLEGIANCE: Nancy Wilkett led the audience in the Pledge of Allegiance to the flag.

MEMBERS PRESENT: Mr. Range, Board President; Mr. Dennis Henderson, Vice President; Mr. Donald Nelson, Clerk Trustee, Dr. Bettye Underhill, Trustee, Thomas M. Elder II, Trustee, arrived at 4:50 p.m. ASB President and Student Trustee Kimberlee Kelly arrived for Open Session at 6 p.m.

MEMBERS ABSENT: None

STAFF/GUESTS PRESENT: Dr. Spencer, Mr. Baron, Dr. Schmidt, Mr. Bill Greulich, Mr. Nick Parisi, Dr. Prystowsky, Dr. Lewallen, Ms. Nancy Wilkett, Mr. Willie D. Pringle, Mr. Robert Sewell, Mr. Scott Jones, Mr. Brian Hendrickson, Mr. David Chip, Chief Jack Thomas, Dr. John Rude, Mr. Mike Koenig, other staff, and members of the public.

Oath of Office Mr. Range administrated the oath of office to Don Nelson, Dennis Henderson and Bettye Underhill.

**Installation of Board Members
& Election of Officers**

It was MSC (Underhill/Elder, 5-0) to elect Joe Range as president of Board of Trustees.

It was MSC (Nelson/Elder, 5-0) to elect Dennis Henderson as vice president of the Board of Trustees.

It was MSC (Henderson/Elder, 5-0) to elect Donald Nelson as clerk of the Board of Trustees.

It was MSC (Elder/Range,5-0) to elect Bettye Underhill as representative to the County Committee on School District Organization of the Board of Trustees.

The Board moved to closed Session from 4:58 p.m. to 6 p.m. to discuss the following:

Mr. Range announced that per Mrs. Greene's request, the closed session items will be announced at each meeting

1. CLOSED SESSION

- (a) Government Code Section 54956.9:
CONFERENCE WITH LEGAL COUNSEL —
EXISTING LITIGATION: eight (8) cases
 - (1)Gloria Henderson vs. Victor Valley Community College, Bettye Underhill, Nick Halisky, VCVVS 030263;
 - (2)Nicholas Halisky and Cathleen Halisky vs. Victor Valley Community College District, Dennis Henderson, et. al, VCVVS 026112; consultation with legal counsel per Government Code Section 54956.9(a)
 - (3)Laymon Jordan vs. Victor Valley Community College District, VCVVS 034629;
 - (4)Chris Wagenseller vs. Victor Valley Community College District, VCVVS 035285
 - (5)Carissa M. Warren, Gaye L. Giarmo, and Karen E. Salazar v. Victor Valley Community College District, Larry Boucher and Does 1 through 100, VCVVS 027382
 - (6)Lynn Puckett vs. Victor Valley Community College District, Ron Krimper Nick Halisky, Bettye Underhill, Dennis Henderson, Maxine Moore, and Does 1-1000;VCVVS 037295
 - (7)Lynn Puckett vs. Victor Valley Community College District, Ron Krimper Nick Halisky, Bettye Underhill, Dennis Henderson, Maxine Moore, and Does 1-1000; VCVVS 036483
 - (8)Victor Valley Community College District vs. Nicholas Louis Halisky, Lynn Puckett, 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; Willie Davis Pringle, Bruce Baron. Employee organizations: CSEA, CTA
- (c) Government Code Section 54957:
DISCIPLINE/DISMISSAL/RELEASE OF A PUBLIC EMPLOYEE:
Four (4) positions
- (d) Government Code Section 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION
- (e) Government Code Section 54956.9
POTENTIAL LITIGATION: Student Complaint

2. RECONVENE TO OPEN SESSION

6 p.m.

2.1 Action as a result of Closed Session

Mr. Range reported that as a result of closed session it was MSC (Elder/Nelson, 5-0) to not renew the contract of the Deputy Superintendent/Executive Vice President, Instruction and to renew the contract of the Director of Nursing for the period of July 1, 2006 to June 30, 2007 and to renew the contract for the dean of vocational programs for the period of July 1, 2006 through June 30, 2008.

a) Recess of the open session

Recessed open session at 6:09 p.m.

b) Introduction of new and re-elected board members – reception to follow

Dr. Spencer welcomed Mr. Nelson and the re-elected board officials and thanked them for their service and commitment to the district.

c) Reconvene to the open session

Reconvened to open session at 6:23 p.m.

3. GOVERNING BOARD

3.1 It was MSC (Elder/Underhill, 4-0, Mr. Nelson a member of the board of trustees at the November 8, 2005 meeting) to approve the minutes of the November 8, 2005, regular Board meeting.

3.2 Announcement that persons may speak to agenda items if the Agenda Discussion Form has been completed.

3.3 Agenda Additions/Revisions

Dr. Spencer announced that items 5.g and 5.h had amendments, 5.k was pulled and item 4. Reports, was added.

4.10 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.

4. Reports

4.1 Superintendent/President

Dr. Spencer presented a holiday gift to the trustees on behalf of the college. A special thanks was extended to the *Daily Press* as well as other local supporters, for their contribution to the 3rd annual Celebration Around the World. Dr. Spencer reported on the exciting development concerning the replacement of the campus marquee. Desert Community Bank will be providing two campus marquees. One will be located at Fish Hatchery and the other at the Jacaranda entrance. Dr. Spencer wished everyone a happy ending to this year and a happy beginning to the New Year.

4.2 Instruction

Dr. Prystowsky reported on the various activities and programs involving the Office of Instruction. Mr. Prystowsky recognized Scott Jones and Brian Hendrickson for their work with the emergency medical services program which produced a successful Accreditation by the Commission of Allied Health Education Programs.

4.3 Student Services

Dr. Lewallen introduced Kevin Vidana-Barda, Coach of the Women and Men's Cross Country team, this year the men placed 4th in the Foothill conference and two of his runners were named to the all-conference team, Andrew Rozales and Joe Schofield. The women's team placed 3rd in the conference with two runners named to the all-conference team, Sarah Williams and Marisol Gomez. Sarah Williams won the Foothill conference individual title and she was named the Foothill conference athlete of the year.

Dr. Lewallen recognized the volleyball team with their remarkable season for the team with a 19-2 overall record, which is the best record in the history of the college. Coach White was named as Coach of the Year for the Foothill Conference. Jaye Tashima was recognized as the Athletic Director.

4.4 Administrative Services

Mr. Baron announced that the California Integrated Waste Management Board recently acknowledged that the campus met the goal of achieving a 50% waste recycle. Mr. Baron provided an update on the various upcoming construction projects. An official letter was received from the Chancellor's office approving the official bid process for the Advanced Technology building.

Human Resources

Dr. Schmidt turned the report over to Chief Thomas. Chief Thomas reported on the recent Public Agency Council course that was attended by the full-time officers.

4.5 Governmental Relations

No report

4.6 Foundation

Mrs. Ontiveros presented on the Brick fundraising campaign. One of the Foundation's goals is to develop some fundraising programs that can be used on campus to help them generate revenue for their programs.

4.7 Board of Trustees

Dr. Underhill wished everyone a Merry Christmas and Happy New year. Mr. Nelson announced that he was happy to be serving in his position on the board. Mr. Henderson thanked everyone who supported him and those that voted. Ms. Kelley welcomed back the former trustees as well as the newly elected trustee Mr. Nelson. Mr. Range thanked everyone for their past support and what was accomplished in the past year.

4.8 Constituency Representatives

a) **ASB**

Ms. Kelly introduced the ASB student members and asked them to present on individuals that have influenced them and made a difference in their lives.

b) **CCA**

Ms. Blanchard welcomed Mr. Nelson. The district and CCA will be meeting January 23 and 24 at the CT office participating in their fact finding hearings. Ms. Blanchard reported that they have some grievances that are hopefully going to be settled and believes that they have come to an agreement on a few of them.

c) **CSEA**

Mrs. Greene welcomed Mr. Nelson and was looking forward to working with him. Mrs. Greene announced her re-election as CSEA president for 2006.

d) **Faculty Senate**

Ms. Blanchard presented from a paper entitled *Scenarios to Illustrate Effective Participation in District and College Governance*, a joint publication with the Community College League of California and the Academic Senate and California Community Colleges which explained the make-up of the equivalency committee. Ms. Blanchard also reported that significant advances regarding budget issues for faculty have been made.

e) **AFT Part-Time Faculty United**

Mr. Kelsey was happy to report that the AFT Part-Time Faculty United would have a table for the Celebration Around the World event.

f) **Management**

Mr. Sewell reported on behalf of the managers on the upcoming Celebration Around the World event.

Public Comment:

Ms. Blanchard requested clarification regarding the report out from the closed session pertaining to the contract renewals and non-renewal and asked which item number this was referenced to Dr. Spencer indicated that it was listed under employee evaluations item 1.d) on the closed session section.

5. CONSENT AGENDA

Item 5.k was pulled. It was MSC (Underhill, Elder, 5-0) to approve the consent items as amended in one motion.

a. Agreements

Consider approval of the agreement as listed. Fiscal Impact: Budgeted items.

Vendor/Consultant	Service	Amount
Kathi Williams	Develop and conduct workshop on culturally sensitive instructional strategies (Title V HSI)	\$1,500.00
Gerald Bryant	Keynote speaker for HSI Title V open house	\$600.00
Ed Gomez	Facilitate workshop on culturally sensitive approaches to student success (Title V HSI)	\$600.00
	Total	\$2,700.00

b. Agreements

Consider approval of the agreement as listed. Fiscal Impact: Budgeted item.

Vendor/Consultant	Service	Amount
ASCAP, S&E Licensing	Provide campus-wide music site license for the 2005-2006 fiscal year	\$1122.90
	Total	\$1122.90

c. Agreement – Paramedic Program Medical Director

Consider approval of agreement for Michael Ghim, M.D. to serve as the medical director of the Victor Valley College Paramedical program for the period of January 1, 2006 through December 31, 2006. Fiscal Impact: budgeted item, \$5,000.

d. Curriculum changes

Consider approval of the curriculum changes that have been recommended by the College Curriculum committee.

e. Board of Trustees Payment Report

Consider approval of Board of Trustees Transfers and Payments Reports.

f. Temporary Academic

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

g. Non-Classified Employees

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

h. Classified Bargaining Unit Appointments, Promotions, and/or Transfers

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

i. Faculty Appointment

Consider approval of the appointment as listed.

- j. Administrative/Management/Confidential Appointments
Consider approval of the appointments as listed.
- k. Faculty Reassignment
Consider approval of the reassignment of Chris Cole as listed
- l. Agreements for Personal Services
Consider approval of two Agreements for Personal Services with Sue Bailey and Kathy Goodlive, to conduct to Datatel training, consultation, and advice, and advice for Victor Valley College personnel. Fiscal Impact: \$2,000 plus travel expenses.

ACTION AGENDA

6. BOARD OF TRUSTEES

6.1 2006 Board Calendar

It was MSC (Henderson/Underhill, 5-0) to approve the proposed 2006 calendar of board meetings as listed.

7. SUPERINTENDENT/PRESIDENT

8. INSTRUCTION

8.1 Agreement – (Amended) – Child Development Services CPRE-5296

It was MSC (Henderson/Underhill, 5-0) to adopt the resolution to approve the amended agreement (Amendment 01) with the California Department of Education Local Agreement for Child Development Services contract #CPRE-5296 per the terms and conditions contained therein. Fiscal Impact: to the District \$9,244

8.2 Amended Agreement – Federal Bureau of Prisons

It was MSC (Henderson/Elder, 5-0) to approve the amended agreement (Modification #3) for the ASE, Motor Vehicle Repair Program at the Federal Correctional Institutions in Victorville, CA, per the terms and conditions contained therein. Fiscal Impact: \$250,080.00 – to the District.

8.3 Agreements – Contract Education Services

It was MSC (Underhill/Elder, 5-0) to approve the agreements for Contracted Education Services courses with the contractors attached. Fiscal Impact: See attached listing.

9. STUDENT SERVICES

9.1 Title V Hispanic Serving Institution Cooperative – Grant Award Notification

It was MSC (Henderson/Underhill, 5-0) to approve the acceptance of the Title V HIS Cooperative grant award. Fiscal Impact: Approximately \$1.5 million to the District over 5 years.

9.2 Agreement – Herff Jones, Inc.

It was MSC (Henderson/Nelson, 5-0) to approve the agreement with Herff Jones, Inc. Fiscal Impact: Budgeted item, approximately \$6,864 over 3 years.

9.3 Agreement – VA Loma Linda Healthcare System

It was MSC (Henderson/Underhill, 5-0) to approve the agreement with VA Loma Linda Healthcare System. Fiscal Impact: None, students are compensated entirely through the VA.

10. ADMINISTRATIVE SERVICES

10.1 Proposed Reorganization – Instructional Media Services

It was MSC (Elder/Underhill, 5-0) to approve the proposed reorganization of Instructional Media Services department, placing the staff and services under the supervision of the Director of Technical Services, effective December 14, 2005. Fiscal Impact: There is no fiscal impact anticipated as a result of this requested change.

10.2 Donations

It was MSC (Henderson/Nelson, 5-0) to accept the donations as college property as listed. Total donation amount: \$36,953.40.

10.3 Change Order – Tri-Span, Inc.

It was MSC (Underhill/Henderson, 5-0) to approve the Change Order #2 with Tri-Span, Inc. Fiscal Impact: \$19,703.00 (100% reimbursable through Hazardous Material Funding)

10.4 Notice of Completion – Tri-Span, Inc.

It was MSC (Underhill/Elder, 5-0) to approve the Notice of Completion with Tri-Span, Inc. Fiscal Impact: there is no cost to file a Notice of Completion.

11. HUMAN RESOURCES

11.1 New Administrative Job Description

It was moved (Underhill) and seconded (Nelson) to approve the job description for the executive dean of institutional effectiveness as listed. Following a brief discussion, the motioned carried unanimously, 5-0. Fiscal impact: The difference between the salary of the former director of grants and institutional compliance and the salary for the executive dean, which will be determined through the classification process.

11.2 Administrative/Management/Confidential Revised Job Description

It was moved (Underhill) and seconded (Nelson) to approve the revised job description for the deputy superintendent/executive vice president, instruction as listed. Following a brief discussion, the motioned carried unanimously, 5-0. Fiscal impact: Budgeted

11.3 Administrative/Management/Confidential New Job Description

It was moved (Underhill) and seconded (Elder) to approve the new job description for the Title V grants, project activity director as listed. Following a brief discussion, the motioned carried unanimously, 5-0. Fiscal impact: Budgeted, grant funds

11.4 Approval of Revised Classification Levels

It was MSC (Elder/Underhill, 5-0) to approve the level assignments and salary placement as listed. Fiscal impact: None

11.5 Ratify Tentative Agreement

It was MSC (Elder/Underhill, 5-0) to of the Tentative Agreement for Article 8f with the Faculty Association. Fiscal impact: \$4000 presently provided to Union leadership for negotiations will be replaced by 1.4 FTEF reassigned for Association leaders. The amount of reassigned time for Senate leadership will be reduced from 1.4 FTEF to 1.2 FTEF.

11.6 Revision of Administrative/Management/Confidential Appointment

It was MSC (Henderson/Nelson, 5-0) to approve to increase the reimbursement amount as indicated. Fiscal Impact: Budgeted

12. FOR INFORMATION ONLY

12.1 Implementation of ACCESSVVC (Datatel Colleague)

This item is for information only.

Dr. Lewallen provided the board of trustees with an update on the status of ACCESSVVC (Datatel). Which highlighted the accomplishments, challenges, registration issues, and future developments.

Public Comment: Peter Allan commented on the frustrations of using Datatel. He feels that students cannot enroll in classes. He asked that the administrators and board of trustees stay focused on this issue.

12.2 Monthly Financial Statements

This item is for information only.

12.3 Classified Resignations

This item is for information only.

12.4 Administrative/Management Confidential Resignation

This item is for information only.

12.5 Part-Time Faculty Compensation Expenditure Report

This item is for information only.

12.6 Clarification of Prior Board Item

This item is for information only.

13. ADJOURNMENT

The meeting was adjourned at 8:50 p.m.

APPROVED:

Joe Range, President

Donald Nelson, Clerk

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

Date Approved