

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

April 8, 2003

5 p.m.

CALL TO ORDER: The Board of Trustees of the Victor Valley Community College District met in regular session on April 8, 2003, in the Board Room of the Administration Building. Dennis Henderson called the meeting to order at 5 p.m.

PLEDGE OF ALLEGIANCE: Maxine Moore led the audience in the Pledge of Allegiance to the flag.

MEMBERS PRESENT: Dennis Henderson, President; Dorothy Franke, Vice President; Thomas M. Elder, II, Clerk; Maxine Moore, Bettye Underhill, Jennifer Menser, ASB Representative.

MEMBERS ABSENT: None.

STAFF/GUESTS PRESENT: Richard A. Jones, Linda Cera, Sheree Caldwell, Mitchell Greene, Robert Sewell, Joshua Malvear, Theresa Sewell, Bradford Underhill, Kitty Bissell, Richard Stephan, Harold Hernandez, Jack Thomas, Kathleen Moore, Sharon Frank, Joe Range, Ginny Harley, Sharon Wright.

Break 5:02 – 5:07 p.m.

CLOSED SESSION The board moved to closed session to discuss conference with counsel—existing litigation: four potential cases of anticipated litigation, Gloria Henderson; Lois Kobz; VCVVS027394, Gloria Henderson; Puckett vs. Victor Valley College, LA-CE-4349-E, AFT vs. Victor Valley College; IRS audit; public employment, superintendent/president; public employee discipline, dismissal, release; conference with labor negotiators—Jim Williams, Peter Allan, agency designated representatives; CSEA and CCA employee organizations; and public employee performance evaluation: 1 instructor.

Break 6:05 – 6:19 p.m.

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OPEN SESSION

The board reconvened to open session at 6:19 p.m.

Action as a Result
of Closed Session

None.

GOVERNING BOARD

AGENDA ADDITIONS,
REVISIONS:

It was MSC (Elder/Franke, 5-0) to approve the following agenda revisions:

7.1a Out-of-State Student Travel

7.10e Classified Memorandum of Understanding

5.n Pull Administrative Management Confidential Appointments from the consent agenda and bring forward for consideration at this time.

Administrative Management
Confidential Appointments

It was MSC (Franke/Underhill, 5-0), to hire Patricia Spencer to the position of superintendent/president effective May 1, 2003. Dr. Spencer thanked the board, Dr. Jones, and the selection committee. The people on campus have been gracious and welcoming. She looks forward to May 1.

REPORTS:

Interim Superintendent/President

Richard Jones thanked everyone on the original screening committee. Dr. Jones presented Robert Sewell with a plaque from the American Student Association of Community Colleges for being the 2003 Advisor of the Year. Sharon Wright, a Bookstore employee and parent of an ASB student, said Robert Sewell provides guidance and direction, allowing the students the learning experience.

Dr. Jones announced that Chancellor Tom Nussbaum has turned in his resignation effective January.

Student Services

Willard Lewallen: no report.

Student Learning

Peter Allan stated the summer school schedule being printed and will be available shortly for registration. It is a lean schedule with the number of sections reduced by 20%. The focus was on sections needed for graduation, certificates, and for work. The hope is to significantly improve the number of students in each

class.

The spring semester shows very strong enrollment, with some sections still over capacity. This demonstrates faculty has been accommodating the needs of students and deserves compliments. Dennis Henderson said we have a lot of outstanding faculty and staff on campus. Peter Allan said that without the staff, we could not accommodate this growth.

Administrative Services

Jim Williams said he serves on the Board of Directors for St. Mary's Hospital Foundation. He invited the board to an auction May 3. Thanks to Dr. Jones and the Foundation, the college has a table of eight.

Dr. Williams distributed a worksheet to monitor compliance with the 50% law which shows the district is at 55%. The district has never been in trouble in this regard.

Foundation

Ginger Ontiveros said the Foundation is working closely with the Nursing Department to develop a strategic plan to meet the nursing needs in the community. Dr. Prem Reddy will make a formal presentation of his \$100,000 gift this week. Foundation President Bob Kniss recognized three organizations working with Neville Slade and the Agriculture and Natural Resources Department: Doug Maguire and Jim Daly of Specialty Minerals, Doug Shumway of Mitsubishi Cement Company, and Joe Sifky of U.S. Borax. Neville Slade thanked these companies for being extremely proactive and Tom Clark, Dean of Vocational Education, for his support.

Board of Trustees

Betty Underhill

Said how personally pleased we are to have Dr. Spencer here.

ASB

Jennifer Menser reported on the ASACC Conference in Washington, D.C. There were many good keynote speakers and the group met with Representative Buck McKeon about Pell grants, the Higher Education Act, and enhanced tax credits.

CCA

Debby Blanchard welcomed and congratulated Pat Spencer. Everyone we're working with other than Dr. Williams and Dr. Lewallen are interims. We've accomplished so much this year. Thanked Dr. Jones, who's done a wonderful job and is easy to get along with. More has been accomplished in negotiations this

year with Peter Allan, Bill Schmidt, and Willard Lewallen than in the past. There is arbitration tomorrow on one outstanding grievance and one more negotiation meeting. Sunshine issues should come to the board the next meeting.

CSEA

Rita Jackson said VVC has some of the best classified staff in the community college districts in her opinion—they are the backbone of the institution. Thanked the board for taking part in the forum for the presidential search committee. Believes we have made the best selection in Dr. Pat Spencer. Thanked Dr. Jones for support given to classified staff during his interim stay.

Classified is still at the negotiation table dealing with the issue of discipline; encouraged the district to take a serious look at the last offer on the discipline article. Also submitted reopeners for salary, health and welfare benefits. The month of May is California School Employees' Week. In past some vice presidents have contributed to making sure that happens. It is the district's responsibility to acknowledge classified staff; looks forward to see the district make it a successful event. Would like to welcome Dr. Spencer here, believes she will be a great asset to the institution. Asked Dr. Spencer to leave her calendar open; we intend to spend as much time as possible in getting to know her.

Faculty Senate

Debby Blanchard welcomed Pat Spencer to the college on behalf of the Faculty Senate. Dr. Schmidt and Peter Allan have facilitated many issues with the Faculty Senate. They are working on administrative retreat rights which will be presented to the board on April 22 for a first reading. The faculty hiring procedures recognized by the board at the previous meeting is now being used for replacement hirings. She is pleased the board is working together.

Management

Robert Sewell thanked Dr. Jones for the past eight to nine months. The presidential search committee deserves a well-deserved thanks. Welcomed Dr. Spencer.

Public Comments:

Mitch Green thanked Dr. Jones for his work. Last week Dr. Jones mentioned in his comments how lucky we were that we were understaffed because we don't have to face layoffs. For nine years we have been understaffed, which is demonstrated by large banks of vacation.

Consent Agenda

It was MSC (Moore/Underhill, 5-0) to approve the following

items on the consent agenda as listed.

- 5a Budget Transfers and Payment Report as listed.
- 5b Monthly Financial Reports for the period ending February 28, 2003, as listed.
- 5c Memberships: National Notary Association for Sharon Williams, not to exceed \$39.
- 5d Agreements: Horner's High Desert Painting for welding lab panel repairs, \$5,000; The California Career Information Sys, amendment to extend EUREKA, \$3,652.73.
- 5g Temporary Academic as listed.
- 5k Classified Bargaining Unit Appointments effective on or after April 9, 2003: Sonia Lares, Associate Teacher, CDC (227 days).
- 5l Non-classified employees as listed.
- 5m Administrative/Management/Confidential Resignation: Richard Jones, Interim Superintendent/President, effective May 8, 2003.

UNFINISHED BUSINESS

NEW BUSINESS

Student Travel

It was MSC (Elder/Franke, 5-0) to approve out-of-state travel for two associate faculty members, Chris Turner and Kevin Grisham, and fourteen VVC students to attend the Model United Nations Conference competition in New York City from April 13 through April 20, 2003.

It was MSC (Moore/Elder, 5-0) to approve out-of-state travel for three faculty members, Nancy Green, Maggie Keil, and Sally Thibealt, and ten nursing students, Denise Bynum, Beverly Goble, Sharon Hinkley, Tammy Loya, Teresa Moos, Nadine Penrod, Heidi Silva, Evelyn Swift, Christine Tilbury, and Terri Weir, to attend the National Student Nursing Association Convention in Phoenix, Arizona, April 23 through April 26, 2003.

It was MSC (Underhill/Elder, 5-0) to approve travel for three students, Tom Crenshaw, Victor Gonzalez, and Jason Shelton, to attend the VICA State Championships in Riverside, California, from April 10 through April 13, 2003.

Agriculture and Natural Resources Partnerships—Environmental Field Studies Program

It was MSC (Underhill/Moore, 5-0) to approve the MOU with Specialty Minerals and the VVC Agriculture and Natural Resources Department as listed.

Agreements

It was MSC (Franke/Moore, 5-0) to approve Items 7.3a through 7.3h in one motion:

The proposal from Cabral Roofing & Waterproofing Corporation to repair leaks in the gymnasium roof as listed.

The resolution to purchase Cisco equipment, maintenance, and support services under the terms and conditions of the contract between the trustees of the California State University and Cisco Systems, utilizing Pacific Blue Micro as authorized vendor.

Amend the agreement with Fulbright and Jaworski from \$50,000 to \$100,000 for accounting work performed in conjunction with the 1994 COPs audit.

The agreement with MAAS Companies to perform the physical work required to obtain data to complete projects, including the district's space inventory at a cost of \$18,450.

The proposal from Nova Facility Management Systems, Inc. to provide services on the Liberal Arts Building heating/cooling system for a total of \$14,975.

The agreement with SIRSI Corporation for maintenance of the Library automation system at a cost of \$11,705.

A resolution to lease/purchase modular units and services using the cooperative bid with Val Verde Unified School District through Modtech Inc. as the vendor.

A resolution to purchase HP products and services under the terms and conditions of the Master Price Agreement between the Western States Contracting Alliance and Hewlett Packard Company, utilizing Pacific Blue Micro as an authorized re-seller.

Bid Award, Asbestos Abatement
And Reconstruction Art Building

It was MSC (Moore/Underhill, 5-0) to award the bid for asbestos abatement and reconstruction of the Art Building to Tri Span, Inc. in the amount of \$548,649.

Surplus Property Donation

It was MSC (Moore/Underhill, 5-0) to declare the attached list of

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computer equipment surplus property and dispose of these items through charitable donations.

Kathleen Moore applauded the district to donate these computers to nonprofit organizations so that they can meet their needs. Wants to know how her department gets on the list to get some of these discarded computers. Several classrooms have data projectors but don't have computers. In the past received old computers from IT. Needs 10 more computers with the ability to go on the Internet and do PowerPoint presentations. Mitch Greene said that all the donated computers would never be attached to the network—they have really small hard drives and RAM. Peter Allan said he and Dr. Williams will work together to find 10 computers.

Tax and Revenue Anticipation Note Program

It was MSC (Franke/Moore, 5-0) to adopt the resolution authorizing the issuance of tax and revenue anticipation notes for the 2003-2004 fiscal year as listed.

Arbitrage Settlement Regarding 1996 and 1997 Certificates of Participation (COP)

It was MSC (Underhill/Moore, 5-0) to enter into a settlement agreement for payment of \$75,166.17 to the Department of the Treasury, Internal Revenue Service, regarding the arbitrage of the 1996 and 1997 district certificates of participation.

Dr. Jones said this would end the whole issue if approved.

Academic Memorandum of Understanding

It was MSC (Underhill/Franke, 5-0) to ratify the memorandum of understanding with the faculty association concerning a technology plan facilitator as listed.

Debby Blanchard recognized Bill Greulich as part of the district's negotiation team. He's part of the success of this agreement.

Academic Agreement

It was MSC (Underhill/Moore, 5-0) to approve the agreement between the district and the faculty association regarding online instruction and compensation as listed.

Peter Allan said this is the first time that VVC has recognized that sometimes teachers have to work harder, depending on the

number of students in class. Online instructors are being compensated for taking on more students.

Classified Memorandum
of Understanding

It was MSC (Moore/Elder, 5-0) to accept the memorandum of understanding concerning catastrophic leave as presented.

It was MSC (Elder/Moore, 5-0) to accept the memorandum of understanding concerning spring break work schedules for employees working Tuesday through Saturday as presented.

It was MSC (Elder/Underhill, 5-0) to accept the memorandum of understanding concerning the change in work schedule for Sandra Moreno during spring break as presented.

It was MSC (Elder/Moore, 5-0) to accept the memorandum of understanding concerning the change in work schedule for Anna Hill and Beth Roberts as presented.

It was MSC (Elder/Moore, 5-0) to accept the memorandum of understanding concerning the work schedules of employees during spring break as presented.

Classified Revised, New,
Additional Positions

It was MSC (Elder/Moore, 5-0) approve the additional position of Instructional Assistant II in the Agriculture and Natural Resources Department.

It was MSC (Underhill/Moore, 5-0) to approve the additional position of Instructional Assistant III for the CIS and BET Departments as listed.

Dr. Jones said that this department has a weekly student contact hour of 551, and the overall institution has 409. In terms of productivity, this is outstanding.

Classified Leave of Absence

It was MSC (Moore/Franke, 5-0) to approve unpaid leave of absence for Sandra Mistretta from June 30, 2003, through July 25, 2003, as listed.

Criteria for Concurrent Enrollment

The criteria for concurrent enrollment was presented to the board for information.

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Confidential Leave without Pay

It was MSC (Underhill/Moore, 5-0) to approve leave without pay for Isaac Romero, Interim Dean, Humanities and Social Sciences, for May 2 and May 5, 2003.

Dr. Jones said Dr. Romero will go to New Mexico where his brother is being honored by the state as the first Hispanic to be appointed ambassador to Spain.

CCCT Board of Directors'
Election, 2003

It was MSC (Elder/Underhill, 5-0) to vote for Maria Nieto Senour, John Moore, Michele Jenkins, Luis Villegas, Charles Hayden, Jr., Anthony Bugarin, Mark Takano, and Thomas Clark for the CCCT 2003 Board of Directors' election.

ADJOURNMENT:

The meeting adjourned at 7:23 p.m.

Respectfully submitted,
Richard A. Jones, Ed.D.
Secretary

APPROVED:

President

Clerk