

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

December 9, 2003

5 p.m.

- CALL TO ORDER:** The Board of Trustees of the Victor Valley Community College District met in regular session on December 9, 2003, in the Board Room of the Administration Building. Dennis Henderson called the meeting to order at 5:02 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; Joe Range, Bettye Underhill, Jinny Ki, ASB Representative.
- MEMBERS ABSENT:** None
- STAFF/GUESTS PRESENT:** Dr. Patricia A. Spencer, Peter Allan, Jim Williams, Debra Blanchard, Rita Jackson, Linda Cera, Fay Freeman, Deedee Orta, Cherie Range, Charlene Wilson, Bob Wilson, Jack Thomas, Kitty Bissell.
- Oath of Office** Dr. Patricia A. Spencer administered the oath of office to Tom Elder and Joe Range.
- Bettye Underhill arrived at 5:05 p.m.
- Break** 5:07 – 5:10 p.m.
- CLOSED SESSION** The board moved to closed session to discuss conference with counsel—existing litigation: seven potential cases of anticipated litigation, Gloria Henderson; Lois Kobz; Puckett vs. Victor Valley College; Nicholas Halisky and Cathleen Halisky; CSEA vs. VVCCD; public employment: vice president, student services; director of nursing; director of Child Development Center; and director of DSPS; public employee/discipline/dismissal/release; conference with labor negotiators—Bill Schmidt, Jim Williams, Peter Allan, Willard

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Lewallen, agency designated representatives; CSEA and CTA employee organizations.

Break

6:41 – 6:45 p.m.

OPEN SESSION

The board reconvened to open session at 6:45 p.m.

ACTION AS A RESULT
OF CLOSED SESSION

None.

GOVERNING BOARD

Election of Board Officers

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

It was MSC (Franke/Elder, 3-2 Underhill and Range against) to elect Dennis Henderson as vice president of the Board of Trustees.

It was MS (Underhill/Range) that Joe Range be elected as vice president of the board of Trustees. No vote was taken.

It was MS (Franke/Henderson) to elect Tom Elder as clerk of the Board of Trustees. Tom Elder declined.

It was MSC (Elder/Underhill, 5-0) to elect Joe Range as clerk

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

It was MSC (Underhill/Franke, 5-0) to approve the amended minutes of the regular board meeting of December 10, 2002; the regular board meeting of November 11, 2003, and the special board meeting of October 28, 2003, as presented.

AGENDA ADDITIONS,
REVISIONS:

- 6g Academic Appointments
- 6n Pull—Classified Memorandum of Understanding
- 6p Administrative/Management/Confidential Appointments, transfers, reassignments
- 6q Administrative/Management/Confidential Payment of Accrued Vacation

REPORTS:

Superintendent/President

Dr. Spencer recognized women's volleyball coach Christa White and head football coach Dave Hoover for their hard work and dedication while guiding their teams to winning seasons this year. Students in athletics learn teamwork and how to handle adversity.

Dorothy Franke left at 6:54 p.m.

Dorothy Franke returned at 6:55 p.m.

Dr. Spencer presented a certificate of appreciation to Rita Jackson for her assistance with the displaced people during the recent fire and evacuation.

Dr. Spencer commented on the value of the very well-attended reception for the local history collection housed in the Library.

Dr. Spencer announced that the VVC Paramedic Program is accredited by the state, thanks to Scott Jones. Both Mr. Jones and the students thank the Board of Trustees for dedicating the resources to make this happen. Mr. Jones is continuing to work on the national accreditation.

Dr. Spencer reminded the board of the holiday celebration Thursday.

Dr. Spencer wished the board and audience a happy holiday season.

Student Services

Willard Lewallen discussed the philosophy and commitment to the academic program by recruiting athletes from our own service area.

In January, Dr. Lewallen plans on bringing a proposal to change the academic calendar from an 18-week to a 16-week term. Approval is needed from the board and the Chancellor's Office before implementation. Details will be included in the board item.

Student Learning

Peter Allan said he was very pleased with the work of Scott Jones. Scott Jones and Brian Hendrickson are on temporary contracts; full-time paramedic teachers will be hired in the spring.

The spring and summer schedule was distributed two weeks ago in the *Daily Press*. Enrollment is slightly up from the same time last year. There are currently 109 sections of on-line classes in the spring schedule. With one more lab component, a complete AA degree can be offered on-line.

Dr. Spencer thanked Peter Allan for doing an incredible job as interim vice president.

Administrative Services

Jim Williams distributed a worksheet reflecting budget planning including long-term contingency issues. The major challenges are the midyear cuts and not receiving the 12th payment of \$1 million. The budget controls continue to be in the position to control expenditures since VVC will not receive the 12-month payment.

Foundation

Deedee Orta reported that the Foundation will receive a \$15,000 grant from the Bank of America Foundation for the Teaching Learning Center. The Hall of Fame received a donation of \$900 from WalMart employee deductions.

Board of Trustees

Joe Range

Attended a Rotary meeting with Bettye Underhill at California Aviation at the SCLA. The partnerships with several associations will bring many jobs to the High Desert. Thanked everyone who helped get him elected. Is looking forward to working with students and the administration, communicating with the cities on the needs of the community, and spending time on legislation. Expressed honor in taking Maxine Moore's seat, noting her great passion and dedication to the college for a very long period of time.

ASB

Jinny Ki reported on her attendance at the CCLC Conference. The "Lights of Love" and the holiday food drive are completed. ASB will host a high school leadership conference in February. ASB will be handing out school spirit items during rush week.

CCA

Debra Blanchard welcomed Joe Range to the board and welcomed Tom Elder back. Wished everyone a merry Christmas and happy Hanukah to everyone. Negotiating on Thursday to wrap up the condensed calendar. Working on two or three grievances now.

- CSEA Rita Jackson wished everyone here a merry Christmas and a happy new year. Arlene Waldeck was elected CSEA president yesterday. Hopes the relationship between the district and association will move from somewhat adversarial to more cordial. It has been a real pleasure to serve as president. Dr. Spencer thanked Ms. Jackson for accomplishing a more cordial, professional dialogue and interaction.
- Faculty Senate Debra Blanchard thanked Rita Jackson.
- Management No report.
- Public Comments: None.
- Consent Agenda** It was MSC (Franke/Underhill, 5-0) to approve the following items on the consent agenda as listed.
- 6a Curriculum changes as listed.
 - 6b Budget transfers and payment report as listed.
 - 6c Monthly financial reports for the period ending October 31, 2003, as listed.
 - 6d Quarterly fiscal status report for the period ending September 30, 2003, as listed.
 - 6e Surplus property donation as listed.
 - 6g Academic appointments: Scott Jones, Paramedics Instructor (spring 2004, full-time temporary); Kay McKinley, Nursing Instructor (spring 2004, full-time temporary); Fontella Grimes, EOPS Counselor (spring 2004, full-time temporary); and Brian Hendrickson, Paramedics Instructor (spring 2004, full-time temporary).
 - 6h Temporary academic as listed.
 - 6i Academic ratification of equivalency requests as listed.
 - 6j Academic ratification of eminence requests as listed.
 - 6l Classified bargaining unit appointments/promotions effective on or after January 2, 2004: Jeff Stalians, Instructional Assistant III, Digital Animation; Salena Gonzales, Campus Police and Public Safety Officer (50%).
 - 6m Non-classified employees as listed.
 - 6n Classified Memorandum of Understanding: this item was pulled.
 - 6p Administrative/Management/Confidential Appointments effective on or after January 2, 2004: Thomas L. O'Neil, Dean of Humanities and Social Sciences; Jeffrey Cooper, Executive Vice President/Deputy Superintendent, Instruction; Linda Cera, Administrative Assistant in the Office of Human Resources.
 - 6q Administrative/Management/Confidential Payment of Accrued Vacation Days: Karen Rudisill, Coordinator of Purchasing, not to exceed \$1,460.84.

UNFINISHED BUSINESS
NEW BUSINESS

- 2004 Board Calendar
It was MSC (Underhill/Franke, 5-0) to approve the calendar of regular and special board meetings, as listed.
- MOU with Western Research and Development
It was MSC (Underhill/Franke, 5-0) to approve the Memorandum of Understanding with Western Research and Development as listed.
- Los Angeles Department of Water & Power Contract
It was MSC (Franke/Elder, 5-0) to approve the contract with the Los Angeles Department of Water & Power as listed.
- Desert Regional Consortia Mini-Grant for Biotechnology
It was MSC (Elder/Underhill, 5-0) to accept the grant award in the amount of \$6000 from the Desert Regional Consortia.
- Budget Calendar
It was MSC (Underhill/Franke, 5-0) to approve the budget calendar for 2004-2005 as listed
- Open Bid for Modular Buildings And Alternates
It was MSC (Franke/Underhill, 5-0) to approve utilization of the Val Verde USD open bid with ModTech, Inc. for relocating the digital animation modular building.
- Agreement for Classification And Compensation Studies
It was MSC (Underhill/Franke, 5-0) to approve the agreement with the Hay Group, Inc. to conduct a classification and compensation study.
- Academic Extra Duty Days
It was MSC (Franke/Underhill, 5-0) to approve the extra duty assignments for Dianne Wollen and Kelley Beach for the 2003-2004 academic year as listed.
- Classified Leave of Absence
It was MSC (Underhill/Franke, 5-0) to approve unpaid leave of absence for Updesh Kaur from Wednesday, February 22, through Friday, April 16, 2004.
- ADJOURNMENT:
The meeting adjourned at 7:40 p.m.

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

Secretary

APPROVED:

President

Clerk