

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

November 12, 2002

6 p.m.

CALL TO ORDER: The Board of Trustees of the Victor Valley Community College District met in regular session on November 12, 2002, in the Board Room of the Administration Building. Dennis Henderson called the meeting to order at 6 p.m.

PLEDGE OF ALLEGIANCE: Dr. Jim Williams 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, Kathleen Moore, Margaret Kagy, Sherri Caldwell, Dexter Caldwell, Kitty Bissell, Leonard Crawford, Mitchell Greene, Lois Papner, Jack Thomas.

Dr. Williams introduced the Vice President of St. Mary's Foundation, Doreen Hardy, and Dr. Paladugu. At the St. Mary Foundation gala, Dr. Paladugu presented the Foundation with a \$50,000 endowment for the Nursing Program in the name of the college. Ms. Hardy said nursing is something that any hospital cannot do without. The Foundation is thrilled to have this generous gift, restricted to VVC nursing students. Dr. Paladugu is a former recipient of the dignity award from St. Mary's Hospital and a long-standing board member of the Foundation.

Maxine Moore arrived at 6:05 p.m.

Dr. Paladugu said he is a pathologist at St. Mary's hospital for 11 years and doesn't feel like retiring because work is such a great part of his life. He has been hospitalized at St Mary's Medical Center a couple of times and received wonderful care. Not only

the doctors, but the nurses are also very important. Right now there is an acute shortage of nurses all over the nation. In memory of his wife, and as a tribute to her, Dr. Paladugu wanted to make a small, lasting endowment to deserving nursing students. The target was to have about \$50,000 raised, and Dr. Paladugu is confident that will be exceeded. He would like to have five or six scholarships awarded every year.

BREAK

6:10 p.m.– 6:14 p.m.

CLOSED SESSION

The board moved to closed session to discuss conference with counsel—existing litigation: eight potential cases of anticipated litigation; public employee performance evaluation: dean of instruction, vocational programs; dean of instruction, academic program; dean, student services; director of EOPS and CARE; and Director of Institutional Compliance; and conference with labor negotiators—Peter Parra, Jim Williams, Peter Allan, agency designated representatives; CSEA and CCA employee organizations.

BREAK 7:29 p.m. – 7:38 p.m.

OPEN SESSION

The board reconvened to open session at 7:38 p.m.

ACTION TAKEN AS A RESULT
OF CLOSED SESSION:

Mr. Henderson announced there was a settlement agreement, MSC (Franke/Moore, 5-0), to settle a case disciplinary matter on Employee #2002017. If anybody cares to look at it, they can contact the administration and get the information. The sum of the payment was \$4343.

GOVERNING BOARD

It was MSC (Elder/Underhill, 5-0) to approve the minutes of the regular board meeting of October 8, 2002, and the special board meetings of September 24, October 7, and October 8, 2002, as presented.

AGENDA ADDITIONS,
REVISIONS:

It was MSC (Underhill/Elder, 5-0) to add 7.3g, Agreements: PPL; and 7.3h, Agreements: Recruiting Engine.com

- 5e Academic Appointments
- 5f Temporary Academic
- 5g Academic Eminence
- 5i Classified Bargaining Unit Appointments
- 5j Non-Classified Employees
- 5l Pull Administrative Management Confidential Appointments
- 7.3g Agreement, Professional Personnel Leasing, Inc.
- 7.3h Agreement, Recruiting Engine.Com
- 7.10 Administrative/Management/Confidential Appointment

It was MSC (Elder/Underhill, 5-0) to move item 7.10 to the next item on the agenda.

Administrative/Management/
Confidential Appointments

It was MSC (Elder/Franke, 5-0) to approve Isaac Romero to the position of interim dean of humanities and social sciences, effective November 13, 2002, through May 31, 2003.

Dr. Jones said that Dr. Isaac Romero will begin tomorrow. Dr. Romero has been in the community college system 40 years as an executive vice president in charge of instruction, a dean, primary negotiator, and instructor before doing interim work. Dr. Romero introduced his wife, Jean, who is vice president of human resources at Citrus College. Mr. Henderson welcomed Dr. Romero on behalf of the board.

REPORTS:

Interim Superintendent/President

Dr. Jones said that Proposition 47, the statewide bond for higher education, passed in the election a week ago. VVC will receive \$1 million for the seismic retrofit of the gym and \$591,000 for the planning and drawings of the speech and drama studio addition. This project is estimated to cost \$9,399,000. There are many things on the five-year plan which are not funded. Tom Elder clarified that the aquatic center has been cancelled. Dr. Jones discussed Proposition 39, which allows bond passage at 55%. Of the 35 districts that have attempted these bonds, 33 have been successful, or 94.3%. San Bernardino CCD just passed \$191 million under Prop 39. Dr. Jones would like to come back after the first of the year and recommend a feasibility

study to see if this is an appropriate action for VVC. The district needs to have unanimity, a 5-0 vote in support by the board.

Student Services

No report

Student Learning

Peter Allan said the Board of Registered Nursing voted continued approval of the Nursing Program at VVC. With great assistance of faculty and classified staff, the schedule has been printed and distributed, 14 days prior to registration. The 2002-2003 catalogue is being disseminated. His objective is to get the 2003-2004 catalogue available before August 1. Mr. Allan especially thanked the Printshop for its work.

Administrative Services

None.

Foundation

Ginger Ontiveros thanked everyone here who supported the kickoff of the Legacy Campaign. The goal is to raise \$2.1 million and \$690,909 has been raised so far. Recognized five donors: AFG Glass, Desert Valley Medical Center, DCB, the Daily Press, and the High Desert Power Project. Also thanked Tom Elder, Bettye Underhill, Maxine Moore, Peter Allan, and Bill Greulich for their early participation in that campaign. The next seminar November 21 will feature estate planning, health and fitness, SWIM, and courses that excite mature students.

Board of Trustees

Bettye Underhill

Announced she and Maxine Moore were going to San Jose to attend the CCLC Conference.

Maxine Moore

Expressed disappointment that faculty and classified don't participate in this conference. The biggest participation was with the explanation of AB 1725 in 1988.

ASB

Jenny Ki, ASB Activities Senator, served as the ASB representative. Eight ASB members attended the ASACC Conference in Tampa, Florida.

CCA

Debby Blanchard reported that faculty ratified the calendar for the year 2003-2004, item 7.1 in the packet. Department chair evaluations have been bargained and will be included in the contract that will be printed next month. Evaluation forms will

be filled out by administration, management, and faculty in the department.

CSEA

Mitch Greene said CSEA had a general meeting today and closed nominations for officers. There are several candidates. A forum will be sponsored next Monday at noon in SAC B and C for candidates to get their issues across to classified. Pizza, drinks, and salads will be served. The board is invited to attend. Mr. Greene will be sending an email request to the superintendent/president for an extra 30 minutes of released time for people to attend. The actual vote for new officers will be held December 9.

Faculty Senate

Debby Blanchard distributed three handouts. The American Association of University Professors has an excellent statement on the governance of colleges and universities. The sections entitled “Academic Institution of the President” and “Academic Institution of the Faculty” have been highlighted. Since we are now in the presidential search, Ms. Blanchard thought it was appropriate to see how the president’s job is perceived. There are some interesting comments about department chairs.

The other two handouts from the Academic Senate and Shasta College concern academic retreat rights. Dr. Jones has proposed that we need a policy so administrators can have an idea of what the retreat rights are here—a good recruitment tool for administration. This needs to be bargained and become part of the contract.

Management

No report.

Public Comments:

Consent Agenda

It was MSC (Elder/Underhill, 5-0) to approve the following items on the consent agenda as listed.

- 5a Curriculum changes as listed.
- 5b Budget Transfers and Payment Report as listed.
- 5c Monthly Financial Reports for the period ending September 30, 2002, as listed.
- 5e Academic Appointments: one-semester temporary sabbatical replacements, instructor, mathematics; effective on or after January 10, 2003--Edward Fink and Sharon Newman-Gomez.
- 5f Temporary Academic as listed.

- 5g Academic Ratification of Eminence Requests: Rosie Dunn, Child Development; Tracy Davis, Theatre Arts; and Kelley Johnson, Child Development.
- 5i Classified Bargaining Unit Appointments effective on or after November 4, 2002: Lisa Stanley, Custodian (10 p.m. to 6:30 a.m.); Gerald Wack, Custodian (10 p.m. to 6:30 a.m.); Victor Martin, Custodian (10 p.m. to 6:30 a.m.); Frank Walker, Lead Warehouse Delivery Worker in Auxiliary Services, effective on or after November 13, 2002; effective on or after November 18, 2002: Barbara Davisson, Office Assistant, Financial Aid; Richard Bogdan, Grounds Maintenance Worker; Kyle Rotte, Network Manager, effective on or after November 13, 2002; Peggy Ruby, Permit Teacher, Infant/Toddler, effective on or after November 13, 2002; Tammy Finch, Grounds Maintenance Worker, effective on or after November 18, 2002; Robbie Richards, Office Assistant, Financial Aid, effective on or after November 18, 2002; Paulette Ortiz, Office Assistant, CARE, effective on or after November 18, 2002; Melina Rodriguez, Office Assistant, Child Development Center, effective on or after December 2, 2002; and Diane Mohr, Office Assistant, Student Support Services, effective on or after December 2, 2002.
- 5j Non-classified employees as listed.
- 5l Administrative/Management/Confidential Appointments: Isaac Romero, Interim Dean of Humanities and Social Sciences, effective November 13, 2002, through May 31, 2003.

UNFINISHED BUSINESS
NEW BUSINESS

Debby Blanchard said a closed session action reported out last time was by number. She asked that it be reported out by name. Peter Parra said it was a disciplinary matter. Dennis Henderson said you can get the information from the administration. Peter Parra said the settlement agreement was to resolve that. Dennis Henderson said the amount on that one was \$15,000 as he recalled.

2003-2004 Academic Calendar

It was MSC (Underhill/Moore, 5-0) to approve the 2003-2004 academic calendar as listed.

Debby Blanchard pointed out there is one six-hour flex day right after the Labor Day holiday instead of two. There will be no flex day in the spring. Service-related vendors from PERS, STRS, and others will be available. Another change is spring break. Instead of the week of Easter, the committee chose a week in

March following the first 9-weeks. There was excellent response from the Faculty Senate meeting. Peter Allan said that to have 175 instruction days, there could not be a flex day in the spring.

Child Development Center
Handbook

It was MSC (Underhill/Elder, 5-0) to adopt the resolution to approve the Child Development Handbook as listed.

Dr. Jones said it was an excellent piece of work. This is not a new document, but board approval is needed for accreditation.

Agreements

It was MSC (Elder/Underhill, 5-0) to approve items 7.3a through 7.3h:

The agreement with Grueneich Resource Advocates; Gibson, Dunn & Crutcher; and Jenkins, Larsen & Associates to act on behalf of the district in matters related to the termination of the Member Power Supply Agreement as listed.

The agreement with the California Community Colleges Foundation to conduct a Referee and Lane Technician Training Program and Smog Check Referee Program.

The agreement with LDP, Inc., dba Leader Services, Inc. to provide Medi-Cal administrative activities as listed.

Mitch Greene asked if more classified staff would be needed to administer this system. Dr. Williams clarified it does not mean classified staff would perform these functions and there is no direct cost to the district. This is an attempt to bill the government for costs already embedded in our operations when making medical service referrals to our students.

The agreement with Microsoft for software maintenance and licensing effective October 1, 2002, through September 30, 2003, per the terms listed.

The agreement with Novell for software maintenance through June 8, 2003, per the terms listed.

The agreement with Professional Personnel Leasing, Inc. to provide professional and technical services to conduct a search for the position of superintendent/president as listed.

Dr. Williams stated this is the contract itself to perform the search.

The agreement with Professional Personnel Leasing, Inc., to provide professional and technical services to conduct a search for the position of interim dean of humanities and social sciences as listed.

The agreement with Recruiting Engine.com to provide an individual to perform the duties of the position of interim director of MIS through June 30, 2003, as listed.

Mitch Greene questioned hiring another manager when there are now two managers, a consultant, and four classified. Wouldn't it be more prudent to hire more classified people than a supervisor? Dennis Henderson questions spending \$80,000 and asked how much we are spending for the presidential search. Grace Mitchell said these are apples and oranges. The search of \$20,000 plus expenses.

David Bell explained the position is to bring people with expertise in the implementation of Datatel. The position would be interim through June at the amount budgeted for the MIS director's position. Implementation is expected to begin the summer of 2003 and registration begins in April of next year. We are trying to support staff on an interim basis, not asking for permanent positions.

Dr. Jones said if everything is converted by the March deadline, \$470,000 will be saved from the contract with the county in next year's budget. If successful, \$80,000 will save \$480,000. Dr. Williams said the total amount we pay the county for both the student services side and the financial side is about \$560,000. We will remain on the financial side with the county. If able to go live in March of next year and go off the county system for the student side, we could potentially save the \$470,000 mentioned.

Mr. Elder said when this transfer is made, the most stupid thing to do is to try to make the transfer without an expert. You can waste an awful lot of time.

David Bell said of the 22 colleges that have made a transition, a lot have taken three years for implementation and hired quite a few staff. At any implementation, additional technical and administrative support is needed. We can eliminate hiring and taking another year or year and one-half. The choice to have Datatel operational by summer 2003 was made before Mr. Bell came to VVC.

Peter Allan said he is “putting all his eggs in one basket” with the summer 2003 schedule. If it fails, there is not time to go back and redo it with the traditional method. If we’re going to honestly try to save money, we need to devote the resources to the project. If not done properly the first time, it will cost us a lot more money to get it to work the second time.

Tom Elder said Mr. Greene has a good point, maybe we need to add one or two classified people. Peter Allan said he will be devoting as much classified resources as he can. He will find the resources necessary; right now we need the expert resource.

Dr. Williams said he has had this discussion with Mitch Greene. We need to get the system implemented first to meet the deadline. Datatel will need more classified people to maintain the system.

Rita Jackson said it sounds like a lot of planning with no contingency. With no contingency, you’re setting yourself up for failure.

Peter Allan said there are 22 colleges currently with Datatel implemented. We can see what the 22 colleges have done. Mr. Allan is fairly confident this can be done successfully; resources are needed.

Settlement Agreement

A settlement has been reached with Robert H. Richey Jr. in the amount of \$6,096.91 in a compromised settlement of a possible disputed claim or claims.

Termination of Board Delegated Authority

It was MSC (Underhill/Elder. 5-0) to rescind all previous signatory authority for Diane Clerou, Ron Krimper, and Fay Freeman, effective November 12, 2002; and to approve Mary Pringle as the custodian of the district’s revolving cash fund.

Academic Extra Duty Days

It was MSC (Underhill/Elder, 5-0) to approve the request by Dave Moser, Math Department Chairperson, for eight extra duty days per the memorandum of understanding of March 28, 2002.

Peter Allan said the MOU included was approved by the board several months ago. This action approves extra duty days for the math department chair who has provided documentation that he has worked the extra hours.

District and CTA Initial Labor Proposal and Public Hearing For Academic Contract

It was MSC (Elder/Underhill, 5-0) to open a public hearing at 8:45 p.m.

Debby Blanchard said this will allow bargaining the two facilitator positions, Honors Facilitator Jim Previte and Study Abroad Facilitator Bill Bachofner, who were only paid half what the other faculty were paid. She believes it was Ron Krimper's intention to bring this back to the board to raise the pay to the others, but he wanted to see that there was still work to be done before he made them a full year. Also, the agenda item says that pursuant to SB 160, the district is required to sunshine labor contract proposals at two board meetings. She could not find anything in SB 160 that says anything about two board meetings. This is something that Diane Clerou put in there.

CTA Tentative Agreement

It was MSC (Elder/Underhill, 5-0) to close a public hearing at 8:48 p.m.

It was MSC (Franke/Underhill, 5-0) to approve the agreement between the district and CTA on restructuring the academic salary schedule and benefits for the academic year 2002-2003 as listed.

Classified New/Revised/Additional/Position

It was MSC (Elder/Underhill, 5-0) to approve the additional positions of Accounting Technician 1, Purchasing, and Instructional Network/Computer Maintenance Technician; and the new position of Web Assistant.

Approval of Presidential Search Committee

It was MSC (Underhill/Franke) to approve the presidential search committee:

Faculty representatives

Debby Blanchard

	Jackie Augustine-Carriera
	Gary Menser
Administrator representatives	Jim Williams
	Willard Lewallen
Classified representatives	Gloria Johnson
	Rita Jackson
	Doug Hannaman, Alternate
Student representative	Jinny Ki
Foundation representative	Joe Range
	Jim Cox, Alternate
Management representative	Linda Cera

Grace Mitchell clarified that the board is approving, not appointing, the appointments of the groups.

Presidential Search Brochure

It was MSC (Underhill/Elder, 5-0) to approve the text of the presidential search brochure as listed.

Dr. Jones introduced Dr. Grace Mitchell, who thanked the board for approving the contract. The schedule is on target and we are working very hard on the brochure. There were three forums for people to report what they wanted in a president. The staff forums were not well attended, but had excellent feedback. There were approximately 20 people at the public forum with similarly positive input. The brochures is a compilation of that input, the answers from the staff questionnaire, and the discussion at the previous board meeting.

The first committee meeting is Friday at 1:30. We will review the committee instructions, sign the confidentiality statement, look at timelines for committee work, and approve a calendar. There will be equal opportunity training. We will look at the brochure content and talk about the recruitment and screening process. There is a major error in the draft brochure. The deadline date for applications on page 4 reads the end of February. If the board wants someone hired in April, Dr. Mitchell suggested ending advertising at the end of January and setting the deadline for receiving applications Thursday, January 30, at 4 p.m. PST.

BREAK 9:03 p.m. – 9:07 p.m.

CLOSED SESSION

The board moved to closed session to discuss conference with counsel—existing litigation: eight potential cases of anticipated litigation; public employee performance evaluation: dean of

instruction, vocational programs; dean of instruction, academic program; dean, student services; director of EOPS and CARE; and Director of Institutional Compliance; and conference with labor negotiators—Peter Parra, Jim Williams, Peter Allan, agency designated representatives; CSEA and CCA employee organizations.

ADJOURNMENT:

The meeting adjourned at 9:32 p.m.

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

APPROVED:

President

Clerk