

**Victor Valley Community College District
Regular Meeting of the Board of Trustees
Tuesday, March 10, 2020
APPROVED MINUTES**

1. OPENING ITEMS

1.1 CALL TO ORDER

The Governing Board of Victor Valley Community College District met in the Board Room on March 10, 2020. Board President Brady called the meeting to order at 5:00 p.m.

1.2 ROLL CALL

Members present

Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley
Superintendent/President Daniel Walden

1.3 ANNOUNCEMENT OF CLOSED SESSION

1.4 PUBLIC COMMENTS RELATED TO CLOSED SESSION ITEMS

None

2. CLOSED SESSION

2.1 RECESS TO CLOSED SESSION

Board President Brady recessed to closed session at 5:01 p.m.

2.2 Conference with Legal Counsel- Liability Claims

2.3 Conference with Labor Negotiators

3. RECONVENE OPEN/PUBLIC SESSION REGULAR MEETING

3.1 CALL TO ORDER

The Governing Board of Victor Valley Community College District reconvened to open session in the Board Room on March 10, 2020. Board President Brady reconvened the meeting at 6:00 p.m.

3.2 ROLL CALL

Members present

Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley,
Student Trustee Amber Scott & Superintendent/President Daniel Walden

3.3 PUBLIC COMMENT ANNOUNCEMENT: The complete written request to address the Board shall be submitted at the beginning of the open session portion of the meeting. Individuals may comment after being recognized by the Board President and before Board discussion of the particular item. (Board Policy 2350).

3.4 PLEDGE OF ALLEGIANCE TO THE FLAG

VVC Mathematics Instructor Stephen Toner led the pledge of allegiance.

3.5 CLOSED SESSION REPORT OUT

Jeffrey Morris, general counsel for the District, joined closed session via conference call, where all members were present beginning at 5:02 p.m.

Board President Brady reported the following from closed session:

On Item 2.2 Conference with Legal Counsel - Liability Claims: It was MSC (Pinkerton/Tarpley, 5-0) to reject the claim. Closed session concluded with no other reportable action.

3.6 ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA

Item 8.21 - Ellucian Technology Management Services Agreement - Ethos Project - DELETED from agenda

Item 8.31 - Memorandum of Understanding between District and CSEA - One Stop Center Hours of Operation - MOVED to Action agenda to open for discussion

3.7 Swearing In and Seating of Student Trustee Amber Scott

Superintendent/President Dr. Dan Walden administered the Oath of Office to newly appointed Student Trustee Amber Scott. Ms. Scott told the group a little about herself and thanked the Board for the honor of being there.

4. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS

4.1 PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS

Caleb Castaneda
Gabriel Tollez

5. BOARD OF TRUSTEE GOALS

5.1 Progress on Board of Trustee Goals

- Trustee Henderson reported on Goal 1 pertaining to adoption of an enrollment management plan to address issues of growth and guided pathways, stating that he believes there has been good progress made on the goal, and much of the

work falls on faculty leadership, staff, and management. He feels the Board has done what it can do to support this goal, and feels confident the plan will be approved and the goal will be completed. He discussed the two items on tonight's agenda that address this goal.

- Trustee Tarpley reported on Goal 2 pertaining to review and adoption of the new educational master plan. She has read the draft, and Educators is on the agenda for their approval, which is a third party consultant that will help complete the process. Trustee Tarpley commended all who have worked so hard to get the draft document completed on time.
- Trustee Pinkerton reported on Goal 5 expressing the importance of treating each student as if they were our own child. He commended Jackie Augustine for coming up with a creative solution to bring Deans Ellerson and Moran in to teach courses after an instructor resigned, saving these classes from cancellation. Trustee Pinkerton thanked Dean Ellerson and Executive Dean Moran for coming to the rescue to keep classes open for our students, stating it fits right into Goal 5 and the caring campus initiative.
- Trustee Wood reported on Goal 4 pertaining to removing barriers to student access, success, and completion listing the various agenda items being voted on today that support this goal.
- Trustee Brady reported on Goal 3 pertaining to creating stronger community relationships. He commented in the 4 months he has sat as president of the Board he has seen more attendance at events by the Trustees. He continued his comments, touching on the agenda items that support this goal and completed his report discussing the Aspen Prize goal.

6. SUPERINTENDENT/PRESIDENT'S REPORT

6.1 Presentation - Mauritius and Madagascar Findings

Dr. Hinrich Kaiser, VVC Biology Professor, shared a presentation of the trip he and his students took to Madagascar, Mauritius and Turkey, explaining why they do this and the importance of the valuable lessons and unique experience the students receive. Their motto is adventure forward, and they learn about things like endangered species, conservation, organism and landscapes and are able to share their key research findings. During this trip they witnessed a millipede assassin bug which has never been reported and discovered a frog species never reported on this island before. These are new findings which will be published with these students names, which they can include on future job applications.

6.2 Presentation - AB705 First Results - Fall 2019

Math professor and Department chair Steve Toner reported on the AB705 changes, and results from the Fall 2019 semester, which were overall extremely positive. He credited the success on the added support that students received to help them pass these transfer level math and English courses. Dr. Walden and Trustee Brady expressed how proud they were of the students and those involved in making this transition successful.

Trustee Brady left the Board Room at 6:44 p.m.

Trustee Brady returned his seat at 6:47 p.m.

6.3 FOUNDATION

Foundation President, Mike Nutter congratulated Student Trustee Amber Scott on her appointment, then continued his report thanking all who attended the Alumni Hall of Fame event. They raised \$80k at the event and an additional \$1,500 was donated at the President's Circle luncheon. Mr. Nutter discussed the Foundation's quarterly donations report and discussed the student scholarship drive.

6.4 Budget Update & Discussion

Dr. Walden reported on the Budget Town Hall meetings that took place last week, stating another round of meetings will take place after the May revise. He introduced Director of Fiscal Services, Shawntee Milton who presented on the revenue and expense projections.

6.5 FACILITIES UPDATE

Executive Director of Facilities and Operations, Steve Garcia, welcomed Ms. Scott and proceeded to report updates on the educational center/stadium project, as well as updates on upcoming renovation projects.

Trustee Tarpley left the Board Room at 7:33 p.m.

Trustee Tarpley returned to her seat at 7:35 p.m.

6.6 ASB STUDENT GOALS

Dr. Walden explained that Student Trustee Scott will forgo the ASB Student Goals report as it is her first night sitting on the Board, and will present on these next month.

Technology break at 7:38 p.m.

Reconvened 7:45 p.m.

6.7 ACADEMIC SENATE

Academic Senate President Harry "Lee" Bennett commented that Ms. Scott being on the Board as Student Trustee is important to move the student body forward. He invited her to College Council on March 18.

Mr. Bennett thanked Steve Toner and Bryce Campbell for all the hard work they have done on AB705. He continued by discussing administrative procedures that have or are being updated. He reported that Academic Senate and College Council have moved over to BoardDocs to allow for more transparency. He completed his report sharing the date for the Tenured Faculty celebration.

6.8 PRESIDENT'S COMMENTS

Dr. Walden gave an update on the coronavirus situation, stating the college is working on a plan to address how the District will respond based on various scenarios and levels of spread of the disease. At this time there are no cases in our county, but this could progress quickly. Trustee Brady commended Dr. Walden on the work he has been doing to address COVID-19.

7. REPORTS

7.1 CTA

No representation/No report

7.2 CSEA

Representation present/No report

7.3 AFT PART-TIME FACULTY UNITED

No representation/No report

7.4 MANAGEMENT

Director of Financial Aid, Jason Judkins reported on workshops, trainings and conferences attended by management.

8. CONSENT AGENDA

8.1 PUBLIC COMMENT ANNOUNCEMENT RELATED TO CONSENT AGENDA ITEMS

None

8.2 APPROVAL OF CONSENT AGENDA ITEMS

It was MSC (Henderson/Wood, 5-0, Advisory Vote: Yea) to approve the consent agenda items in one vote, excluding Item 8.21 - Ellucian Technology Management Services Agreement - Ethos Project - **DELETED**, and Item 8.31 - Memorandum of Understanding between District and CSEA - One Stop Center Hours of Operation - **MOVED** to Action agenda to open for discussion

Final Resolution: Motion Carries

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

8.3 Approval of Minutes of the February 11, 2020 Regular Board of Trustees Meeting

Resolution: To the Minutes of the February 11, 2020 Regular Board of Trustees meeting as submitted.

8.4 Approval of Minutes of the February 4, 2020 Special Board of Trustees Meeting

Resolution: To approve the Minutes of the February 4, 2020 Special Board of Trustees meeting as submitted.

8.5 Independent Contractor Agreement - Eduvators, LLC.

Resolution: To ratify the Independent Contractor Agreement with Eduvators, LLC in an amount not to exceed \$60,000.00 for consulting services to work with the District on the Educational Master Plan.

8.6 AGREEMENT – LOMA LINDA UNIVERSITY SCHOOL OF MEDICINE

Resolution: To ratify the agreement between Victor Valley Community College District and LLU for the use of cadavers for education and research purposes. The service period for this agreement is January 9, 2020 -January 9, 2021

8.7 Educational Training Agreement

Resolution: To ratify an agreement between Victor Valley Community College District and Dignity Health and/or Dignity Community Care affiliated entities for facility use. The period of this agreement is from March 1, 2020 through February 28, 2023.

8.8 Agreement - ChargePoint-SSC

Resolution: To ratify the agreement with ChargePoint in the amount of \$1,120.00.

8.9 Agreement - Mojave Printing Solutions

Resolution: To ratify the agreement with Mojave Printing Solutions in the amount of \$4,162.96.

8.10 Agreement - Desert Construction Services, Inc.

Resolution: To ratify the agreement with Desert Construction Services, Inc. in the amount of \$1,012.50.

8.11 Agreement - Baer Environmental

Resolution: To ratify the agreement with Baer Environmental in the amount of \$5,570.00.

8.12 Agreement - RIS Electrical Contractors, Inc.

Resolution: To ratify the agreement with RIS Electrical Contractors, Inc. in the amount of \$7,236.00.

8.13 Agreement - Mojave Printing Solutions

Resolution: To ratify the agreement with Mojave Printing Solutions in the amount of \$1,342.26.

8.14 Agreement - All American Fence Erectors

Resolution: To ratify the agreement with All American Fence Erectors in the amount of \$1,590.00.

8.15 Agreement: Alertus Technologies, LLC (Installation of Panic Buttons)

Resolution: To ratify the agreement with Alertus Technologies, LLC. in the amount of \$3,342.00.

8.16 Agreement: ClassLink (Single Sign-on)

Resolution: To ratify the agreement with ClassLink in the amount of \$28,125.00.

8.17 Child and Adult Care Food Program (CACFP)

Resolution: To ratify the Federal assistance Child and Adult Care Food Program (CACFP) Application in order to receive reimbursement for the meals/snacks being served at the Lab.

8.18 Agreement- EVERFI

Resolution: To ratify the agreement renewal with EVERFI.

8.19 Independent Contractor Agreement - The Entrepreneurial Learning Initiative, Inc

Resolution: To ratify an Independent Contractor Agreement with Entrepreneurial Learning Initiative, Inc. to provide a One-Day Entrepreneurial Mind-set Workshop on May 28, 2020, and a Keynote Speech at the Regional Entrepreneurship Skills Panel and Advisory on May 29, 2020. The period of this contract is February 12, 2020 to May 29, 2020.

8.20 Board Payment Report - February 2020

Resolution: To accept the Board of Trustees Payment Report as presented.

~~8.21 Elucian Technology Management Services Agreement Amendment – Ethos Project~~

8.22 Kaiser Permanente

Resolution: To accept grant funding in the amount of \$25,000 to support the VVC Mental Health Project CARE, (Compassion, Assistance, Resources and Empathy)

8.23 Agreement - ChargePoint - RPSTC

Resolution: To ratify the agreement with ChargePoint in the amount of \$9,890.15 for the RPSTC, Apple Valley campus.

8.24 CUPCCAA Agreement - RIS Electrical Contractors, Inc.- RPSTC

Resolution: To ratify the CUCCAA agreement with RIS Electrical Contractors, Inc. in the estimated amount of \$24,349.00.

8.25 Notice of Completion - APCO Graphics, Inc.

Resolution: To ratify the Notice of Completion with APCO Graphics, Inc.

8.26 Notice of Completion - One Stop Student Services Center F-500

Resolution: To ratify the Notice of Completion with all 18 multi-prime contractors on the One Stop Student Services Center F-500 project.

8.27 Notice of Completion - Cooley Construction, Inc.

Resolution: To ratify the Notice of Completion with Cooley Construction, Inc. for the Outer Bear Valley Road F-590 project.

8.28 Notice of Completion - Cooley Construction, Inc.

Resolution: To ratify the Notice of Completion with Cooley Construction, Inc. for the Bld. 10 West Parking lot Improvements F-570 project.

8.29 Charter Agreement - Ebmeyer Charter and Tour

Resolution: To ratify the contract between Ebmeyer Charter and Victor Valley College to provide transportation services for a field trip to CSU Desert Studies Center.

8.30 Notice of Completion - Apple Valley Communications, Inc.

Resolution: To ratify the Notice of Completion with Apple Valley Communications, Inc. for the SCLA Bld. 518 Voice & Data Drop F-600 project.

PULLED - MOVED TO ACTION AGENDA - 8.31 Memorandum of Understanding between District and CSEA- One Stop Center Hours of Operation

8.32 Approval of Academic Equivalency- Paul Jones

Resolution: To ratify the equivalency as listed.

8.33 Charter Agreement - Inland Empire Stages, LTD

Resolution: To ratify the Charter Agreement with Inland Empire Stages, LTD in the amount of \$2,636.10.

8.34 Increase - MultiMediaLED Agreement

Resolution: To ratify the increase of the agreement with MultiMediaLED to account for the tax 7.75% that was not included in the original agreement.

8.35 Independent Contractor Agreement - Kidde Fire Trainers

Resolution: To ratify the Independent Contractor Agreement with Kidde Fire Trainers (KFT) to provide routine inspection and maintenance to the Regional Public Safety Training Center fire tower and its associated equipment - February 1, 2020 through June 30, 2020.

8.36 Rental Agreement - Bear Valley Party Rentals

Resolution: To ratify the rental agreement with Bear Valley Rentals in the estimated amount of \$1,000.00.

9. ACTION AGENDA

9.1 PUBLIC COMMENTS RELATED TO ACTION AGENDA ITEMS

None

10. BOARD OF TRUSTEES - ACTION AGENDA

10.1 SEPARATE APPROVAL OF ITEMS PULLED FROM CONSENT AGENDA

Memorandum of Understanding between District and CSEA- One Stop Center Hours of Operation (*Formerly Item 8.31 of Consent Agenda*)

FINAL MOTION: It was MSC (Henderson/Wood, 5-0, Advisory Vote: Yea) to approve the Memorandum of Understanding between the District and CSEA on the Hours of Operation and Work Shifts for the One Stop Center with managers working with union leadership to ensure employees are working within the legal parameters.

Discussion: Trustee Tarpley requested that administration look into the hours worked during the summer to make sure District employees are working at least 40 hours per week. The current summer hours of 7:00 a.m. - 5:22 p.m. shortens the 40-hour work week and this needs to be addressed as this would be considered a gift of public funds.

Final Resolution: Motion Carries

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

10.2 Board Resolution #20-03 - Women's History Month

It was MSC (Tarpley/Wood, 5-0, Advisory Vote: Yea) to adopt Resolution 20-03, Proclaiming March as Women's History Month.

Final Resolution: Motion Carries

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

10.3 Vote for the CCCT Board Election - 2020

It was MSC (Wood/Tarpley, 5-0, Advisory Vote: Yea) to vote for each of the nine (9) seats up for re-election on the CCCT Board and take appropriate action.

Discussion: Votes were cast for the following: Andrienne Grey, Andra Hoffman, Pam Haynes, Suzanne Lee Chan, Cindi Reiss, Thomas J. Pendergast, Marisa Perez, Larry Kennedy, Loren Steck.

Final Resolution: Motion Carries

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

10.4 Approval of Resolution 20-04 to Adopt Supplementary Retirement Plan (SRP) for Eligible Employees

It was MSC (Tarpley/Wood, 5-0, Advisory Vote: Yea) to approve Resolution 20-04 to Adopt Supplementary Retirement Plan (SRP) for Eligible Employees.

Discussion: A representative from PARS explained the implementation of the supplemental retirement plan, including the objective to accelerate attrition to create fiscal savings for the 2020-21 fiscal year and beyond. She reviewed the qualifications, upcoming orientation dates, and deadlines. She also presented the replacement and cost savings assumptions.

Final Resolution: Motion Carries

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

10.5 Deletion of Board Policy 1201: Shared Governance

It was MSC (Tarpley/Henderson, 5-0, Advisory Vote: Yea) to delete Board Policy 1201 - Shared Governance

Discussion: Dr. Walden explained that the college is working to come into alliance with CCLC which does not have this board policy, as it is an Administrative Procedure. The legal term is participatory governance, not shared governance, a term the ACCJC says we should no longer be using.

Final Resolution: Motion Carries

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

11. SUPERINTENDENT/PRESIDENT - ACTION AGENDA

11.1 Foundation Donations

It was MSC (Pinkerton/Tarpley, 5-0: Advisory Vote: Yea) to accept the donations as District property.

Final Resolution: Motion Carries

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

12. ADMINISTRATIVE SERVICES - ACTION AGENDA

12.1 Lease Agreement with Xerox Financial Services, LLC

It was MSC (Henderson/Tarpley, 5-0, Advisory Vote: Yea) to authorize the Superintendent/President to execute a 5-year lease agreement with Xerox Financial Services, LLC and a 5-year Cost Per Image Agreement with Image Source.

Discussion: This replaces all copiers and consolidates all agreements under one lease with a 5-year lease and saves the District about \$45k a year.

Final Resolution: Motion Carries

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

13. HUMAN RESOURCES - ACTION AGENDA

No items

14. INSTRUCTION - VICE PRESIDENT - ACTION AGENDA

No items

15. INSTRUCTION - HASS

No items

16. INSTRUCTION - HSPSIT

No items

17. INSTRUCTION - INST. OPERATIONS

17.1 Curriculum Changes

It was MSC (Tarpley/Wood, 4-0-1-0; Advisory Vote: Abstain) to approve the curriculum changes that were made February 27, 2020, and have been recommended by the College Curriculum Committee.

Final Resolution: Motion Carries

Yea: Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

Abstain: Dennis Henderson

18. INSTRUCTION - STEM

No items

19. INSTRUCTION - STUDENT EQUITY/SUCCESS

19.1 Service Agreement - Link-Systems International, Inc.

It was MSC (Tarpley/Wood, 5-0, Advisory Vote: Yea) to approve the Service Agreement with Link-Systems International, Inc. to provide an Online Tutoring Service for a three year Service Agreement for the estimated amount of \$114,000.00. Term: August 1, 2019 to August 1, 2022.

Final Resolution: Motion Carries

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

20. STUDENT SERVICES - ACTION AGENDA

No items

21. INFORMATION/DISCUSSION

None

22. BOARD COMMUNICATION

22.1 Individual Board of Trustees Reports

Student Trustee Amber Scott said her first day on the Board has been a great experience. She is getting to know the logistics and procedures on decisions she makes. Ms. Scott commented that she is very thankful for the opportunity and will take it very seriously and thanked the Trustees for having her as part of the team.

Trustee Henderson told everyone to be safe, and he'd see them next month.

Trustee Wood thanked everyone for being there, and he'd see them next month.

Trustee Tarpley thanked everyone for all they do.

Trustee Pinkerton commented on Student Trustee Scott, saying he respects her very much and knows she loves her college. He is very excited that she is up there with them. He continued his comments on his love and respect for the other Board members and the opportunity to serve with them.

Trustee Brady welcomed Ms. Scott to the Board, challenging her to become involved with VVC's employee partners, and do more with the various student groups. He also requested that she come up with some ideas for events on campus. Mr. Brady completed his comments stating they will be working over the next 2-3 months to arrange a joint Board meeting with Barstow College's Trustees.

23. ADJOURNMENT

23.1 Adjourn March 10, 2020 Board of Trustees Regular Meeting.

There being no further business to come before the Governing Board, it was MSC (Henderson/Wood, 5-0, Advisory Vote: Yea) to adjourn the meeting at 9:15 p.m.

Final Resolution: Motion Carries

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley