



COLLEGE COUNCIL AGENDA
WEDNESDAY, September 7, 2016
SAC, ROOM 44-C
2:00 – 4:00P.M.

College Council meetings occur on the 1st & 3rd Wednesday of every month from 2-4p.m. in the Student Activities Center, Room 44-C.

Superintendent/President ~ Roger Wagner

Senior Staff ~ Peter Maphumulo, Tracey Richardson, Kevin Leahy

Academic Senate ~ Jessica Gibbs, Lee Bennett, Claude Oliver

AFT ~ Cheryl Elsmore, Lynne Glickstein

ASB Representative ~ Marco Aguayo

Classified Managers ~ Deedee Orta, Greta Moon, Robert Sewell

CSEA ~ Margaret Kagy, Kendra Ullger, Ray Navarro

CTA ~ Lisa Ellis, Michael Butros

Department Chair Representative ~ Diane Wollan

Educational Administrators ~ Amber Allen, Arthur Lopez, Carl Smith, Hamid Eydgahi, Herbert English, Ronald Graham, Trish Ellerson, Virginia Moran

Call to Order

Announcement of items added or deleted to the agenda.

1) Accreditation Update, Standing Agenda Item ~ Peter Maphumulo/Roger Wagner

Action:

2) Informational Item/Discussion, September 13, 2016 Board of Trustees Agenda Review ~ Roger Wagner (Attachment)

Action:

3) Informational Item/Discussion, Review of AP 1200 – District Vision, Values, Mission & Goals ~ Roger Wagner (Attachment)

Action:

4) Committee Updates:

a) **Accreditation Committee:**

b) **Diversity Committee:** Meets on the Second Thursday of every month from 1-2pm, Allied Health Bldg. 32.

c) **Environmental Health & Safety Committee:** Meets on the first Wednesday of every month from 9-10am, Bldg. 44 (SAC) Quiet Room.

d) **Facilities Committee:** Meets on the second Friday of every month from 1:30 – 2:30 pm, Bldg. 10, Board Room

e) **Finance Budget & Planning Committee:** Meets on the third Wednesday of every month from 12:00 – 1:30pm, Bldg. 10, Board Room.

f) **Employee Professional Development Committee:** Meets on the third Monday of every month from 3-4pm, Staff Lounge, Bldg. 10.

g) **Student Success and Support Committee:** Meets on the third Thursday of every month from 1:15 – 3:30 p.m., Bldg. 44 (SAC) Quiet Room.

h) **Technology Committee:** Meets on the second and fourth Thursday of every month from 2:30 – 3:30 pm, Bldg. 44, (SAC) Room C.

5) Future Meeting Topics:

Adjourn:



Tuesday, September 13, 2016

Victor Valley Community College District Regular Meeting of the Board of Trustees

Closed Session: 5:00-6:00 p.m. West Wing Conference Room, Victor Valley Community College, 18422 Bear Valley Road, Victorville, CA 92395

Open Session: 6:00 p.m. Board Room, Victor Valley Community College, 18422 Bear Valley Road, Victorville, CA 92395

Board Room Victor Valley Community College

**This meeting will be electronically recorded and web cast live at
<http://www.vvc.edu/offices/president/webcast.html>**

1. OPEN SESSION

1.1 PUBLIC COMMENTS: 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).

1.2 CALL TO ORDER

1.3 ROLL CALL

1.4 PLEDGE OF ALLEGIANCE TO THE FLAG

1.5 ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA

2. CLOSED SESSION

2.1 ANNOUNCEMENT OF CLOSED SESSION ITEMS

2.2 PUBLIC COMMENTS RELATED TO CLOSED SESSION ITEMS: At this time, the Board of Trustees will listen to communication from the public on Closed Session items pertaining to college business. Each speaker is limited to one presentation per meeting on closed session matters. Public comments are limited to three minutes per individual and a total of 15 minutes per topic. Speakers will be timed electronically, and all speakers will be required to address the Board from the lectern. Only those who have been recognized by the Board President will be permitted to speak. State law prohibits the Board from addressing any issues not included on the agenda. (Board Policy #2350)

2.3 ADJOURN TO CLOSED SESSION

3. OPEN SESSION REGULAR MEETING

3.1 CLOSED SESSION REPORT

4. SUPERINTENDENT/PRESIDENT'S REPORT

4.1 FOUNDATION

4.2 ASB STUDENT GOALS

4.3 ACADEMIC SENATE

4.4 ACCREDITATION STEERING COMMITTEE

4.5 FACILITIES UPDATE

5. REPORTS (3 minute limit per report. The purpose of these reports is to inform the Board of Trustees regarding issues pertaining to those constituency groups)

5.1 CTA

5.2 CSEA

5.3 AFT PART-TIME FACULTY UNITED

5.4 MANAGEMENT

6. CONSENT AGENDA: All matters listed under Consent Agenda are considered by the Board of Trustees to be routine and have been approved by the Superintendent/President (Board Policy #2430). There will be no separate discussion on these items prior to the time the Board votes on them unless a Board member requests a specific item be removed from the Consent Agenda for discussion and a separate vote. Public comment on Consent items from anyone completing a card will be heard prior to the Board's vote on the Consent Agenda

6.1 PUBLIC COMMENTS RELATED TO CONSENT AGENDA ITEMS: The complete written request to address the Board shall be submitted at the beginning of the open session portion of the meeting. This is the opportunity for the public to address the Board on any Consent Agenda items. Public comments are limited to three minutes per individual and a total of 15 minutes per topic. Speakers will be timed electronically, and all speakers will be required to address the Board from the lectern. Only those who have been recognized by the Board President will be permitted to speak. (Board Policy #2350)

6.2 APPROVAL OF CONSENT AGENDA ITEMS

6.3 Approval of the Minutes of the Regular Board of Trustees Meeting

6.4 Memorandum of Understanding - Victor Community Support Services (VCSS)

6.5 Independent Contractor - CQ Productions, Inc. (Curiosity Quest)

6.6 Independent Contractor Agreement - Paul Tonyan

6.7 Contract - San Diego Miramar College

6.8 Participant Confidentiality Agreement - CAE Healthcare

6.9 Software agreement - Krossover

6.10 CHP (Barstow Station) Facility Usage

In Workflow

Step: 4 of 4

Submitted by: Deanna Murphy

Waiting for: Roger W Wagner

6.11 Facility Use - Silverado High School Football Stadium

In Workflow

Step: 4 of 4

Submitted by: Deanna Murphy

Waiting for: Roger W Wagner

6.12 Contract - College of Southern Nevada

6.13 Agreement Renewal - B3 Backflow, Inc.

In Workflow

Step: 5 of 5

Submitted by: Fernando Chavez

Waiting for: Roger W Wagner

6.14 Independent Contractor Agreement - Let's Get Roasted / The Grind Coffeehouse

6.15 Agreement - Carl's Jr.

6.16 Independent Contractor Agreement - The Brown Haus

6.17 Service Agreement - ShredYourDocs.com

Agreement: ROC Software System, Inc.

In Workflow

Step: 3 of 4

Submitted by: Theresa Bazurto

Waiting for: Victoria Martinelli

Appointments - Citizens' Bond Oversight Committee

In Workflow

Step: 3 of 4

Submitted by: Shirley Gonzalez

Waiting for: Victoria Martinelli

Notice of Completion - Ellis Construction

In Workflow

Step: 3 of 4

Submitted by: Michelle Painter

Waiting for: Victoria Martinelli

Notice of Completion - Securitech

In Workflow

Step: 3 of 4

Submitted by: Michelle Painter

Waiting for: Victoria Martinelli

Agreement for School Services of California, Inc.

In Workflow

Step: 3 of 4

Submitted by: Shirley Gonzalez

Waiting for: Victoria Martinelli

Off Campus Facilities Usage 2016-2017

In Workflow

Step: 3 of 4

Submitted by: Deanna Murphy

Waiting for: Victoria Martinelli

10.2 Rental Agreement - United Rentals

In Workflow

Step: 3 of 4

Submitted by: Margie Sandello

Waiting for: Victoria Martinelli

Notice of Completion - Stagecraft Industries, Inc.

In Workflow

Step: 3 of 4

Submitted by: Michelle Painter

Waiting for: Victoria Martinelli

Agreement - Desert Construction Services, Inc.

In Workflow

Step: 3 of 4

Submitted by: Michelle Painter

Waiting for: Victoria Martinelli

Increase Contract Amount - Merrell Johnson Companies

In Workflow

Step: 3 of 4

Submitted by: Michelle Painter

Waiting for: Victoria Martinelli

Non-Classified Employees

In Workflow

Step: 2 of 4

Submitted by: JeriKay Falkowski

Waiting for: Trinda Best

Independent Contractor Agreement - Terrence Kurtz

In Workflow

Step: 3 of 4

Submitted by: Margie Sandello

Waiting for: Victoria Martinelli

Independent Contract Agreement Taso Tech, Inc.

In Workflow

Step: 2 of 4

Submitted by: JeriKay Falkowski

Waiting for: Trinda Best

Independent Contract Agreement NEOGOV

In Workflow

Step: 2 of 4

Submitted by: JeriKay Falkowski

Waiting for: Trinda Best

Agreement - Masco & Sons

In Workflow

Step: 3 of 4

Submitted by: Michelle Painter

Waiting for: Victoria Martinelli

Rescind Board Delegation-Certify/Attest Board Action

In Workflow

Step: 2 of 4

Submitted by: Debi DaCosta

Waiting for: Marie Vidana Barda

Board of Trustees Payment Report

Board Delegation-Certify/Attest Board Action

In Workflow

Step: 2 of 4

Submitted by: Debi DaCosta

Waiting for: Marie Vidana Barda

Agreement: Vector Resources, Inc.

In Workflow

Step: 3 of 4

Submitted by: Theresa Bazurto

Waiting for: Victoria Martinelli

Secure ID Token Authorization and Access

In Workflow

Step: 2 of 4

Submitted by: Debi DaCosta

Waiting for: Marie Vidana Barda

Revolving Cash Fund Custodial Change

In Workflow

Step: 2 of 4

Submitted by: Debi DaCosta

Waiting for: Marie Vidana Barda

Bibliotheca LLC. Service and Maintenance Renewal

In Workflow

Step: 3 of 4

Submitted by: Hilda Landin

Waiting for: Victoria Martinelli

Approval of Academic Equivalency Request

In Workflow

Step: 2 of 4

Submitted by: JeriKay Falkowski

Waiting for: Trinda Best

Agreement Renewal: Continuant

In Workflow

Step: 2 of 4

Submitted by: Theresa Bazurto

Waiting for: Kevin Leahy

Agreement- P2C Solutions

In Workflow

Step: 3 of 4

Submitted by: Martha Mendez

Waiting for: Victoria Martinelli

7. ACTION AGENDA: The complete written request to address the Board shall be submitted at the beginning of the open session portion of the meeting. Individuals who want to comment on action items may do so after being recognized by the Board President and before Board discussion of the particular item during the meeting. Comments are limited to three minutes per individual and a total of 15 minutes per topic. Speakers will be timed electronically, and all speakers will be required to address the Board from the lectern. Only those who have been recognized by the Board President will be permitted to speak. (Board Policy #2350)

7.1 PUBLIC COMMENTS RELATED TO ACTION AGENDA ITEMS

RENEWAL OF EXISTING AGREEMENT_NEXT GEN WEB SOLUTIONS, LLC._TIMESHEETX APPLICATION SERVICE PROVIDER

In Workflow

Step: 3 of 4

Submitted by: Raina Bustillos

Waiting for: Victoria Martinelli

Agreement Renewal - GiantPowerComm

In Workflow

Step: 1 of 5

Submitted by: Michelle Painter

Waiting for: Fernando Chavez

8. BOARD OF TRUSTEES - ACTION AGENDA

8.1 SEPARATE APPROVAL OF ITEMS PULLED FROM CONSENT AGENDA

Agreement: Ellucian

In Workflow

Step: 2 of 4

Submitted by: Theresa Bazurto

Waiting for: Kevin Leahy

11.2 Board of Trustees - Finalize Upcoming Annual Conferences for 2016-2017 Fiscal Year

9. SUPERINTENDENT/PRESIDENT - ACTION AGENDA

9.1 Victor Valley College Foundation Donations

In Workflow

Step: 2 of 4

Submitted by: Glennis Duncan

Waiting for: Catherine Abbott

10. INSTRUCTION AND STUDENT SERVICES - ACTION AGENDA

10.3 Out of State Student Travel - Women's Volleyball

11. ADMINISTRATIVE SERVICES - ACTION AGENDA

11.1 Public Hearing and Adoption of the 2016-2017 Budget

In Workflow

Step: 2 of 4

Submitted by: Amy Espinoza

Waiting for: Deedee Orta

Recalculation of Annual GANN Appropriation Limit

Change Order - Balfour Beatty Construction

In Workflow

Step: 3 of 4

Submitted by: Michelle Painter

Waiting for: Victoria Martinelli

Purchase Agreement - Olpin Group

In Workflow

Step: 3 of 4

Submitted by: Michelle Painter

Waiting for: Victoria Martinelli

AGREEMENT - Public Economics, Inc.

In Workflow

Step: 2 of 4

Submitted by: Debi DaCosta

Waiting for: Marie Vidana Barda

12. HUMAN RESOURCES - ACTION AGENDA

Updated Job Description Chief, Campus Police

In Workflow

Step: 2 of 4

Submitted by: JeriKay Falkowski

Waiting for: Trinda Best

Updated Job Description Police Field Supervisor

In Workflow

Step: 2 of 4

Submitted by: JeriKay Falkowski

Waiting for: Trinda Best

Increase contract with Bodine Group

In Workflow

Step: 2 of 4

Submitted by: JeriKay Falkowski

Waiting for: Trinda Best

Updated Job Description Director of Fiscal Services

In Workflow

Step: 2 of 4

Submitted by: JeriKay Falkowski

Waiting for: Trinda Best

Management Appointment, Interim Director of Disabled Student Program and Services

In Workflow

Step: 2 of 4

Submitted by: JeriKay Falkowski

Waiting for: Trinda Best

13. INFORMATION/DISCUSSION

14. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS: At this time, the Board of Trustees will listen to communication from the public on non-agendized items pertaining to college business. Each speaker is limited to one presentation per meeting on non-agendized matters. Public comments are limited to three minutes per individual and a total of 15 minutes per topic. Speakers will be timed electronically, and all speakers will be required to address the Board from the lectern. Only those who have been recognized by the Board President will be permitted to speak. State law prohibits the Board from addressing any issues not included on the agenda. (Board Policy #2350)

15. BOARD COMMUNICATION: At this time, the Board of Trustees will report on matters directly related to their functions as Board members (attendance at conferences, professional affiliations, and community involvement).

16. ADJOURNMENT: It is the intention of Victor Valley Community College District to comply with the Americans with Disabilities Act in all respects. Any person with a disability may request that the agenda be made available in an appropriate alternative format. A request for a disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting to Trinda Best, Victor Valley College, 18422 Bear Valley Road, Victorville, California 92395-5849, (760) 245-4271, Ext. 2455, from 8:30 a.m. to 5:00 p.m., Monday through Friday, at least 48 hours prior to the meeting to make reasonable arrangements. Government Code Section 54954.2.

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT
ADMINISTRATIVE PROCEDURE

THE DISTRICT

CHAPTER 1

Review of District Vision, Values, Mission & Goals

AP 1200

References: ACCJC Accreditation Standard IA-3
VVCCD Board Policy 1202 and Administrative Procedure 1202
VVCCD Board Policy 3250 and Administrative Procedure 3250

The vision, values, mission, and goals of Victor Valley College define the district's purpose and identity and are the basis for institutional planning and the evaluation of institutional effectiveness. In order to ensure that programs and services are aligned with the purposes of the institution, as well as designed and organized to serve immediate and long range community needs, a formal procedure is established for the regular review and revision of the district vision, values, mission, and goals. This procedure calls for an annual review of the mission statement and planning priorities by College Council and a periodic review and substantive revision of the vision, values, mission, and goals by the Board of Trustees at least once every five years.

Annual Shared Governance Review of the Mission Statement and Planning Priorities

The agenda for the first meeting of the College Council at the start of every academic year will include review of the district mission and planning priorities. The purposes of this review are as follows:

1. to confirm the relevance of the mission and priorities to the communities served;
and
2. to establish a shared understanding across the institution of the vision, values, mission, goals, and priorities and of their role in the upcoming cycle of program review and planning.

Upon finding that minor revisions to the mission and/or priorities are advisable, College Council will recommend that the Superintendent/President establish a task force that is charged with the following:

1. Conducting a thorough evaluation of the existing mission statement and planning priorities in light of quantitative and qualitative data representing the current economic conditions and needs in the communities served.
2. Revising the mission statement and/or planning priorities in order to align the college more effectively with economic demands and community needs. Planning priorities must

AP 1200 – Review of District Vision, Values, Mission & Goals

be stated in measurable terms so that the degree to which they are achieved can be determined and widely discussed.

3. Submitting revised statements and justifications for the recommended changes to College Council for discussion and refinement.
4. Managing the revision, review, and approval pursuant to established governance procedures of the relevant sections of BP 1200 and AP 1202.

Upon completion of its annual review of the mission and priorities, College Council will report the results to the Board of Trustees. If minor changes to the mission are recommended, the Superintendent/President will recommend and advocate their approval by the Board of Trustees through adoption of a revised Board Policy 1200.

Periodic Board of Trustees Review of the Vision, Values, Mission, and Goals

Pursuant to Board Policy 3250, the Board of Trustees reviews and updates the general institutional mission and goals annually. This review will occur on receipt of the results of the annual College Council review described above.

In addition, a Board of Trustees review of the district vision, values, mission and goals occurs systematically in connection with long-range master planning efforts at least every five years. The Superintendent/President is responsible for providing a recommendation to the Board of Trustees as to the need for review.

Any revision of the district mission and goals will initiate a comprehensive master planning effort pursuant to relevant established board policies and administrative procedures. Revised goals must be stated in measurable terms so that the degree to which they are achieved can be determined and widely discussed. Changes to the mission and goals will result in changes to Board Policy 1200, Administrative Procedure 1200, Administrative Procedure 1202, and all related strategic planning and resource allocation processes. The Superintendent/President will ensure that all related policies, procedures, and processes are updated promptly to reflect changes approved by the Board of Trustees to the institutional vision, values, mission, and goals.