Victor Valley Community College District
REGULAR MEETING
OF THE BOARD OF TRUSTEES

Date: September 8, 2015

Place: **Budget Workshop:** 5:30-6 p.m. Board 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

OPEN SESSION REGULAR MEETING AGENDA ~ Board Room

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

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. CALL TO ORDER **5:30 p.m.**
- **ROLL CALL**
- **PLEDGE OF ALLEGIANCE**
- **ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA**

BUDGET WORKSHOP ~ BOARD ROOM

2. BUDGET WORKSHOP **5:30-6 p.m.**

OPEN SESSION REGULAR MEETING AGENDA ~ Board Room

3. OPEN SESSION REGULAR MEETING **6 p.m.**

3.1 Invocation

3.2 Closed Session Report

3.3 SUPERINTENDENT/PRESIDENT'S REPORT
- Academic Senate
- Foundation

4. 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.

Employee Groups

a) CTA
b) CSEA
c) AFT Part-Time Faculty United
d) Management

5. CONSENT AGENDA

All matters listed under Consent Agenda are considered by the Board of Trustees to be routine and has 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.

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)

APPROVAL OF CONSENT ITEMS **YES___ NO___**

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.

5.1 Approval of the minutes of the August 11, 2015 Regular Board meeting.

5.2 Independent Contractor Agreement – Rise Interpreting

Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Rise Interpreting to provide as needed interpreting services for the deaf and hard of hearing students in Disabled Students Programs and Services (DSPS). The period of this agreement is August 31, 2015 through June 30, 2016. Fiscal Impact: Estimated charges, $40,000.00, Budgeted Item.

5.3 Agreement – Total Recall Captioning, Inc.

Ratification of the Agreement between Victor Valley Community College District and Total Recall Captioning, Inc. to provide real-time captioning for students who participate in Disabled Students Programs and Services (DSPS). The period of this agreement is August 31, 2015 through June 30, 2016. Fiscal Impact: $9,000.00, DSPS, Budgeted Item.

5.4 Clinical Training Affiliation Agreement – St. Joseph Heath/St. Mary (With School Instructor on Hospital Premises)

Ratification of the Clinical Training Affiliation Agreement between Victor Valley Community College District and St. Joseph Health/St. Mary (with school instructor on hospital premises) to provide clinical facilities for the Health Sciences programs. The term of this agreement shall commence as of the Effective Date and shall continue for two (2) year(s) unless terminated sooner. Either party may terminate this agreement without cause by giving thirty (30) days' written notice to the other party. However, in such a case, this agreement shall continue in full force until students complete current clinical rotations. Fiscal Impact: None

5.5 Agreement – Certified Background Inc.
Ratification of the Agreement between Victor Valley Community College District and Certified Background Inc. to perform background checks on phlebotomy students. The service period is effective upon Board of Trustees approval and remains in effect until such time either party submits a termination of agreement. Fiscal Impact: No District Impact. Students pay $45.00 for the background check upon registration, and the EMS program will withdraw the collected funds to pay the vendor.

5.6 Independent Contractor Agreement – John Tonyan
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and John Tonyan to provide piano tuning and servicing in the Music Department. The period of this agreement is July 1, 2015 through May 31, 2016. Fiscal Impact: Not to exceed $3,380.00, Budgeted Item.

5.7 Independent Contractor Agreement – San Bernardino Valley College
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and San Bernardino Valley College food services for lunch service for 100 for two days at the Small Business and Entrepreneurial Summer Camp. The period of this agreement is July 29, 2015 to July 30, 2015. Fiscal Impact: $1,750.00, Grant funded from the Workforce Employment Development Department through the California Community College Chancellor's Office (DSN Grant).

5.8 Agreement Renewal– Chancellor's Office of the California Community Colleges
Ratification of the Agreement Renewal between Victor Valley Community College District and Chancellor's Office of the California Community Colleges for the mandatory Student-Right-To-Know Reporting Subscription. This agreement facilitates compliance by Community College Districts with the information reporting requirements of the Student-Right-To-Know Act (SRTK). This agreement is for the period of July 1, 2015 – June 30, 2017. Fiscal Impact: $3,900.00 per year, Budgeted Item.

5.9 Board of Trustees Payments Report
Approval of the Board of Trustees Payments Report Fiscal Impact: None

5.10 Agreement – Nextgen Web Solutions, LLC.
Ratification of the Renewal Agreement between Victor Valley Community College District and Nextgen Web Solutions originally board approved December 10, 2013 to provide software, setup, license, and support for JobX, TimesheetX and Scholarship Manger, web-based programs, for use in Financial Aid. The period of this agreement is July 1, 2015 through June 30, 2016. Fiscal Impact: $18,000.00, renewable annually for three years.

5.11 Contract – Quick Caption
Ratification of the Contract between Victor Valley Community College District and Quick Caption to provide real-time captioning for students who participate in DSPS. The period of this agreement is August 31, 2015 through June 30, 2018. Fiscal Impact: Estimated Charges, $40,000.00, for 2015-2016 Academic Year.

5.12 Clinical Training Affiliation Agreement – St. Joseph Heath/St. Mary (Without School Instructor on Hospital Premises)
Ratification of the Clinical Training Affiliation Agreement between Victor Valley Community College District and St. Joseph Health/St. Mary (without school instructor on hospital premises) to provide clinical facilities for the Health Sciences programs. The term of this agreement shall commence as of the Effective Date and shall continue for two (2) year(s) unless terminated sooner. Either party may terminate this agreement without cause by giving thirty (30) days' written notice to the other party. However, in such a case, this agreement shall continue in full force until students complete current clinical rotations. Fiscal Impact: None

5.13 Clinical Facility Use Contract – Keen Medical Group
Ratification of the Agreement between Victor Valley Community College District and Keen Medical Group to provide clinical learning facilities for the Health Science programs. The agreement shall be in effect for a two-year (24-month) period. It will be reviewed by all parties concerned at least annually and changes and/or additions indicated by the addendum. Fiscal Impact: None.

5.14 Amendment – 2015-2016 Academic Calendar
Approval to amend the 2015-2016 Academic Calendar originally Board approved on March 10, 2015; 2016 Winter Session has been added to the calendar. Fiscal Impact: None

5.15 Contract – The Woodall Group
Ratification of the Contract between Victor Valley Community College District and The Woodall Group, Inc. to provide Live Scan Fingerprinting Services to both Certified Nursing Assistants (CNA) and Registered Nursing (RN) students. The term of this agreement is July 1, 2015 through June 30, 2016. Fiscal Impact: $4,000.00 estimated to cover CNA program. RN program students self-pay for services, Budgeted Item.

5.16 Agreement Renewal – Samuel Sepuya, M.D.
Ratification of the Renewal Agreement between Victor Valley Community College District and Samuel Sepuya, M.D. to serve as the Medical Director for the District's Respiratory Therapy Program for the 2015-2016 school year. The period of this agreement is July 1, 2015 through June 30, 2016. Fiscal Impact: $4,000.00, Budgeted Item.

5.17 Grant Acceptance: California Community Colleges Chancellor's Office Grant (CCCCO) For Assessment, Remediation, and Retention #15-180-030
Ratification of the Grant Acceptance of the CCCCO Assessment, Remediation and Retention Grant #15-180-030, for the Victor Valley College Associate Degree Nursing Program. The term of this grant shall be from July 1, 2015 through June 30, 2016. Fiscal Impact: $57,000.00 **to the District for the Nursing Program for FY 2015-2016.**

5.18 Kaiser Foundation Hospitals, Fontana (TRAIN) – Teaching, Retention and Increasing Nurses Grant to the Victor Valley College Foundation for VVC Nursing
Ratification of the Grant Acceptance of the Kaiser Foundation Hospitals, Fontana (TRAIN), Teaching, Retention and Increasing Nurses award to the Victor Valley College Foundation in support of the Victor Valley College Associate Degree Nursing Program. This grant presents an opportunity for VVC to provide tutoring hours to nursing students in need of remediation via the Peers Educating and Empowering Peers (PEEPS) program in effort to increase retention rates of students in the Associate Degree Nursing Program. The term of this grant shall be from July 1, 2015 through June 30, 2016. Fiscal Impact: $10,000.00, Donation to the Foundation.

5.19 2015 Fall CTE Faculty Retreat: Riverside Community College District
Ratification of the Contract between Victor Valley Community College District and Riverside Community College District for the 2015 Fall CTE Faculty Retreat. The period of this agreement is from July 14, 2015 to December 30, 2015. Fiscal Impact: $10,000.00, grant funded from the Workforce Employment Development Department through the California Community College Chancellor's Office (DSN Grant).

5.20 Independent Contractor Agreement – Willene Biere
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Willene Biere to facilitate Small Business and Entrepreneurial Summer Camp Workshops, including a six hour breakout development, eight hours of workshop facilitation, and two hours of panel participation. The period of this agreement is from July 28, 2015 through July 30, 2016. Fiscal Impact: $896.00, Grant funded from the Workforce Employment Development Department through the California Community College Chancellor's Office (DSN Grant).

5.21 Independent Contractor Agreement – Gail Zwart, DPA
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Gail Zwart, DPA., to create the third phase in a three-phase Entrepreneurial certificate program. This program will be shared with all Community Colleges with the region. The period of this agreement is from July 1, 2015 through June 01, 2016. Fiscal Impact: $5,000.00, Grant funded from the Workforce Employment Development Department through the California Community College Chancellor's Office (DSN Grant).

5.22 Independent Contractor Agreement – Tammy Trujillo DBA Fabulous Jerome Productions
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Tammy Trujillo dba Fabulous Jerome Productions to facilitate Small Business and Entrepreneurial Summer Camp Workshops, including a six hour breakout development, eight hours of workshop facilitation, two hours of judging, and two hours of panel participation. The period of this agreement is from July 28, 2015 to July 30, 2015. Fiscal Impact: $1,008.00, Grant funded from the Workforce Employment Development Department through the California Community College Chancellor's Office (DSN Grant).

5.23 Field Experience Agreement Between Victor Valley College and California State University, San Bernardino, Department of Social Work
Ratification of the field experience Agreement between Victor Valley Community College District and California State University San Bernardino to provide graduate social work students with field experience through the provision of Micro and Macro practice interventions The period of this agreement is from august 11, 2015 through June 30, 2016. Fiscal Impact: None.

5.24 Agreement – Janet A. Long
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Janet A. Long for organizing and hosting a parent involvement seminar for Upward Bound Program parents. The period of this agreement is from August 17, 2015 through August 30, 2015. Fiscal Impact: $3,746.40, Upward Bound Grant funded.

5.25 Agreement – Maria Elena Huizar
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Maria Elena Huizar for providing Parent Involvement Seminar Workshops for Upward Bound Program parents. The period of this agreement is from August 17, 2015 through August 30, 2015. Fiscal Impact: $2,500.00, Upward Bound Grant funded.

5.26 Agreement Renewal – NEOGOV
Ratification of the Renewal Agreement between Victor Valley Community College District and GovernmentJobs.com, Inc., (dba NEOGOV) for the recruitment management solution used in Human Resources to provide online hiring and recruitment services. The period of this agreement is from September 1, 2015 through August 31, 2016. Fiscal Impact: Not to exceed $10,500.00.

5.27 Agreement – Nancy K. Bohl, Inc., DBA The Consulting Team International
Ratification of the Agreement between Victor Valley Community College District and Nancy K. Bohl, Inc., dba The Counseling Team International to provide psychological testing for police officers. The Counseling Team International will be used as the primary contractor for psychological testing services. The period of this agreement is from July 1, 2015 through June 30, 2016. Fiscal Impact: $275.00 per evaluation, Not to Exceed $2,200.00, Automatic Renewal, Budgeted Item.

5.28 Agreement – Shaw HR Consulting
Ratification of the Agreement between Victor Valley Community College District and Shaw HR Consulting. Professionals who understand Risk Management and California and Federal Disability Laws will provide FEHA/ADA Disability interactive process coordination and facilitation, job analysis development, fitness for duty management, etc. as needed. The term of this agreement is from July 1, 2015 through June 30, 2016. Fiscal Impact: $175.00 per hour plus customary travel expenses, Budgeted Item.

5.29 Agreement – Vector Resources, Inc.
Ratification of the Agreement between Victor Valley Community College District and Vector Resources, Inc., for the purchase of supplies and contracted services to install fiber patch configuration switch at the Southern California Logistics Airport (SCLA). (Item # IN-104 on the Campus Technology Project List) Fiscal Impact: $2,261.04, Budgeted Item.

5.30 Agreement – Accudata Systems, Inc. (WEBSENSE)
Ratification of the Agreement between Victor Valley Community College District and Accudata Systems, Inc. for the license subscription of Websense Web Security Software, tools used to enhance and maintain the security of student information and critical applications. The term of this agreement is from October, 18, 2015 through June 30, 2016. Fiscal Impact: $19,875.00, Budgeted Item.

5.31 Agreement Renewal – Computerland of Silicon Valley
Ratification of the Renewal Agreement between Victor Valley Community College District and Computerland of Silicon Valley to purchase Microsoft Desktop Bundle for faculty and staff. The period of this agreement is October 1, 2015 to September 30, 2016. Fiscal Impact: Budgeted, $61,397.50, Budgeted Item.

5.32 Agreement – Academic Advertising LLC
Ratification of the Agreement between Victor Valley Community College District and Academic Advertising LLC for online recruitment advertising used in Human Resources to provide online hiring and recruitment services. The term of this agreement is September 1, 2015 through August 31, 2016 with automatic renewal. Fiscal Impact: $5,260.00, Potential Savings, Budgeted Item.

5.33 Agreement – Cynosure New Media, Inc.
Ratification of the Agreement between Victor Valley Community College District and Cynosure New Media, Inc. for creating a customized, online, media-based, self-guided orientation program to help students learn the matriculation requirements needed to successfully navigate through their first year experience. The contract has been modified to have VVC staff use the District's Distance Education platform and perform the SIS (Student Information System) integration. The term for this agreement begins on the date of contract execution and continues for a period of 4-6 months until completion. Fiscal Impact: Not to exceed $36,900.00, Student Support Success Programs (SSSP) Funds, Budgeted Item. Payments to be made in four equal installments according to milestone schedule:

5.34 Notice of Completion – Cooley Construction, Inc.
Ratification of the Notice of Completion for Cooley Construction, Inc. for the work completed for the Lower Campus Roadway Repair Project. The agreement was originally board approved on July 14, 2015. Fiscal Impact: None.

5.35 Agreement – Golden Star Technology
Ratification of the Agreement between Victor Valley Community College District and Golden Star Technology to purchase Professional Services to upgrade network infrastructure for the new Dr. Prem Reddy Health Science Building. (Item # IN-103, on the Campus Technology Project List). Fiscal Impact: $2,268.00, Local Bond Funded.

5.36 Agreement Renewal – System Maintenance Services, Inc.
Ratification of the Renewal Agreement between Victor Valley Community College District and System Maintenance Services, Inc. to support critical infrastructure and network hardware used in support of all operations and instructional activities on campus. This agreement provides the ability to repair, replace, and service this infrastructure with minimum down time to campus operations. The period of this agreement is July 1, 2015 through June 30, 2016. Fiscal Impact: $2,106.24, Budgeted Item.

5.37 Agreement– Custom Answers Software, Inc.
Ratification of the Agreement between Victor Valley Community College District and Custom Answers Software, Inc. for the web-based application that offers on-line customer service allowing students to be able to find answers to their questions regarding Victor Valley College programs and services 24/7, and provide the District a way to track our effectiveness in delivering this information to students. The period of this agreement is September 1, 2015 through June 30, 2016 (yr. 1 of 5). Fiscal Impact: $12,500 budgeted item.

5.38 Agreement– ROC Software System, Inc.
Ratification of the Agreement between Victor Valley Community College District and ROC Software Systems, Inc. to purchase maintenance for EasySpooler software. EasySpooler is an advanced print spooler that will help spend less time managing printer and output issues while improving the reliability of the entire output environment. The period of this agreement is September 1, 2015 through August 31, 2016. Fiscal Impact: $1,310.00, Budgeted Item.

5.39 Agreement – Chancellor's Office Tax Offset Program
Ratification of the Agreement between Victor Valley Community College District and the Chancellor's Office to participate in the Chancellor's Office Tax Offset Program (COTOP). Under the COTOP program, the Chancellor's Office requests the Franchise Tax Board to offset (deduct) the amount owed to a District from a student/debtor's personal state income tax refund, lottery winnings, or other state refund. The Franchise Tax Board remits any amounts offset to the Chancellor's Office. Authorization is then given to the State Controller to disburse the offset amount, minus a 25 percent administrative fee to the participating local Districts. As a result of this program the District is able to collect on debts that might otherwise be lost. The period of this agreement is October 1, 2015 through December 20, 2016. Fiscal Impact: Variable amount of revenue to the District.

5.40 Authorized Signatories – Dr. Peter Maphumulo
Approval of the signature of Dr. Peter Maphumulo to represent the Board in the named matters for fiscal year 2015-2016. Fiscal Impact: None

5.41 Agreement – Ventek Online Services
Approval of the Agreement between Victor Valley Community College District and Ventek Online Services to provide online transaction processing services ensuring secure communications, processing, and the reporting of transactions for the campus parking dispensers. The period of this agreement is from October 1, 2015 through September 30, 2016. Fiscal Impact: 7,350.00, Budgeted Item.

5.42 Approval of Academic Equivalency Request
Approval of the Academic Equivalency request for Fatemeh Almasarweh, Biological Sciences. Fiscal Impact: None.

5.43 Approval of Academic Equivalency Request
Approval of the Academic Equivalency request for John Sims, Automotive Technology. Fiscal Impact: None.

5.44 Approval of Academic Equivalency Request
Approval of the Academic Equivalency request for Dennis Beeson, Automotive Technology. Fiscal Impact: None.

5.45 Agreement – Courtyard by Marriott
Ratification of the Agreement between Victor Valley Community College District and Courtyard by Marriott to provide facility use and food service for the Upward Bound Parent Involvement Seminar Event. The period of this agreement is from August 29, 2015 through August 29, 2015. Fiscal Impact: $1,950.00, Upward Bound Federally Funded Grant, Budgeted Item.

5.46 Agreement - BoardDocs
Ratification of the agreement between Victor Valley Community College District and BoardDocs to provide online agenda support to the District. The period of this agreement is from August 24, 2015 through August 24, 2016. Fiscal Impact: $10,000.00, Budgeted Item.

5.47 Non-Classified Employees
Approval of the Non-Classified temporary employees as listed. Fiscal Impact: budgeted.

5.48 Change Order – Cooley Construction, Inc.
Ratification of Change Order No. 01 with Cooley Construction, Inc. During the course of construction various changes may be made which can both increase or decrease the cost of the project. Work was added to the original scope of work to repair damage caused to sections of Jacaranda traveled by the VVTA busses. By including this additional work into the original scope of work, the District was able to realize substantial savings. Fiscal Impact: $10,800.00, Fund 71.

ACTION AGENDA

PUBLIC COMMENTS RELATED TO ACTIONS ITEMS
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)

6. BOARD OF TRUSTEES

6.1 Separate approval of items pulled from consent agenda — YES___ NO___

6.2 Board Member Compensation
Approval to adopt Resolution No. 15-09 excusing Trustee Dennis Henderson's absence from the Special Board meeting of July 09, 2015 allowing him to be compensated for that meeting due illness. — YES___ NO___

6.3 First Reading – Revised Board Policy 2740, Board Education — YES___ NO___
Approval of the first read for revised Board Policy 2740, Board Education. Fiscal Impact: None

10. ADMINISTRATIVE SERVICES

10.1 Sub-Recipient Agreements – RAMP UP Grant — YES___ NO___
Approval of the Sub-Recipient Agreements between Victor Valley Community College District and the listed partners to carry out RAMP UP Program objectives within their schools based on the requirements of the California Career Pathways Trust 2014 Award #14-25239-67921-00. Fiscal Impact: $2,934,313.00, Grant funded allocations for the 2015-2016 fiscal year, Budgeted Item.

10.2 Independent Contractor Agreement – BCT Consulting, **YES_ NO_**

Approval of the Independent Contractor Agreement between Victor Valley Community College District and BCT Consulting, Inc., to carry out RAMP UP Program objectives based on the requirements of the California Career Pathways Trust 2014 Award #14-25239-67921-00. Fiscal Impact: Not to exceed $85,000.00, Grant Funded, Budgeted Item.

10.3 Grant Acceptance: California Community Colleges Chancellor's Office Grant (CCCCO) Enrollment Growth for Associate Degree Nursing Program #15-179-049 **YES_NO__**

Ratification of the Grant Acceptance of the CCCCO Enrollment Growth for the Victor Valley College Associate Degree Nursing Program #15-179-049. The grant will enable VVC to admit an additional nine students to enter the nursing program each semester over baseline, totaling 18 additional students over the grant period. The term of this grant shall be from July 1, 2015 through June 30, 2016. Fiscal Impact: $197,987.00 **to the District for the Nursing Program for FY 2015-2016.**

10.4 Agreement – James Spencer, AIA **YES_NO__**

Approval of the Agreement between Victor Valley Community College District and James Spencer, AIA to work in conjunction with the District to perform the programming work for a new Student Services One Stop Center Building. The work will include programming as well as scoping and bridging documents which also includes all electrical, mechanical and plumbing pre-engineering to ensure constructability. The One Stop Center Building was approved by the Board of Trustees on June 14, 2011 as one of the projects funded through Measure JJ Bond proceeds. Fiscal Impact: Not to exceed, $109, 00.00, Local Bond Funded.

10.5 Agreement – Vector Resources, Inc. **YES_NO__**

Approval of the correction to board agenda item #10.7 originally submitted and approved at the July 14, 2015 Board of Trustees meeting. The District entered into an Agreement with Vector Resources, Inc. for hourly technical services needed to support campus network infrastructure. An error on the fiscal impact reflects $74,500.00, fiscal impact correction is $73,500.00 making it a $1,000.00 savings to the District. Fiscal Impact: Not to exceed, $73,500.00, Budgeted Item.

10.6 Foundation Donations **YES_NO__**

It is recommended that the Board of Trustees accept the donations as District property from the Victor Valley College Foundation for the period April – June 2015. Fiscal Impact: $2,096,693.04, **Income to the District.**

10.7 Public Hearing and Adoption of the 2015 – 2016 Budget **YES___ NO___**

a) The Board president hereby declares the hearing open.
b) The public may now comment on the 2015-2016 Budget.
c) The Board president hereby declares the hearing closed.

Fiscal Impact: None – Formally establishes budget.

11. HUMAN RESOURCES

11.1 Public Hearing on the District and Faculty Association Reopener Collective Bargaining Proposals **YES___ NO___**

a) The Board president hereby declares the hearing open.
b) The public may now comment on the District and Faculty Association Reopener Collective Bargaining Proposals.
c) The Board president hereby declares the hearing closed.

Fiscal Impact: None

12. INFORMATION/DISCUSSION

12.1 2015 Student Success Scorecard
Submitted as an informational item. Fiscal Impact: None

12.2 Sunshine Items with the District and CSEA for Reopeners
Submitted as an informational item. Fiscal Impact: None

12.3 Distinguished Service – April Allen and Margaret Kagy
Submitted as an informational item. Fiscal Impact: None

13. 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)

14. BOARD COMMUNICATION

At this time, the Board of Trustees will report on the following directly related to their functions as Board members:

- *matters related to attendance at conferences*
- *professional affiliations*
- *community involvement*

15. ADJOURNMENT

YES___ NO___

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 this 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
REGULAR MEETING MINUTES
OF THE BOARD OF TRUSTEES

Date: August 11, 2015

Place: **Closed Session:** 5-6 p.m. Student Activities Center, Quiet Room, Building #44, Victor Valley Community College 18422 Bear Valley Road, Victorville, CA 92395

Open Session: 6:00 p.m. Student Activities Center, Conference Rooms A, B, C, & D, Building #44, Victor Valley Community College, 18422 Bear Valley Road, Victorville, CA 92395

OPEN SESSION REGULAR MEETING AGENDA ~ Student Activities Center

1. CALL TO ORDER **6 p.m.**

The Board of Trustees of the Victor Valley Community College District met in Open Session on August 11, 2015 in the Student Activities Center. Board President Brady called the meeting to order at 6:01 p.m.

TRUSTEE ROLL CALL

Joseph W. Brady, President; John Pinkerton, Vice President; Marianne Tortorici, Trustee; Dennis Henderson, Trustee; Gabrielle Galindo, Student Trustee.

Absent: Trustee Brandon Wood, Clerk.

Trustee Brandon Wood arrived at 6:05 p.m.

PLEDGE OF ALLEGIANCE

Curtis Greene led the Pledge of Allegiance to the Flag.

ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA

Closed Session deleted from the agenda.
5.36 Corrected; name added to roster of students who will be traveling.
11. 2 Placeholder removed, Agenda added.

CLOSED SESSION ~ Student Activities Center, Quiet Room

2. CLOSED SESSION: Deleted from the Agenda **5-6 p.m.**

2.1 **ANNOUNCEMENT OF CLOSED SESSION ITEMS:**

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
(Government code section 54957 (b) (1) – 100308112015

2.2 **PUBLIC COMMENTS RELATED TO CLOSED SESSION ITEMS:** None

2.3 **ADJOURN TO CLOSED SESSION**

REGULAR MEETING AGENDA ~ Student Activities Center

3. OPEN SESSION REGULAR MEETING **6 p.m.**

3.1 Invocation was given by Pastor Bill Burnett, Jr. from New Life Church

3.2 Closed Session Report
At 6:09 p.m. Board President Brady announced that closed session had been cancelled.

3.3 **SUPERINTENDENT/PRESIDENT'S REPORT**
Special Report – Congressman Paul Cook and Assemblyman Jay Obernolte

As part of the President's report, Dr. Wagner announced the attendance of Congressman Paul Cook and Assemblyman Jay Obernolte; Trustee Brady introduced Congressman Cook who provided the audience with a brief biography of his educational, military, political, personal, and professional experiences.

Trustee Brady introduced Assemblyman Jay Obernolte who provided the audience with a brief biography of his educational, personal, Political, and professional experiences. Trustee Brady thanked the Congressman and Assemblyman for their presentations and attendance.

- Academic Senate: Stephen Toner reported out stating that Claude Oliver, the Academic Senate President was on vacation and had asked Stephen Toner, math instructor, Academic Senate treasure, and math department chair to stand in for him. Reported on the math success center and how well it is doing, thanked the Foundation for all of their support and for the STEM grant received; looking forward to the start of the semester. Reported on a few changes within the math curriculum and a new math 66 course. The goal is to move more students through the math programs to help increase graduation and transfer rates.

- Foundation: President Eric Schmidt reported out by thanking the board for inviting the Congressman and Assemblyman to speak at the meeting; Introduced and thanked attending Foundation members Logan Olds, Casey Armstrong, Shannon Shannon, and Dr. Wagner; distributed and discussed the Foundations performance and return on investment reports for the periods January 2012 through December 2014 and January 2015 through June 2015; goal is to present the reports to the board quarterly; reported on their retreat scheduled on Friday, September 18th from 8am-5pm on campus and invited the Board of Trustees to attend. Trustee Brady requested that the Foundation provide material to the board in advance prior to the board meetings in the event any of the Board members have questions.

4. 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.

Employee Groups
a) CTA – David Gibbs reported out.
b) CSEA – Justin Gatewood reported out.
c) AFT Part-Time Faculty United – Lynne Glickstein reported out.
d) Management - Arthur Lopez reported out.

5. CONSENT AGENDA

It was MSC (Wood/Pinkerton, 4-1, Brady, yes; Pinkerton, yes; Wood, yes; Tortorici, yes; Henderson, no) to approve the consent items in one motion. Superintendent/President Wagner announced that the supporting document for agenda item 5.36, Volleyball team roster was missing a name, Devan Hawkins was added to the face sheet.

Public Comments: Justin Gatewood 5.13, 5.16, 5.18, 5.26, 5.39; Ed Burg 5.12, 5.19; Frederick Board 5.39.

5.1 Approval of the minutes of the July 9, 2015 Special Board meeting and July 14, 2015 Regular Board meeting.

5.2 Furniture, Fixtures & Equipment (FF&E) – Olpin Group
Ratification of the FF&E purchase agreement between Victor Valley Community College District and Olpin Group to supply furnishings at the Dr. Prem Reddy Health and Science Building for the fall semester. The building must be furnished and equipped to meet the needs of students, faculty, staff, and the community. Fiscal Impact: $911.04, Local Bond Funded

5.3 Furniture, Fixtures & Equipment (FF&E) – G/M Business Interiors
Ratification of the FF&E purchase agreement between Victor Valley Community College District and G/M Business Interiors to supply and install furnishings at the Dr. Prem Reddy Health and Science Building for the fall semester. The building must be furnished and equipped to meet the needs of students, faculty, staff, and the community. Fiscal Impact: $2,378.56 includes applicable tax, freight, and installation, Local Bond Funded

5.4 Agreement – G/M Business Interiors
Ratification of the purchase Agreement between Victor Valley Community College District and G/M Business Interiors to purchase replacement furniture for three (3) CIS labs on the Main Campus as the existing furniture is beyond its useful life. The District was allocated funding for instructional support needs from the California Community Colleges' Chancellor's office through the 2015-2016 Budget Act [SB 852, Ch. 25/14, Item 6970-101-0001(19)]. Fiscal Impact: $31,268.77, Physical Plant Instructional Support Grant.

5.5 Agreement – Vector Resources, Inc.
Ratification of the Purchase Agreement between Victor Valley Community College District and Vector Resources, Inc. for the purchase of four (4) LG SuperSign mounted televisions for the Dr. Prem Reddy Health and Science Building as it must be furnished and equipped to meet the needs of students, faculty, staff, and the community. Fiscal Impact: $5,163.35, Local Bond Funded.

5.6 Purchase Agreement - VWR International
Ratification of the Purchase Agreement between Victor Valley Community College District and VWR International for eight (8) chemical polarimeters for the Dr. Prem Reddy Health and Science Building as it must be furnished and equipped to meet the needs of students, faculty, staff, and the community. Fiscal Impact: $4,838.31, including tax, Local Bond Funded.

5.7 Purchase Agreement - VWR International, LLC, dba Sargent Welch
Ratification of the Purchase Agreement between Victor Valley Community College District and VWR International, LLC, dba Sargent Welch for lab equipment for the Dr. Prem Reddy Health and Science Building as it must be furnished and equipped to meet the needs of students, faculty, staff, and the community. Fiscal Impact: $17,901.24, including tax, Local Bond Funded.

5.8 Agreement – Sonic Systems, Inc.
Ratification of the Agreement between Victor Valley Community College District and Sonic Systems, Inc. for services to install needed technology at the Dr. Prem Reddy Health and Science Building as it must be furnished and equipped to meet the needs of students, faculty, staff, and the community. Fiscal Impact: $14,120.00, Local Bond Funded.

5.9 Board of Trustees Payments Report
Approval of the Board of Trustees Payments Report Fiscal Impact: None

5.10 Service Agreement – Ontario Refrigeration
Ratification of the Service Agreement between Victor Valley Community College District and Ontario Refrigeration for the repair and servicing of the inoperable and leaking coolers in the service kitchen area of the Student Activities Center building #44. Fiscal Impact: $1,787.00, Fund 71.

5.11 Agreement – Pacific Floor Company
Ratification of the Agreement between Victor Valley Community College District and Pacific Floor Company to provide stage floor sanding and refinishing services in order to maintain safety, integrity and effectiveness of the stage located in building #54. Fiscal Impact: $11,900.00, Fund 71.

5.12 Agreement- Faronics (Anti-Virus)
Ratification of the Agreement between Victor Valley Community College District and Faronics software to provide Anti-Virus and mal-ware protection for campus desktops used by faculty, staff, and students. This is a replacement for existing anti-virus software and better integrates with campus operations, streamlining IT support and processes. This solution provides a $19,900.00 savings over the current anti-virus solution. The period of this agreement is July 1, 2015 through June 30, 2016. (Item IN-100, on the Campus Technology Project List). Fiscal Impact: $11,750.00, Budgeted Item.

5.13 Maintenance – Wolfcom Enterprises
Ratification of the Agreement between Victor Valley Community College District Police Department and Wolfcom Enterprises to provide a two year extended warranty agreement for the maintenance of 20 body cameras. The term of this agreement is from July 1, 2015 through June 30, 2017. Fiscal Impact: $3,500.00 onetime cost. Budgeted Item.

5.14 Agreement Renewal– Stanley Security Solutions
Ratification of the Annual Renewal Agreement between Victor Valley Community College District and Stanley Security Solutions for the surveillance on all security cameras located in the Advanced Technology Center as it is equipped with several hundred computer systems and other equipment and furnishings valued in the millions of dollars. The continued maintenance on the security cameras is an essential part of our security system that provides video monitoring of this building to safeguard property. The period of this agreement is 8/1/15-7/31/16. Fiscal Impact: $1,193.40, budgeted Item, monthly payments of $99.45.

5.15 Agreement – Techline Communications
Ratification of the Agreement between Victor Valley Community College District and Techline Communications for Right Fax Server support. This software reduces faxed document delivery and saves VVC an estimated cost of $750.00 per month. This solution allows users to send and receive faxes from users' desktop computers as well as the fax machine. The period of this agreement is 7/1/15 – 6/30/16. Fiscal Impact: $4,044.60, Budgeted Item.

5.16 Agreement – Ferrilli Information Group
Ratification of the Agreement between Victor Valley Community College District and Ferrilli Information Group for the support and maintenance of Schedule Builder Plus (SB+), which is an enhanced registration solution which allows for multiple searches as well as the handling of waitlists and authorization codes on a single screen. Other features include graphical display of student schedules, early evaluation of course eligibility, display of registration holds and warnings on overlapping schedules. (Item # IN-102 on the Campus Technology Project List). The period of this agreement is 7/1/15-6/30/16. Fiscal Impact: $4,300.00, Budgeted Item.

5.17 Agreement Renewal – Ferrilli Information Group
Ratification of the Renewal Agreement between Victor Valley Community College District and Ferrilli Information Group for the maintenance of Transport Management Interface (TMI) which allows for other systems to communicate with the District's Student Information System, which allows for automated record creation and re-using of existing native processes. This five year agreement is billed annually with an option to renew yearly for term date 7/1/14 through 6/30/.19, (yr. 2 of 5). Fiscal Impact: $2,100.00, Budgeted Item, to be paid annually.

5.18 Contract - West Coast Lights and Sirens Inc.
Ratification of the Agreement between Victor Valley Community College Campus Police Department and West Coast Lights and Sirens Inc., for labor and parts to install Coban Fusion Cameras in (1) Ford Explorer and (3) Chevrolet Impalas, as well as install a light bar on (1) Chevrolet Impalas. Fiscal Impact: $1,661.90, Budgeted Item.

5.19 Agreement – Stanley R. Conway
Ratification of the Agreement between Victor Valley Community College District and Stanley R. Conway to provide an appeal process for parking citations. The period of this agreement is from July 1, 2015 through June 30, 2016. Fiscal Impact: Not to exceed $750.00, Budgeted Item.

5.20 Agreement - Extended ID Card & System Operations License
Ratification of the Agreement between Victor Valley Community College Police Department and CI Solutions to maintain the license for the ID Card System which provides police department personnel official identification. The period of this agreement is from July 1, 2015 through June 30, 2016. Fiscal Impact: $795.00, Budgeted Item.

5.21 Agreement - Extended Printer Service
Ratification of the Agreement between Victor Valley Community College Police Department and CI Solutions for the maintenance of the ID Card System to ensure the system operates efficiently. The period of this agreement is from July 1, 2015 through June 30, 2016. Fiscal Impact: $595.00, Budgeted Item

5.22 Warranty Renewal Agreement - Pacific Parking Systems, Inc.
Approval to Renew the Agreement between Victor Valley Community College Campus Police Department and Pacific Parking Systems, Inc. for maintenance of the College's parking dispenser equipment for the period of August 12, 2015 through August 12, 2016. Fiscal Impact: $4,800.00, Annually, Budgeted Item.

5.23 Site Lease Agreement – Hi-Desert Communications
Ratification of the Site Lease Agreement between Victor Valley Community College Police Department and Hi-Desert Communications to service and maintain the Emergency Police Radio repeater, site rent fee on Quartzite Mountain. The repeaters serve as the College's Police Emergency Line and after hour's response to radio calls. The period of this agreement is from July 1, 2015 through June 30, 2016. Fiscal Impact: $3,000.00, Budgeted Item.

5.24 Maintenance Agreement – Hi-Desert Communications
Ratification of the Maintenance Agreement between Victor Valley Community College Police Department and Hi-Desert Communications to service and maintain the Emergency Radio Communications for the Police Department. The period of this agreement is from July 1, 2015 through June 30, 2016. Fiscal Impact: $1,800.00, Budgeted Item.

5.25 Agreement– Coban Technologies
Ratification of the agreement between Victor Valley Community College Campus Police Department and Coban Technologies for hardware warranty for 2nd and 3rd year on the in car cameras for police vehicles. Purchasing the warranty will allow for the inclusion of the rapid exchange program. If Coban Technologies cannot resolve the maintenance issue, the unit will be replaced at no cost. Fiscal Impact: $2,400.00, Budgeted Item.

5.26 Non-Classified Employees
Approval of the Non-Classified temporary employees as listed. Fiscal Impact: budgeted.

5.27 Approval of Academic Equivalency Request
Approval of the Academic Equivalency request for Phillip Bremen, Construction Technology. Fiscal Impact: None

5.28 Renew Independent Contractor Agreement – Liebert Cassidy Whitmore
Ratification of the Renewal Agreement between Victor Valley Community College District and Liebert Cassidy Whitmore's Southern California Community College District Employment Relations Consortium to provide four days of group training workshops covering employment relations subjects during the 2015-2016 year. Fiscal Impact: $3,500.00, budgeted item.

5.29 Renew Independent Contractor Agreement – The Titan Group
Ratification of the Renewal Agreement between Victor Valley Community College District and The Titan Group for investigation services to the District as needed for discrimination investigations and pre-employment background checks for police officers from 7/1/2015 through 6/30/2016. Fiscal Impact: $135.00 per hour plus expenses budgeted.

5.30 Healthcare Business Alliance – Grand Canyon University
Ratification of the renewal agreement between Victor Valley Community College District and Grand Canyon University (GCU) to provide employees and alumni a discount off of current GCU Catalog tuition prices for the programs. This agreement will be effective when approved and signed by all parties and shall remain in effect until the earlier of (a) three years from the date of the last signature below, or (b) the termination of this agreement by either party. Fiscal Impact: None.

5.31 Independent Contractor Agreement – Coachella Valley Economic Partnership (CVEP)
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Coachella Valley Economic Partnership (CVEP) to plan, develop and conduct activities for the purpose of embedding entrepreneurial processed and business best practices in career pathway development. The period of this agreement is June 8, 2015 to September 1, 2015. Fiscal Impact: Budgeted, $12,500.00, Grant Funded from the Workforce Employment Development Department through the California Community College Chancellor's Office (DSN Grant).

5.32 Independent Contractor Agreement – Brandon Shamim
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Brandon Shamim to facilitate Small Business and Entrepreneurial Summer Camp Workshops. The period of this agreement is July 28, 2015 to July 30, 2015. Fiscal Impact: Budgeted, $896.00, Grant Funded from the Workforce Employment Development Department through the California Community College Chancellor's Office (DSN Grant).

5.33 Independent Contractor Agreement – Christopher Martin dba Archangel Financial
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Christopher Martin dba Archangel Financial to provide the following community education classes: Modern Retirement, Financial Seminar and Estate Planning Seminar. The period of this agreement is May 5, 2015 through May 12, 2015. Fiscal Impact: Not to exceed $2,500.00, budgeted item.

5.34 Contract – Ebmeyer Charter & Tour
Ratification of the Contracts between Victor Valley Community College District and Ebmeyer Charter & Tour to provide charter bus transportation for various athletic programs. The contract period is August 31, 2015 through December 19, 2015. Fiscal Impact: $40,000.00, estimated transportation costs, budgeted item.

5.35 Independent Contract Agreement – Patricia Pena dba Tech4fit
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Patricia Pena dba Tech4fit to maintain and repair all of the weight room equipment as required by the District. The period of this agreement is July 1, 2015 through June 30, 2016. . Fiscal Impact: Not to exceed $21,000.00 ($43.75/hr. – maximum 10 hrs. weekly), budgeted item.

5.36 **CORRECTED** Out of State Student Travel - Women's Athletics
Approval is requested for the following students to travel to Nevada to participate in a Volleyball competition being held at the College of Southern Nevada on August 29, 2015. Fiscal Impact: No Fiscal Impact.

5.37 Agreement– Mike Brown Grandstands, Inc.
Ratification of the Agreement between Victor Valley Community College District and Mike Brown Grandstands, Inc. for the temporary rental of grandstand equipment for football games. The period of this agreement is September 28, 2015 through November 23, 2015. Fiscal Impact: $13,566.00 budgeted item.

5.38 Agreement– H & E Equipment Services
Ratification of Agreement between Victor Valley Community College District and H & E equipment Services for the rental of two 33 foot scissor lifts, plus fuel costs, to be used at home football games. The period of this agreement is October 3, 2015 through October 31, 2015. Fiscal Impact: Estimated charges, $1,600.80, budgeted item.

5.39 Agreement – Bordens Heavy Haul, LLC (BHH)
Ratification of the Agreement between Victor Valley Community College District and Bordens Heavy Haul, LLC (BHH) for the hauling of equipment from VVC to Silverado High School; Athletic program use. The period of this agreement is September 5, 2015 through September 26, 2015. Fiscal Impact: $1,050.00, budgeted item.

5.40 Independent Contractor Agreement – Southern California Bone & Joint Clinic, Inc.
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Southern California Bone & Joint Clinic, Inc. to provide pre-participation medical screenings for Athletics as well as Sideline Medical care for home football games. The service period for this agreement is August 1, 2015 through June 30, 2016. Fiscal Impact: Not to exceed $9,500.00, budgeted item.

5.41 Agreement – American Medical Response (AMR)
Ratification of the agreement between Victor Valley Community College District and American Medical Response (AMR) to provide medical standby services at athletic events. The period of this agreement is September 5, 2015 through October 31, 2015. Fiscal Impact: $1,575.00, budgeted item.

5.42 Independent Contract Agreement – Peterson Reporting Video & Litigation Services
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Peterson Reporting Video & Litigation Services for transcription services as needed for hearings 7/1/15 to 6/30/16. Fiscal Impact: Expenditure - $40.00 per our plus customary travel & lodging expenses.

5.43 Contract – Ebmeyer Charter & Tour
Ratification of the Contracts between Victor Valley Community College District and Ebmeyer Charter & Tour to provide charter to provide charter bus transportation for the football team to Silverado High School on Saturday, September 5, 2015 and September 26, 2015. Fiscal Impact: $2,780.00, budgeted item.

ACTION AGENDA

Public Comments: None.

6. BOARD OF TRUSTEES

6.1 Separate approval of items pulled from consent agenda
None.

10. ADMINISTRATIVE SERVICES

10.1 Renewal Agreement – GiantPowerComm
It was MSC (Henderson/Pinkerton, 5-0) to approve the Renewal Agreement between Victor Valley Community College District and GiantPowerComm for maintenance and cleaning of all District solar generating systems. Fiscal Impact: $74,997.00, Fund 71.

10.2 Resolution #15-09 – Temporary Borrowing Between Funds
It was MSC (Wood/Tortorici, 5-0) to approve Resolution #15-09 authorizing temporary borrowing between funds which allows payrolls to be released in the event funding has not been received by the State or Federal organization for the 2015-16 Fiscal Year. .
Fiscal Impact: None

10.3 Recalculation of Annual Gann Appropriation Limit
It was MSC (Wood/Tortorici, 5-0) to approve the Annual Gann Appropriation Limit for the Fiscal Year 2015-2016 in the amount of $99,250,343.00, Fiscal Impact: None.

11. HUMAN RESOURCES

11.1 Management Appointment – Associate Dean of Student Equity and Success.
It was MSC (Tortorici/ Wood, 5-0) to appoint Herbert English, Jr. to fill the position of Associate Dean of Student Equity and Success; placement on the management salary schedule. Fiscal Impact: Range 18, Step F on the Management Salary Schedule, $8,431/month plus benefits, Budgeted Item.

11.2 AGENDA ADDED Placeholder - Management Appointment – Dean of Health Sciences and Public Safety
It was MSC (Henderson/Tortorici, 4-1, Brady, yes; Pinkerton, yes; Henderson, yes; Tortorici, yes; Wood, no) to appoint Ronald Graham to fill the position of Dean of Health Sciences and Public Safety; placement on the management salary Schedule. Fiscal Impact: Range 20, Step A on the Management Salary Schedule, $8,180/month plus benefits, budgeted.

11.3 Estimated Costs for Best Net Services

It was MSC (Wood/Henderson, 5-0) to approve the Ratification of the Agreement between Victor Valley Community College District and San Bernardino County Superintendent of Schools for the Joint Powers Authority Best Net Consortium services. Estimated costs for Best Net services for the Fiscal Year 2015-2016. Fiscal Impact: Estimated Costs include Finance System Maintenance Costs, Finance, Research, & Development Costs, Wide Area Network Services Costs in the amount of $116,482.19, budgeted item.

13. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS: Jazmin Gailey, Damien Murillo, Mfon Akpabio, Matthew Onita, Nina Venegas, Blythe Mueller, David Perez, Christian Bergman, Ed Burg, and Fred Board.

It was MSC (Wood/Henderson, 4-1, Wood, yes; Henderson, yes; Brady, yes; Pinkerton, yes; Tortorici, no) to allow 3 more speakers on the video orientation topic.

14. BOARD COMMUNICATION

Each member of the board reported out on matters related to conferences, professional affiliations and community involvement.

15. ADJOURNMENT

It was MSC (Brady/Henderson, 5-0) to adjourn the meeting at 8:13p.m.

Brandon Wood, Clerk

Date Approved

Meeting Date: September 8, 2015 Item Number: 5.2

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: INDEPENDENT CONTRACTOR AGREEMENT – RISE INTERPRETING

SUBMITTED BY: Jeffrey Holmes, Director, Disabled Students Programs and Services

RECOMMENDED BY: Peter Maphumulo

APPROVED BY: Roger W. Wagner

Description/Background:

The District wishes to ratify a contract between Victor Valley Community College District and Rise Interpreting to provide as-needed interpreting services for the deaf and hard of hearing students in Disabled Students Programs and Services (DSPS). The period of this agreement is August 31, 2015 through June 30, 2016.

A copy of the agreement is available for review in the Superintendent/President's Office.

Need:

For ADA compliance

Fiscal Impact:

Budgeted item – Estimated charges - $40,000

Recommended Action:

It has been recommended by the Superintendent/President that the Board of Trustees ratify the Independent Contractor Agreement between Victor Valley Community College District and Rise Interpreting to provide as- needed interpreting services for the deaf and hard of hearing students in Disabled Students Programs and Services (DSPS). The period of this agreement is August 31, 2015 through June 30, 2016.

Legal Review: YES ___ NOT APPLICABLE X

Reference for Agenda: YES ___ NO X

Meeting Date: September 8, 2015

Item Number: 5.3

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: AGREEMENT – TOTAL RECALL CAPTIONING, INC.

SUBMITTED BY: Jeffrey Holmes, Director, Disabled Students, Programs & Services

RECOMMENDED BY: Peter Maphumulo

APPROVED BY: Roger W. Wagner

Description/Background:

The District wishes to ratify an agreement between Victor Valley Community College District and Total Recall Captioning, Inc., to provide real-time captioning for students who participate in Disabled Students Programs and Services (DSPS). The period of this agreement is August 31, 2015 through June 30, 2016.

Need:

For ADA compliance

Fiscal Impact:

Budgeted. – $9,000 – DSPS

Recommended Action:

It has been recommended by the Superintendent/President that the Board of Trustees ratify the agreement between Victor Valley Community College District and Total Recall Captioning, Inc., to provide real-time captioning for students who participate in DSPS. The period of this agreement is August 31, 2015 through June 30, 2016.

Legal Review: YES ___ NOT APPLICABLE X

Reference for Agenda: YES ___ NO X

Meeting Date: September 8, 2015 Item Number: 5.4

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: CLINICAL TRAINING AFFILIATION AGREEMENT – ST. JOSEPH HEALTH/ST. MARY (WITH SCHOOL INSTRUCTOR ON HOSPITAL PREMISES)

SUBMITTED BY: Joseph Morris, Director, Nursing and Allied Health

RECOMMENDED BY: Peter Maphumulo Dr. Peter Maphumulo

APPROVED BY: Roger W. Wagner

Description/Background:

The District desires to ratify an agreement between Victor Valley Community College District and St. Joseph Health/St. Mary (with school instructor on hospital premises) to provide clinical facilities for the Health Sciences programs. The term of this agreement shall commence as of the Effective Date and shall continue for two (2) year(s) unless terminated sooner. Either party may terminate this agreement without cause by giving thirty (30) days' written notice to the other party. However, in such a case, this Agreement shall continue in full force until students complete current clinical rotations.

A copy of this agreement is available for review in the Superintendent/President's office.

Need:

To provide clinical training to students enrolled in the Health Science Programs.

Fiscal Impact:

None

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify an agreement between Victor Valley Community College District and St. Joseph Health/St. Mary (with school instructor on hospital premises) to provide clinical facilities for the Health Sciences programs. The term of this agreement shall commence as of the Effective Date and shall continue for two (2) year(s) unless terminated sooner. Either party may terminate this agreement without cause by giving thirty (30) days' written notice to the other party. However, in such a case, this Agreement shall continue in full force until students complete current clinical rotations.

Legal Review: YES X NOT APPLICABLE ___

Reference for Agenda: YES ___ NO X

Meeting Date: September 8, 2015 Item Number: 5.5

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: AGREEMENT – CERTIFIED BACKGROUND INC.

SUBMITTED BY: Peter Maphumulo, Executive Vice President, Instruction & Student Services

RECOMMENDED BY: Peter Maphumulo Dr. Peter Maphumulo

APPROVED BY: Roger W. Wagner

Description/Background:

The District wishes to ratify an agreement between Victor Valley Community College District and Certified Background Inc. to perform background checks on EMS students. The service period is effective upon Board of Trustees approval and remains in effect until such time either party submits a termination of agreement.

A copy of the agreement listed above is available for review in the Superintendent/President's Office.

Need:

Community-based interest

Fiscal Impact:

No district impact. Students pay the $45.00 background checks upon registration, and the EMS program will withdraw the collected funds to pay the vendor.

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify the agreement between Victor Valley Community College District and Certified Background Inc. to perform background checks on phlebotomy students. The service period is effective upon Board of Trustees approval and remains in effect until such time either party submits a termination of agreement.

Legal Review: YES _X__ NOT APPLICABLE___

Reference for Agenda: YES ___NO X

Meeting Date: September 8, 2015 Item Number: 5.6

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: INDEPENDENT CONTRACTOR AGREEMENT – JOHN TONYAN

SUBMITTED BY: Peter Maphumulo, Executive Vice President, Instruction & Student Services

RECOMMENDED BY: Peter Maphumulo Dr. Peter Maphumulo

APPROVED BY: Roger W. Wagner

Description/Background:

The District desires to ratify an Independent Contractor Agreement between Victor Valley Community College District and John Tonyan to perform piano tuning and servicing in the Music Department. The period of this agreement is July 1, 2015 through May 31, 2016.

Need:

To provide piano tuning and servicing in the Music Department.

Fiscal Impact:

Budgeted item – Not to exceed $3380.00

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify an Independent Contractor Agreement between Victor Valley Community College District and John Tonyan to provide piano tuning and servicing in the Music Department. The period of this agreement is July 1, 2015 through May 31, 2015.

Legal Review: YES ___ NOT APPLICABLE X

Reference for Agenda: YES ___ NO X

Meeting Date: September 8, 2015 Item Number: 5.7

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___BOARD INFORMATION (no action required) ___

TOPIC: INDEPENDENT CONTRACTOR AGREEMENT: SAN BERNARDINO VALLEY COLLEGE

SUBMITTED BY: Lisa Kiplinger Kennedy, Deputy Sector Navigator

RECOMMENDED BY: Peter Maphumulo

APPROVED BY: Roger W. Wagner

Description/Background:

The Victor Valley Community College District wishes to enter into an Independent Contractor Agreement with San Bernardino Valley College Food Services for lunch service for 100 for two days at the Small Business and Entrepreneurial Summer Camp. The period of this agreement is July 29, 2015 to July 30, 2015.

Need:

High school and community college students will learn about teamwork, leadership, corporate social responsibility, business principals, financial accounting, marketing, entrepreneurial skills, and business plans. They will also participate in a Business Plan Pitch competition and be exposed to many different small business resource agencies, who will be in attendance to give information and answer questions. This will increase entrepreneurial awareness and soft-skill in students which are in demand in the regional economy.

Fiscal Impact:

$1750.00 - Grant funded from the Workforce Employment Development Department through the California Community College Chancellor's Office (DSN Grant).

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify the Independent Contractor Agreement with San Bernardino Valley College Food Services for lunch service for 100 for two days at the Small Business and Entrepreneurial Summer Camp. The period of this agreement is July 29, 2015 to July 30, 2015.

Legal Review: YES _ NOT APPLICABLE_X__

Reference for Agenda: YES ___ NO_X_

Meeting Date: September 8, 2015

Item Number: 5.8

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: AGREEMENT RENEWAL – CHANCELLOR'S OFFICE OF THE CALIFORNIA COMMUNITY COLLEGES

SUBMITTED BY: Virginia Moran, Institutional Effectiveness

RECOMMENDED BY: Peter Maphumulo

APPROVED BY: Roger W. Wagner

Description/Background:

The District wishes renew it's agreement with the Chancellor's Office of the California Community Colleges for the mandatory Student-Right-To-Know Reporting Subscription. This agreement facilitates compliance by community college districts with the information reporting requirements of the Student-Right-To-Know Act (SRTK). This agreement is for the period of July 1, 2015 – June 30, 2017.

A copy of the original agreement is available for review in the Superintendent/President's office.

Need:

State mandate

Fiscal Impact: Budgeted item - $3,900.00 per year

Recommended Action:

These items have been approved by the Superintendent/President and it is recommended that the Board of Trustees ratify the agreement with Chancellor's Office of the California Community Colleges in the amount of $3,900.00.

Legal Review: YES ____ NOT APPLICABLE_X__

Reference for Agenda: YES ___ NO X

Meeting Date: Sept. 8, 2015 Item Number: 5.9

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: BOARD OF TRUSTEES PAYMENTS REPORTS

SUBMITTED BY: Renee Reyes, Fiscal Services

RECOMMENDED BY: Karen Hardy

APPROVED BY: Roger W. Wagner

Description/Background:

Each month the District expends funds to conduct its operations and makes this information available to the Board of Trustees. This report reflects grouped expenditures (batches) for each fund. The details for these expenditures are available for review by the Board members in the Fiscal Services Department.

A copy of the original payment report is available for review in the Superintendent/President's office.

Need: N/A

Fiscal Impact: None

Recommended Action:

It is recommended that the Board of Trustees approve the Board of Trustees Payment Report.

Legal Review: YES ___ NOT APPLICABLE X

Reference for Agenda: YES ___ NO X

Meeting Date: September 8, 2015 Item Number: 5.10

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: AGREEMENT –NEXTGEN WEB SOLUTIONS

SUBMITTED BY: Jason Judkins, Director, Financial Aid

RECOMMENDED BY: Peter Maphumulo _____

APPROVED BY: Roger W. Wagner_____

Description/Background:

The District desires to ratify an agreement renewal between Victor Valley Community College District and Nextgen, originally board approved December 10, 2013, to provide software, setup, license and support for JobX, TimesheetX and Scholarship Manager, web-based programs, for use in Financial Aid. The period of this agreement is July 1, 2015 through June 30, 2016.

A copy of this agreement is available for review in the Superintendent/President's Office.

Need:

For use in Financial Aid

Fiscal Impact:

Budgeted item - $18,000 renewable annually for three years.

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify an agreement renewal between Victor Valley Community College District and Nextgen, originally board approved December 10, 2013, to provide software, setup, license and support for JobX, TimesheetX and Scholarship Manager, web-based programs, for use in Financial Aid. The period of this agreement is July 1, 2015 through June 30, 2016.

Legal Review: YES _X__ NOT APPLICABLE___

Reference for Agenda: YES ___NO X

Meeting Date: September 8, 2015 Item Number: 5.11

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: CONTRACT – QUICK CAPTION

SUBMITTED BY: Jeffrey Holmes, Director, DSPS

RECOMMENDED BY: Peter Maphumulo Dr. Peter Maphumulo

APPROVED BY: Roger W. Wagner

Description/Background:

The District wishes to ratify a contract between Victor Valley Community College District and Quick Caption to provide real-time captioning for students who participate in Disabled Students Programs and Services (DSPS). The period of this agreement is August 31, 2015 through June 30, 2018.

A copy of the contract is available for review in the Superintendent/President's Office.

Need:

For ADA compliance

Fiscal Impact:

Estimated charges – $40,000.00 for 2015-16 academic year

Recommended Action:

It has been recommended by the Superintendent/President that the Board of Trustees ratify the contract between Victor Valley Community College District and Quick Caption to provide real-time captioning for students who participate in DSPS. The period of this agreement is August 31, 2015 through June 30, 2018.

Legal Review: YES ___ NOT APPLICABLE X

Reference for Agenda: YES ___ NO X

Meeting Date: September 8, 2015 Item Number: 5.12

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: CLINICAL TRAINING AFFILIATION AGREEMENT – ST. JOSEPH HEALTH/ST. MARY (WITHOUT SCHOOL INSTRUCTOR ON HOSPITAL PREMISES)

SUBMITTED BY: Joseph Morris, Director, Nursing and Allied Health

RECOMMENDED BY: Peter Maphumulo Dr. Peter Maphumulo

APPROVED BY: Roger W. Wagner

Description/Background:

The District desires to ratify an agreement between Victor Valley Community College District and St. Joseph Health/St. Mary (without school instructor on hospital premises) to provide clinical facilities for the Health Sciences programs. The term of this agreement shall commence as of the Effective Date and shall continue for two (2) year(s) unless terminated sooner. Either party may terminate this agreement without cause by giving thirty (30) days' written notice to the other party. However, in such a case, this Agreement shall continue in full force until students complete current clinical rotations.

A copy of this agreement is available for review in the Superintendent/President's office.

Need:

To provide clinical training to students enrolled in the Health Science Programs.

Fiscal Impact:

None

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify an agreement between Victor Valley Community College District and St. Joseph Health/St. Mary (without school instructor on hospital premises) to provide clinical facilities for the Health Sciences programs. The term of this agreement shall commence as of the Effective Date and shall continue for two (2) year(s) unless terminated sooner. Either party may terminate this agreement without cause by giving thirty (30) days' written notice to the other party. However, in such a case, this Agreement shall continue in full force until students complete current clinical rotations.

Legal Review: YES X NOT APPLICABLE ___

Reference for Agenda: YES ___ NO X

Meeting Date: September 8, 2015 Item Number: 5.13

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: CLINICAL FACILITY USE CONTRACT – KEEN MEDICAL GROUP

SUBMITTED BY: Joseph Morris, Director, Nursing and Allied Health

RECOMMENDED BY: Peter Maphumulo

APPROVED BY: Roger W. Wagner

Description/Background:

The District wishes to ratify an agreement between Victor Valley Community College District and Keen Medical Group to provide clinical learning facilities for the Health Science programs. The agreement shall be in effect for a two-year (24 month) period. It will be reviewed by all parties concerned at least annually and changes and/or additions indicated by attached addendum.

A copy of this agreement is available for review in the Superintendent/President's office.

Need:

To provide clinical learning facilities for Registered Nursing, Allied Health and other related Health Sciences programs for the benefit of students and for the community.

Fiscal Impact:

None

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify an agreement between Victor Valley Community College District and Keen Medical Group to provide clinical learning facilities for the Health Science programs. The agreement shall be in effect for a two-year (24 month) period. It will be reviewed by all parties concerned at least annually and changes and/or additions indicated by attached addendum.

Legal Review: YES X NOT APPLICABLE ___

Reference for Agenda: YES ___ NO X

Meeting Date: September 8, 2015

Item Number: 5.14

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES AGENDA ITEM

BOARD CONSENT X **BOARD ACTION** ___ **BOARD INFORMATION (no action required)** ___

TOPIC: AMENDMENT – 2015-16 ACADEMIC CALENDAR

SUBMITTED BY: Peter Maphumulo, Executive Vice President, Instruction & Student Services

RECOMMENDED BY: Peter Maphumulo

APPROVED BY: Roger W. Wagner

Description/Background:

The district desires to amend the 2015-16 academic calendar, originally board approved on March 10, 2015 to include the 2016 Winter Session.

Need:

To accurately reflect the 2015-2016 school year.

Fiscal Impact:

None

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees approve the amendment of the 2015-2016 academic calendar, originally board approved on March 10, 2015 to include the 2016 Winter Session.

Legal Review: YES___ NOT APPLICABLE__X__

Reference for Agenda: YES___NO X

Meeting Date: September 8, 2015 Item Number: 5.15

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: CONTRACT– THE WOODALL GROUP

SUBMITTED BY: Peter Maphumulo, Executive Vice President, Instruction & Student Services

RECOMMENDED BY: Peter Maphumulo

APPROVED BY: Roger W. Wagner

Description/Background:

The district desires to ratify a contract between The Woodall Group, Inc. and Victor Valley Community College to provide Live Scan Fingerprinting Services to both Certified Nursing Assistants (CNA) and Registered Nursing (RN) students. The term of this agreement is July 1, 2015 through June 30, 2016.

Need:

For the Registered Nursing program's graduates including DOJ & FBI clearance needed to apply to take the NCLEX examination for certification. For the Certified Nursing Assistant students including DOJ clearance needed prior to clinical placement in the community, state mandated.

Fiscal Impact:

Budgeted. $4,000.00 estimated to cover CNA program. RN Program students self-pay for services.

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify the contract between The Woodall Group, Inc. and Victor Valley Community College to provide Live Scan Fingerprinting Services to both Certified Nursing Assistants (CNA) and Registered Nursing (RN) students. The term of this agreement is July 1, 2015 through June 30, 2016.

Legal Review: YES ___ NOT APPLICABLE_X__

Reference for Agenda: YES ___ NO X

Meeting Date: September 8, 2015

Item Number: 5.16

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: AGREEMENT RENEWAL – SAMUEL SEPUYA, M.D.

SUBMITTED BY: Peter Maphumulo, Executive Vice President, Instruction & Student Services

RECOMMENDED BY: Peter Maphumulo

APPROVED BY: Roger W. Wagner

Description/Background:

The District desires to ratify a renewal agreement between Victor Valley Community College District and Samuel Sepuya, M.D., to serve as the Medical Director for the district's Respiratory Therapy Program for the 2015-16 school year. The period of this agreement is July 1, 2015 to June 30, 2016.

A copy of this agreement is available for review in the Superintendent/President's office.

Need:

The Medical Director oversees portions of the Respiratory Therapy Program as they relate in the hospital setting and acts as a liaison. The Medical Director's authorized prescription number allows the program to obtain medical supplies and equipment necessary for the functioning of the program.

Fiscal Impact:

Budgeted. $4,000

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify the renewal agreement between Victor Valley Community College District and Samuel Sepuya, M.D., to serve as the Medical Director for the district's Respiratory Therapy Program for the 2015-16 school year. The period of this agreement is July 1, 2015 through June 30, 2016.

Legal Review: YES X NOT APPLICABLE ___

Reference for Agenda: YES ___ NO X

Meeting Date: September 8, 2015 Item Number: 5.17

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: GRANT ACCEPTANCE: CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE GRANT (CCCCO) FOR ASSESSMENT, REMEDIATION, AND RETENTION #15-180-030

SUBMITTED BY: Joseph Morris, Director of Nursing & Allied Health Programs

RECOMMENDED BY: Peter Maphumulo Dr. Peter Maphumulo

APPROVED BY: Roger W. Wagner

Description/Background:

The district wishes to ratify the grant acceptance of the CCCCO Assessment, Remediation and Retention Grant #15-180-030, for the Victor Valley College Associate Degree Nursing Program. The Allocation for Assessment, Remediation, and Retention Grant Program will enable VVC to better assess students entering and within the Associate Degree Nursing (AND) Program, provide preparation and support services to students, improve retention and graduation of individuals enrolled in the program, and to decrease attrition. The term of this grant shall be from July 1, 2015 through June 30, 2016.

Need:

The grant presents an opportunity for VVC to yield stronger retention and remediation services for the Associate Degree Nursing program.

Fiscal Impact:

$57,000 to the district for the Nursing Program for FY 2015-16.

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify the grant acceptance of the CCCCO Assessment, Remediation and Retention Grant #15-180-030, for the Victor Valley College Associate Degree Nursing Program. The term of this grant shall be from July 1, 2015 through June 30, 2016.

Legal Review: YES ___ NOT APPLICABLE_X__

Reference for Agenda: YES ___ NO X

Meeting Date: September 8, 2015 Item Number: 5.18

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: KAISER FOUNDATION HOSPITALS, FONTANA (TRAIN) – TEACHING, RETENTION AND INCREASING NURSES GRANT TO THE VICTOR VALLEY COLLEGE FOUNDATION FOR VVC NURSING

SUBMITTED BY: Joseph Morris, Director of Nursing & Allied Health Programs

RECOMMENDED BY: Peter Maphumulo

APPROVED BY: Roger W. Wagner

Description/Background:

The district wishes to ratify grant acceptance of the Kaiser Foundation Hospitals, Fontana Teaching, Retention and Increasing Nurses (TRAIN) Award to the VVC Foundation in support of the Victor Valley College Associate Degree Nursing Program. This grant presents an opportunity for VVC to provide tutoring hours to nursing students in need of remediation via the Peers Educating and Empowering Peers (PEEPS) program in effort to increase retention rates of students in the Associate Degree Nursing Program. The term of this grant shall be from July 1, 2015 through June 30, 2016.

Need:

Tutoring currently conducted by the program would be expanded to increase the ability to serve struggling students throughout the Associate Degree Nursing Program.

Fiscal Impact:

$10,000- Donation to Foundation

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify grant acceptance of the Kaiser Foundation Hospitals, Fontana Teaching, Retention and Increasing Nurses (TRAIN) Award to the VVC Foundation in support of the Victor Valley College Associate Degree Nursing Program. This grant presents an opportunity for VVC to provide tutoring hours to nursing students in need of remediation via the Peers Educating and Empowering Peers (PEEPS) program in effort to increase retention rates of students in the Associate Degree Nursing Program. The term of this grant shall be from July 1, 2015 through June 30, 2016.

Legal Review: YES ___ NOT APPLICABLE_X__

Reference for Agenda: YES ___ NO X

Meeting Date: September 8, 2015 Item Number: 5.19

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: 2015 FALL CTE FACULTY RETREAT: RIVERSIDE COMMUNITY COLLEGE DISTRICT

SUBMITTED BY: Lisa Kiplinger Kennedy, Deputy Sector Navigator

RECOMMENDED BY: Peter Maphumulo Dr. Peter Maphumulo

APPROVED BY: Roger W. Wagner

Description/Background:

The Victor Valley Community College District wishes to ratify a contract with Riverside Community College District for the 2015 Fall CTE Faculty Retreat. The cost includes meeting room rentals, banquet charges, and overnight accommodations at an approximate cost of $500 per person. The total amount funded of $50,000 is divided between the five regional Deputy Sector Navigators, at $10,000 each. The period of this agreement is from July 14, 2015 to December 30, 2015.

Need:

The Regional faculty retreat will provide professional development for community college faculty, as well as build relationships between faculty at each regional college and the regional Key Talent. Workshops will provide pathway training, supporting curriculum alignment, professional development, increased engagement, and clarification of the roles of each grant funded project.

Fiscal Impact:

$10,000.00 - grant funded from the Workforce Employment Development Department through the California Community College Chancellor's Office (DSN Grant).

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify the contract between Victor Valley Community College District and Riverside Community College District for the 2015 Fall CTE Faculty Retreat. The period of this agreement is from July 14, 2015 to December 30, 2015.

Legal Review: YES _ NOT APPLICABLE X

Reference for Agenda: YES ___ NO X

Meeting Date: September 8, 2015 Item Number: 5.20

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: INDEPENDENT CONTRACTOR AGREEMENT: WILLENE BIERE

SUBMITTED BY: Lisa Kiplinger Kennedy, Deputy Sector Navigator

RECOMMENDED BY: Peter Maphumulo

APPROVED BY: Roger Wagner

Description/Background:

The Victor Valley Community College District wishes to ratify an Independent Contractor Agreement with Willene Biere to facilitate Small Business and Entrepreneurial Summer Camp Workshops, including six hours breakout development, eight hours workshop facilitation, and two hours panel participation. The period of this agreement is from July 28, 2015 to July 30, 2015.

Need:

High school and community college students will learn about teamwork, leadership, corporate social responsibility, business principals, financial accounting, marketing, entrepreneurial skills, and business plans. They will also participate in a Business Plan Pitch competition and be exposed to many different small business resource agencies, who will be in attendance to give information and answer questions. This will increase entrepreneurial awareness and soft-skill in students which are in demand in the regional economy.

Fiscal Impact:

$896.00 - grant funded from the Workforce Employment Development Department through the California Community College Chancellor's Office (DSN Grant).

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify the Independent Contractor Agreement between Victor Valley Community College District and Willene Biere to facilitate Small Business and Entrepreneurial Summer Camp Workshops, including six hour breakout development, eight hours workshop facilitation, and two hours panel participation. The period of this agreement is from July 28, 2015 to July 30, 2015.

Legal Review: YES _ NOT APPLICABLE_X__

Reference for Agenda: YES ___ NO_X_

Meeting Date: September 8, 2015 Item Number: 5.21

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES AGENDA ITEM

BOARD CONSENT __X BOARD ACTION ___BOARD INFORMATION (no action required) ___

TOPIC: INDEPENDENT CONTRACTOR AGREEMENT - GAIL ZWART, DPA

SUBMITTED BY: Lisa Kiplinger Kennedy, Deputy Sector Navigator

RECOMMENDED BY: Peter Maphumulo Dr. Peter Maphumulo

APPROVED BY: Roger W. Wagner

Description/Background:

The Victor Valley Community College District wishes to ratify an Independent Contractor Agreement with Gail Zwart, DPA to create the third phase in a three-phase Entrepreneurial certificate program. This program will be shared with all Community Colleges within the region. The period of this agreement is from July 1, 2015 to June 1, 2016.

Need:

This Entrepreneurial certificate program will help promote skills needed for students to create, open and operate successful businesses within the region, thus promoting a more prosperous economy and workforce.

Fiscal Impact:

$5000.00 - Grant funded from the Workforce Employment Development Department through the California Community College Chancellor's Office (DSN Grant).

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify an Independent Contractor Agreement with Gail Zwart, DPA., to create the third phase in a three-phase Entrepreneurial certificate program. This program will be shared with all Community Colleges within the region. The period of this agreement is from July 1, 2015 to June 1, 2016.

Legal Review: YES _ NOT APPLICABLE_X__

Reference for Agenda: YES ___ NO_X_

Meeting Date: September 8, 2015

Item Number: 5.22

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: INDEPENDENT CONTRACTOR AGREEMENT: TAMMY TRUJILLO DBA FABULOUS JEROME PRODUCTIONS,

SUBMITTED BY: Lisa Kiplinger Kennedy, Deputy Sector Navigator

RECOMMENDED BY: Peter Maphumulo Dr. Peter Maphumulo

APPROVED BY: Roger W. Wagner

Description/Background:

The Victor Valley Community College District wishes to ratify an Independent Contractor Agreement with Tammy Trujillo dba Fabulous Jerome Productions to facilitate Small Business and Entrepreneurial Summer Camp Workshops, including six hours breakout development, eight hours workshop facilitation, two hours judging, and two hours panel participation. The period of this agreement is from July 28, 2015 to July 30, 2015.

Need:

High school and community college students will learn about teamwork, leadership, corporate social responsibility, business principals, financial accounting, marketing, entrepreneurial skills, and business plans. They will also participate in a Business Plan Pitch competition and be exposed to many different small business resource agencies, who will be in attendance to give information and answer questions. This will increase entrepreneurial awareness and soft-skill in students which are in demand in the regional economy.

Fiscal Impact:

$1008.00 - Grant funded from the Workforce Employment Development Department through the California Community College Chancellor's Office (DSN Grant).

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify the Independent Contractor Agreement with Tammy Trujillo dba Fabulous Jerome Productions to facilitate Small Business and Entrepreneurial Summer Camp Workshops, including six hours breakout development, eight hours workshop facilitation, two hours judging, and two hours panel participation. The period of this agreement is from July 28, 2015 to July 30, 2015.

Legal Review: YES _ NOT APPLICABLE_X__

Reference for Agenda: YES ___ NO X__

Meeting Date: September 8, 2015

Item Number: 5.23

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES AGENDA ITEM

BOARD CONSENT X **BOARD ACTION** ___ **BOARD INFORMATION (no action required)** ___

TOPIC: FIELD EXPERIENCE AGREEMENT BETWEEN VICTOR VALLEY COLLEGE AND CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO, DEPARTMENT OF SOCIAL WORK

SUBMITTED BY: Arthur Lopez, Dean, Student Services

RECOMMENDED BY: Peter Maphumulo Dr. Peter Maphumulo

APPROVED BY: Roger W. Wagner

Description/Background:

The District desires to ratify a field experience agreement between Victor Valley Community College District and California State University San Bernardino to provide graduate social work students with field experience through the provision of Micro and Macro practice interventions. The period of this agreement is August 11, 2015 through June 30, 2016.

A copy of this agreement is available for review in the Superintendent/President's Office.

Need:

To provide CSUSB students with field experience required for their graduate program learning needs. Graduate students will provide self-identified and referred VVC students with individual and group therapy, workshops and referrals to outside clinical agencies in order to increase retention and persistence towards educational goals.

Fiscal Impact:

None

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify a field experience agreement between Victor Valley Community College District and California State University San Bernardino to provide graduate social work students with field experience through the provision of Micro and Macro practice interventions. The period of this agreement is August 11, 2015 through June 30, 2016.

Legal Review: YES X NOT APPLICABLE ___

Reference for Agenda: YES ___ NO X

Meeting Date: September 8, 2015

Item Number: 5.24

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: AGREEMENT – JANET A. LONG

SUBMITTED BY: Elizabeth Duarte, Coordinator, Upward Bound Program

RECOMMENDED BY: Peter Maphumulo Dr. Peter Maphumulo

APPROVED BY: Roger W. Wagner

Description/Background:

The District wishes to ratify an Independent Contractor Agreement between Victor Valley Community College District and Janet A. Long for organizing and hosting a parent involvement seminar for Upward Bound Program parents. The period of this agreement is from August 17, 2015 through August 30, 2015.

A copy of this agreement is available for review in the Superintendent/President's Office.

Need:

To organize and host a Parent Involvement Seminar for Upward Bound Program Parents to meet Upward Bound grant objectives.

Fiscal Impact:

Budgeted. $3,746.40 – Upward Bound Grant funded.

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees approve an Independent Contractor agreement between Victor Valley Community College District and Janet A. Long for organizing and hosting a parent involvement seminar for Upward Bound Program parents. The period of this agreement is from August 17, 2015 through August 30, 2015.

Legal Review: YES ___ NOT APPLICABLE X

Reference for Agenda: YES ___ NO X

Meeting Date: September 8, 2015

Item Number: 5.25

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: AGREEMENT – MARIA ELENA HUIZAR

SUBMITTED BY: Elizabeth Duarte, Coordinator, Upward Bound Program

RECOMMENDED BY: Peter Maphumulo Dr. Peter Maphumulo

APPROVED BY: Roger W. Wagner

Description/Background:

The District wishes to ratify an Independent Contractor Agreement between Victor Valley Community College District and Maria Elena Huizar for providing Parent Involvement Seminar Workshops for Upward Bound Program parents. The period of this agreement is August 17, 2015 through August 30, 2015.

A copy of this agreement is available for review in the Superintendent/President's Office.

Need:

To provide Parent Involvement Seminar Workshops for Upward Bound Program Parents to meet Upward Bound grant objectives.

Fiscal Impact:

Budgeted. $2,500 – Upward Bound Grant funded.

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify an Independent Contractor Agreement between Victor Valley Community College District and Maria Elena Huizar for providing Parent Involvement Seminar Workshops for Upward Bound Program Parents. The period of August 17, 2015 through August 30, 2015.

Legal Review: YES ___ NOT APPLICABLE X

Reference for Agenda: YES ___ NO X

Meeting Date: September 8, 2015 Item Number: 5.26

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT X **BOARD ACTION** ___ **BOARD INFORMATION (no action required)** ___

TOPIC: AGREEMENT RENEWAL - NEOGOV

SUBMITTED BY: Trinda Best, Director of Human Resources

RECOMMENDED BY: Trinda Best

APPROVED BY: Roger W. Wagner

Description/Background:

The District wishes to ratify an agreement renewal between Victor Valley Community College District and GovernmentJobs.com, Inc. (dba NEOGOV) for the recruitment management solution used in Human Resources. The period of this agreement is September 1, 2015 through August 31, 2016 with automatic renewal.

A copy of this agreement is available for review in the Superintendent/President's Office.

Need:

This agreement allows Victor Valley College to provide online hiring and recruitment services.

Fiscal Impact:

Budgeted – Not to exceed $10,500

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify an agreement renewal between Victor Valley Community College District and GovernmentJobs.com, Inc. (dba NEOGOV) for the recruitment management solution used in Human Resources. The period of this agreement is September 1, 2015 through August 31, 2016 with automatic renewal.

Legal Review: YES ___ NOT APPLICABLE X

Reference for Agenda: YES ___ NO X

Meeting Date: September 8, 2015 Item Number: 5.27

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT _X__ BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: AGREEMENT—Nancy K. Bohl, Inc., DBA The Counseling Team International

SUBMITTED BY: Trinda Best

RECOMMENDED BY: Trinda Best

APPROVED BY: Roger W. Wagner

Description/Background:

To meet the requirements of the law, it is necessary for the district to use an independent contractor to provide psychological testing for police officers. The Counseling Team International will be used as primary contractor for psychological testing services.

A copy of the original agreement is available for review in the office of the superintendent/president.

Need:

Psychological testing for police officers prior to employment in accordance with Government Code 1031.

Fiscal Impact:

Expenditure: Budgeted, $275 per evaluation, not to exceed $2200 through June 30, 2016 with automatic renewal.

Recommended Action:

It is recommended that the Board of Trustees ratify the agreement for consultant services by Nancy K. Bohl, Inc., DBA The Counseling Team International, July 1, 2015 through June 30, 2016 with automatic renewal, not to exceed $2200.

Legal Review: YES ___ NOT APPLICABLE_X__

Reference for Agenda: YES ___NO_X_

Meeting Date: September 8, 2015

Item Number: 5.28

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT _X_ BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: AGREEMENT— SHAW HR CONSULTING

SUBMITTED BY: Trinda Best

RECOMMENDED BY: Trinda Best

APPROVED BY: Roger W. Wagner

Description/Background:

Consultants needed to provide FEHA/ADA Disability interactive process coordination and facilitation, job analysis development, fitness for duty management, etc. as needed.

A copy of the original agreement is available for review in the office of the superintendent/president.

Need:

Need for professional consultants who understand Risk Management and California and federal Disability Laws.

Fiscal Impact:

$175.00 per hour plus customary travel expenses– Budgeted item

Recommended Action:

It is recommended that the Board of Trustees ratify the agreement with Shaw HR Consulting services for services July 1, 2015 – June 30, 2016.

Legal Review: YES ___ NOT APPLICABLE_X__

Reference for Agenda: YES ___NO_X__

Meeting Date: September 8, 2015

Item Number: 5.29

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT X **BOARD ACTION** ___ **BOARD INFORMATION (no action required)** ___

TOPIC: AGREEMENT – VECTOR RESOURES, INC.

SUBMITTED BY: Frank Smith, Technology & Information Resources

RECOMMENDED BY: Frank Smith _____

APPROVED BY: Roger W. Wagner _____

Description/Background:

The District wishes to enter into an agreement with Vector Resources, Inc. for the purchase of supplies and contracted services to install fiber patch configuration switch at the Southern California Logistics Airport (SCLA). (Item # IN-104 on the Campus Technology Project list).

A copy of the original agreement is available for review in the Superintendent/President's office.

Need:

This is needed to complete the network and telephone connection to the main campus.

Fiscal Impact:

$ 2,261.04 – Budgeted Item

Recommended Action:

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the agreement with Vector Resources, Inc. in the amount of $2,261.04.

Legal Review: YES ___ NOT APPLICABLE_X__

Reference for Agenda: YES ___NO_X_

Meeting Date: September 8, 2015

Item Number: 5.30

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT _X_ BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: AGREEMENT – ACCUDATA SYSTEMS, INC. (WEBSENSE)

SUBMITTED BY: Frank Smith, Technology & Information Resources

RECOMMENDED BY: Frank Smith _____

APPROVED BY: Roger W. Wagner _____

Description/Background:

The District wishes to enter into an agreement with Accudata Systems, Inc. for the license subscription of Websense Web Security Software, a tools used to enhance and maintain the security of student information and critical applications. Term 10/18/15 – 6/30/16.

A copy of the original agreement is available for review in the Superintendent/President's office.

Need:

This is needed to maintain the campus network and provide computer security by monitoring applications and programs to protect the campus from outside internet threats as part of our overall network security.

Fiscal Impact:

$ 19,875.00 – Budgeted Item

Recommended Action:

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the agreement with Accudata Systems, Inc. in the amount of $19,875.00.

Legal Review: YES ___ NOT APPLICABLE _X_

Reference for Agenda: YES ___NO_X_

Meeting Date September 8, 2015

Item Number: 5.31

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES AGENDA ITEM

BOARD CONSENT X **BOARD ACTION** ___ **BOARD INFORMATION (no action required)** ___

TOPIC: AGREEMENT RENEWAL – COMPUTERLAND OF SILICON VALLEY

SUBMITTED BY: Frank Smith, Technology & Information Resources

RECOMMENDED BY: Frank Smith

APPROVED BY: Roger W. Wagner

Description/Background:

The District wishes to renew its agreement with Computerland of Silicon Valley to purchase Microsoft Desktop Bundle for faculty and staff. Term 10/1/15 - 9/30/16, year 2 of 3.

This agreement was developed though the Foundation for California Community Colleges (FCCC) and executed through Computerland of Silicon Valley to take advantage of economies of scale for the purchase of this widely used software and applications throughout the California Community Colleges.

A copy of the original agreement is available for review in the Superintendent/President's office.

Need:

This agreement is for the desktop productivity software (Word, Excel, Power Point, Access, programming language and numerous other applications), and network and system software used 7 days a week, 24 hours a day throughout the campus. The adjustment in cost from the previous year is primarily due to an increase in services and systems required to support the campus and meet the licensing requirements. This agreement is the most cost effective solution for supporting systems and desktop software and is used by a majority of the California Community Colleges throughout the state.

Fiscal Impact:

$61,397.50 – Budgeted Item

Recommended Action:

This item has been approved by the acting Superintendent/President, and it is recommended that the Board of Trustees ratify the renewal agreement with Computerland of Silicon Valley in the total amount of $61,397.50

Legal Review: YES _X_ NOT APPLICABLE___

Reference for Agenda: YES ___NO X

Meeting Date: September 8, 2015

Item Number: 5.32

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: AGREEMENT – ACADEMIC ADVERTISING LLC

SUBMITTED BY: Trinda Best, Director of Human Resources

RECOMMENDED BY: Trinda Best

APPROVED BY: Roger W. Wagner

Description/Background:

The District wishes to ratify an agreement between Victor Valley Community College District and Academic Advertising LLC for online recruitment advertising used in Human Resources. The period of this agreement is September 1, 2015 through August 31, 2016 with automatic annual renewal.

A copy of this agreement is available for review in the Superintendent/President's Office.

Need:

This agreement allows Victor Valley College to provide online hiring and recruitment services.

Fiscal Impact:

Budgeted – Potential savings $5,260

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify an agreement between Victor Valley Community College District and Academic Advertising LLC for online recruitment advertising used in Human Resources. The period of this agreement is September 1, 2015 through August 31, 2016 with automatic renewal.

Legal Review: YES ___ NOT APPLICABLE X

Reference for Agenda: YES ___ NO X

Meeting Date: September 8, 2015

Item Number: 5.33

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES AGENDA ITEM

BOARD CONSENT X **BOARD ACTION** ___ **BOARD INFORMATION (no action required)** ___

TOPIC: AGREEMENT – CYNOSURE NEW MEDIA, INC.

SUBMITTED BY: Arthur Lopez, Dean, Student Services

RECOMMENDED BY: Peter Maphumulo Dr. Peter Maphumulo

APPROVED BY: Roger W. Wagner

Description/Background:

The district wishes to ratify an agreement between Victor Valley Community College District and Cynosure New Media, Inc., for creating a customized, online, media-based, self-guided orientation program. The contract has been modified to have VVC staff use the District's Distance Education platform and perform the SIS (Student Information System) integration. The term for this agreement begins on the date of contract execution and continues for a period of 4-6 months until completion.

A copy of the original agreement is available for review in the Superintendent/President's office.

Need:

This customized, online, media-based, self-guided orientation program will help students learn the matriculation requirements needed to successfully navigate through their first year experience.

Fiscal Impact:

Budgeted. Not to exceed $36,900 – Student Support Success Programs (SSSP) Funds

Payments to be made in four equal installments according to milestone schedule.

Milestone 1: 25% of total due upon completion of the project kick-off meeting
Milestone 2: 25% of total due upon the delivery of draft storyboards
Milestone 3: 25% of total due upon completion of on-campus video production
Milestone 4: 25% of total due upon delivery of final approved program

Recommended Action:

The Superintendent/President recommends that the Board of Trustees ratify the agreement between Victor Valley Community College District and Cynosure New Media, Inc., for creating a customized, online, media-based, self-guided orientation program. The contract has been modified to have VVC staff use the District's Distance Education platform and perform the SIS (Student Information System) integration. The term for this agreement begins on the date of contract execution and continues for a period of 4-6 months until completion.

Legal Review: YES ___ NOT APPLICABLE_X__

Reference for Agenda: YES ____NO X

Meeting Date: September 8, 2015 Item Number: 5.34

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT X **BOARD ACTION** ___ **BOARD INFORMATION (no action required)** ___

TOPIC: NOTICE OF COMPLETION – COOLEY CONSTRUCTION, INC.

SUBMITTED BY: Steve Garcia, Facilities Construction

RECOMMENDED BY: Steve Garcia Stephen R. Garcia

APPROVED BY: Roger W. Wagner

Description/Background:

The District wishes to submit for approval a Notice of Completion for Cooley Construction, Inc. for the work completed for the Lower Campus Roadway Repair project. The agreement was originally Board approved on July 14, 2015.

A copy of the Notice of Completion is available for review in the Superintendent/President's office.

Need:

A Notice of Completion must be filed with the office of the county recorder for each contractor within 10 days of acceptance by the Board.

Fiscal Impact: No fiscal impact.

Recommended Action:

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the Notice of Completion as submitted.

Legal Review: YES ___ NOT APPLICABLE X

Reference for Agenda: YES ___ NO X

Meeting Date: September 8, 2015

Item Number: 5.35

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT X **BOARD ACTION** ___ **BOARD INFORMATION (no action required)** ___

TOPIC: AGREEMENT – GOLDEN STAR TECHNOLOGY

SUBMITTED BY: Frank Smith, Technology & Information Resources

RECOMMENDED BY: Frank Smith

APPROVED BY: Roger W. Wagner

Description/Background:

The District wishes to enter into an agreement with Golden Star Technology to purchase Professional Services to upgrade network infrastructure for the new Dr. Prem Reddy Health Science Building. (Item # IN-103, on the Campus Technology Project list).

A copy of the original agreement is available for review in the Superintendent/President's office.

Need:

These professional services are needed to provide advanced technology support for the start-up of Building 33/Dr. Prem Ready Health Science Building. These services are needed due to the current lack of resources and experience needed. These services will also provide some on the job training to the current staff in order to support the future needs of the new building.

Fiscal Impact:

$ 2,268.00 – Local Bond Funded

Recommended Action:

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the agreement with Golden Star Technology in the amount of $2,268.00.

Legal Review: YES ___ NOT APPLICABLE_X__

Reference for Agenda: YES ___NO X

Meeting Date: September 8, 2015

Item Number: 5.36

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT X **BOARD ACTION** ___ **BOARD INFORMATION (no action required)** ___

TOPIC: AGREEMENT RENEWAL – SYSTEM MAINTENANCE SERVICES, INC.

SUBMITTED BY: Sergio Oklander, Management Information System

RECOMMENDED BY: Frank Smith _____

APPROVED BY: Roger W. Wagner _____

Description/Background:

The District wishes to renew its annual agreement with System Maintenance Services, Inc. to support critical infrastructure and network hardware. Term 7/1/15 – 6/30/16.

A copy of the original agreement is available for review in the Superintendent/President's office.

Need:

This critical infrastructure and network hardware is used in support of all operational and instructional activities on campus. This agreement provides the ability to repair, replace, and service this infrastructure with minimum down time to campus operations.

Fiscal Impact:

$2,106.24 – Budgeted Item

Recommended Action:

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the agreement renewal with System Maintenance Services, Inc. in the amount of $2,106.24.

Legal Review: YES _X__ NOT APPLICABLE___

Reference for Agenda: YES ___ NO X

Meeting Date: September 8, 2015

Item Number: 5.37

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT X **BOARD ACTION** ___ **BOARD INFORMATION (no action required)** ___

TOPIC: AGREEMENT – CUSTOM ANSWERS SOFTWARE INC.

SUBMITTED BY: Sergio Oklander, Management Information Systems

RECOMMENDED BY: Frank Smith _____

APPROVED BY: Roger W. Wagner _____

Description/Background:

The District wishes to enter into a ten month agreement with Custom Answers Software Inc. for the web-based application that offers on-line customer service allowing question search or permitting questions to be asked by students, alumni or community around any topic to quickly and thoroughly respond back and to serve their support needs. This ten month agreement has the option to renew an additional four more years.Term: 9/1/2015 – 6/30/16 (yr. 1 of 5).

A copy of the original agreement is available for review in the Superintendent/President's office.

Need:

This is required to allow students to be able to find answers to their questions regarding Victor Valley College, programs and services 24/7 and provide the district a way to track our effectiveness in delivering this information to students.

Fiscal Impact:

$12,500.00 – Budgeted Item

Recommended Action:

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the agreement with Custom Answers Software, Inc. in the amount of $12,500.00.

Legal Review: YES _X__ NOT APPLICABLE___

Reference for Agenda: YES ___NO_X_

Meeting Date: September 8, 2015

Item Number: 5.38

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT _X_ **BOARD ACTION** ___ **BOARD INFORMATION (no action required)** ___

TOPIC: AGREEMENT – ROC SOFTWARE SYSTEM, INC.

SUBMITTED BY: Sergio Oklander, Management Information Systems

RECOMMENDED BY: Frank Smith _____

APPROVED BY: Roger W. Wagner _____

Description/Background:

The District wishes to enter into an agreement with ROC Software System, Inc. to purchase maintenance for EasySpooler software. EasySpooler is an advanced print spooler that will help spend less time managing printer and output issues, while improving the reliability of the entire output environment. Term: 9/1/15 – 8/31/16.

A copy of the original agreement is available for review in the Superintendent/President's office.

Need:

It's needed to continue with the ability to automate and monitor processes based on reusable calendars, events, cross-platform dependencies and reporting within Colleague.

Fiscal Impact:

$1,310.00 – Budgeted Item

Recommended Action:

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the agreement with ROC Software System, Inc. in the amount of $1,310.00.

Legal Review: YES _X__ NOT APPLICABLE___

Reference for Agenda: YES ___NO _X_

Meeting Date: September 8, 2015

Item Number: 5.39

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: AGREEMENT – CHANCELLOR'S OFFICE TAX OFFSET PROGRAM

SUBMITTED BY: Karen Hardy, Acting Chief Business Officer, Fiscal Services

RECOMMENDED BY: Karen Hardy

APPROVED BY: Roger W. Wagner

Description/Background:

The District wishes to participate in the Chancellor's Office Tax Offset Program (COTOP), per the attached agreement. This agreement will be effective for the period of October 1, 2015 through December 20, 2016.

Under the COTOP program, the Chancellor's Office requests the Franchise Tax Board to offset (deduct) the amount owed to a District from a student/debtor's personal state income tax refund, lottery winnings, or other state refund. The Franchise Tax Board remits any amounts offset to the Chancellor's Office. Authorization is then given to the State Controller to disburse the offset amount, minus a 25 percent administrative fee, to the participating local districts. As a result of this program, the District is able to collect on debts that might otherwise be lost.

A copy of the agreement is available for review in the Superintendent/President's office.

Need:

The cost for the District to participate in this program is only 25 percent of the amount collected from former and existing students.

Fiscal Impact: Variable amount of revenue to the District.

Recommended Action:

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the agreement with the Chancellor's Office to participate in COTOP for the period of October 1, 2015 through December 20, 2016.

Legal Review: YES X NOT APPLICABLE __

Reference for Agenda: YES ___ NO X

Meeting Date: September 8, 2015

Item Number: 5.40

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES AGENDA ITEM

BOARD CONSENT _x_ **BOARD ACTION** ___ **BOARD INFORMATION (no action required)** _x_

TOPIC: AUTHORIZED SIGNATORIES

SUBMITTED BY: Karen Hardy, Acting Chief Business Officer, Fiscal Services

RECOMMENDED BY: Karen Hardy Karen Hardy

APPROVED BY: Roger W. Wagner

Description/Background:

For the 2015-2016 fiscal year, Dr. Peter Maphumulo should be acknowledged as authorized representative of the Board of Trustees to execute:

Contracts and Agreements	Resolutions and Applications	Payroll Prelists
Purchase Orders	Journal Entries	

Need:

In order to conduct college business, it is necessary to have authorized signatories of the District to sign various documents.

Fiscal Impact: None

Recommended Action:

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify Dr. Peter Maphumulo as an authorized signatory of Victor Valley Community College District for the functions listed above.

Legal Review: YES ___ NOT APPLICABLE _X_

Reference for Agenda: YES ___ NO _X_

Meeting Date: September 15, 2015

Item Number: 5.41

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT X BOARD ACTION _X__ BOARD INFORMATION (no action required) ___

TOPIC: VENTEK ONLINE SERVICES AGREEMENT BETWEEN VENTEK INTERNATIONAL AND VICTOR VALLEY COLLEGE CAMPUS POLICE

SUBMITTED BY: Leonard Knight, Chief of Police

RECOMMENDED BY: Leonard Knight

APPROVED BY: **Roger W. Wagner, President**

Description/Background:

VenTek International provides online services for the campus parking dispensers that ensures secure communications, processing, and the reporting of transactions for the campus parking dispensers.

Need:

One year agreement between VVCCPD and VenTek International to provide online transaction processing services for the campus parking dispensers.

Fiscal Impact:

$7350.00 for one year Budgeted

Recommended Action:

It is recommended that the Board of Trustees approve the Agreement between VenTek International and Victor Valley College Campus Police Department for services from October 1, 2015 through September 30, 2016.

Legal Review: YES ___ NOT APPLICABLE_X__

Reference for Agenda: YES _ __NO X

Meeting Date: September 8, 2015

Item Number: 5.42

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT __ **BOARD ACTION** X **BOARD INFORMATION (no action required)** ___

TOPIC: APPROVAL OF ACADEMIC EQUIVALENCY REQUEST

SUBMITTED BY: Equivalency Committee—Debra Blanchard, Chairperson

RECOMMENDED BY: Trinda Best

APPROVED BY: Roger W. Wagner

Description/Background:

The equivalency listed below has been approved by the appropriate department, division dean, and Academic Senate for the discipline indicated.

Fatemeh Almasarweh
Biological Sciences

EQUIVALENCY
Meets the requirements under course work, Victor Valley equivalency policy. Coursework that clearly parallels and/or is closely related to the discipline which is specifically listed on the minimum qualifications list.

Need:

To establish that the minimum standards for equivalency have been met.

Fiscal Impact:

None

Recommended Action:

It is recommended that the Board of Trustees approve the equivalency as listed.

Legal Review: YES ___ NOT APPLICABLE_X__

Reference for Agenda: YES ___NO_X_

Meeting Date: September 8, 2015 Item Number: 5.43

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT _X_ BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: APPROVAL OF ACADEMIC EQUIVALENCY REQUEST

SUBMITTED BY: Equivalency Committee—Debra Blanchard, Chairperson

RECOMMENDED BY: Trinda Best Trinda Best

APPROVED BY: Roger W. Wagner

Description/Background:

The equivalency listed below has been approved by the appropriate department, division dean, and Academic Senate for the discipline indicated.

John Sims
Automotive Technology

EQUIVALENCY
Meets the requirements under work experience for vocational areas, Victor Valley equivalency policy. In the vocational area, a minimum of fifteen years of work experience in the field is required.

Need:

To establish that the minimum standards for equivalency have been met.

Fiscal Impact:

None

Recommended Action:

It is recommended that the Board of Trustees approve the equivalency as listed.

Legal Review: YES ___ NOT APPLICABLE_X__

Reference for Agenda: YES ___NO_X_

Meeting Date: September 8, 2015 Item Number: 5.44

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT X **BOARD ACTION** ___ **BOARD INFORMATION (no action required)** ___

TOPIC: APPROVAL OF ACADEMIC EQUIVALENCY REQUEST

SUBMITTED BY: Equivalency Committee—Debra Blanchard, Chairperson

RECOMMENDED BY: Trinda Best

APPROVED BY: Roger W. Wagner

Description/Background:

The equivalency listed below has been approved by the appropriate department, division dean, and Academic Senate for the discipline indicated.

Dennis Beeson
Automotive Technology

EQUIVALENCY
Meets the requirements under work experience for vocational areas, Victor Valley equivalency policy. In the vocational area, a minimum of fifteen years of work experience in the field is required.

Need:

To establish that the minimum standards for equivalency have been met.

Fiscal Impact:

None

Recommended Action:

It is recommended that the Board of Trustees approve the equivalency as listed.

Legal Review: YES ___ NOT APPLICABLE_X__

Reference for Agenda: YES ___NO_X_

Meeting Date: September 8, 2015

Item Number: 5.45

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: AGREEMENT – COURTYARD BY MARRIOTT

SUBMITTED BY: Elizabeth Duarte, Upward Bound Program

RECOMMENDED BY: Peter Maphumulo

APPROVED BY: Roger W. Wagner

Description/Background:

The District wishes to ratify an Independent Contractor Agreement between Victor Valley Community College District and Courtyard by Marriott. The period of this agreement is from August 29, 2015 through August 29, 2015.

A copy of this agreement is available for review in the Superintendent/President's Office.

Need:

To provide facility and food service for Upward Bound Parent Involvement Seminar Event to meet grant objectives. In the amount of $1,950 – Federally Funded Grant.

Fiscal Impact:

Budgeted. $1,950 – Upward Bound Federally Funded Grant.

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees approve and ratify an Independent Contractor agreement between Victor Valley Community College District and Courtyard by Marriott for the period of August 29, 2015 through August 29, 2015.

Legal Review: YES ___ NOT APPLICABLE X

Reference for Agenda: YES ___ NO X

Meeting Date: September 8, 2015 Item Number: 5.46

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: Agreement - BoardDocs

SUBMITTED BY: Roger W. Wagner, Superintendent/President

RECOMMENDED BY: Roger W. Wagner

APPROVED BY: Roger W. Wagner

Description/Background:

The District wishes to ratify an agreement with BoardDocs to provide a paperless online agenda solution by leveraging state-of-the-art, cloud based technology to save money, reduce staff time, improve board effectiveness, and increase transparency. The period of this agreement is from August 24, 2015 through August 24, 2016.

A copy of the agreement is available for review in the Superintendent/President's office.

Need:

This professional online service is needed to provide online board agenda support to the District.

Fiscal Impact:

$10,000.00 – Budgeted Item

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify an agreement between Victor Valley Community College District and BoardDocs. The period of this agreement is from August 24, 2015 through August 24, 2016.

Legal Review: YES_X__ NOT APPLICABLE___

Reference for Agenda: YES___ NO_X__

Meeting Date: September 8, 2015 Item Number: 5.47

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT _X__ BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: NON-CLASSIFIED EMPLOYEES

SUBMITTED BY: Trinda Best

RECOMMENDED BY: Trinda Best _____

APPROVED BY: Roger W. Wagner _____

Description/Background:

The persons recommended for employment who are listed on the attached referenced sheet have been designated to perform specified job duties consistent with the provisions of Education Code 88003.

Need:

Non-classified temporary employees per attached list.

Fiscal Impact:

Budgeted.

Recommended Action:

It is recommended that the Board of Trustees approve and/or ratify the appointments as listed.

Legal Review: YES ___ NOT APPLICABLE_X__

Reference for Agenda: YES __X__ NO_

SHORT-TERM WORKERS BOT APPROVAL LIST

VICTOR VALLEY COLLEGE			Excel - NonClassified Log.xls			August 11, 2015
NON-CLASSIFIED EMPLOYEES						
	REQUESTED					
	DATES OF	APPROVAL	TYPE OF			
NAME	EMPLOYMENT	DATE	POSITION	POSITION	DEPARTMENT	DESCRIPTION OF DUTIES
Allen, Tyler	09/09/15-06/17/16	9/8/2015	Short-Term Worker	Life Drawing Model	Art/Photo	Life Drawing Model
Avila, Claudia	07/30/15-08/20/15	9/8/2015	Short-Term Worker - Ratify	Events Worker	UB	Assist with program activities and events during 2015 Summer Academy
Carlton, Aaron	08/17/15-09/19/15	9/8/2015	Short-Term Worker-Ratify	Bookstore Stocker	Bookstore/Aux.Svcs.	Assist with shipping and receiving and customer service. Ass with sales and refunds.
Cervantes, Jonathan	08/13/15-11/14/15	9/8/2015	Short-Term Worker - Ratify	Asst. Coach - Football	Athletics	Assist head football coach with special teams
Escobar, Gracie	08/17/15-09/19/15	9/8/2015	Short-Term Worker-Ratify	Bookstore Cashier	Bookstore	Assist with merchandising, custommer service and cashering, saleses and refunds
Esposito, Michael A,	08/13/15-11/14/15	9/8/2015	Short-Term Worker - Ratify	Asst. Coach - Football	Athletics	Assist head football coach with defensive coordinator

SHORT-TERM WORKERS BOT APPROVAL LIST

VICTOR VALLEY COLLEGE			Excel - NonClassified Log.xls			August 11, 2015
NON-CLASSIFIED EMPLOYEES						
	REQUESTED					
	DATES OF	APPROVAL	TYPE OF			
NAME	EMPLOYMENT	DATE	POSITION	POSITION	DEPARTMENT	DESCRIPTION OF DUTIES
Fajardo, Jennifer	08/17/15-09/19/15	9/8/2015	Short-Term Worker-Ratify	Bookstore Cashier	Bookstore	Assist with merchandising, custommer service and cashering, saleses and refunds
Flores, Destinie	08/17/15-09/19/15	9/8/2015	Short-Term Worker-Ratify	Bookstore Cashier	Bookstore	Assist with merchandising, custommer service and cashering, saleses and refunds
Frymire, Kelvin	08/17/15-09/19/15	9/8/2015	Short-Term Worker-Ratify	Bookstore Stocker	Bookstore/Aux.Svcs.	Assist with merchandising, custommer service and cashering, saleses and refunds
Goslaw, Zachary G.	07/01/15-11/30/15	9/8/2015	Short-Term Worker - Ratify	Asst. Coach - Football	Athletics	Assist head football coach with equiptment and supplies
Hernandez, Selina	07/30/15-08/20/15	9/8/2015	Short-Term Worker - Ratify	Summer Program Assistant	UB	Assist with program activities and events during summer academies and summer college tours

SHORT-TERM WORKERS BOT APPROVAL LIST

VICTOR VALLEY COLLEGE			Excel - NonClassified Log.xls			August 11, 2015
NON-CLASSIFIED EMPLOYEES						
	REQUESTED					
	DATES OF	APPROVAL	TYPE OF			
NAME	EMPLOYMENT	DATE	POSITION	POSITION	DEPARTMENT	DESCRIPTION OF DUTIES
Hoover, Michael	08/13/15-11/14/15	9/8/2015	Short-Term Worker - Ratify	Asst. Coach - Football	Athletics	Assist head football coach with running backs
Huston, Hannah	08/17/15-09/19/15	9/8/2015	Short-Term Worker-Ratify	Bookstore Cashier	Bookstore	Assist with merchandising, custommer service and cashering, saleses and refunds
Johnson, Nicole Ann	08/17/15-09/19/15	9/8/2015	Short-Term Worker-Ratify	Bookstore Cashier	Bookstore	Assist with merchandising, custommer service and cashering, saleses and refunds
Littles, Desmond	08/13/15-11/14/15	9/8/2015	Short-Term Worker - Ratify	Asst. Coach - Football	Athletics	Assist head football coach with defensive backs
Miller, Dento	08/17/15-09/19/15	9/8/2015	Short-Term Worker-Ratify	Bookstore Cashier	Bookstore	Assist with merchandising, custommer service and cashering, saleses and refunds

SHORT-TERM WORKERS BOT APPROVAL LIST

VICTOR VALLEY COLLEGE			Excel - NonClassified Log.xls			August 11, 2015
NON-CLASSIFIED EMPLOYEES						
	REQUESTED					
	DATES OF	APPROVAL	TYPE OF			
NAME	EMPLOYMENT	DATE	POSITION	POSITION	DEPARTMENT	DESCRIPTION OF DUTIES
Murillo, Damien	08/17/15-09/19/15	9/8/2015	Short-Term Worker-Ratify	Bookstore Cashier	Bookstore	Assist with merchandising, custommer service and cashering, saleses and refunds
Perez, Cristian	07/30/15-08/20/15	9/8/2015	Short-Term Worker - Ratify	Summer Program Assistant	UB	Assist with program activities and events during summer academies and summer college tours
Perez, David	08/17/15-09/19/15	9/8/2015	Short-Term Worker-Ratify	Bookstore Stocker	Bookstore/Aux.Svcs.	Assist with shipping and receiving and customer service. Ass with sales and refunds.
Rick, Cheyenne	08/17/15-09/19/15	9/8/2015	Short-Term Worker-Ratify	Bookstore Cashier	Bookstore	Assist with merchandising, custommer service and cashering, saleses and refunds
Ripley, Mishelle	09/01/15-10/09/15	9/8/2015	Short-Term Worker - Ratify	Office Worker	HR	Assist HR with adjunct faculty data entry

SHORT-TERM WORKERS BOT APPROVAL LIST

VICTOR VALLEY COLLEGE			Excel - NonClassified Log.xls			August 11, 2015
NON-CLASSIFIED EMPLOYEES						
	REQUESTED					
	DATES OF	APPROVAL	TYPE OF			
NAME	EMPLOYMENT	DATE	POSITION	POSITION	DEPARTMENT	DESCRIPTION OF DUTIES
Salazar, Josiah	08/17/15-09/19/15	9/8/2015	Short-Term Worker-Ratify	Bookstore Stocker	Bookstore/Aux.Svcs.	Assist with shipping and receiving and customer service. Ass with sales and refunds.
Schuldt, Katherinne	09/09/15-06/17/16	9/8/2015	Short-Term Worker	Life Drawing Model	Art/Photo	Life drawing model
Smith III, Herman	08/13/15-11/14/15	9/8/2015	Short-Term Worker - Ratify	Asst. Coach - Football	Athletics	Assist head football coach with defensive line
Smothers, Jordan	08/17/15-09/19/15	9/8/2015	Short-Term Worker-Ratify	Bookstore Cashier	Bookstore	Assist with merchandising, custommer service and cashering, saleses and refunds
Tabor, Holly Ann	09/09/15-06/17/16	9/8/2015	Short-Term Worker	Life Drawing Model	Art/Photo	Life drawing model
Vigil, James	08/17/15-09/19/15	9/8/2015	Short-Term Worker-Ratify	Bookstore Cashier	Bookstore	Assist with merchandising, custommer service and cashering, saleses and refunds
Warren, Olivia	09/09/15-06/1/16	9/8/2015	Short-Term Worker	Life Drawing Model	Art/Photo	Life Drawing Model

VICTOR VALLEY COLLEGE			Excel - NonClassified Log.xls			August 11, 2015
NON-CLASSIFIED EMPLOYEES						
	REQUESTED					
	DATES OF	APPROVAL	TYPE OF			
NAME	EMPLOYMENT	DATE	POSITION	POSITION	DEPARTMENT	DESCRIPTION OF DUTIES
Weld, Charles	08/13/15-11/14/15	9/8/2015	Short-Term Worker - Ratify	Asst. Coach - Football	Athletics	Assist head football coach with wide recievers
White, Spivy	09/09/15-06/1/16	9/8/2015	Short-Term Worker	Life Drawing Model	Art/Photo	Life Drawing Model
Wilkinson, Eric	08/13/15-11/14/15	9/8/2015	Short-Term Worker - Ratify	Asst. Coach - Football	Athletics	Assist head football coach with offensive line men
Williams Jr., Clyde	07/01/15-11/30/15	9/8/2015	Short-Term Worker - Ratify	Asst. Coach - Football	Athletics	Assist head football coach with equiptment and supplies
					9/9/2015	
Approved by					Date	

Meeting Date: September 8, 2015 Item Number: 5.48

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: CHANGE ORDER – COOLEY CONSTRUCTION, INC.

SUBMITTED BY: Steve Garcia, Facilities Construction

RECOMMENDED BY: Steve Garcia Stephen R Garcia

APPROVED BY: Roger W. Wagner

Description/Background:

The District wishes to submit for approval Change Order No. 01 from Cooley Construction, Inc. During the course of construction various changes may be made which can both increase or decrease the cost of the project. The list below is a compilation of the adjustments made and represents both direct and indirect costs of the contractor in performing or providing the work covered.

Add to scope of work additional roadway removal and replacement necessary on a section of Jacaranda damaged from VVTA busses.

The original Contract Sum was ..... $ 338,833.00
Net change by previously authorized Change Orders ..... $ 0.00
The Contract Sum prior to this Change Order was ..... $ 338,833.00
The Contract Sum will be increased by this Change Order ..... $ 10,800.00
The new Contract Sum including this Change Order will be ..... $ 349,633.00
The Contract Time will be (increased) (decreased) (unchanged) by ..... unchanged

A copy of the original change order is available for review in the Superintendent/President's office.

Need:

This work was added to the original scope of work to repair damage caused to sections of Jacaranda traveled by the VVTA busses. By including this additional work into the original scope of work, the District was able to realize substantial savings.

Fiscal Impact:

$10,800.00 – Fund 71

Recommended Action:

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify Change Order No. 01 with Cooley Construction, Inc. in the amount of $10,800.00.

Legal Review: YES ___ NOT APPLICABLE X

Reference for Agenda: YES ___ NO X

Meeting Date: September 08, 2015 Item Number: 6.2

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT ___ BOARD ACTION _X_ BOARD INFORMATION (no action required) ___

TOPIC: Board Member Compensation

SUBMITTED BY: Dennis Henderson, Board of Trustee

APPROVED BY: Roger W. Wagner

Description/Background:

Board Policy 2725, Board Member Compensation, reads:

"Members of the board who attend all board meetings shall receive $240 per month. The student member receives a scholarship of $600 per semester. A member of the board who does not attend all meetings held by the board in any month shall receive, as compensation, an amount not greater than the pro rata share of the number of meetings actually attended.

"A member of the board may be paid for a meeting when absent if the board, by resolution, finds that at the time of the meeting, the member is performing services outside the meeting for the community college district, is ill, on jury duty, or the absence is due to a hardship deemed acceptable by the board." Reference: Education Code Section 72425

Need: In accordance with Board Policy 2725, Trustee Dennis Henderson has requested that his absence from the Special Board meeting of July 09, 2015, be excused due to illness and that he be compensated for that meeting.

Fiscal Impact: $120.00, budgeted item

Recommended Action: It is recommended that board adopt the attached resolution, excusing Trustee Dennis Henderson's absence from the July 09, 2015 Special meeting of the Board and allowing him to be compensated for that meeting.

Legal Review: YES ___ NOT APPLICABLE_X_

Reference for Agenda: YES _X_NO___

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

RESOLUTION NO. 15-10

September 08, 2015

WHEREAS, Education Code Section 72425(c) states, in part:

> "A member may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board. The compensation shall be a charge against the funds of the district."

NOW, THEREFORE, BE IT RESOLVED that Dennis Henderson, was absent from the Special Board Meeting of July 09, 2015, due to Illness.

BE IT FURTHER RESOLVED that Dennis Henderson is eligible to receive compensation for the Special Board Meeting held on July 09, 2015.

This resolution was adopted by the Board of Trustees of the Victor Valley Community College District at its regular meeting of September 08, 2015.

Joseph W. Brady, Board President	Date
John Pinkerton, Board Vice President	Date

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

REQUEST FOR EXCUSED ABSENCE

In compliance with Victor Valley Community College District's Policy No. 2725, *Board Member Compensation,* I hereby request payment for the following meeting of the Board of Trustees.

Date of Meeting: July 09, 2015

Reason for Absence:

- ☐ Performing services outside the meeting for the Victor Valley Community College District
- ☒ Illness
- ☐ Jury Duty
- ☐ Hardship deemed acceptable by the Board

Signature

Date

Dennis Henderson, Trustee
Name and Title

Meeting Date: September 8, 2015

Item Number: 6.3

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES AGENDA ITEM

BOARD CONSENT ___ BOARD ACTION X BOARD INFORMATION (no action required) ___

TOPIC: First Reading – Revised Board Policy 2740, Board Education

SUBMITTED BY: Roger W. Wagner, Superintendent/President

RECOMMENDED BY: Roger W. Wagner

APPROVED BY: Roger W. Wagner

Description/Background:

Policy templates were developed by CCLC in conjunction with Liebert, Cassidy, Whitmore. The policy is required by Federal and State laws and Regulations, Accreditation, for protection against litigation, or advised for the effective operation of the District. An Ad Hoc committee consisting of Board Clerk, Brandon Wood, Trustee Marianne Tortorici, and Superintendent/President Roger Wagner reviewed and made recommendations to Board Policy 2740. Text with no underline represents original text in BP 2740. Underline text is new content to BP 2740.

Need:

Ongoing development as a Board and to Trustee education programs that include new Trustee orientation. The Board will engage in study sessions, provide access to reading materials, and support conference attendance and other activities that foster Trustee education. The Board must adopt changes they determine appropriate. Policy and the Board suggest changes for consideration.

Fiscal Impact:

None

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees approve the first reading of revised Board Policy 2740.

Legal Review: YES___ NOT APPLICABLE___

Reference for Agenda: YES X NO___

Text with no underline represents original text in BP 2740.
Underlined text is new content to BP 2740.

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT
BOARD POLICIES

Board of Trustees | Chapter 2

Board Education | **2740**

The Board is committed to its ongoing development as a Board and to a Trustee education program that includes new Trustee orientation. To that end, the Board will engage in study sessions, provide access to reading materials, and support conference attendance and other activities that foster Trustee education.

All Trustee travel is subject to approval of the Board of Trustees (Ed Code section 72423). As part of the budget development process for the District, the Board of Trustees will annually review expenditures for conference attendance and will take action to establish a budget for the subsequent academic year. This action will be taken no later than May each year. Any expenditure beyond the budgeted amount will require separate action by the Board of Trustees.

By August 1st, the Superintendent/President will provide all Trustees on the Board a list of the upcoming annual Conferences and Calendar in order to plan for the upcoming academic calendar year. Sample annual conferences relevant to trustees include, but are not limited to:

1. Community College League of California (CCLC) Student trustee conference
2. Association of Community College Trustee (ACCT) Annual leadership conference
3. CCLC Annual conference
4. CCLC Effective Trustee Workshop for newly elected/appointed trustees
5. CCLC Board Chair Workshop
6. CCLC Annual legislative conference
7. ACCT Community College legislative summit
8. American Association of Community Colleges (AACC) Annual conference
9. CCLC Annual trustee conference

At the September Regular meeting of the Board of Trustees, the Agenda will include an Action Item to finalize the selection of Trustees to attend the conferences listed in the annual Conference Calendar provided by the Superintendent/President.

The Priority of Selection of trustees to attend shall be:

1. Newly-elected and Newly-appointed Trustees
2. Board Chair/Vice President.
3. All Other Trustees.

All Trustees will be given an opportunity to make a request for a conference at the September Regular meeting of the Board of Trustees. Each Trustee can only be selected to attend one (1) conference per year. If another conference becomes available or is not selected amongst the Conference Calendar, then all Trustees will have the opportunity to make a selection with the priority given the following:

1. Trustee who has attended the fewest conferences over their term of office.
2. Newly elected or appointed trustee
3. All other Trustees

In addition to Trustee educational trips to conferences paid by the district, trustees are encouraged to obtain education through free resources such as online education, reading related materials, study sessions, etc. Examples of recommended free educational material are listed below.

1. Online
    a. Accreditation Commission for Community and Junior Colleges (ACCJC) basic principles of accreditation, http://www.trainingway.com/accjc/
    b. Guide to Accreditation Standards for Governing Boards, ACCJC, at http://www.accjc.org/wp-content/uploads/2010/09/Guide-to-Accreditation-for-Governing-Boards_2012.pdf
    c. Institute for Local Government, Brown Act webinar at http://www.ca-ilg.org/webinar/brown-act-webinar-keeping-clerks-ahead-curve
    d. Ethics Training Fair Political Practices Committee (FPPC) http://www.fppc.ca.gov/index.php?id=477
    e. Student Success Task Force Report, http://www.californiacommunitycolleges.cccco.edu/Portals/0/Executive/StudentSuccessTaskForce/SSTF_Final_Report_1-17-12_Print.pdf
    f. Assessing Board Effectiveness, http://www.ccleague.org/files/public/BoardSelfEvalweb.pdf
2. Readings
    a. CCLC Trustee Handbook
    b. Victor Valley College's (VVC) ACCJC self-evaluation report
    c. VVC's Annual Budget report

The following education and professional development guidelines have been created to facilitate the professional development of Trustees and to keep Trustees informed and up-to-date on issues affecting California Community Colleges.

A. Trustee Candidates

The superintendent/president will, upon learning that someone has filed for election or is seeking appointment to the board, provide an information packet to all candidates that to include:

1. General information about the college
2. Information about the roles and responsibilities of governing boards and trustees
3. Copy of the VVC Board of Trustee policies, Chapter 2

In addition, all candidates will be invited to the following:

1. A candidate information forum
2. Individual or group meetings with the superintendent/president
3. A tour of college sites.
4. Invitation to a board meeting held prior to the election to observe and be introduced.

All candidates, including incumbents, will be treated equally.

B. Newly elected or appointed Trustees

The superintendent/president and the board president or their designee will be responsible for the orientation of newly elected and newly appointed Board of Trustees members. To educate new trustees, the following process has been developed and needs to be completed in the first 90 days of the trustee taking office.

The college Superintendent/President and board president or their designee will:

1. Arrange for tours of all the campus sites for new trustees that didn't elect to take a tour during their candidacy.
2. Provide the following documents:
    a. Most recent accreditation self-evaluation and corresponding communication(s) from the accrediting agency.
    b. College catalog
    c. Key college planning documents (e. g., master plan, facilities plan, etc)
    d. Organizational chart
    e. All union contracts
    f. Copy of the most recent college adapted budget
    g. Brown Act
3. Meet with the trustee to review key issues and answer any questions the trustee may have about the information in number 2 above.
4. Brief the trustee on key services offered by the college.
5. Brief the trustee on the budgeting process.
6. Provide information on the major events to include, but not limited to:
    a. Main graduation ceremony
    b. Career Technical graduations
    c. Convocation
    d. Athletic events
    e. Performing Arts events
7. Provide a summary of the Shared Governance process of college.
8. Review the role of the following:
    a. Academic Senate
    b. Associated Student Body (ASB)
    c. Classified Union
    d. Faculty Unions
    e. College Managers
    f. Superintendent/President
    g. Board members

C. Veteran Trustees

The Board will engage in ongoing professional development activities that enhance and improve the demonstration of its primary policy role in assuring the quality, integrity, and effectiveness of student learning programs and services. The following guidelines have been created to meet the Board's commitment to the ongoing development of its members.

1. The Board President, elected at the December Organizational Meeting, shall be encouraged to attend the CCLC Board Chair Workshop (typically in January).
2. The Board of Trustees will hold two Board retreats or workshops each year, at which the Board will have the opportunity to discuss concerns and ideas with other members of the board and the administration. Discussion topics may include, but are not limited to, board self-evaluation, college and board goal achievement and goal-setting, board policies, and key issues facing the college. Other workshops may be scheduled as needed.
3. Trustees may also enroll in webinars and other professional training offered on-line by the AACC, ACCT, ACCJC or CCLC or other education-related organization as determined by the Board or proposed by the President/Superintendent.
4. All educational activities of the Board members will be logged and kept on file in the Superintendent/President's office.

D. Student Trustee

To orient the student trustee, the Superintendent/President or designee, will:

1. Within the first two weeks of being appointed, the student trustee shall arrange to meet with the director of student activities and the outgoing student trustee who will update the new student trustee on any outstanding business.
2. The superintendent/president and board president will mutually agree on a trustee mentor who will be available to the student trustee throughout the year.
3. Will be responsible for familiarizing the student trustee with administrative policies and procedures, understanding of board structure, general operational principles of the board, as well as the student trustee's rights, responsibilities, and privileges.
4. Will be available to meet with the student trustee to review the board agenda.
5. Make arrangements for the student trustee to attend the Community College League of California student trustee orientation or a similar activity.
6. Assign the vice president of student services and/or the student activities director to provide training in communication and parliamentary procedures.

Reference: Education Code 72423 and Accreditation Standard IV: B.1.f

Policy adopted 9/11/01
Policy revised 11/11/03
Board Reviewed/Approved - 8/11/09
Policy Revised <date>

Meeting Date: September 8, 2015

Item Number: 10.1

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT ___ BOARD ACTION _X_ BOARD INFORMATION (no action required) ___

TOPIC: SUB-RECIPIENT AGREEMENTS – RAMP UP GRANT

SUBMITTED BY: Amber Allen, Director of Special Grant Programs

RECOMMENDED BY: Peter Maphumulo _____

APPROVED BY: Roger W. Wagner _____

Description/Background:

The California Department of Education awarded Victor Valley Community College District nearly $15 million to implement a 4-year grant project in partnership with 5 community colleges, 20 high schools, and 4 charter schools throughout a region stretching from San Bernardino to Barstow and Lucerne Valley to Lancaster. As the Lead Agency and Fiscal Agent for this grant project, the District wishes to enter into sub-recipient agreements with the partners listed below to carry out RAMP UP Program objectives within their schools based on the requirements of the California Career Pathways Trust 2014 Award #14-25239-67921-00.

Partners Schools

See attached list

Need:

Sub-recipient agreements are required to meet the obligations of the Victor Valley Community College District under the California Career Pathways Trust Award #14-25239-67921-00

Fiscal Impact:

Budgeted. $2,934, 313 – Grant funded allocations for the 2015-16 fiscal year.

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees approve the sub-recipient agreements with the listed partners to carry out RAMP UP Program objectives within their schools based on the requirements of the California Career Pathways Trust 2014 Award #14-25239-67921-00.

Legal Review: ___ NOT APPLICABLE_X_

Reference for Agenda: YES _X_ NO___

RAMP UP Sub-recipient Partner Schools

PARTNERING SCHOOL	ALLOCATION
Antelope Valley JUHSD	$104,627
Antelope Valley College	$189,836
Apple Valley UHSD	$183,472
Barstow HSD	$137,877
Barstow College	$189,836
Crafton Hills College	$137,321
Excelsior Education Center	$187,087
Hesperia USD	$222,297
Academy Academic Excellence (Lewis Center)	$137,877
Lucerne Valley	$137,877
Palmdale Aerospace Acaedemy	$137,877
San Bernardino City Schools	$383,927
Snowline School District	$137,877
Southern Kern County USD	$137,877
San Bernardino Valley College	$242,351
Victor Valley UHSD	$266,297
Total	$2,934,313

Meeting Date: September 8, 2015 Item Number: 10.2

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT ___ BOARD ACTION X BOARD INFORMATION (no action required) ___

TOPIC: INDEPENDENT CONTRACTOR AGREEMENT – BCT CONSULTING

SUBMITTED BY: Amber Allen, Director of Special Grant Programs

RECOMMENDED BY: Peter Maphumulo Dr. Peter Maphumulo

APPROVED BY: Roger W. Wagner

Description/Background:

The California Department of Education awarded Victor Valley Community College District nearly $15 million to implement a 4-year grant project in partnership with 5 community colleges, 20 high schools, and 4 charter schools throughout a region stretching from San Bernardino to Barstow and Lucerne Valley to Lancaster. As the Lead Agency and Fiscal Agent for this grant project, the District wishes to enter into an agreement with the BCT Consulting, Inc. to carry out RAMP UP Program objectives based on the requirements of the California Career Pathways Trust 2014 Award #14-25239-67921-00.

Need:

To carry out RAMP UP Program objectives.

Fiscal Impact:

Budgeted. Not to exceed $85,000– Grant Funded

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees approve the agreement between Victor Valley Community College District and BCT Consulting, Inc., to carry out RAMP UP Program objectives based on the requirements of the California Career Pathways Trust 2014 Award #14-25239-67921-00. The term of this agreement is July 1, 2015 through June 30, 2016.

Legal Review: ___ NOT APPLICABLE_X_

Reference for Agenda: YES _X_ NO___

ORIGINAL

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT

18422 Bear Valley Road, Victorville, CA 92395-5850 • (760) 245-4271

INDEPENDENT CONTRACTOR AGREEMENT

THIS AGREEMENT is hereby entered into by the VICTOR VALLEY COMMUNITY COLLEGE DISTRICT, and;

BCT Consulting — CONSULTANT

20-2917720 — SOCIAL SECURITY NUMBER OR EMPLOYER INDENTIFICATION NUMBER

440 W. Fallbrook Ave, #111 — MAILING ADDRESS

Fresno — CITY

CA — STATE

93711 — ZIP

hereinafter referred to as CONSULTANT.

CONSULTANT agrees to provide to DISTRICT the services enumerated in Section F of this agreement under the following terms and conditions:

A. Services shall begin on 07/01/15 and shall be completed on or before 06/30/2016.

B. CONSULTANT understands and agrees that he and all of his employees are not employees of the DISTRICT and are not entitled to benefits to which employees are normally entitled, including State Unemployment Compensation or Workers' Compensation. CONSULTANT shall assume full responsibility for payment of all federal, state, and local taxes or contributions including unemployment and income taxes with respect to CONSULTANT'S employees.

C. CONSULTANT shall furnish, at his own expense, all labor, materials, equipment, and other items necessary to carry out the terms of this Agreement.

D. In the performance of the work herein contemplated, CONSULTANT is an independent contractor, with the authority to control and direct the performance of the details of the work, DISTRICT being interested only in the results obtained.

E. CONSULTANT agrees to defend, indemnify, and hold harmless the DISTRICT, its Board of Trustees, employees and agents from any and all liability or loss arising in any way out of CONSULTANT'S negligence in the performance of this Agreement, including, but not limited to, any claim due to injury and/or damage sustained by CONSULTANT, and/or the CONSULTANT'S employees or agents.

DISTRICT agrees to defend, indemnify, and hold harmless the CONSULTANT, its employees and agents from any and all liability or loss arising in any way out of the negligence of the DISTRICT, its employees or agents, including, but not limited to any claim due to injury and/or damage sustained by DISTRICT, and/or DISTRICT'S employees or agents.

F. Services to be rendered to the DISTRICT by the CONSULTANT are as follows:
Design a user friendly matriculation system, that will fullfill the student pathway
engagement outcome for the 2015-2016 fiscal year. Not to Exceed $85,000

G. Neither party shall assign or delegate any part of this Agreement without the written consent of the other party.

H. The work completed herein must meet the approval of the DISTRICT and shall be subject to the DISTRICT'S general right of inspection and supervision to secure the satisfactory completion thereof. CONSULTANT agrees to comply with all Federal, State, Municipal, and District laws, rules, and regulations that are now, or may in the future become applicable to CONSULTANT, CONSULTANT'S business, equipment, and personnel engaged in operations covered by this Agreement or accruing out of the performance of such operations.

I. Progress payments will be made by the DISTRICT to the CONSULTANT as follows (Check one box only):

- ☐ Total contract amount to be paid by _____ (Date).
- ☐ $ _____ to be paid monthly as progress payments, beginning _____ (Date).
- ☑ Payment(s) requested on personal invoices.

J. This agreement may be terminated by either party notifying the other, in writing, at least 0 days prior to the date of termination.

FOR THE DISTRICT:	FOR THE CONSULTANT:
Superintendent/President or Designee	Signature
Director of Fiscal Services	7/30/15 Date
Date	Account #

11/07

WHITE: Fiscal Services; CANARY: Consultant

BCT Consulting, Inc.

My Mentor 2.0 Milestone 1 and 2 Work Performed:

1. Teleconference client meetings with LCER staff and technology partners
2. Project consultation for discussion of deliverables and technology partners
3. Initial UI/UX design implementation for My Mentor applications for August 3rd milestone
4. Evaluation and consultation on application wireframes provided by LCER staff
5. Researched the partner technologies:
    - Clever
    - Aeries API
6. Completed updates to scope of work to highlight the May 1st and August 3rd milestone deliverables
7. Generated and delivered K16 Bridge and My Mentor application mockups to client by May 1st (Milestone 1 completed)
8. Began initial development of Data Pipeline for August 3rd milestone
9. Began initial implementation of new design of My Mentor application for August 3rd milestone

440 W. Fallbrook Ave., #111
Fresno, CA 93711
(559) 322.1989
www.bctconsulting.com

Meeting Date: September 8, 2015

Item Number: 10.3

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES AGENDA ITEM

BOARD CONSENT ___ BOARD ACTION X BOARD INFORMATION (no action required) ___

TOPIC: GRANT ACCEPTANCE: CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE GRANT (CCCCO) ENROLLMENT GROWTH FOR ASSOCIATE DEGREE NURSING PROGRAM #15-179-049

SUBMITTED BY: Joseph Morris, Director of Nursing & Allied Health Programs

RECOMMENDED BY: Peter Maphumulo Dr. Peter Maphumulo

APPROVED BY: Roger W. Wagner

Description/Background:

The district wishes to ratify grant acceptance of the CCCCO Enrollment Growth for the Victor Valley College Associate Degree Nursing Program #15-179-049. Enrollment capacity restrictions have afflicted most of the community college nursing programs; the Enrollment and Retention Program will enable VVC to admit an additional nine students to enter the nursing program each semester over baseline, totaling 18 additional students over the grant period. Applicants will be selected from the current waiting list of pre-qualified students who have met all of the pre-requisite coursework required for admission. The term of this grant shall be from July 1, 2015 through June 30, 2016.

Need:

The grant presents an opportunity for VVC to yield stronger increase enrollment caps and to provide support services for the Associate Degree Nursing program.

Fiscal Impact:

$197,987.00 to the district for the Nursing Program for FY 2015-16.

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify grant acceptance of the CCCCO Enrollment Growth for the Victor Valley College Associate Degree Nursing Program #15-179-049. The grant will enable VVC to admit an additional nine students to enter the nursing program each semester over baseline, totaling 18 additional students over the grant period. The term of this grant shall be from July 1, 2015 through June 30, 2016.

Legal Review: YES ___ NOT APPLICABLE_X__

Reference for Agenda: YES X NO___

STATE OF CALIFORNIA

BRICE W. HARRIS, CHANCELLOR

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE
1102 Q STREET, SUITE 4554
SACRAMENTO, CA 95811-6549
(916) 445-8752
http://www.cccco.edu

July 8, 2015

TO: Roger Wagner, Superintendent/President
Victor Valley CCD – Victor Valley College

FROM: Suzanne Louie, Coordinator
Career Technical Education

RE: **Grant Number 15-179-049**

Enclosed is a fully executed copy of the *Enrollment Growth for Associate Degree Nursing Program* grant agreement between your district and the Chancellor's Office of the California Community Colleges. Please provide a copy of this grant agreement to your district business officer.

If you have any questions, please contact the project monitor, Cynthia McFarland at (916) 324-4612,or Cmcfarla@cccco.edu.

cc: Dr. Joseph Morris, Project Director
Audit File
Accounting (2)

THIS FORM MAY NOT BE REPLICATED
AND UNDER NO CIRCUMSTANCES CAN THE LANGUAGE BE ALTERED

BOG, California Community Colleges Chancellor's Office - 6870

DISTRICT USE ONLY

District (Grantee): **Victor Valley CCD**

College: **Victor Valley College**

Grant Agreement

Workforce and Economic Development

Enrollment Growth for Associate Degree Nursing Program

RFA # **14 - 179**

BOG-CCCCO USE ONLY

Grant Agreement No.: 15 - 179 - 049

Funding Fiscal Year

2015-16 **Total Amount Encumbered : $ 197,987**

This grant is made and entered into, by and between, the BOG, California Community Colleges Chancellor's Office and the aforementioned district, hereafter referred to as the Grantee. The grant shall consist of this Grant Agreement face sheet and the Grantee's application, with all required forms. The RFA Specification and the Grant Agreement Legal Terms and Conditions (Articles I, Eff. 05/14 and II, Eff. 04/14), as set forth in the RFA Instructions are incorporated into this grant by reference.

The total amount payable for this grant shall not exceed the amount specified above as "Amount Encumbered".

The term of this grant shall be from July 1, 2015 through June 30, 2016. The Final Report must be submitted within 60 days of the grant end date.

Funding under this grant is contingent upon the availability of funds, and is subject to any additional restrictions, limitations or conditions enacted in the state budget and/or Executive Orders that may affect the provisions, term, or funding of this agreement in any manner.

GRANTEE

Project Director: Dr. Joseph Morris

Total Grant Funds Requested: $ 197,987

Signature, Chief Executive Officer (or authorized Designee)

Date: 4/21/15

Print Name/Title of Person Signing:
Roger Wagner Superintendent President

District Address: 18422 Bear Valley Rd.
Victorville, CA 92395-5850

STATE OF CALIFORNIA

Project Monitor:
Cynthia McFarland

Agency Address: 1102 Q Street, Suite 4554
Sacramento, CA 95811-6539

Item:	Object of Expenditure	Chapter	Statute	Fiscal Year	Amount
6870 - 101 - 0001	3233 - 751 - 29510		2015	2015-16	$ 197,987
- -	- -				

Total Amount Encumbered : $ 197,987

Signature, Accounting Manager (or Authorized Designee) Budgeted funds are available for the period and purpose of the expenditures stated above.

Date: JUN 19 2015

Signature, Deputy Chancellor (or authorized Designee)

Date: JUN 19 2015

Print Name/Title of Person Signing:
Erik Skinner, Deputy Chancellor

BOG, CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE (CCCCO)

Enrollment Growth for Nursing

DISTRICT: Victor Valley CCD

COLLEGE: Victor Valley College

RFA NUMBER: 15-179

APPLICATION BUDGET SUMMARY

NOTE: Submit details explaining the expenditures by category on the Application Budget Detail Sheet.

Object of Expenditure	Classification	Line	TOTAL PROGRAM FUNDS REQUESTED
			$ 197,987
1000	INSTRUCTIONAL SALARIES	1	$ 87,530
2000	NONINSTRUCTIONAL SALARIES	2	$ 58,000
3000	EMPLOYEE BENEFITS	3	$ 41,026
4000	SUPPLIES AND MATERIALS	4	$ 2,817
5000	OTHER OPERATING EXPENSES AND SERVICES	5	$ 1,000
6000	CAPITAL OUTLAY	6	$ 0
7000	OTHER OUTGO	7	$ 0
	TOTAL DIRECT COSTS:	8	$ 190,373
	TOTAL INDIRECT COSTS (Not to exceed 4% of Direct Costs):	9	$ 7,614
	TOTAL COSTS:	10	$ 197,987

I authorize this cost proposal as the maximum amount to be claimed for this project and assure that funds shall be spent in compliance with State and Federal Regulations.

Project Director:

Name: Dr. Joseph Morris **Title:** Director of Allied Health & RN Program

Authorized Signature: Joseph Morris **Date:** 4/20/15

District Chief Business Officer *(or authorized designee)* **:**

Name: Karen Hardy **Title:** Director of Fiscal Services, Acting CBO

Authorized Signature: Karen Hardy **Date:** 4/21/15

BOG, CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE (CCCCO)

Enrollment Growth for Nursing

DISTRICT: Victor Valley CCD

COLLEGE: Victor Valley College

RFA NUMBER: 15-179

APPLICATION BUDGET DETAIL SHEET

Object of Expenditure	Classification	FUNDS REQUESTED
1000		$ 197,987
	1300 Teachers Salary, hourly 2 PT SIMs Lab Asst (110 hrs F15, S16 = 220 x 2 @ $60 hourly), 1 PT SA/Curriculum Review Specialist (110 hrs F15, S16 = 220 @$60 hourly)	$ 40,000
	1440 Facilitators: PT Assignment (Nursing Facilitator Thale SU/WI 168 hrs @ $61 hourly)	$ 10,250
	1470 Coordinators: PT Assignment Nursing Clinical, Visser SU/FA/W/SP 520 hrs @ $59 hourly), : $30, 680 Community Serv Coordinator (Thibeault FA/SP $3,300 x 2) : $6,600	$ 37,280
		$ -
2000		
	2180 Classified-NI/Reg - Nursing OA Position	$ 48,000
	2394 Classified Sub/Non Instructional - ALDH OA Position (30%)	$ 10,000
		$ -
		$ -
3000	Employee Benefits	
	Faculty Contracted Benefits (13%)	$ 9,821
	Classified Contracted Benefits (22%)	$ 10,560
	Other Hourly Benefits (7.75%)	$ 1,395
	Classified H & W	$ 19,250
		$ -
4000	Supplies and Materials 4300 Instructional Supplies	$ 2,817
5000	Other Operating Expenses and Services 5202 Travel, Conference, Non-Instructional DON/ Classified	$ 1,000
6000	Capital Outlay	$ -
7000		$ -
	TOTAL DIRECT COSTS:	$ 190,373
	TOTAL INDIRECT COSTS (Not to exceed 4% of Direct Costs):	$ 7,614
	TOTAL COSTS:	$ 197,987

BOG, CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE (CCCCO)

Enrollment Growth for Nursing
RFA NUMBER: 15-179

CONTACT PAGE

District: Victor Valley CCD
Address: 18422 Bear Valley Rd
City: Victorville State: CA Zip: 92395

District Superintendent/President *(or authorized designee)*
Name: Roger Wagner Phone: 760-245-4271
Title: Superintendant/President Fax: 760-245-9019
E-mail Address: Roger.Wagner@vvc.edu

Responsible Administrator *(Should not be the same as Project Director)*
Name: Ginger Ontiveros Phone: 760-245-4271 ext. 2523
Title: Excutive Director Fax: 760-245-4713
E-mail Address: Ginger.Ontiveros@vvc.edu

Project Director *(Person responsible for conducting the daily operation of the grant)*
Name: Dr. Joseph Morris Phone: 760-245-4271 ext. 2226
Title: Director of Allied Health & RN Program Fax: 760-951-5861
E-mail Address: Joseph.Morris@vvc.edu

Person Responsible for Data Entry
Name: Laura Katnic Phone: 760-245-4271 ext 2287
Title: Administrative Secretary Fax: 760-951-5861
E-mail Address: Laura.Katnic@vvc.edu

District Chief Business Officer *(or authorized designee)*
Name: Karen Hardy Phone: 760-245-4271 ext 2450
Title: Director of Fiscal Services, Acting CBO Fax: 760-843-0621
E-mail Address: Karen.Hardy@vvc.edu

Person Responsible for Budget Certification
Name: Karen Hardy Phone: 760-245-4271 ext 2450
Title: Director of Fiscal Services, Acting CBO Fax: 760-843-0621
E-mail Address: Karen.Hardy@vvc.edu

Work Plan FY 2015-2016

15-179 Enrollment Growth for Nursing
and
15-180 Assessment, Remediation, and Retention for Nursing Programs

Required Objectives and Activities to Be Conducted During Grant Performance Period
June 1, 2015 — June 30, 2016

Please Note: Objectives, activities and performance outcomes are provided as a basis for the workplan. The objectives and activities are required. The College should revise the performance outcomes as needed, but may use those provided, if applicable to College's need. Do not delete the outcomes. All objectives and activities must be conducted during the project time frame. Performance Outcomes highlighted in yellow may require information/fill in the blanks.

Objective One: Expand current enrollment capacity or maintain prior additional enrollments in the nursing program.	
Activity	**Performance Outcomes**
1.1 Expand or maintain capacity by enrolling additional students above current baseline enrollment capacity during this academic year. Enrollment based on students in the ADN program who meet the statewide cut score for diagnostic assessment test at 62% or above.	1.1 If relevant fill in the blanks with the number of additional students you intend to enroll above the program's baseline capacity during the academic year. Provide the number of additional enrollments for either expanding or maintaining current additional enrollments or both. Note: additional enrollments pertain to first semester generic students or LVN to RN students only. • 9 (number of additional grant students) to be enrolled in the Fall semester of 2015. • 9 (number of additional grant students) to be enrolled in the Spring semester of 2016. • Current number of grant students continuing program to completion. 19 Total Number of current grant students 38. • Number of Student requiring remediation 21

1.2 Review student applications and determine eligibility for admission using college nursing admission protocols appropriately validated or approved by the Chancellor's Office.	1.2 Students selected for provisional enrollment.

Work Plan

Required Objectives and Activities to be Conducted During Grant Performance Period

Please Note: Objectives, activities and performance outcomes are provided. The objectives and activities are required. You may revise the performance outcomes or use those provided. You may not delete the outcomes. All objectives and activities must be conducted during the project time frame.

Objective 2: Provide a program whereby students demonstrate readiness through diagnostic assessment or successful completion of remedial pre-nursing coursework prior to commencing the registered nursing program.

Activity	Performance Outcomes
2.1 Provide diagnostic assessment testing to students prior to enrollment in the nursing program.	2.1 Chancellor's Office approved assessment test administered to selected provisional students. Those that achieve the cut score are enrolled in the program. Those that do not achieve the cut score are referred for remediation.
2.2 Implement pre-admission protocols for when a student does not reach the cut score.	2.2 Pre-admission protocols were implemented for students who did not achieve the cut score on the assessment test.
2.3 Develop a pre-admission plan for remediation for students who do not achieve the cut score indicating readiness for the nursing program.	2.3 A pre-admission plan was developed for each student who did not achieve the cut score.
2.4 Refer students who do not achieve the cut score to a counselor or case manager for assistance with a pre-admission plan to assist the student in achieving readiness for the nursing program.	2.4 Students who do not achieve the cut score are referred to a counselor or case manager for assistance with a pre-admission plan to assist the student in achieving readiness for the nursing program.
2.5 Develop and implement educational pre-entry coursework, including, but not necessarily limited to, tutorials or noncredit instruction, that is aligned to the entry level nursing standards and curriculum for students who fail to demonstrate readiness based upon the diagnostic assessment tool.	2.5 Individualized remediation plans were developed for each student and the students were given one year in which to complete their plan. The number of students who started a pre-entry remediation plan was documented.
2.6 Enroll students in the ADN program who meet the statewide cut score for diagnostic assessment test.	2.6 Students completing their remediation plan within one year, are returned to the colleges' enrollment process.

Objective 2: Provide a program whereby students demonstrate readiness through diagnostic assessment or successful completion of remedial pre-nursing coursework <u>prior to commencing the registered nursing program</u>.	
Activity	**Performance Outcomes**
2.7 Evaluate the effectiveness of specific pre-entry plans, including instructional and campus support services. **(In column at right, underline the option used by your program).**	2.7.1 Students are considered successful in their remediation (pre-entry plan) if they: a. **Successfully complete a remediation plan and successfully retake the assessment/readiness test with a passing composite score,** or b. Demonstrate passing grades in college remediation coursework in the appropriate disciplines to address areas identified as needing improvement by the assessment readiness test, or c. Document successful completion of a remediation plan that satisfies the intent of assuring readiness for success in the nursing program that is approved by the Nursing Program Director. **(Underline the option used by your program).**
	2.7.2 The effectiveness of specific pre-entry plans, including instructional and campus support services are determined and modifications developed for implementation
2.8 Compile data for all students who do not demonstrate readiness and require a remediation plan as outlined under Reporting Requirements below.	2.8 Data collected and reported to the Chancellor's Office on students who did not demonstrate readiness, who participated in a remediation plan, and who successfully completed their remediation plan.
2.9 Ensure that students participating in an educational remediation plan in order to demonstrate readiness, based upon the diagnostic assessment tools, are not disadvantaged in the program enrollment process.	2.9 Coursework prescribed in individual remediation plans will be made available to the students within the remediation time frame and students who successfully complete the remediation plan are returned to the college's enrollment process.

Work Plan

Required Objectives and Activities to be Conducted During Grant Performance Period

Please Note: Objectives, activities and performance outcomes are provided. The objectives and activities are required. You may revise the performance outcomes or use those provided. You may not delete the outcomes. All objectives and activities must be conducted during the project time frame.

Objective Three: Provide a retention program for students enrolled in the ADN program.	
Activity	**Performance Outcomes**
3. 1 Provide support services for students enrolled in the nursing program.	3.1 Students will have campus resources available to promote retention in the nursing program.
	3.1.2 Support services in terms of peer mentoring, tutoring, advisement, and counseling are provided to the students.
3.2 Provide a nursing counselor and/or support staff to provide intensive case management and support for students.	3.2 A case management approach is utilized to promote student success in the nursing program.
3.3 Provide tutoring and other support services for students at risk of dropping out of the ADN program.	3.3 Identified at risk students will have support services available.
3.4 Provide appropriate supplies and software to assist in student success.	3.4 Student learning is enhanced by up-to-date equipment, instructional material & software.
3.5 Implement early identification, referral and effective intervention strategies for students at risk of failing the ADN program.	3.5 Identified at risk students will receive early and effective intervention to help ensure success.
3.6 Provide faculty opportunities for professional development.	3.6 Professional development opportunities will be facilitated.
3.7 Develop and implement a plan for professional development for nursing faculty to improve or increase instructional methodologies.	3.7 Faculty will attend professional development activities to enhance teaching, learning and student support.
3.8 Implement faculty recruitment and orientation strategies.	3.8 New faculty will be provided a faculty orientation.

Work Plan

Required Objectives and Activities to be Conducted During Grant Performance Period

Please Note: Objectives, activities and performance outcomes are provided. The objectives and activities are required. You may revise the performance outcomes or use those provided. You may not delete the outcomes. All objectives and activities must be conducted during the project time frame.

Objective Four: Provide support services, review courses or software and practice to assist graduating students to prepare for the National Council Licensure Exam (NCLEX).

Activity	Performance Outcomes
4.1 Provide an NCLEX review course or software for students who are completing the nursing program.	4.1.1 Students will receive assistance in preparing and practicing for the NCLEX exam.
	4.1.2 NCLEX review courses will be available each semester for students completing the program.
4.2 Monitor student success on the NCLEX exam and make adjustments to program curriculum or the review course and software to improve NCLEX results.	4.2 Monitor NCLEX success and evaluate NCLEX Progress Reports to guide curriculum and program revisions.
4.3 Evaluate the effectiveness of the program by tracking students who benefit from this project to determine the NCLEX pass rate.	4.3 Students are tracked to determine success on the NCLEX pass rate.

Work Plan

Required Objectives and Activities to be Conducted During Grant Performance Period

Please Note: Objectives, activities and performance outcomes are provided. The objectives and activities are required. You may revise the performance outcomes or use those provided. You may not delete the outcomes. All objectives and activities must be conducted during the project time frame.

Objective Five: Provide faculty opportunities for professional development.	
Activity	**Performance Outcomes**
5.1 Provide faculty opportunities for professional development.	5.1 Professional development opportunities will be facilitated.
5.2 Develop and implement a plan for professional development for nursing faculty to improve or increase instructional methodologies.	5.2 Faculty will attend professional development activities to enhance teaching, learning and student support.
5.3 Implement faculty recruitment and orientation strategies.	5.3 New faculty will be provided a faculty orientation.

Work Plan

Required Objectives and Activities to be Conducted During Grant Performance Period

Please Note: Objectives, activities and performance outcomes are provided. The objectives and activities are required. You may revise the performance outcomes or use those provided. You may not delete the outcomes. All objectives and activities must be conducted during the project time frame.

Objective Six: Disseminate any tools, software, tracking methodologies, best practices, special lessons learned or developed to other community colleges at conferences, or through the Regional Health Occupations Resource Centers and the Chancellor's Office. Copies of any materials developed are to be provided to the Chancellor's Office.

Activity	Performance Outcomes
6.1 Disseminate any tools, software, tracking methodologies, special lessons learned or developed to other community colleges at conferences, or through the Heath Workforce Initiative (HWI) and the Chancellor's Office. Copies of any materials developed are to be provided to the Chancellor's Office.	6.1 Tools, software, tracking methodologies, special lessons learned or developed are disseminated to other community colleges at conferences, or through the Heath Workforce Initiative (HWI) and the Chancellor's Office. Copies of any materials developed are provided to the Chancellor's Office.

Work Plan

Required Objectives and Activities to be Conducted During Grant Performance Period

Please Note: Objectives, activities and performance outcomes are provided. The objectives and activities are required. You may revise the performance outcomes or use those provided. You may not delete the outcomes. All objectives and activities must be conducted during the project time frame.

Objective Seven: Collect and report data to the Chancellor's Office as required.	
Activity	**Performance Outcomes**
7.1 Collect data as listed below and report to the Chancellor's Office in a timely manner, as required per Education Code below, and Contracted quarterly and annual reporting per RFA and application.	7.1 Data collected and reported to the Chancellor's Office in a timely manner.

Data Collection Requirements:

Education Code Section 78261(g) and (h):

(g) As a condition of receiving grant funds pursuant to paragraph (2) of subdivision (d), each recipient district shall report to the chancellor's office the following data for the academic year on or before a date determined by the chancellor's office:

(1) The number of students enrolled in the nursing program.

(2) The number of students taking diagnostic assessments.

(3) The number of students failing to meet proficiency levels as determined by diagnostic assessment tools.

(4) The number of students failing to meet proficiency levels that enroll in pre-entry preparation classes.

(5) The number of students who successfully complete pre-entry preparation classes.

(6) The average number of months between initial diagnostic assessment, demonstration of readiness, and enrollment in the nursing program for students failing to meet proficiency standards on the initial diagnostic assessment.

(7) The average number of months between diagnostic assessment and program enrollment for students meeting proficiency standards on the initial diagnostic assessment.

(8) The number of students who completed the associate degree nursing program and the number of students who pass the National Council Licensure Examination (NCLEX).

(h) (1) Data reported to the chancellor under this article shall be disaggregated by age, gender, ethnicity, and language spoken at home.

Meeting Date: September 8, 2015 Item Number: 10.4

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT ___ BOARD ACTION _X_ BOARD INFORMATION (no action required) ___

TOPIC: AGREEMENT – JAMES SPENCER, AIA

SUBMITTED BY: Steve Garcia, Facilities Construction

RECOMMENDED BY: Steve Garcia _____

APPROVED BY: Roger W. Wagner _____

Description/Background:

The District wishes to enter into an agreement with James Spencer, AIA to work in conjunction with the District to perform the programming work for a new Student Services One Stop Center Building. The work will include programming as well as scoping and bridging documents, which also include all electrical, mechanical and plumbing pre-engineering to ensure constructability.

A copy of the original agreement is available for review in the Superintendent/President's office.

Need:

A One Stop Center Building was approved by the Board of Trustees on June 14, 2011 as one of the projects that will be funded through Measure JJ Bond proceeds. Programming, and scoping and bridging documents are necessary to begin the project.

Fiscal Impact:

Not to Exceed $109,000.00 – Local Bond Funded

Recommended Action:

It is recommended that the Board of Trustees approve the agreement with James Spencer, AIA in the amount not to exceed $109,000.00.

Legal Review: YES _X_ NOT APPLICABLE___

Reference for Agenda: YES _X_ NO___

James G. Spencer, AIA
Architectural Consulting Service

August 17, 2015

Victor Valley College
18422 Bear Valley Road
Victorville, CA 92392-5849

Subject: Proposal for Design-Build Bridging Services for the Student Services One-Stop Center

Attention: Stephen Garcia, Director Facilities Construction and Contracts

Dear Mr. Garcia

We are pleased to respond to the district's request for a fee proposal to perform design-build bridging services for the Student Services One-Stop Center. The project is to be wholly funded by the district and has a budget, with equipment, of $10,000,000 to fund a building plus site work of approximately 20,000 GSF, depending on the budget.

This proposal is for bridging architect services required for the selection and screening process for design-build bidders. The services will be done in accordance with the terms of the three pieces of legislation that govern design-build for community colleges: AB-1000 (Simitian), and SB-614 (Simitian) and SB-1509 (Simitian) that extended the sunset date from 2014 to 2020. This project falls within the new time frame.

The services will repeat those used in the Health-Science Building bridging process. They were as follows:

- Meetings with Users and College
- Tours of similar facilities
- Space programming
- Coordinate needed site survey and soils reports
- Review College-provided hazardous materials surveys and incorporate
- Review College-provided site utility and infrastructure plans and incorporate
- Review utility capacities via Mechanical, Electrical, Plumbing (MEP) engineer
- Conceptual site plan, per recommendation of Master Plan Update 2015
- Conceptual floor plans for Users and bidders
- Architectural guidelines as needed to maintain campus design integrity
- Room by room specifications for finishes and equipment
- Technical Specifications for building, site work, and MEP systems
- Design-build contract documents for a two phase selection process
- Project estimate using state cost guidelines

- Orientation session and on site tour for bidders before screening
- Orientation session for finalist bidders
- 50% design review for finalist bidders
- Review of final presentations by finalist bidders
- Document final scoring and selection committee deliberations

Not included in the previous Health-Science project are the following added services:

- Incorporation of MEP services in this contract for better coordination (estimated at $10,000) (MEP was previously handled via a direct $20,000 contract between the district and MEP)
- Addition of services of a professional estimator (estimated at $10,000)

Team members are:

- John Goulding, Licensed Architect
- James G. Spencer, AIA Licensed Architect, Principal

The following is our proposal:

- Hourly not to exceed $109,000.00

Our hourly rates before 1.25% mark-up for overhead are:

- John Goulding $60.00
- James G. Spencer, AIA $90.00

Coverage of expenses such as mileage, driving time, telephone, reproduction, mailing, accounting and tax filing is handled by a 1.25 mark-up of the above-listed hourly rates for billing purposes. This is in lieu of attempting to estimate or account for them up front. The 1.25 adjusted amounts are incorporated into the not-to-exceed total listed above and has been quite accurate in terms of the past projects. And as with the previous project, hours while in transit to the college are not counted.

I continue to maintain professional liability insurance on a project-specific basis for my work at the college. The current policy covers the master plan that has only minimal liability. For this project, the liability exposure will be higher and the quote is tentatively in the amount of $7,000.00 with a limit of liability for each claim and aggregate of $1,000,000 with a $2,500 deductible. We believe this meets the district standard for coverage. The $7,000.00 amount is incorporated in the total cost listed above.

Items or services not included in the proposal are:

1. Land survey for the building site, <u>required</u> (if existing information is incomplete)
2. Underground utility locater services, <u>recommended</u>
3. Geotechnical investigations/soil reports the building pad, <u>required</u> (by DSA)
4. Copying and scanning of existing drawings and specifications and other information about existing conditions necessary for bidders, <u>required</u> (though probably already available in digital format)
5. Hazardous Material Survey, <u>required</u> (possibly at the existing Art Building)

Some of the above are required by code or in order to complete necessary information that each bidder will need to provide a firm bid.

In conclusion, we look forward to another successful design-build project with the District. The One-Stop Center appears to be about the same floor area as the Health-Science Building, though with less complexity. Health-Science from our records required 1,196 hours, as outlined in the attached summary spreadsheet. 55% of the total were expended by Goulding; Spencer about 42%; 3% to Taylor. Taylor was mainly involved, along with Goulding, in the scoring process.

We expect that ratio to carry over into the One-Stop project, albeit adjusted for two instead of three members. The ratio is expected to be: 57% Goulding; 43% Spencer, Goulding doing the scoring with the district.

The total hours are estimated at 900 (75% of Health-Science's). But the proposal adds in the $20,000 for the MEP and the professional estimator, not included in the previous project.

We hope this proposal is acceptable to the district. Below are signature lines for me and District:

Agreed to by: _____ Date _____
Victor Valley Community College District

_____ Date _____
James G. Spencer AIA
424 California Terrace
Pasadena, CA. 91105

Meeting Date: September 8, 2015 Item Number: 10.5

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT ___ BOARD ACTION X BOARD INFORMATION (no action required) ___

TOPIC: AGREEMENT – VECTOR RESOURCES, INC.

SUBMITTED BY: Frank Smith, Technology & Information Resources

RECOMMENDED BY: Frank Smith _____

APPROVED BY: Roger W. Wagner _____

Description/Background:

The District wishes to correct the board item submitted and approved at the July 14, 2015 Board of Trustees meeting (Item 10.7). The District entered into an agreement with Vector Resources, Inc. for hourly technical services needed to support campus network infrastructure. An error on the fiscal impact reflects $74,500.00, fiscal impact correction is $73,500.00 making a $1,000 dollar difference.

A copy of the original agreement is available for review in the Superintendent/President's office.

Need:

This is needed to provide technical services for Victor Valley Community College District for network systems and infrastructure support. This is due to temporary limitation of resources available at VVCC District.

Fiscal Impact:

Not to exceed $73,500.00 – Budgeted Item

Recommended Action:

It is recommended that the Board of Trustees approve the agreement between Victor Valley College and Vector Resources, Inc. in total not to exceed amount of $73,500.00.

Legal Review: YES _X__ NOT APPLICABLE___

Reference for Agenda: YES X NO___

Proposal and Customer Agreement for Hourly Technical Services

Victor Valley College

Prepared for:

Frank Smith

18422 Bear Valley Road

Victorville, CA 92395

July 3, 2015

July 3, 2015

Frank Smith

Victor Valley College
18422 Bear Valley Road
Victorville, CA 92395

Dear Frank,

VectorUSA would like to extend our appreciation to Victor Valley College for the opportunity to provide technical support services on a Time and Materials (hourly) basis. Per your request, this Proposal provides services from July 6, 2015 through June 30, 2016 on a Time and Materials basis at a total cost not to exceed $73,500.

We look forward to reviewing our proposal with you at your earliest convenience. In the meantime, please contact me with any questions or concerns you may have. On behalf of VectorUSA, thank you for your consideration.

Sincerely,

Skyler Peterson
Regional Sales Manager
VectorUSA
speterson@vectorusa.com
(909) 303-7739

Customer Agreement for Hourly Technical Services

INTRODUCTION

Vector Resources, Inc. dba VectorUSA will provide Victor Valley College (VVC) with Professional Information Systems (IS) Services on an hourly basis to your organization. Professional Service hours may be used for services that include but are not limited to:

- System Administration (Microsoft SQL, SharePoint, Exchange, etc.)
- Microsoft SQL Database Administration
- Network Administration, including firewalls, routing, switching, wireless and VoIP
- Video Systems Administration, including surveillance and conferencing technologies
- Additional services to be agreed upon mutually by VVC & VectorUSA as applicable

In order to assure that both "we" ("VectorUSA") and "you" ("the Customer") have a complete understanding of all services that are included, VectorUSA and the Customer will be bound by the following terms of service, hereafter referred to as the "Agreement."

This Agreement forms a legally binding contract between VectorUSA and the Customer. Should you have any questions about any portion of the Agreement, please do not hesitate to contact VectorUSA prior to signing.

VectorUSA: Background Information

VectorUSA designs, implements and maintains unified voice, video and data networks. Founded in 1988, VectorUSA is today one of the nation's premiere network integration companies. VectorUSA is based in Torrance, CA with offices in San Diego, Rancho Cucamonga, Phoenix, Lancaster, PA, and Charlotte, NC. Widely recognized for our engineering capabilities and management excellence, VectorUSA's team consists of the three founding partners and over 400 employees, including engineers, technical personnel, business development and customer service agents.

VectorUSA's certifications and partnerships make us a full-service solution provider. The technical staff employed by VectorUSA have completed a number of technical certifications and maintain their knowledge base through continuing education. Our business partners include Microsoft, EMC, VMWare, Cisco, HP, OnSSI, and other world class IT and integration solution vendors.

VectorUSA has an extensive background serving clients in a wide variety of industries. Our involvement includes technology infrastructure consulting, facility upgrades, implementation of voice/data communication solutions and ongoing support for a wide variety of technology-based systems. Our diverse client base includes major hospitals and medical research centers, multinational shipping and logistics companies, schools and universities, and numerous government and local service agencies.

Client references that reflect the breadth of our abilities to provide services included in this Agreement may be provided upon request.

SERVICES INCLUDED IN THIS AGREEMENT

VectorUSA will provide the following services to the Customer under this Agreement:

- 24x7x365 access to VectorUSA's Network Operations Centers (NOCs)
- Hourly services from VectorUSA technical specialists for network and systems consulting, design, configuration and maintenance

A description of these services is provided below.

24x7x365 Access to VectorUSA's Network Operations Centers

VectorUSA will provide the Customer with telephone and email access to our Network Operations Centers (NOCs) 24 hours per day, seven days per week to request technical assistance. VectorUSA's NOCs may be reached:

By phone at (855) 895-6845
By email at NOC@vectorusa.com

The Network Operations Center may assist in scheduling routine requests for assistance and answering any questions regarding services covered under this Agreement.

Hourly services from VectorUSA Technical Specialists

VectorUSA will provide the Customer with technical service expertise for each of the number of hours specified in the "Hourly Technical Services" section of this Agreement. When VectorUSA's Network Operations Center is contacted by the Customer with a request for service, the VectorUSA Network Operations Center will schedule an onsite visit or remote assistance appointment as required within one business day (the Customer request must be made by 3:00 Pacific Time for next business day response). Minimum billed service appointments are:

- Remote Assistance Service Appointment: 30 Minute Minimum
- Onsite service appointment: 8 Hour Minimum

Non-emergency service requests will be performed Monday through Friday between the hours of 7:00 AM and 5:00 PM.

The Customer may request emergency services outside of Normal Business Hours to respond to critical network issues. Emergency services rendered via remote assistance or onsite assistance outside of Normal Business Hours will be deducted at 1.5 times the hours required to resolve the customer issue. (For example, one hour of emergency services will be billed as 1.5 hours). Emergency services rendered via remote assistance or onsite assistance on a Federal Holiday[1] will be deducted at 2.0 times the hours required to resolve the customer issue. Non-emergency services performed after Normal Business Hours that are scheduled with the VectorUSA Service Center a minimum of two business days in advance (exclusive Federal holidays) shall be billed at standard rates as defined in this Agreement.

VectorUSA will provide the Customer with a monthly report that includes all requests for services, number of hours used, the problem statement and resolution for each request, the service time used and the balance of hours remaining. VectorUSA will also provide professional services will be provided on a "Time and Materials" basis at the rates shown below.

(This Section Intentionally Left Blank)

[1] Federal Holidays include New Year's Day, Martin Luther King, Jr. Day, Washington's (President's) Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, and Christmas Day.

Additional Services Included in this Agreement

Service Assignments through Customer Ticket Management System

VectorUSA's NOC will monitor Customer's "Livetime" ticket management system via email during normal business hours (M-F, 7:00 AM to 5:00 PM) for work assignments. The NOC will assign local and/or remote resources as required to fulfill work assignments issued through the Livetime system.

Monthly Cost Reporting

VectorUSA will provide a monthly cost report to Customer to monitor expenditures. The report will include an estimate of the date (if applicable) when 80% or more of the estimated Agreement total will be expended.

AGREEMENT CONTACTS INFORMATION, DURATION AND COST

This Agreement shall commence on the date stated and continue for the period set forth below. All services will be provided on a "Time and Materials" basis. Services will be invoiced at the end of each service period and are payable NET 30.

VectorUSA Hourly Technical Services Agreement Summary			
AGREEMENT INFORMATION		**BILLING INFORMATION**	
CUSTOMER:		**BILL TO:**	
	Victor Valley College		Victor Valley College
	18422 Bear Valley Road		18422 Bear Valley Road
	Victorville, CA 92395		Victorville, CA 92395
Primary Contact:	Frank Smith	Billing Contact:	Frank Smith
	(760) 245-4271 x 2314		(760) 245-4271 x 2314
	smithf@vvc.edu		smithf@vvc.edu
Effective Date:	7/6/2015	Billing Cycle:	Monthly
Expiration Date:	6/30/2016	Total Amount:	Time and Materials
		Monthly Fee	N/A
AE:	Skyler Peterson		

AGREEMENT PRICING (ESTIMATED)	
Service Description	**Price**
Time and Materials, NOT TO EXCEED	$73,500.00

"TIME AND MATERIALS" RATES	
RESOURCE	**RATE**
System Administrator (Onsite)	$147.00/Hour
System Administrator (Remote)	$122.00/Hour
Network Engineer (Onsite)	$147.00/Hour
Network Engineer (Remote)	$122.00/Hour
Senior Network Engineer (Onsite)	$190.00/Hour
Senior Network Engineer (Remote)	$165.00/Hour
NOC Analyst (Remote)	$107.00/Hour
Network Administrator (Onsite)	$132.00/Hour
Network Administrator (Remote)	$107.00/Hour
Desktop Analyst (Onsite)	$132.00/Hour
Desktop Analyst (Remote)	$107.00/Hour
Database Administrator (Onsite)	$153.00/Hour
Database Administrator (Remote)	$128.00/Hour
Senior Database Administrator (Onsite)	$185.00/Hour
Senior Database Administrator (Remote)	$160.00/Hour
Any requests for materials quoted and provided by VectorUSA at Customer's request will be executed only upon written orders from the Customer, and will be billed separately under the payment terms of the Agreement. Our workers are fully covered by Workman's Compensation Insurance.	

AGREEMENT TERMS AND CONDITIONS

The following terms and conditions are incorporated into this Agreement made between VectorUSA and the Customer. These terms and conditions cover only the services described in this Agreement for the period of time stated in the Agreement.

Scope of Services: VectorUSA agrees to provide hourly support services stated in this Agreement. VectorUSA does not warrant that the operation of Customer equipment shall be uninterrupted. The services to be supplied by VectorUSA for the total charge set forth on this Agreement shall consist of personnel services required to respond appropriately to Customer incidents and issues, and requests for additional professional services and materials as required.

Charges for materials and services outside the scope of this Agreement but still required to resolve Customer requests shall be due and payable upon receipt of an invoice after the completion of the installation, repair or other service.

Service Times: Support services will be performed during the hours as stated in the Agreement.

Payment and Termination: Payment is to be made according to the terms stated in the Agreement. Payment terms allowing Customer to pay the costs of this Agreement in more than one payment over the course of the term of this Agreement does not alter the terms of this Agreement. VectorUSA may deem this contract in default and immediately terminate it if the payment is delinquent in excess of thirty (30) days. If customer is in default in the payment of the Agreement charge(s) and fails to cure such default within ten (10) days after receiving written notification of such default, the Customer agrees to pay a reasonable Attorney's Fee in the event the amount in default is placed in the hands of an Attorney for collection.

Time and Material Billing: Rates for services not included in this Agreement will be billed against the Time and Materials rate schedule outlined in this Agreement.

Access: Customer agrees to allow VectorUSA employees or subcontractors access to its facilities in order to perform services under this Agreement. Customer agrees to allow VectorUSA access to the covered Equipment.

Limited Warranty: VectorUSA warrants to the Customer that the material, analysis, data, programs and services to be delivered or rendered hereunder will be of the kind and quality designated and will be performed by qualified personnel. VECTOR USA MAKES NO OTHER WARRANTIES, WHETHER WRITTEN, ORAL, OR IMPLIED, INCLUDING WITHOUT LIMITATION THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

Limitation of Liability: The Customer agrees that VectorUSA will not be liable for any special, incidental, indirect, or consequential damages hereunder, including but not limited to the loss of profit, or liability to third parties, however caused, whether by the act or negligence of VectorUSA or otherwise. It is recognized that Customer equipment contains memories or other devices which have accumulated substantial data. In no event shall VectorUSA be liable to the Customer if any such data is lost or rendered inaccurate, regardless of the cause of any such loss or inaccuracy.

VectorUSA's liability on any claim of loss or liability, arising out of or connected with this Agreement (including, but not limited to, loss or liability arising from VectorUSA's breach of contract of any alleged act or negligence of VectorUSA) shall in no case exceed the total purchase price of services covered under this Agreement. In no event shall VectorUSA's liability for any services under this Agreement exceed $25,000.

In no event shall either VectorUSA or the Customer be liable to the other for any indirect, special, punitive, exemplary, incidental or

consequential damages (including, but not limited to, lost profits, lost business opportunities, or loss of use or equipment down time, and loss of or corruption to data) arising out of or relating to any portion of this Agreement, regardless of the legal theory under which such damages are sought, and even if VectorUSA has been advised on the possibility of such damages or loss.

Excusable Delays: VectorUSA shall not be liable for any failure or delay in furnishing maintenance or spare parts hereunder resulting from fire, explosion, flood, storm, Act of God, governmental acts, orders or regulations, hostilities, civil disturbances, strikes, labor difficulties, difficulty in obtaining parts, supplies, or shipping facilities, inability to obtain or delays in obtaining suitable material or facilities required for performance, temporary unavailability of qualified personnel, failure by Customer to provide full and appropriate access to the covered Equipment, or other causes beyond VectorUSA's reasonable control.

Exclusions: THIS AGREEMENT DOES NOT INCLUDE THE REPAIR OR REPLACEMENT OF ANY HARDWARE PRODUCT, OR ANY SOFTWARE LICENSING EXCEPT SOFTWARE INSTALLED AND USED EXCLUSIVELY BY VECTOR TO PROVIDE MONITORING AND REPORTING SERVICES. Charges for the above will be on a Time and Materials basis. The Customer is advised to maintain hardware warranties on covered equipment at their own discretion and expense.

Software and Operating System Errors: This Agreement is limited to the services listed above. It is the responsibility of the Customer to ensure that all of its files are adequately backed up and that all necessary materials are available, including manufacturer recovery media for software and other software to be reloaded. In no way is VectorUSA liable for defects or "bugs" in software, or for correcting errors introduced into the data, programs, or any other software due to hardware failure, or for any cost of reconstructing software or lost data.

Indemnification: The Customer agrees to defend, indemnify and hold harmless VECTORUSA, its vendors, and their respective directors, officers, employees and agents from and against all claims and expenses, including attorneys' fees, arising out of the Customer's use of the services in this Agreement.

Neither VectorUSA nor Customer shall, directly or indirectly, solicit, recruit or hire any Customer or VectorUSA personnel, whether or not such personnel performed work for the Customer, during the term of this agreement and for a period of one (1) year after the termination of this agreement.

The provisions of this Section shall survive the termination or expiration of the Agreement.

Applicable Law: This Agreement shall be governed by the laws of the State of California. It constitutes the entire Agreement between the Customer and VectorUSA. Its terms and conditions shall prevail should there be any variance with the terms and conditions of any service request submitted by the Customer under this Agreement.

Scope of Agreement: If the scope of any of the provisions of the Agreement is too broad in any respect whatsoever to permit enforcement to its full extent, then such provisions shall be enforced to the maximum extent permitted by law, and both the Customer and Vector hereto consent and agree that such scope may be judicially modified accordingly and that the whole of such provisions of this Agreement shall not hereby fail, but that the scope of such provisions shall be curtailed only to the extent necessary to conform to the law.

Modification or Amendment: If VectorUSA finds it necessary to modify the terms of this Agreement, the Customer will be provided written notice thereof at least sixty days in writing prior to the modification taking effect. Customer's continued use of the services in this Agreement after the modification takes effect constitutes acceptance of the modified Agreement.

Assignment: This Agreement may not be assigned by either the Customer or VectorUSA without the prior written consent of the other party. Except for the prohibition on assignment contained in the preceding sentence, this Agreement shall be binding upon and inure to the benefit of the heirs, successors and assigns of the parties hereto.

AGREEMENT

By signing below, both the Customer and VectorUSA acknowledge that they have read, understood and agree to be bound by the terms and conditions of this agreement, and that the persons signing are duly authorized to do so. Facsimile and scanned signatures shall be considered the same as original signatures. Accepted and Approved for:

VectorUSA
3530 Voyager Street
Torrance, CA 90503

By:

Patrick Luce

Director of Consultative Services

July 3, 2015

(Signature)

Victor Valley College
18422 Bear Valley Road
Victorville, CA 92395

By: Roger W. Wagner
Superintendent/President
Victor Valley College
(Printed Name)

(Printed Title)

(Printed Date)

(Signature)

Meeting Date: September 8, 2015

Item Number: 10.6

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT ___ BOARD ACTION X BOARD INFORMATION (no action required) ___

TOPIC: FOUNDATION DONATIONS

SUBMITTED BY: Ginger Ontiveros, VVC Foundation

RECOMMENDED BY: Roger W. Wagner

APPROVED BY: Roger W. Wagner

Description/Background:

Total contributions from the Victor Valley College Foundation for April - June 2015 are $2,096,693.04 to the District. Board of Trustees approval is required to accept these donations as College property.

Expenditures from cash contributions	$ 2,073,572.49
Student scholarships	$ 20,720.55
In-kind (non-cash) gifts valued at	$ 2,400.00
Total	$ 2,096,693.04

Need: N/A

Fiscal Impact:

$2,096,693.04 to the District

Recommended Action:

It is recommended that the Board of Trustees accept the donations as District property.

Legal Review: YES ___ NOT APPLICABLE X

Reference for Agenda: YES X NO ___

VVC FOUNDATION SUPPORT TO VVC
Expenditures Made From Cash Donations
April - June 2015

Project Description	Post date	Trans. Amount	Account Description	Reference
Administration of Justice	6/9/15	$ 44.61	Equipment / Supplies	Reimbursement for AJ Supplies
Administration of Justice	6/9/15	$ 192.72	Equipment / Supplies	RPSTC Classroom Flag Holders
Administration of Justice Total:		**$ 237.33**		
AHA Training Center	4/29/15	$ 670.63	Equipment / Supplies	Credit Card Charges
AHA Training Center	6/30/15	$ 6,380.00	Outside Labor	AHA Training Center Coordinator Pay 8/7/14-6/10/15
AHA Training Center Total:		**$ 7,050.63**		
Football Team	5/6/15	$ 17,285.40	Awards & Recognition	Football Rings
Football Team	6/16/15	$ 151.00	Scholarships	Scholarships Received thru 6/15/15
Golf Team	5/6/15	$ 46.00	Travel	Reimbursement for Golf Team Expenses
Golf Team	5/6/15	$ 305.94	Hospitality	Reimbursement for Golf Team Expenses
Men's Basketball	4/14/15	$ 860.08	Equipment / Supplies	Basketball Practice Gear
Men's Soccer	4/2/15	$ 365.43	Salaries & Wages	Payroll & Benefits for Soccer
Men's Soccer	4/24/15	$ 322.77	Salaries & Wages	Soccer Payroll & Benefits 3/9/15
Men's Soccer	6/30/15	$ 339.97	Equipment / Supplies	Credit Card Charges
Women's Soccer	5/28/15	$ 215.18	Salaries & Wages	Payroll & Benefits 4/9/15 Women's Soccer
Wrestling Team	4/2/15	$ 244.99	Equipment / Supplies	Credit Card Charges
Athletics Total:		**$ 20,136.76**		
Automotive	6/30/15	$ 386.09	Catering	Credit Card Charges
Automotive	5/26/15	$ 36.38	Hospitality	Credit Card Charges
Automotive	4/2/15	$ 14.74	Office Expense	Credit Card Charges
Automotive Total:		**$ 437.21**		
Bank of America Employability Grant	4/2/15	$ 2,000.00	Grants Awarded	Communication Skills for Women
Bonato, Tony (Campus Grant)	4/14/15	$ 1,205.28	Grants Awarded	Grants Awarded
Hoskins, John (Campus Grant)	6/9/15	$ 2,470.22	Grants Awarded	Campus Grants
Isbell, Tim (Campus Grants)	4/14/15	$ 2,080.44	Grants Awarded	Grants Awarded
Isbell, Tim (Campus Grants)	6/9/15	$ 223.75	Grants Awarded	Campus Grants
Ochoa, Henry (Campus Grant)	4/14/15	$ 564.92	Grants Awarded	Grants Awarded
Stalions, Jeff (Campus Grant)	4/14/15	$ 2,387.91	Grants Awarded	Grants Awarded
STEM	6/9/15	$ 110.53	Salaries & Wages	Math Tutors
Sweet, John (Campus Grant)	4/14/15	$ 756.18	Grants Awarded	John Sweet Campus Grant
Sweet, John (Campus Grant)	6/9/15	$ 1,799.11	Grants Awarded	Campus Grants
VVC Reddy STEM Grant	4/14/15	$ 261.78	Salaries & Wages	Math Tutors
VVC Reddy STEM Grant	4/14/15	$ 1,645.17	Salaries & Wages	Payroll & Benefits for Tutors
VVC Reddy STEM Grant	4/14/15	$ 4,569.05	Grants Awarded	Grants Awarded
VVC Reddy STEM Grant	4/14/15	$ 364.00	Grants Awarded	Vector Resources, AJ Screen Installation

VVC FOUNDATION SUPPORT TO VVC
Expenditures Made From Cash Donations
April - June 2015

Project Description	Post date	Trans. Amount	Account Description	Reference
VVC Reddy STEM Grant	4/14/15	$ 7,895.58	Grants Awarded	Reddy STEM - Electronics
Student Emergency Fund	5/6/15	$ 400.00	Grants Awarded	Student Emergency Fund
Student Emergency Fund	4/6/15	$ 300.00	Grants Awarded	Food & Shelter Assistance
Grants Total:		**$ 29,033.92**		
Child Development	4/2/15	$ 182.20	Hospitality	Food to welcome new site supervisor
Child Development Total:		**$ 182.20**		
CNSA of VVC	4/29/15	$ 400.00	Printing	Credit Card Charges
CNSA of VVC	6/16/15	$ 200.00	Contributions & Donations	Donation from VVC CNSA
CNSA of VVC	6/16/15	$ 660.00	Contributions & Donations	Donation from VVC CNSA
Nursing Student Emergency Fund	4/22/15	$ 500.00	Grants Awarded	Emergency Nursing Fund
Spring - Odd Nursing Class	4/7/15	$ 1,305.73	Awards & Recognition	Nursing Graduation Pins
Spring - Odd Nursing Class	4/24/15	$ 870.00	Professional Services	Nursing Graduation Photos
Spring - Odd Nursing Class	4/24/15	$ 497.30	Printing	Credit Card Charges
Spring - Odd Nursing Class	5/26/15	$ 50.00	Professional Services	Deposit for Nursing Graduation
Spring - Odd Nursing Class	5/26/15	$ 350.00	Professional Services	Balance for Nursing Graduation
Spring - Odd Nursing Class	6/9/15	$ 266.49	Facilities & Decorations	Flowers for Nursing Graduation
Spring - Odd Nursing Class	6/9/15	$ 756.00	Equipment / Supplies	Stoles for Nursing Graduation
Spring - Odd Nursing Class	6/9/15	$ 151.96	Hospitality	Reimbursement for Nursing Graduation
Spring - Odd Nursing Class	6/9/15	$ 574.20	Equipment / Supplies	Administration of Justice Uniforms
Spring - Odd Nursing Class	6/9/15	$ 300.00	Professional Services	Nursing Pinning Ceremony
Spring - Odd Nursing Class	6/9/15	$ 250.00	Admission / Entry Fees	Graduation Dues
Spring - Odd Nursing Class	6/9/15	$ 1,071.30	Printing	Nursing Yearbooks
Nursing Total:		**$ 8,202.98**		
Facilities Fund	6/30/15	$ 2,000,000.00	Facilities & Decorations	Transfer Dr. Prem Reddy Health and Sciences Bldg
Facilities Fund Total:		**$ 2,000,000.00**		
Fire Technology Academy	5/28/15	$ 61.13	Awards & Recognition	Jason McKay Award
Fire Technology Academy	4/28/15	$ 175.00	Outside Labor	Bagpiper for Fire Graduation
Fire Technology Academy	4/28/15	$ 175.00	Outside Labor	Bagpiper for Fire Graduation
Fire Technology Academy	4/14/15	$ 1,406.47	Equipment / Supplies	Student Manuals for Prevention 1
Fire Technology Academy	4/14/15	$ 302.10	Equipment / Supplies	Leather Helmet Fronts for Interns
Fire Technology Academy	5/26/15	$ 554.00	Awards & Recognition	Credit Card Charges
Fire Technology Program	6/9/15	$ 1,050.00	Equipment / Supplies	Candidate Orientation Guides
Fire Technology Total:		**$ 3,723.70**		
General Scholarship Clearing Fund	6/16/15	$ 3,686.08	Scholarships	Scholarships Received thru 6/15/15

VVC FOUNDATION SUPPORT TO VVC
Expenditures Made From Cash Donations
April - June 2015

Project Description	Post date	Trans. Amount	Account Description	Reference
General Scholarship Clearing Fund	6/16/15	$ 200.00	Scholarships	Mark Gutierrez #253296
General Scholarship Clearing Fund	4/2/15	$ 500.00	Scholarships	Darlene Vaca 002542400 2+2 Deposit
General Scholarship Clearing Fund	4/2/15	$ 250.00	Scholarships	Dionne Henderson #0229547
General Scholarship Clearing Fund	6/30/15	$ 38.75	Scholarships	Credit Card Charges
General Scholarship Clearing Fund	6/30/15	$ 567.00	Catering	Catering for Scholarship Ceremony
General Scholarship Clearing Fund	6/30/15	$ 145.00	Scholarships	Sommer Martinez #0283056
General Scholarship Clearing Fund	6/30/15	$ 269.13	Office Expense	Credit Card Charges
General Scholarship Clearing Fund	6/30/15	$ 210.00	Scholarships	Credit Card Charges
General Scholarship Clearing Fund	5/26/15	$ 100.00	Scholarships	Kevin Lopez 0337300
General Scholarship Clearing Fund	5/26/15	$ 9,242.00	Scholarships	Scholarships Received thru 5/21/15
General Scholarship Clearing Fund	6/9/15	$ 400.00	Scholarships	Elizabeth McNeil #0115946 - Spring '15
General Scholarship Clearing Fund	6/9/15	$ 400.00	Scholarships	Kandice Vallejos #0267385 - Spring '15
General Scholarship Clearing Fund	6/16/15	$ 203.00	Facilities & Decorations	Balloons for Scholarship Ceremony
General Scholarship Clearing Fund	4/7/15	$ 2,083.59	Scholarships	Received through 4/7/15
General Scholarship Clearing Fund	4/2/15	$ 500.00	Scholarships	Derek Exum #0279583, Robert Mitchell #0192375 $250
General Scholarship Clearing Fund	4/2/15	$ 1,250.00	Scholarships	Credit Card Charges
Upward Bound Scholarship	5/28/15	$ 100.00	Scholarships	Upward Bound Program Scholarship
Upward Bound Scholarship	5/28/15	$ 100.00	Scholarships	Upward Bound Program Scholarship
Upward Bound Scholarship	5/28/15	$ 100.00	Scholarships	Upward Bound Program Scholarship
Upward Bound Scholarship	5/28/15	$ 100.00	Scholarships	Upward Bound Program Scholarship
VVC Cole Counseling Scholarship	6/16/15	$ 151.00	Scholarships	Scholarships Received thru 6/15/15
Student Emergency Fund	6/30/15	$ 125.00	Scholarships	Jannet Bryant #0145697
Scholarships Total:		**$ 20,720.55**		
Model United Nations Club	4/14/15	$ 345.73	Meals	Reimbursement for MUN Team Dinner
Model United Nations Club	4/2/15	$ 19.99	Postage	Credit Card Charges
Model United Nations Club	6/9/15	$ 60.30	Travel	Reimbursement for New York Travel
Model United Nations Club	6/9/15	$ 211.67	Meals	Reimbursement for New York Travel
Model United Nations Club	5/6/15	$ 87.75	Printing	Printing
Model United Nations Total:		**$ 725.44**		
Paramedic Academy	4/24/15	$ 450.00	Catering	Multi-Company Drill luncheon
Paramedic Academy	4/7/15	$ 180.00	Outside Labor	Paramedic Graduation
Paramedic Academy	4/7/15	$ 165.00	Outside Labor	Paramedic Graduation
Paramedic Academy	6/9/15	$ 55.00	Postage	Shipping for RPSTC Trade Show Display
Paramedic Academy	6/30/15	$ 105.93	Travel	Credit Card Charges
Paramedic Academy	6/16/15	$ 150.00	Outside Labor	NREMT Test Proctor
Paramedic Academy	6/16/15	$ 150.00	Outside Labor	NREMT Test Proctor
Paramedic Academy	6/16/15	$ 150.00	Outside Labor	NREMT Test Proctor

VVC FOUNDATION SUPPORT TO VVC
Expenditures Made From Cash Donations
April - June 2015

Project Description	Post date	Trans. Amount	Account Description	Reference
Paramedic Academy	6/16/15	$ 150.00	Outside Labor	NREMT Test Proctor
Paramedic Academy	6/16/15	$ 150.00	Outside Labor	NREMT Test Proctor
Paramedic Academy	6/16/15	$ 150.00	Outside Labor	NREMT Test Proctor
Paramedic Academy	6/16/15	$ 150.00	Outside Labor	NREMT Test Proctor
Paramedic Academy	6/16/15	$ 150.00	Outside Labor	NREMT Test Proctor
Paramedic Academy	6/16/15	$ 150.00	Outside Labor	NREMT Test Proctor
Paramedic Academy	6/16/15	$ 150.00	Outside Labor	NREMT Test Proctor
Paramedic Academy	6/16/15	$ 150.00	Outside Labor	NREMT Test Proctor
Paramedic Academy	6/16/15	$ 150.00	Outside Labor	NREMT Test Proctor
Paramedic Academy	6/16/15	$ 150.00	Outside Labor	NREMT Test Proctor
Paramedic Academy	6/16/15	$ 150.00	Outside Labor	NREMT Test Proctor
Paramedic Academy	6/16/15	$ 150.00	Outside Labor	NREMT Test Proctor
Paramedic Uniform Account	6/16/15	$ 64.80	Awards & Recognition	Paramedic Graduation Awards and Plaques
Paramedic Uniform Account	5/12/15	$ 145.00	Repair & Maintenance	Repair RPSTC electric cart
Paramedic Uniform Account	5/12/15	$ 156.60	Awards & Recognition	Retirement Plaque
Paramedic Uniform Account	4/24/15	$ 250.00	Outside Labor	National Registry Licensing Exam
Paramedic Total:		**$ 3,822.33**		
Respiratory Therapy Spring Odd	4/2/15	$ 19.99	Postage	Credit Card Charges
Respiratory Therapy Total:		**$ 19.99**		
	GRAND TOTAL:	**$ 2,094,293.04**		

Victor Valley College District Foundation, Inc.
Gifts In Kind
April - June 2015

Date	Constituent	Fund	Gift Value	Reference
6/8/2015	Patricia M. Wagner	FR-Library	$2,400.00	Books
		Grand Total:	**$2,400.00**	

1 Gift(s) listed

Meeting Date: September 8, 2015 Item Number: 10.7

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT ___ BOARD ACTION X BOARD INFORMATION (no action required) ___

TOPIC: PUBLIC HEARING AND ADOPTION OF THE 2015 – 2016 BUDGET

SUBMITTED BY: Deedee Orta, Budget Analyst

RECOMMENDED BY: Roger Wagner___

APPROVED BY: Roger Wagner

Description/Background:

The District wishes to ask the Board of Trustees to hold a public hearing and adopt the 2015 – 2016 budget as presented. Pursuant to Section 58301 of Title 5 of the California Code of Regulations, the Board of Trustees must adopt a budget for the operation of the college on or before September 15. The District has complied with all public posting requirements.

Need:

Mandatory requirement Pursuant to Section 58301 of Title 5 of the California Code of Regulations.

Fiscal Impact: None – Formally establishes budget.

Recommended Action:

1. It is recommended the Board of Trustees open and close a public hearing to accept comments regarding the budget.
2. It is recommended the Board of Trustees adopt the 2015 – 2016 budget as submitted.

Legal Review: YES ___ NOT APPLICABLE X

Reference for Agenda: YES X NO___

2015-2016 ASSOCIATED STUDENT BODY TRUST FUND

BEGINNING FUND BALANCE		$329,717
Estimated Revenues:		
ASB Card Sales	$145,500	
Interest Income	500	
Miscellaneous	4,000	
Student Representation Fees	12,000	
		$162,000
Estimated Expenditures:		
Athletic Expense	$15,000	
Bank Service / Acct fees	9,000	
Contract/service/software	0	
Contributions	8,000	
Advertising Expense	10,000	
Activities Fund	20,000	
Field Trips	8,000	
Dues & Conference	40,000	
Clubs - ICC	10,000	
Supplies Expense	4,000	
Scholarships	5,000	
Campus Improvement	10,000	
ASB Book vouchers	8,000	
Student Rep Fee	12,000	
Miscellaneous Expense	3,000	
TOTAL ESTIMATED EXPENDITURES		$162,000
Estimated Ending Fund Balance		$329,717

Victor Valley Community College District
2015/16 ADOPTED FINAL BUDGET
Unrestricted General Fund
Board of Trustees Meeting - September 8, 2015

	Adopted Budget 2014-2015		Actual Fiscal Year 2014-2015		Adopted Budget 2015-2016		Estimated Budget Year 2016-2017		Estimated Budget Year 2017-2018	
FTES Rolled (Beginning Balance)	40		56		391		97		-	
FTES (Total State Funded)	9,560		9,233		9,426		9,520		9,615	
Needed for Mid-Size College	9,647		9,647		9,940		9,940		9,940	
FTES Reported/Projected	9,647		8,800		9,426		9,520		9,615	
FTES Unfunded	-		-		-		-		-	
BEGINNING FUND BALANCE	$9,527,885		$ 9,527,885		$3,637,918		$3,734,566		$3,738,786	
ESTIMATED REVENUES										
State (Apportionment)	$29,080,722		$28,117,178		$32,035,289		$32,355,642		$32,679,198	
State (Apportionment) Prior Year Recalc	$0		($64,787)		$0		$0		$0	
Educational Protection Act (EPA)	$7,729,666		$8,779,140		$8,025,963		$8,146,352		$8,268,548	
State (All Other)	$1,934,989		$2,431,280		$7,041,786		$7,041,786		$7,041,786	
Local (Property Tax Included)	$9,732,665		$10,727,368		$10,628,148		$10,628,148		$10,628,148	
One-Time Revenue	$467,481		$1,241,662		$652,731		$652,731		$652,731	
Transfer In	$0		$0		$0		$0		$0	
TOTAL REVENUES	$48,945,523		$51,231,841		[illegible]		$58,824,659		$59,270,411	
ESTIMATED EXPENDITURES										
Academic Salaries	$22,250,619		$24,562,209		$23,096,399		$23,023,353		$23,040,592	
Classified Salaries	$9,975,322		$9,747,415		$9,909,093		$9,992,293		$10,075,493	
Management Salaries	$4,015,458		$4,282,645		$3,862,933		$4,033,936		$4,062,211	
Employee Benefits	$11,047,334		$10,872,234		$12,814,521		$13,166,534		$14,472,541	
Supplies, Software, Subscriptions	$827,689		$630,770		$893,537		$893,537		$893,537	
Services and Operations	$6,443,520		$6,331,191		$6,161,413		$6,161,413		$6,161,413	
Capital Outlay	$669,427		$670,144		$719,673		$719,673		$719,673	
Transfers, Reserves	$449,351		$25,200		$829,700		$829,700		$829,700	
TOTAL ESTIMATED EXPENDITURES	$55,678,720		$57,121,808		[illegible]		$58,820,439		$60,255,160	
ENDING FUND BALANCE	$2,794,688	5.0%	$ 3,637,918	6.4%	$3,734,566	6.4%	$3,738,786	6.4%	$2,754,037	4.6%

September 8, 2015

Victor Valley Community College District
2015-2016 Adopted Budget Assumptions
Unrestricted General Fund

General Assumptions:

1. The District shall maintain legal compliance with the 50% law.
2. The District will develop a balanced budget with a minimum 5% ending fund balance (reserve).
3. The Program Review, Planning, and Budget Development Process will guide the allocation of resources.
4. Vacancies due to retirement or resignation will not automatically be filled.
5. Board of Trustee Resolution #12-07, approved at their meeting in July, 2012, authorizes and directs the Superintendent/President to establish a policy goal of balancing the District's budget by Fiscal Year 2015-16 in accordance with Title 5 of the California Code of Regulations.
6. Based upon assumptions from the Chancellor's Office 2015-16 Advance Principal Apportionment Exhibit, known and anticipated changes to the FY 2015-16 budget, including negotiated solutions from the employee groups, an Adopted Operating Budget has been prepared which includes estimated revenues and expenditures for 2015-16 fiscal year.

Revenue Assumptions:

7. When permitted, revenues generated from all sources will be deposited into the general fund.
8. First year Stability Restoration funds were given to the District by the State in the amount of $728,000.
9. Cost of Living revenue of 1.02% was assumed for the 2015-16 Adopted Budget.
10. A $266 million system-wide allocation was added in support of district general operating expenses.
11. Full-Time Faculty allocation of over $62 million system-wide was added in anticipation of an increase in Faculty Obligation Number.

Expense Assumptions:

12. Budget Augmentation funds of $300,000 have been allocated to fulfill requests through the Program Review process.
13. Salary savings will be realized as a result of the retirement incentive offer.
14. Employer contribution to STRS will increase from 8.88% to 10.73%.
15. Employer contribution to PERS will increase from 11.77% to 11.85%.

2015-16 General Fund Budget
Using available budget information from the Chancellor's Office & CCLC - August 2015

	Unrestricted	Restricted	Combined
BEGINNING FUND BALANCE	$3,637,919	$322,784	$3,960,703
ESTIMATED REVENUES:			
8100 - Federal Revenues			
CTE Transition Grant		$45,119	$45,119
Federal Work Study		286,220	286,220
Gear Up		207,197	207,197
Pell Grants		30,400	30,400
Perkins		609,631	609,631
SEOG		15,801	15,801
TANF		108,066	108,066
TRIO-Upward Bound		322,462	322,462
Veterans		3,704	3,704
Total Federal Revenues	$0	$1,628,600	$1,628,600
8600 - State General Apportionment			
Basic Skills		$320,191	$320,191
Fee Waiver Admin (2%)	$129,369		129,369
Homeowner's Property Tax Relief	129,461		129,461
Mandated Costs	5,275,119		5,275,119
Part-time Faculty Allocation	237,696		237,696
Education Protection Account (EPA)	8,025,963		8,025,963
State General Apportionment	32,035,289		32,035,289
Total State General Apportionment	$45,832,897	$320,191	$46,153,088
8600 - Categorical/One-Time Revenues			
AB 86 Consortium Planning Grant		$186,557	$186,557
BFAP Augmentation Allocation		306,435	306,435
CalWORKs		464,938	464,938
CARE		345,290	345,290
DSPS		600,500	600,500
Enrollment Growth & Retention		676,115	676,115
EOPS		1,020,128	1,020,128
CA Career Pathway/Ramp Up		8,925,653	8,925,653
Financial Aid Assistance (SFAA & BFAP)		191,820	191,820
Lottery	$1,270,141	220,149	1,490,290
Matriculation, Credit		1,956,368	1,956,368
Matriculation, Non-credit		10,348	10,348
Physical Plant/Deferred Maintenance		1,395,128	1,395,128
Student Equity		1,495,285	1,495,285
Total Categorical/One-time Revenues	$1,270,141	$17,794,714	$19,064,855
8800 - Local Revenues			
Admin. of Justice Material Fees		$6,258	$6,258
Athletics Department		20,769	20,769
Child Development		9,675	9,675
Citations		110,903	110,903
Community Service/Contract Education	$456,008	353,582	809,590
Construction Technology Material Costs		4,566	4,566
Enrollment Fees	1,915,903		1,915,903
Facility Rentals	168,833		168,833
Finger Printing		6,396	6,396
Fire Tech Material Fees		292,135	292,135
Interest	68,073		68,073
Local Property Taxes	7,013,670		7,013,670
Miscellaneous Income	652,731		652,731
Non-Resident Tuition	552,442	149,744	702,186
Nursing Prep Tests		61,658	61,658
Parking		486,825	486,825
Planetarium		5,994	5,994
Puente Grant		2,963	2,963
Redevelopment Pass-Through	388,890	388,890	777,780
Restaurant Management Income		42,564	42,564
Student Transportation Fees		50,000	50,000
Transcripts	64,329		64,329
Waste Recycle		90,696	90,696
Total Local Revenues	$11,280,879	$2,083,618	$13,364,497
8900 - Other Revenue Sources			
TOTAL ESTIMATED REVENUES	$58,383,917	$21,827,123	$80,211,040

ESTIMATED EXPENDITURES:

Academic			
Teachers Salary	$8,559,618	$13,000	$8,572,618
Teachers Salary Regular, No STRS	141,546		141,546
Teachers Salary-Summer	1,000,000	20,000	1,020,000
Teachers Salary-Winter	700,000		700,000
Department Chairs	627,767		627,767
Academic - Counselors	564,801	1,005,068	1,569,869
Counselors (Summer)		205,407	205,407
Librarians	188,008		188,008
Academic Release Time	623,171		623,171
Faculty, Adjunct	9,900,032	296,624	10,196,656
Academic-Head Coaches	70,000		70,000
Instructional Other		120,763	120,763
Facilitators: Part-time assignment	400,000	17,250	417,250
Accompanists	3,585		3,585
Non-Instructional - Other	10,000	15,866	25,866
Counselors, Part-time	144,836	137,146	281,982
Coordinators: Part-Time Assignment		106,982	106,982
Academic Counseling	65,000	365,626	430,626
Academic, Non-Instructional, non-regular		5,235	5,235
Librarians, Part-time	98,035		98,035
Total Instructional Salaries	$23,096,399	$2,308,967	$25,405,366
Administration			
Admin Salary - Supt/VP	$380,148		$380,148
Admin Salary - Deans	870,344	99,766	970,110
Admin Salary - Others	344,418	219,313	563,731
Total Admin Salary	1,594,910	319,079	1,913,989
TOTAL ACADEMIC SALARIES	$24,691,309	$2,628,046	$27,319,355
Classified			
Regular, Non-Instructional	$7,235,434	$1,751,951	$8,987,385
Classified Specials - Non-Instructional	54,000	0	54,000
Out-of-Class Pay: Classified	69,000	0	69,000
Regular, Instructional	1,603,497	81,065	1,684,562
Classified Specials - Instructional	50,000	0	50,000
Overtime	150,000	18,200	168,200
Classified Subs - Instr. & Non-Instructional	347,703	34,000	381,703
Assistant Coaches	112,350		112,350
Professional Experts	111,220	5,000	116,220
Fee Base Instructor		134,917	134,917
Total Classified Salaries	$9,733,204	$2,025,133	$11,758,337
Other Classified			
Management	$2,223,623	$149,867	$2,373,490
Students	155,538	715,732	871,270
Short-term, Non-Instructional	45,089	19,500	64,589
Short-term, Instructional	5,262		5,262
VVC Board Compensation	14,400		14,400
Other Classified Salaries	$2,443,912	$885,099	$3,329,011
TOTAL CLASSIFIED SALARIES	$12,177,116	$2,910,232	$15,087,348
TOTAL SALARIES	$36,868,425	$5,538,278	$42,406,703
Benefits			
TOTAL BENEFITS	$12,814,521	$1,365,096	$14,179,617
TOTAL SALARIES AND BENEFITS	$49,682,946	$6,903,374	$56,586,320
4000s - Supplies	$893,537	$1,514,604	$2,408,141
5000s - Contracts (travel, utilities, legal, etc.)	6,161,413	8,589,464	14,750,877
6000s - Equipment	719,673	4,022,338	4,742,011
7000s - Reserves, Grants, Transfers	829,700	1,190,594	2,020,294
	$8,604,323	$15,317,000	$23,921,323
TOTAL ESTIMATED EXPENDITURES	$58,287,269	$22,220,374	$80,507,643
Estimated Ending 2015-2016 Fund Balance	$3,734,567	($70,467)	$3,664,100

2015-2016 SPECIAL REVENUE FUND - FUND 39

BEGINNING FUND BALANCE		$29,522,049
Estimated Revenues:		
Interest Revenue -County	$800	
Interest Income - GIC	1,819,000	
Transfers In	0	
TOTAL ESTIMATED REVENUES		$1,819,800
Estimated Expenditures:		
Transfers Out		
Fund 01 - General Fund	$0	
Fund 71 - Capital Projects Fund	0	
TOTAL ESTIMATED EXPENDITURES		$0
Estimated Ending Fund Balance		$31,341,849

2015-2016 CAPITAL OUTLAY PROJECTS FUND - FUND 71

BEGINNING FUND BALANCE		$5,806,667
Estimated Revenues:		
Redevelopment Pass-Through	$1,200,000	
Interest Income	13,000	
Capital Construction Funds	0	
Incoming Transfers	0	
TOTAL ESTIMATED REVENUES		$1,213,000
Estimated Expenditures:		
Redevelopment Projects		
Supplies	$36,000	
Contracted Maintenance	29,110	
Contracted Services	1,148,409	
Assessment Fee	7,000	
New Equipment	514,104	
Reserve for Contingencies	400,000	2,134,623
TOTAL ESTIMATED EXPENDITURES		$2,134,623
ESTIMATED ENDING FUND BALANCE		$4,885,044

2015-2016 BOND FUND ACTIVITIES - FUND 42

Beginning Fund Balance		$15,254,886
Revenues:		
Interest Income	$75,000	
Proceeds from Bonds	0	
TOTAL REVENUES		$75,000
Expenditures:		
Travel/Supplies	$0	
Election Expense	0	
Legal Expense	0	
Contracted Services	0	
Site Improvements	325,000	
Buildings New/Remodel	7,541,343	
TOTAL EXPENDITURES		$7,866,343
ENDING FUND BALANCE		$7,463,543

2015-2016 BOND INTEREST AND REDEMPTION FUND - FUND 21

BEGINNING FUND BALANCE		$8,680,648
Estimated Revenues:		
Tax Revenue	$6,847,660	
Interest Revenue - County	59,884	
Prodeeds from Bonds	280,140	
TOTAL ESTIMATED REVENUES		$7,187,684
Estimated Expenditures:		
Other Outgoing Transfers:		
Debt Retirement - Debt Redemption	$1,480,644	
Debt Retirement - Int & Othere Svc Chg	5,707,040	
TOTAL ESTIMATED EXPENDITURES		$7,187,684
Estimated Ending Fund Balance		$8,680,648

2015-2016 CHILD DEVELOPMENT FUND - FUND 72

BEGINNING FUND BALANCE		$93,598
Estimated Revenues:		
State Preschool	$123,015	
Misc. Income	0	
Interest Income	300	
Rental Income: Head Start	151,591	
TOTAL ESTIMATED REVENUES		$274,906
Estimated Expenditures:		
Teachers Salaries	$109,929	
Administrative Salaries	52,443	
Classified Salaries	10,001	
Benefits	92,572	
Supplies	8,000	
Travel	233	
License Fees	240	
Other Expense	1,488	
Library Books	0	
Transfers Out	0	
TOTAL ESTIMATED EXPENDITURES		$274,906
Estimated Ending Fund Balance		$93,598

2015-2016 STUDENT CENTER FEE FUND - FUND 73

BEGINNING FUND BALANCE		**$0**
Estimated Revenues:		
Interest Income	$1,100	
Student Center Fees	90,000	
TOTAL ESTIMATED REVENUES		**$91,100**
Estimated Expenditures:		
Other Outgoing Transfers	$91,100	
TOTAL ESTIMATED EXPENDITURES		**$91,100**
Estimated Ending Fund Balance		**$0**

2015-2016 HEALTH TRUST FUND - FUND 75

BEGINNING FUND BALANCE		**$41,162**
Estimated Revenues:		
Interest Income	$150	
Investment from General Fund	0	
TOTAL ESTIMATED REVENUES		**$150**
Estimated Expenditures:		
Transfer to General Fund	$0	
TOTAL ESTIMATED EXPENDITURES		**$0**
Estimated Ending Fund Balance		**$41,312**

2015-2016 SELF INSURANCE FUND - FUND 78

BEGINNING FUND BALANCE		$581,229
Estimated Revenues:		
Interest Income	$100	
Transfers In	33,635	
TOTAL ESTIMATED REVENUES		$33,735
Estimated Expenditures:		
Supplies	$1,500	
Contracts - Repairs	1,000	
Contracted Services	24,000	
Other Expenses	235	
Equipment	7,000	
TOTAL ESTIMATED EXPENDITURES		$33,735
Estimated Ending Fund Balance		$581,229

2015-2016 AUXILIARY SERVICES FUND

BEGINNING FUND BALANCE			$ 195,650
Estimated Local Revenues:			
8600	Coca Cola Commission	$ 36,000	
	Coca Cola Exclusivity	27,000	
	Vending Commission	9,000	
	SAC Rental	8,000	
	PAC Rental	15,000	
	Athletic/gym/fields Rental	5,000	
	Student Center Fee	86,000	
	ASB Acctng	7,000	
	Interest Income	500	
	Aux Misc Income & Ticket Admin fees	12,250	
	Rent: Excelsior Education Center	73,000	
	Farmers Market	9,600	
	Adcamp	650	
	S&B Foods	14,000	
TOTAL ESTIMATED LOCAL REVENUES			$ 303,000
Estimated Expenditures:			
2000	Salaries	$ 250,000	
3000	Benefits	70,000	
4000	Other		
	Cash over/short	-	
	Bank service charges	2,000	
	Food & Related Items	-	
	Promotional expenses	-	
	Rentals	-	
	Software License upgrades/ fees	10,000	
	Equipment/Furniture	-	
	Scholarships	-	
	Memberships	-	
	Contract/Repairs	7,500	
	Aux Contribution/Board	-	
	Travel/Conference	-	
	Misc Expense	-	
	SAC/PAC Maintenance Fund	-	
	PVC-ID Card	-	
	District Expenses	1,000	
TOTAL EXPENDITURES			$ 340,500
Estimated Ending Fund Balance			$ 158,150

2015-2016 RAMS BOOKSTORE FUND

BEGINNING FUND BALANCE			$ 1,148,668
Estimated Local Revenues:			
8600 New Text	$ 1,800,000		
Used Text	150,000		
Custom Publish	10,000		
Trade Books	12,000		
Clothing	70,000		
Bundles	5,000		
Supplies	200,000		
Electronics	20,000		
Gifts	8,000		
Sundries	60,000		
Graduation	25,000		
Book Rental Income	-		
Other Income	10,000		
Interest Income	800		
Shipping/handling	5,000		
TOTAL ESTIMATED REVENUES			$ 2,375,800
Cost of Goods Sold			(1,787,700)
Gross Margin from Local Revenues			$ 588,100
Estimated Expenditures:			
2000 Salaries			
Contract Salaries	$ 300,000		
Short-term Salaries	75,000		
Total Salaries			$ 375,000
3000 Benefits			140,000
Total Salaries & Benefits			$ 515,000
4000 Other			
Penalty	$ 1,000		
Postage	400		
Credit Not Received Loss	5,000		
Over/Short	500		
Bad Checks	-		
Bad Debt Expense	5,500		
Bank Service Charge	1,500		
Software License Upgrade/Fees	5,000		
Credit Card Fees	20,000		
Memberships/Training/Conferences	7,500		
Miscellaneous	2,000		
Office Supplies/Paper/Boxes	10,000		
Promotions	3,000		
Scholarships	2,500		
Contract Equip Maintance	1,000		
Contract Services/Prism/Web	25,000		
POS/Technology Upgrades	1,000		
Advertising expense	1,500		
Total Other Expenditures			$ 92,400
TOTAL EXPENDITURES			$ 607,400
Estimated Ending Fund Balance			$ 1,129,368

Meeting Date: September 8, 2015

Item Number: 11.1

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT ___ BOARD ACTION _X__ BOARD INFORMATION (no action required) ___

TOPIC: PUBLIC HEARING ON THE DISTRICT AND FACULTY ASSOCIATION REOPENER COLLECTIVE BARGAINING PROPOSALS

SUBMITTED BY: Trinda Best, Human Resources

RECOMMENDED BY: Roger W. Wagner

APPROVED BY: Roger W. Wagner _____

Description/Background:

At the July 14, 2015 Board of Trustees meeting, both the District and the Faculty Association sunshined mutual reopeners for the collective bargaining proposals. The Board acknowledged receipt of the proposal, announced the availability of the proposal to be available for review by the public at the Office of Human Resources; and, finally, scheduled a hearing for the public to have an opportunity to comment on reopener proposals.

Need:

Government Code Section(s) 3540 and 3547, requires that before and employer and union can negotiate the initial proposal must be presented at a public meeting and the Board must formally adopt the District's proposal. In addition, the members of the public must have an opportunity to address the Board with comments and/or concerns regarding reopener collective bargaining proposals.

Fiscal Impact:

None

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees conduct a public hearing to provide members of the public an opportunity to address the Board with comments and/or concerns regarding the District's and the Faculty Association reopener collective bargaining proposals.

Legal Review: YES ___ NOT APPLICABLE_X__

Reference for Agenda: YES _X_NO___

Mutual Sunshine List from the Victor Valley College Faculty Association/CTA/CCA/ NEA Chapter 1169 and the Victor Valley Community College District
July 14, 2015

This mutual sunshine list is submitted by the Victor Valley College Faculty Association (hereafter Association) and the Victor Valley Community College District (hereafter District). These initial reopeners are expressly pursuant to the Education Employment Relations Act and the Collective Bargaining Agreement between the Association and the District. It is the intention of both parties to meet and bargain in good faith over the issues identified below:

ARTICLE 8: COMPENSATION

The Association and the District agree to bargain compensation (an automatic reopener). Both parties agree that to retain and recruit qualified faculty, VVCs salary schedule, summer and winter compensation must competitive.

ARTICLE 10: ACADEMIC CALENDAR

The Association and the District mutually agree to bargain the 2016-2017 calendar.

ARTICLE 20: SUMMER AND WINTER INSTRUCTIONAL ASSIGNMENTS

The Association and the District mutually agree to review language in Article 20 to make sure summer and winter assignments and compensation are congruent with analogous language in Article 8 and Article 12. The Association and the District agree to add or delete language to this article needed.

ARTICE 21: DEPARTMENTS

The Association and the District agree to clarify department chair duties as they relate to providing leadership for Student Learning Outcome Assessments and Program Learning Outcome Assessments, and to review, revise, and clarify department chair compensation.

The Association and the District agree that the additional automatic reopener and two items from both parties, as permitted under Article 38, as well as any additional mutual reopeners may be sunshined in fall 2015.

Meeting Date: September 8, 2015

Item Number: 12.1

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT ___ BOARD ACTION X ___ BOARD INFORMATION (no action required) ___

TOPIC: 2015 STUDENT SUCCESS SCORECARD

SUBMITTED BY: Virginia Moran, Institutional Effectiveness

RECOMMENDED BY: Peter Maphumulo Dr. Peter Maphumulo

APPROVED BY: Roger W. Wagner

Description/Background:

The Student Success Scorecard for Community Colleges is a set of performance indicators required by the Legislature. The California Community College's System Office produces this report (formerly known as the Accountability Report for Community Colleges or ARCC), each year and disseminates it so that each college will use the information to improve. The System Office will also make the report available to state government policymakers and the public at large. The report's objectives are to make policymakers, local college officials, and elected boards aware of system and college performance in six specific areas of achievement and to inform the public about overall system performance.

Per the Education Code, Section 84754.5(d):

"As a condition of receiving specified funds in the annual Budget Act, each community college district board of trustees shall annually review and adopt its contribution to the segment wide annual report as part of a regularly scheduled and noticed public meeting at which public comment shall be invited."

Need:

State Mandate

Fiscal Impact: N/A

Recommended Action:

It is recommended that the Board of Trustees review and discuss the 2015 Student Success Scorecard based on 2014 data and adopt its contribution to the segment wide annual report.

Legal Review: YES ___ NOT APPLICABLE_X__

Reference for Agenda: YES _X__NO___

STUDENT SUCCESS INITIATIVE

CALIFORNIA COMMUNITY COLLEGES

STUDENT SUCCESS SCORECARD

2015 Victor Valley Community College Student Success Scorecard

Victor Valley Community College, established in 1961, is located 90 miles north of Los Angeles in the High Desert of Southern California. A wide transformation is taking place at the college due to the passage of local bond Measure JJ. The bond has been used to eliminate past debt, upgrade the college's main campus infrastructure, add new facilities and improve old ones, and construct an off-campus site known as the Regional Public Safety Training Center, used to train future firefighters, paramedics, police and correctional officers. The college continues to look for innovative ways to use renewable energy, including the construction of a one-megawatt solar power generating plant, and plans for two solar-powered parking structures in the near future. For 50 years, thousands of High Desert residents have made the journey to Victor Valley College and gone on to become contributing members of society. From their ranks are civic leaders, business people, service industry personnel, medical providers, first responders, and people of all walks of life who are contributors to the health and welfare of our community.

Student Information (2013-14)

Students			15,437
GENDER		RACE/ETHNICITY	
Female	56.1%	African American	12.5%
Male	43.3%	American Indian/Alaska Native	0.3%
Unknown Gender	0.6%	Asian	1.7%
AGE		Filipino	1.0%
Under 20 years old	28.6%	Hispanic	46.0%
20 to 24 years old	31.5%	Pacific Islander	0.3%
25 to 39 years old	25.8%	White	32.6%

Other Information (2013-14)

Full-Time Equivalent Students	9,385.3
Credit Sections	2,750
Non-Credit Sections	61
Median Credit Section Size	26
Percentage of Full-Time Faculty	39.2%
Percentage of First-Generation Students	0.0%
Student Counseling Ratio	1,204:1

40 or more years old	14.1%	Two or More Races	3.9%
Unknown Age	0.0%	Unknown Ethnicity	1.7%

STUDENT SUCCESS INITIATIVE

CALIFORNIA COMMUNITY COLLEGES

STUDENT SUCCESS SCORECARD

2015 Victor Valley Community College Student Success Scorecard Metrics

Cohort Tracked for Six Years Through 2013-14	Completion			Persistence			30 Units			Remedial			Career Technical Education
	Prepared	Unprepared	Overall	Prepared	Unprepared	Overall	Prepared	Unprepared	Overall	Math	English	ESL	
Cohort	63.9%	34.1%	36.3%	65.7%	63.0%	63.2%	58.6%	57.2%	57.3%	42.0%	39.6%	8.3%	39.0%
Female	65.1%	37.2%	39.0%	59.3%	65.9%	65.4%	54.7%	60.3%	59.9%	44.4%	43.8%	8.9%	49.6%
Male	64.1%	30.1%	32.9%	75.6%	59.2%	60.6%	62.8%	53.0%	53.8%	38.3%	34.0%	5.1%	31.4%
Under 20 years old	68.3%	36.0%	38.7%	71.0%	62.7%	63.4%	64.1%	59.4%	59.8%	46.8%	43.1%	57.1%	45.0%
20 to 24 years old	54.5%	25.2%	26.7%	27.3%	58.6%	57.0%	27.3%	44.8%	43.9%	33.6%	32.0%	9.5%	38.4%
25 to 39 years old	50.0%	30.2%	30.6%	50.0%	65.6%	65.3%	50.0%	51.4%	51.4%	40.8%	36.7%	4.8%	36.8%
40 or more years old	11.1%	31.8%	30.3%	33.3%	70.9%	68.1%	11.1%	60.9%	57.1%	33.1%	33.8%	6.0%	32.2%
African-American	50.0%	28.2%	29.3%	57.1%	57.5%	57.5%	28.6%	43.3%	42.5%	36.4%	25.4%	0.0%	34.9%
American Indian/Alaska Native	NA	23.5%	23.5%	NA	52.9%	52.9%	NA	35.3%	35.3%	52.4%	36.8%	NA	69.2%
Asian	75.0%	34.6%	40.0%	75.0%	61.5%	63.3%	100.0%	73.1%	76.7%	51.7%	48.6%	14.3%	65.4%
Filipino	50.0%	46.4%	46.7%	50.0%	82.1%	80.0%	100.0%	57.1%	60.0%	56.7%	50.0%	0.0%	63.2%
Hispanic	62.8%	29.0%	30.7%	65.1%	62.0%	62.1%	65.1%	58.4%	58.7%	41.0%	39.3%	7.1%	37.1%
Pacific Islander	NA	25.0%	25.0%	NA	43.8%	43.8%	NA	43.8%	43.8%	13.3%	25.0%	0.0%	11.1%
White	62.2%	40.2%	42.3%	70.7%	66.9%	67.3%	57.3%	61.6%	61.2%	43.9%	44.7%	12.5%	39.2%

Meeting Date: September 8, 2015

Item Number: 12.2

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT ___ BOARD ACTION X BOARD INFORMATION (no action required) _X__

TOPIC: SUNSHINE ITEMS WITH THE DISTRICT AND CSEA FOR REOPENERS

SUBMITTED BY: Trinda Best

RECOMMENDED BY: Trinda Best

APPROVED BY: Roger W. Wagner

Description/Background:

It is in the interest of California School Employees Association (CSEA) Chapter #584 to reopen the following articles:

Article 8 – Salary
Article 9 – Health and Welfare Benefits
Article 12 – Leaves
New Article - Reclassification

A public hearing will be held at the October 13, 2015 Board Meeting to receive comments.

Need:

CSEA wishes to sunshine the articles listed above.

Fiscal Impact: Items requested lack details and specificity to provide fiscal analysis. Exact potential amounts are subject to negotiations between District and CSEA.

Recommended Action:

Submitted as an information item.

Legal Review: YES ___ NOT APPLICABLE___

Reference for Agenda: YES ___NO__X__

Meeting Date: September 8, 2015

Item Number: 12.3

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT ___ BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: DISTINGUISHED SERVICE

SUBMITTED BY: Trinda Best

RECOMMENDED BY: Trinda Best

APPROVED BY: Roger W. Wagner

Description/Background:

Recognition of Distinguished Service has been requested and approved for the following classified retirees. The appropriate departments have been notified to take whatever actions are necessary to provide the benefits of distinguished service status.

April Allen
Margaret Kagy

Need:

Board approval is requested to confer Recognition of Distinguished Service.

Fiscal Impact:

None

Recommended Action:

Recognition of Distinguished Service is presented as an informational item; no board action is necessary.

Legal Review: YES ___ NOT APPLICABLE_X__

Reference for Agenda: YES ___NO_X_