



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

Date: May 14, 2013

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

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

Welcome to a meeting of the Victor Valley Community College Board of Trustees. If you wish to address the Board for any reason, please complete one of the cards on the table and give it to the Board Secretary before the meeting is called to order. Those requesting to speak on an agenda item will be called upon under the "Public Comments Related to Agenda Items" section. Anyone wishing to speak on items not on the agenda will be called upon under the "Public Comments Not Related to Agenda Items" section. *Comments are limited to no more than three minutes per person.*

REGULAR MEETING AGENDA ~ Board Room

1. CALL TO ORDER
ROLL CALL
PLEDGE OF ALLEGIANCE

5 p.m.

ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA

ANNOUNCEMENT OF ITEMS TO BE CONSIDERED IN CLOSED SESSION

CLOSED SESSION ~ West Wing Conference Room

2. CLOSED SESSION

5 p.m.

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE – Government Code Section 54954.5 and 54957

This is the opportunity for the public to address the Board on any of these Closed Session 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)

2.1 PUBLIC COMMENTS RELATED TO CLOSED SESSION ITEMS

REGULAR MEETING AGENDA ~ Board Room

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

3. OPEN SESSION

6 p.m.

3.1 Closed Session Report

3.2 PUBLIC COMMENTS RELATED TO AGENDA ITEMS

This is the opportunity for the public to address the Board on any 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)

4. SUPERINTENDENT/PRESIDENT'S REPORT

• Academic Senate

5. CONSENT AGENDA

Approval of consent items.

YES ___ NO ___

5.1 Approval of the minutes of the April 9, 2013 regular Board meeting

5.2 Agreement – Boston Reed

Ratification of two agreements between Victor Valley Community College District and Boston Reed for offering Pharmacy Technician and Veterinary Assistant courses in the 2011-2012 school year. Fiscal Impact: **Potential annual revenue to the District estimated to be \$15,000-\$20,000.** Enrollment fees vary per online class selected.

5.3 Agreement – Education To Go

Ratification of the agreement between Victor Valley Community College District and Education To Go to offer online courses. The period of this agreement begins August 27, 2012 and shall continue until terminated upon 30 days written notice by either party. Fiscal Impact: **Potential annual revenue to the District estimated to be \$15,000-\$20,000.** Enrollment fees vary per online class selected.

5.4 Agreement – U.S. Forest Service

Ratification of the agreement between Victor Valley Community College District and U.S. Forest Service to provide a Contract Education class; EMS Refresher Training for the Spring 2013 semester. Fiscal Impact: **Potential revenue to the District estimated to be \$1,500.00.**

5.5 Agreement – Pacific Floor Company

Ratification of the agreement between Victor Valley Community College District and Pacific Floor Company to recoat the gymnasium floor. The work will be completed by June 30, 2013. Fiscal Impact: \$6,487.00, budgeted item, Athletics.

5.6 Curriculum Changes

Approval of the curriculum changes made on March 14, 2013 and March 28, 2013 and recommended by the College Curriculum Committee. Fiscal Impact: None

- 5.7 Agreement Renewal – Harland Technology Services
Ratification of the agreement renewal between Victor Valley Community College District and Harland Technology Services to provide maintenance for the Scantron Scanner system. This system is used by the Research Office to process District-wide evaluation and surveys. The period of this agreement is May 1, 2013 through April 30, 2014. Fiscal Impact: \$1,168.00, budgeted item.
- 5.8 Agreement – Community War Veterans
Ratification of the agreement between Victor Valley Community College District and Community War Veterans for a one-year, online directory placement in Education Guide. The period of this agreement is May 1, 2013 through April 30, 2014. Fiscal Impact: \$400.00, grant funded, Veterans Affairs.
- 5.9 Independent Contractor Agreement – Learn CPR 4 Life
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Learn CPR 4 Life to provide CPR and First Aid training workshops to the Upward Bound, Upward Bound Math & Science and GEAR UP Programs summer staff. The service period for this agreement is June 11, 2013. Fiscal Impact: \$1,800. Budgeted item, Grant funded.
- 5.10 Library Online Database Subscription
Ratification of the online database subscriptions through the Community College Library Consortium for the period July 1, 2013 through June 30, 2014. Fiscal Impact: \$22,319.00, budgeted item.
- 5.11 Independent Contractor Agreement – Myrna Foster
Ratification of the Independent Contractor Agreement between Victor Valley Community and Myrna Foster to provide supplemental foreign language instruction for Upward Bound participants during the 2013 Summer Academy. The period of this agreement is June 17, 2013 through July 24, 2013. Fiscal Impact: Not to exceed \$1,500.00, Grant funded.
- 5.12 Independent Contractor Agreement – Allan Barbish
Ratification of the Independent Contractor Agreement between Victor Valley Community and Allan Barbish to provide complete sound system (includes all mics and tech services) for the June 7, 2013 commencement ceremony being held in the gymnasium. Fiscal Impact: Not to exceed \$2,200.00, budgeted item.
- 5.13 Independent Contractor Agreement – Maria Elena Huizar
Ratification of the Independent Contractor Agreement between Victor Valley Community and Maria Elena Huizar to assist in organizing and performing a variety of specialized duties to coordinate grant-related activities focusing on early college awareness and readiness for GEAR UP students at partner schools. The period of this agreement is May 15, 2013 through June 30, 2013. Fiscal Impact: Not to exceed \$8,741.00, Grant funded.
- 5.14 Agreement – CentralCreative
Ratification of the agreement between Victor Valley Community College District and CentralCreative for the overall management of design and production process of the 2013-2014 course catalog. The period of this agreement begins upon estimate approval. Fiscal Impact: \$7,500.00, budgeted item.
- 5.15 Agreement – Ebmeyer Charter & Tour
Ratification of the agreement between Victor Valley Community College District and Ebmeyer Charter & Tour to provide charter bus transportation for the baseball program. The period of this agreement is January 31, 2013 through February 2, 2013. Fiscal Impact: Not to exceed \$3,630.00, budgeted item.

- 5.16 Contract – Educational Testing Service
Ratification of the contract between Victor Valley Community College District and Educational Testing Service to assess student competence of Institutional Learning Outcomes. Fiscal Impact: \$3,625.00, budgeted item.
- 5.17 Board of Trustees Payments Report
Approval of the Board of Trustees Payments Report. Fiscal Impact: None
- 5.18 Resolution – Temporary Borrowing Between Funds
Approval of the resolution to authorize temporary borrowing between funds for the 2013-14 fiscal year. Fiscal Impact: None.
- 5.19 Agreement – Ferrilli Information Group
Ratification of the agreement between Victor Valley Community College District and Ferrilli Information Group to provide Datatel consulting services to support staff and programming projects with the MIS department. (Item #IN-50, on Campus Technology Project list). Fiscal Impact: Not to exceed \$20,000.00, Fund 71.
- 5.20 Independent Contractor Agreement – Dr. John Riesenman
Ratification of the Independent Contractor Agreement between Victor Valley Community and Dr. John Riesenman to provide professional advice to Human Resources regarding compliance issues. The period of this agreement is from April 23, 2013 to June 30, 2013. Fiscal Impact: Hourly rate of \$120 per hour, budgeted item.
- 5.21 Agreement – Golden Star Technology, Inc.
Ratification of the agreement between Victor Valley Community College District and Golden Star Technology, Inc. to purchase Quest Vworkspace Enterprise support. Vworkspace supports the initial pilot deployment of lab/desktop replacements throughout the main campus. This project was originally approved on May 8, 2012 by the Board of Trustees. Term: 3/31/13-3/31/14. Fiscal Impact: \$4,500.00, budgeted item.
- 5.22 Agreement – Comodo
Ratification of the agreement between Victor Valley Community College District and Comodo to purchase SSL (Secure Socket Layer) Certificate to maintain the security of Victor Valley College systems and data. Fiscal Impact: \$1,356.53, budgeted item.
- 5.23 Agreement – Tricade Technologies
Ratification of the agreement between Victor Valley Community College District and Tricade Technologies to purchase consultant services for on-site/remote support coverage. (Item #IN-47, on Campus Technology Project list). Fiscal Impact: \$4,500.00, budgeted item.
- 5.24 Agreement – Merrell Johnson Companies
Ratification of the agreement between Victor Valley Community College District and Merrell Johnson Companies for engineering services necessary to certify the Central Plant Cooling Tower with the Division of State Architect's office (DSA). Fiscal Impact: Not to exceed \$11,600.00, Fund 71.
- 5.25 Agreement – SolFocus
Ratification of the agreement between Victor Valley Community College District and SolFocus for the repair of one of the inverters at the 1MW Solar Generating Facility. Fiscal Impact: Not to exceed \$15,200.00, Fund 71.

- 5.26 Agreement Addendum – Image Source
Ratification of the addendum to the agreement between Victor Valley Community College District and Image Source originally approved at the March 13, 2012 Board of Trustees meeting. Fiscal Impact: \$145.16 monthly for an annual total of \$1,741.92, budgeted item.
- 5.27 Agreement – Rusco, Inc.
Ratification of the agreement between Victor Valley Community College District and Rusco, Inc. to supply and install student lockers at the Student Activities Center, building 49. Fiscal Impact: \$2,850.00 includes tax, Fund 71.
- 5.28 Agreement – PA Thompson Engineering Company, Inc.
Ratification of the agreement between Victor Valley Community College District and PA Thompson Engineering Company, Inc. to repair emergency stations located at various places on campus. Fiscal Impact: \$1,876.06, Fund 71.
- 5.29 Agreement – Trane Building Services
Ratification of the agreement between Victor Valley Community College District and Trane Building Services to replace Metal Oxide Veristor on chiller #1 and Oil Heater on chiller #2. Fiscal Impact: \$5,676.16, Fund 71.
- 5.30 Agreement – RY Rodriguez, Inc.
Ratification of the agreement between Victor Valley Community College District and RY Rodriguez, Inc. to perform an above ground tank vapor recovery test on (1) unleaded above ground storage tank. Fiscal Impact: \$395.00, budgeted item.
- 5.31 Agreement – LPC Automation, Inc.
Ratification of the agreement between Victor Valley Community College District and LPC Automation, Inc. to install all new temperature controls for two new VAV's (Variable Air Volume) units in the President's Office and conference room. Fiscal Impact: \$4,263.00, Fund 71.

ACTION AGENDA

6. BOARD OF TRUSTEES

- 6.1 Separate approval of items pulled from consent agenda

YES ___ NO ___

10. ADMINISTRATIVE SERVICES

- 10.1 Award Contract - Securitech

Approval to award the contract to Securitech for the Proximity Lock Installation Project. Securitech was the lowest responsive bidder for this project. Due to a discrepancy between the college's estimate and the proposed cost from Securitech, the college is only awarding the Liberal Arts building portion of the bid. Fiscal Impact: \$67,450.00, Fund 71.

YES ___ NO ___

- 10.2 Award Contract – Pacific Contractors Group, Inc.

Approval to award the contract to Pacific Contractors Group, Inc. to paint the Met Tile roof of the Art, Liberal Arts and Academic Commons buildings to prevent further corrosion and to improve the appearance of the college. Fiscal Impact: \$93,000.00, Fund 71.

YES ___ NO ___

11. HUMAN RESOURCES

11.1 Management Appointment, Executive Vice President, Instructional and Student Services.

Approval of the appointment of Peter Maphumulo to fill the position of Executive Vice President, Instruction and Student Services beginning July 1, 2013 through June 30, 2014. Fiscal Impact: Range 22 Step D on the Management Salary Schedule, \$13,766/month plus benefits, budgeted item.

YES ___ NO ___

11.2 Classified Request for Leave of Absence Extension- Christina Moreno
Approval of an extension of unpaid leave of absence for Christina Moreno effective May 30, 2013 through November 30, 2013. Fiscal Impact: None

YES ___ NO ___

12. INFORMATION/DISCUSSION

12.1 Emeritus Status - Diane Cline
Submitted as an informational item.

12.2 Emeritus Status - Peter Allan
Submitted as an informational item.

12.3 Sunshine Items with the District and CSEA for Successor Contract
Submitted as an informational item.

12.4 Monthly Financial Reports
Submitted as an informational item.

13. 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.

13.1 Foundation

13.2 Employee Groups

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

14. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS

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

15. BOARD COMMUNICATION

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

16. 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 Fusako Yokotobi, 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.