



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

Date: July 12, 2011

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

## REGULAR MEETING AGENDA

*Board Room Victor Valley Community College*

*This meeting will be electronically recorded*

1. **CALL TO ORDER** 6 p.m.  
**ROLL CALL**  
**PLEDGE OF ALLEGIANCE**
2. **ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA**
3. **OPEN SESSION REGULAR MEETING**

### 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**

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.

**Approval of consent items.**

**YES \_\_\_ NO \_\_\_**

5.1 Approval of the minutes of the June 14, 2011 regular Board meeting.

5.2 Agreement Renewal – Identix, Inc.

Approval of the renewal agreement between Victor Valley Community College District and Identix, Inc. to provide maintenance services for the Live Scan fingerprinting machines in the Police Department and Human Resources. The period of this agreement is from September 1, 2011 through August 31, 2012. Fiscal Impact: \$5,434.00

5.3 Foundation Employment Agreement

Ratification of the agreement between Victor Valley Community College District and the Foundation for the employment of the Foundation's Donor Relations Assistant, Jesika Connaghan. The period of this agreement is from July 1, 2011 through June 30, 2012. Fiscal Impact: None, funds are reimbursed by the Foundation.

5.4 Independent Contractor Agreement – Stanley R. Conway

Ratification of the Independent Contractor 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, 2011 through July 1, 2012. Fiscal Impact: Not to exceed \$600.00, budgeted item.

5.5 Increase Contract Amount - Independent Contractor Agreement – Louis M. Zigman, Esq.

Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Louis M. Zigman, Esq. for an additional \$1,851.70 for mediation services. This contract was originally approved on May 10, 2011 for up to \$1,851.70. Fiscal Impact: \$1,851.70 including expenses, budgeted item.

5.6 Agreement – Contract Education Services

Ratification of the Contract Education Services agreement listed that are being offered through the Contract Education Department. Fiscal Impact: \$2,200.00

Vendor:	Income to the District
Standing Room Only Productions, Inc. Youth/Teen Performance Arts Camp	\$1,00.00
Standing Room Only Productions, Inc. – Summer Performing Arts Conservatory (By Audition Only)	\$1,200.00
TOTAL	\$2,200.00

5.7 Agreement – Contract Education Services

Ratification of the Contract Education Services agreement listed for the food handler classes offered through the Contract Education Department. Fiscal Impact: \$360.00

Vendor:	Income to the District
Deju Sushi	\$ 60.00
Super Target	\$ 300.00
Total:	\$ 360.00

5.8 Agreement – MGO Certified Public Accountants

Ratification of the agreement between Victor Valley Community College District and MGO Certified Public Accountants to perform an independent audit regarding enrollment reporting and to analyze payroll records. The period of this agreement is from June 13, 2011 through December 31, 2011. Fiscal Impact: Not to exceed \$50,000.00, budgeted item.

5.9 Agreement – Marcelino Calimlim, M.D./Aspen Pediatric Clinic

Approval of the Independent Contractor Agreement between Victor Valley Community College District and Marcelino Calimlim, M.D./Aspen Pediatric Clinic to provide clinical learning facilities for health sciences programs. The agreement begins August 1, 2011 and will continue unless a 30-day written notice is given. Fiscal Impact: None

- 5.10 Independent Contractor Agreement – Jenny Santamaria  
Approval of the Independent Contractor Agreement between Victor Valley Community College District and Jenny Santamaria to provide academic services to students in the GEAR UP Summer Academy. The period of this agreement is June 28, 2011 through July 14, 2011. Fiscal Impact: \$1,188.00, grant funded, GEAR UP.
- 5.11 Agreement Renewal – Samuel Sepuya, M.D.  
Approval 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 2011-2012 school year. The period of this agreement is from August 27, 2011 to August 26, 2012. Fiscal Impact: \$4,000.00 annually, budgeted item.
- 5.12 Agreement – H&L Charter Co., Inc.  
Ratification of the agreement between Victor Valley Community College District and H&L Charter Co., Inc. to provide transportation services for GEAR UP students/staff/chaperones in GEAR UP partner schools to educational/academic activities including transportation to colleges/universities. The period of this agreement is from July 1, 2011 through December 30, 2011. Fiscal Impact: Not to exceed \$12,000.00, grant funded, GEAR UP, budgeted item.
- 5.13 Board of Trustees Budget Transfer Request Report  
Approval of the budget transfers as submitted.
- 5.14 Board of Trustees Payments Report  
Approval of the Board of Trustees Payments Report. Fiscal Impact: None
- 5.15 Authorized Signatory – Peter Allan  
Approval of the signature of Peter Allan to represent the Board in matters listed for fiscal year 2011-12 per Education Code 72282. Fiscal Impact: None.
- 5.16 Rescind – Board Delegated Authorized Signatory – Mark Zacovic  
Approval to rescind all signatory authority for Mark Zacovic, effective immediately. Fiscal Impact: None
- 5.17 Rescind – Board Delegated Authorized Signatory – Mary Pringle  
Approval to rescind all signatory authority for Mary Pringle, effective immediately. Fiscal Impact: None
- 5.18 Authorized Signatory – Josanna Orta  
Approval of the signature of Josanna Orta to represent the Board in matters listed for fiscal year 2011-12 per Education Code 72282. Fiscal Impact: None.
- 5.19 Approval of Five-Year Facilities Construction Plan  
Approval of the Five-Year Facilities Construction Plan. The proposed VVC Five-Year Plan reflects fiscal years 2013-2017. Due to the lack of State funding, this plan includes many locally funded projects that will help the District meet facility needs for the immediate future. Fiscal Impact: None
- 5.20 Watershed Management Internship Program  
Ratification of the agreement between Victor Valley Community College District and The California State University San Bernardino Foundation for participation in the Watershed Management Internship Program for Community Colleges during the summer of 2011. Fiscal Impact: \$23,800 to the District for internship stipends and supplies.

5.21 Agreement Renewal – Keenan & Associates

Ratification of the renewal agreement between Victor Valley Community College District and Keenan & Associates to provide loss control services as needed for the 2011-2012 fiscal year. These services are intended to promote safety awareness, assist in the identification of conditions which may pose a risk of bodily injury and /or property damage, and offer recommendations to help the District's risk of loss. Fiscal Impact: Not to exceed \$20,000.00, budgeted item.

**ACTION AGENDA**

**6. BOARD OF TRUSTEES**

6.1 Separate approval of items pulled from consent agenda YES \_\_\_ NO \_\_\_

6.2 Board Policy #2015 – Student Member YES \_\_\_ NO \_\_\_  
Approval to consider whether to afford the student member any of the privileges listed in Board Policy #2015.

**8. INSTRUCTION**

8.1 San Bernardino County Nursing Program Grant YES \_\_\_ NO \_\_\_  
Approval of the contract between Victor Valley Community College District and the San Bernardino County to expand the capacity of the nursing program by mitigating the costs for these additional students. Fiscal Impact: \$160,000.00  
**Income to the District** (\$60,000 in FY 2011-12; \$80,000.00 in FY 2012-2013; \$20,000.00 in FY 2013, 2014.)

**10. ADMINISTRATIVE SERVICES**

10.1 Statewide Association of Community Colleges YES \_\_\_ NO \_\_\_  
Approval to renew the contract with Statewide Association of Community Colleges to provide liability and property insurance coverage for Victor Valley Community College during fiscal year 2011-12. Fiscal Impact: \$366,023.00, budgeted item.

10.2 Student Accident Insurance YES \_\_\_ NO \_\_\_  
Approval to renew the contract with Student Insurance to provide accident insurance for Victor Valley Community College students during fiscal year 2011-12. Fiscal Impact: \$152,276.00, budgeted item from Fund 01.

10.3 Foundation Donations YES \_\_\_ NO \_\_\_  
Acceptance of donations as college property from the Victor Valley College District Foundation. The Foundation has made expenditures from cash contributions to specific college programs in the amount of \$115,831.60 and transferred \$3,022.49 in student scholarships for a total cash contribution of \$118,854.09. The Foundation has also received and is transferring ownership of in-kind (non-cash) gifts valued at \$6,249.70 Total contributions from the Foundation for May 2011 are \$125,103.79 to the District.

**11. HUMAN RESOURCES**

11.1 New Management Position, Payroll Manager YES \_\_\_ NO \_\_\_  
Approval of the new management position of Payroll Manager, effective July 13, 2011. Fiscal Impact: Range 15 of the Management Salary schedule, \$63,384-\$80,952 annually, plus benefits, budgeted.

**12. INFORMATION**

12.1 Monthly Financial Reports  
Submitted as an informational item.

12.2 Emeritus Status – Nord Embroden  
Submitted as an informational item.

12.3 Distinguished Service Status – Sheri Nolan-Foster, Mary B. Pringle, Willie Davis Pringle  
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. ITEMS FOR FUTURE BOARD MEETINGS**

Board members may request items to be placed on future Board meetings for a report or information.

**15. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS**

**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)

**16. TRUSTEE COMMENTS**

**17. 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 92395-5850, (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.