



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

Date: November 8, 2011

Place: **Workshop:** 5-6 p.m., Staff Lounge, Victor Valley Community College 18422 Bear Valley Road, Victorville, CA 92395

Open Session: 6 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. Those requesting to speak on an agenda item will be called upon at the time the item is under consideration. Anyone wishing to speak to 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 5 p.m.
ROLL CALL
PLEDGE OF ALLEGIANCE
ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA

WORKSHOP Staff Lounge

2. IT/MIS Workshop 5-6 p.m.
3. OPEN SESSION REGULAR MEETING 6 p.m.

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 October 11, 2011 regular Board meeting.
- 5.2 Independent Contractor Agreement – Marketing Solutions
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Marketing Solutions to work with vendors to raise funds to support the Regional Public Safety Training Center grand opening dedication on April 21, 2012. Fiscal Impact: \$5,000.00, budgeted item.
- 5.3 Grant of Easement – County Services Area 64
Approval to grant a utility easement to County Services Area 64 for a strip of land 10 feet in width lying within Lot 11, Tract No. 8307, filed in map book 79 through 82 of maps in the Office of the County Recorder. This easement is typical and required to allow the County Services Area 64 to install water service to the Excelsior Education Center who entered into a 40 year land lease agreement with Victor Valley Community College at the December 2008 Board of Trustees meeting for 3.64 acres. Fiscal Impact: **None to the District.**
- 5.4 Agreements – KinderCare, Kids and Care, Inc., Kids Discovery World and Bonanza Preschools
Ratification of the agreement between Victor Valley Community College District and KinderCare, Kids and Care, Inc., Kids Discovery world and Bonanza Preschools for providing CalWORKS student parents with quality childcare while they attend classes at Victor Valley College. Fiscal Impact: \$48,000.00, budgeted, grant funded.
- 5.5 License Renewal – iParadigms, LLC
Ratification to renew the license between Victor Valley Community College District and iParadigms, LLC to access Turnitin.com the remainder of the academic school year so that faculty can transition their classes to Blackboard's Safe Assign. The license is from November 5, 2011 through November 4, 2012. Fiscal Impact: \$16,015.00, budgeted item.
- 5.6 Agreement – Federal Bureau of Prisons FCC Victorville
Ratification of the agreement between Victor Valley Community College District and the Federal Bureau of Prisons, VCC Victorville to offer classes for EPA/HVAC Certification for 30 students per session through the Contract Education Department. The period of this agreement is August 01, 2011 through September 30, 2011 (actual end date may be extended due to lockdowns). Fiscal Impact: \$23,827.50, **Estimated Income to the District.**
- 5.7 Curriculum Changes
Approval of the curriculum changes made on September 8 and September 22, 2011; recommended by the College Curriculum Committee. Fiscal Impact: None.
- 5.8 Agreement – California Early Childhood Mentor Program
Ratification of the agreement between Victor Valley Community College District and San Francisco Community College District, on behalf of its California Early Childhood Mentor Program for the 2011-2012 academic year. The period of this agreement is from August 2, 2011 through July 31, 2012. Fiscal Impact: All eligible expenses incurred for this program will be reimbursed by the contractor, San Francisco Community College district, as part of this agreement.

- 5.9 Memorandum of Understanding with County of San Bernardino for use of Aviation Equipment
Approval of the Memorandum of Understanding authorizing Victor Valley College to use aviation maintenance training equipment owned by the County of San Bernardino. Fiscal Impact: None.
- 5.10 Contract – Vector Resources
Ratification of the agreement between Victor Valley Community College District and Vector Resources, Enterprise Network Solutions to upgrade classrooms 4 and 5 in the Child Development Center to a Smart Classroom Technology System. Fiscal Impact: \$8,950.32, budgeted, Perkins Grant funded.
- 5.11 Agreement – Child Development Training Consortium
Ratification of the agreement between Victor Valley Community College District and the Yosemite Community College District Child Development Training Consortium. The contract is a continuum of the 2010-2011 agreement. The grant program assists with tuition costs and textbook expenses for our students who are currently employed in an early childhood setting, encouraging them to come back to school and further their education. Fiscal Impact: \$9,375.00, **Income to the District**.
- 5.12 Agreement – National Clearinghouse
Approval of the two agreements between Victor Valley Community College District and National Student Clearinghouse to provide degree and enrollment verification services. This agreement remains in effect until either party terminates it by providing sixty (60) days written notice to the other party. Fiscal Impact: None, **Potential revenue to the college**.
- 5.13 Resolution and Subcontract - WestEd
Approval to adopt a resolution and accept the grant for WestEd for the implementation of specific activities as part of the Early Start Comprehensive System of Personnel Development & Resources Project for the 2011-2012 fiscal year for the Child Development Program. Fiscal Impact: \$3,500.00, **Revenue to the District**
- 5.14 Board of Trustees Payments Reports
Approval of the Board of Trustees Payments Reports. Fiscal Impact: None.
- 5.15 Agreement – XAP, Corporation
Ratification of the agreement between Victor Valley Community College District and XAP, Corporation for the CCCApply for online application services. The tools provided will students to register for classes online. The period of this agreement is from July 1, 2011 through June 30, 2012. Fiscal Impact: \$11,484.00, budgeted item.
- 5.16 Agreement – Parsec Group
Ratification of the agreement between Victor Valley Community College District and Parsec Group to purchase 10 hours of contracted services for consulting to provide remote technical services in support of Datatel Colleague hardware as needed. Fiscal Impact: not to exceed \$2,137.50, budgeted item.
- 5.17 Agreement – Vector Resources, Inc.
Ratification of the agreement between Victor Valley Community College District and Vector Resources, Inc. to purchase LifeSize desktop software licenses for communication purposes. This is needed to provide video and audio teleconferencing between the Regional Public Safety Training Center and the main campus to support student interactions with student support services. Fiscal Impact: \$1,920.89, local bond funded.

- 5.18 Agreement – Vector Resources, Inc.
Ratification of the agreement between Victor Valley Community College District and Vector Resources, Inc. to purchase a Boxlight Projector for the I.T./M.I.S. conference room. This will be used to provide the IMS department the ability to self-train on equipment that will be used on campus. Fiscal Impact: \$2,558.85, budgeted item.
- 5.19 Agreement – California State University of San Bernardino (CSUSB)
Ratification of the agreement between Victor Valley Community College District and California State University of San Bernardino (CSUSB) to make available wireless educational broadband service (ESB) which will allow faculty and staff wireless access within the clearwire coverage area. Fiscal Impact: None.
- 5.20 Agreement – Datatel, Inc.
Ratification of the agreement between Victor Valley Community College District and Datatel, Inc. to purchase 120 hours of professional services for project management and project coordination consulting. This is needed to provide technical support for Datatel Colleague and Web Advisor during a temporary vacancy of a key position (Director) within the MIS department. Fiscal Impact: \$30,000.00, budgeted item.
- 5.21 Agreement – Ferrilli Information Group
Ratification of the agreement between Victor Valley Community College District and Ferrilli Information Group for Datatel programming support. This is needed to support vacancies and programming projects within the MIS department. Fiscal Impact: Not to exceed \$30,000.00, budgeted item.
- 5.22 Agreement – Business Security Solutions (Websense)
Ratification of the agreement between Victor Valley Community College District and Business Security Solutions to purchase a 3-year subscription to Websense Web Security Software 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: \$46,171.13, budgeted item.
- 5.23 Agreement – Emergency Services Restoration, Inc.
Ratification of the agreement between Victor Valley Community College District and Emergency Services Restoration, Inc. for an emergency vector. Fiscal Impact: \$4,720.00, Fund 71.
- 5.24 Notice of Completion – Portable Roof Repair
Approval to accept the work of Wiltshire Urethane Foam Co. for the installation of foam roofs on two portable buildings at the Child Development Center. The County requires the Board to accept the work completed in order for the District to file the Notice of Completion with the County of San Bernardino. Fiscal Impact: None.
- 5.25 Agreement – Air-Ex Air Conditioning, Inc.
Ratification of the agreement between Victor Valley Community College District and Air-Ex Air Conditioning, Inc. to provide labor to install replacement air conditioning compressors in the Compu-Air cooling units in the Building 21 Data Center. Fiscal Impact: \$3,000.00, budgeted item.
- 5.26 Agreement – Securitech
Ratification of the agreement between Victor Valley Community College District and Securitech to provide equipment and labor to install a proximity card reader system in Building 55, Administration/Counseling. Fiscal Impact: \$16,895.00, Fund 71.

- 5.27 Agreement – Compass Energy Solutions – Energy Efficiency Projects – Main Campus
Ratification of the agreement between Victor Valley Community College District and Compass Energy Solutions to replace nonfunctional mechanical equipment with new equipment as the nonfunctional mechanical equipment is prohibiting our new energy management system from achieving its optimum savings for the District. Fiscal Impact: Not to exceed **\$50,000.00, local bond funded.**
- 5.28 Additional Services – Frick, Frick & Jette Architects, Inc.
Ratification of the agreement between Victor Valley Community College District and Frick, Frick & Jette Architects, Inc. to provide architectural design and engineering services for the completion and final phase of the new road construction on campus. The new road will help connect upper and lower campus and allow traffic to be diverted away from the more congested areas in the center of campus. Fiscal Impact: **\$6,700.00, local bond funded.**
- 5.29 Approval of Academic Equivalency Request – Heidi Shaw
Approval of the equivalency for Heidi Shaw, Health Information Technology. Fiscal Impact: None

ACTION AGENDA

6. BOARD OF TRUSTEES

- 6.1 Separate approval of items pulled from consent agenda YES ___ NO ___
- 6.2 Spring Valley Lake Association Special Election YES ___ NO ___
Spring Valley Lake Association Special Election to Amend the CC&R's to allow for auto-renewal every 15 years. Owners of more than one lot have a vote. The Spring Valley Lake Board of Directors extended the time for voting to from October 13, 2011 to December 1, 2011. Fiscal Impact: None
- 6.3 Second Reading – Updated Board Policy #2725 YES ___ NO ___
Approval of the revised Board Policy #2725 to comply with the Education Code. Fiscal Impact: None.

10 Administrative Services

- 10.1 Independent Contractor Agreement – James G. Spencer, AIA YES ___ NO ___
Approval of the Independent Contractor Agreement between Victor Valley Community College District and James G. Spencer, AIA to provide consulting for design-build bridging services for two future bond funded projects, the Science/Heath Building Expansion and the Vocational/Technical Buildings Expansion Refurbishment. Fiscal Impact: **\$120,000.00, Local Bond Funded.**
- 10.2 Change Order – Cooley Construction, Inc. – Campus Wide Roadway and Parking Lot Replacement YES ___ NO ___
Approval of the change order #001 with Cooley Construction, Inc. to complete the final phase of major new road construction on campus. Fiscal Impact: **\$151,283.65 , Local Bond Funded.**
- 10.3 Second Reading – Updated Board Policy #6700 YES ___ NO ___
Approval of the revised Board Policy #6700 to clarify facilities use. Fiscal Impact: None.

11. HUMAN RESOURCES

11.1 Public Hearing for the District and CSEA Joint Initial Proposals for Contract Reopeners YES ___ NO ___

- a) The Board president hereby declares the hearing open
- b) The public may now comment on the initial proposal
- c) The Board president hereby declares the hearing closed

11.2 CTA Agreement YES ___ NO ___

Approval of the ratified articles (Benefits, and Full-Time Instructional Assignments) as presented. Fiscal Impact: None

11.3 Temporary Reduction in Hours – Deanna Murphy YES ___ NO ___

Approval of a temporary reduction in hours for Deanna Murphy to complete her education from November 9, 2011 through November 1, 2012. Fiscal Impact: None

11.4 Classified Management Request for Leave of Absence – Deanna Turnbeau YES ___ NO ___

Approval of an unpaid leave of absence for Deanna Turnbeau effective November 29, 2011 through February 26, 2012. Fiscal Impact: None

12. INFORMATION

12.1 Sunshine Items with the District and CTA
Submitted as an information 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

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 92395-5850, (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.