



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

Date: February 19, 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

AGENDA ~ Board Room

Board Room Victor Valley Community College

CALL TO ORDER

5 p.m.

The Board of trustees of Victor Valley Community College District met in Open Session on February 19, 2013 in the Board Room of the Administration Building. Board President Denson called the meeting to order at 5:02 p.m.

TRUSTEE ROLL CALL: Lorrie Denson, President; Dennis Henderson, Trustee; Joseph W. Brady, Trustee, John Pinkerton, Trustee;

Absent: Michael Krause and Monique Ballard, Student Trustee

PLEDGE OF ALLEGIANCE

Dennis Henderson led the Pledge of Allegiance to the Flag.

ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA: None

ANNOUNCEMENT OF ITEMS TO BE CONSIDERED IN CLOSED SESSION:

CLOSED SESSION

5 p.m.

Public Employee Discipline/Dismissal/Release (Government code Section 54957(b)(1) - Employee #1003021913

CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to subdivision (b) of Section of 54956.9:
Two Potential Cases

At 5:04 p.m. Board President Denson recessed to Closed Session

At 5:26 p.m. Monique Ballard, Student Trustee arrived.

At 6:05 p.m. Board President Denson convened the meeting and announced there was nothing to report out of Closed Session.

PUBLIC COMMENTS RELATED TO AGENDA ITEMS: Fred Board (11.1), Lynne Glickstein (11.1), Randy Richardson (11.1), Shirley Longway (11.1), and Dennis Jones (11.1)

4. Superintendent/President's Report:

Dr. O'Hearn reported that he recently attended the ACCT legislative conference in Washington, D.C. with President Denson. Dr. O'Hearn provided an update on the Accreditation status which reported that we will continue on probation with a follow-up due October 15, 2013. The report is available on the VVC website and is available to the public.

Academic Senate

Tracy Davis congratulated Dino Bozonelos on completion of his goal of doctorate. In addition, the Senate congratulated Nichole Dubal, Anthony Bonato, and Sandra Ciegelski for completing their first and second year at VVC. The Senate commends VVC administration in supporting faculty in completing ACCJC recommendations. Faculty are glad to see the posting of February 11, 2013, ACCJC letter on the college website; they feel it is a positive step in fully addressing the ACCJC recommendations. Lastly, after last Tuesday's lockdown faculty would like campus leaders to address safety issues on a continuous basis.

5. CONSENT AGENDA

It was MSC (Brady/Henderson, 4-0, Krause absent) to approve the consent items in one motion

5.1 Approval of the minutes of the December 11, 2012 and January 15, 2013 regular Board meeting and December 14, 2012 special Board meeting

5.2 Renewal Agreement – Lexipol, LLC

Approval of the renewal agreement between Victor Valley Community College District and Lexipol, LLC to provide customized police manual updates and development that meet regulatory law policy requirements. The agreement provides officers with continual access to legal updates. The period of this agreement is from July 1, 2013 through June 30, 2014. Fiscal Impact: \$2,450.00, budgeted item.

5.3 Independent Contractor Agreement – The Titan Group

Approval of the Independent Contractor Agreement between Victor Valley Community College District and The Titan Group to provide discrimination investigations and pre-employment background checks for police officers from February 20, 2013 through June 30, 2013. Fiscal Impact: \$135 per hour plus expenses, budgeted item.

5.4 Contract – Ebmeyer Charter & Tour

Ratification of the agreement between Victor Valley Community College District and Ebmeyer Charter & Tour to provide charter bus transportation for the Agriculture and Natural Resources Academy Tour. The period of this agreement is February 28, 2013. Fiscal Impact: \$915.20, CTE Transitions Grant.

5.5 Renewal Agreement – Image Source

Ratification of the renewal agreement between Victor Valley Community College District and Image Source for a Xerox machine and maintenance agreement for the aviation program. Fiscal Impact: \$6,463.92, budgeted item, Perkins Grant Funded.

5.6 Transportation Charges – Snowline School District

Ratification of the transportation charges payable to Snowline School District to transport Serrano High School students attending the CTE (Career and Technical Education) Academies. The dates of the academies are February 28, 2013 through May 10, 2013. Fiscal Impact: \$838.88, budgeted item, CTE Transitions Grant.

5.7 Agreement Renewal – Nuventive

Ratification of the renewal agreement between Victor Valley Community College District and Nuventive, originally Board approved on October 11, 2011, for an annual site subscription for TracDat Enterprise, a software package for the management of strategic planning and assessment processes. A system for assessment is required to demonstrate that VVC is compliant with ACCJC requirements for SLO and assessment. This will be used by all faculty. The period of this renewal is November 8, 2012 through November 7, 2013. Fiscal Impact: Not to exceed \$14,994.00, budgeted item.

5.8 License Renewal – Chariot Software Group

Ratification of the agreement between Victor Valley Community College District and Chariot Software Group beginning March 1, 2013 through February 28, 2014. The license provides Webgrade Internet services for the management of student grades for instructors at Victor Valley College. Fiscal Impact: \$1,245, budgeted item.

5.9 Resolution and Subcontract - Wested

Adoption of 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 2012-2013 fiscal year for the Child Development Program. Fiscal Impact: \$7,050, **Revenue to the District.**

5.10 Out of State Travel – Student Travel

Approval to allow the Associated Student Body representatives to travel to Washington, D.C. to attend the National Student Advocacy and Leadership Conference from March 15, 2012 through March 19, 2012. Students will be accompanied by ASB Advisor, Robert Sewell and PTK Advisor, Deanna Murphy. Fiscal Impact: None to the District, Associated Student Body Funds, not to exceed \$20,000.00.

5.11 Agreement – Ferrilli Information Group

Ratification of the agreement between Victor Valley Community College District and Ferrilli Information Group for the annual set-up of the Financial Aid Department's modules on Colleague, the District's comprehensive computer system. The period of this contract is from March 18, 2013 through March 29, 2013. Fiscal Impact: \$7,400.00, plus any travel expenses, BFAP funded.

5.12 Agreement Renewal – Financial Aid TV

Ratification of the agreement, originally Board approved on December 9, 2008, between Victor Valley Community College District and Financial Aid TV for accessing and using online educational resources. The period of this agreement is January 1, 2013 through December 31, 2013. Fiscal Impact: \$5,000.00, budgeted item, BFAP funded.

- 5.13 Clinical Facility Use Agreement – Knolls West Convalescent Care
Ratification of the agreement between Victor Valley Community College District and Knolls West Convalescent Care to provide clinical learning facilities for health sciences programs. The agreement begins February 1, 2013 and will continue until either party chooses to terminate the agreement with a 30-day written notice no earlier than the end of the District term that is in session at that time. Fiscal Impact: None
- 5.14 Clinical Facility Use Agreement – Visiting Nurses Association, Victorville
Ratification of the agreement between Victor Valley Community College District and Visiting Nurses Association, Victorville to provide clinical learning facilities for health sciences programs. The agreement begins February 1, 2013 and will continue until either party chooses to terminate the agreement with a 30-day written notice no earlier than the end of the District term that is in session at that time. Fiscal Impact: None
- 5.15 Memorandum of Understanding – Apple Valley Unified School District
Approval of the Memorandum of Understanding between Victor Valley Community College District and Apple Valley Unified School District to continue placing VVC's Child Development practicum students in AVUSD's California Early Childhood Mentor Teacher State Preschool classrooms. Fiscal Impact: None
- 5.16 Amended Independent Contractor Agreement – First Student
Ratification of the amended Independent Contractor Agreement between Victor Valley Community College and First Student, originally approved on June 12, 2012, increasing the fiscal impact by an additional \$1,180.00. Fiscal Impact: \$1,180.00, Upward Bound Grant funded.
- 5.17 Contract – Quick Caption
Ratification of the amended 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 February 11, 2013 through June 8, 2013. Fiscal Impact: Not to exceed \$8,550.00, budgeted item.
- 5.18 Academic Equivalency Request – Gary Abbott (Aviation)
Approval of the academic equivalency request for Gary Abbott (Aviation). Fiscal Impact: None
- 5.19 Academic Equivalency Request – Jeffrey Parker (Construction Technology)
Approval of the academic equivalency request for Jeffrey Parker (Construction Technology) Fiscal Impact: None
- 5.20 Independent Contractor Agreement – Joanne Bodine
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Joanne Bodine to provide mediation services for the District as needed for conflict resolutions from January 1, 2013 through June 30, 2013. Fiscal Impact: \$4,400.00, budgeted item.
- 5.21 Agreement – NCM Contracting Group, LP
Ratification of the agreement between Victor Valley Community College District and NCM Contracting Group, LP to remove and dispose of asbestos containing floor tile and mastic from the old storeroom in Administration Building #10. Fiscal Impact: \$2,980.00, Fund 71.

- 5.22 Change Order – Vector Resources
Ratification of the Change Order #001 due to tax rate and scope of work changes. Fiscal Impact: \$3,115.37, Local Bond Funded.
- 5.23 Agreement – Total Compensation Systems, Inc.
Ratification of the agreement between Victor Valley Community College District and Total Compensation Systems, Inc. to perform an actuarial study in compliance with GASB 43 and 45. Fiscal Impact: Not to exceed \$1,800.00, budgeted item.
- 5.24 Agreement Renewal – Affiliated Computer Services, Inc.
Ratification of the renewal agreement between Victor Valley Community College District and Affiliated Computer Services, Inc. to fulfill the District's obligation to report student information to the Internal Revenue Service (1098-T reporting). Fiscal Impact: Not to exceed \$25,000.00, budgeted item.
- 5.25 Agreement– Porter Boiler Service, Inc.
Ratification of the agreement between Victor Valley Community College District and Porter Boiler Service, Inc. to provide inspection and maintenance service for three Raypak boilers. Fiscal Impact: \$3,270.00, Fund 71.
- 5.26 Agreement– Trane Building Services
Ratification of the agreement between Victor Valley Community College District and Trane Building Services to provide inspection, cleaning and maintenance of main chillers on campus. Fiscal Impact: \$9,095.66, Fund 71.
- 5.27 Agreement – LPC Automation
Ratification of the agreement between Victor Valley Community College District and LPC Automation to provide labor and materials to install new actuator motors in the Academic Commons building during the upcoming Learning Resources Center energy management system upgrade. Fiscal Impact: \$3,871.95, Fund 71.
- 5.28 Agreement – Industrial Technical Services
Ratification of the agreement between Victor Valley Community College District and Industrial Technical Services to replace the variable frequency drives, motors and other associated equipment at the Central Plant pump #3. Fiscal Impact: \$7,406.11, Fund 71.
- 5.29 Agreement – Industrial Technical Services
Ratification of the agreement between Victor Valley Community College District and Industrial Technical Services to replace variable frequency drives, motors and other associated equipment for the Student Activities Center air handler. Fiscal Impact: \$5,991.35, Fund 71.
- 5.30 Agreement – Atlantic Electric Company
Ratification of the agreement between Victor Valley Community College District and Atlantic Electric Company to replace batteries in the emergency lighting system in the VVC gymnasium. Fiscal Impact: \$5,313.25, Fund 71.
- 5.31 Agreement – Atlantic Electric Company
Ratification of the agreement between Victor Valley Community College District and Atlantic Electric Company to replace batteries in the emergency lighting system in the VVC Performing Arts Center. Fiscal Impact: \$3,201.35, Fund 71.

- 5.32 Agreement – Technologent
Ratification of the agreement between Victor Valley Community College District and Technologent to purchase additional storage for the Victor Valley College Network system due to email and file storage needs throughout the campus. (Item # IN-45, on the Campus Technology Projects list). Fiscal Impact: \$16,330.00, budgeted item.
- 5.33 Agreement Renewal – Impulse Point, LLC
Ratification of the agreement between Victor Valley Community College District and Impulse Point, LLC to purchase an annual Safe connect maintenance agreement, term date 1/1/13-12/31/13. This software controls who is able to connect to the Network by verifying user access while monitoring without interruption. Fiscal Impact: \$13,090.00, budgeted item.
- 5.34 Agreement Renewal – Tricade Technologies
Ratification of the agreement between Victor Valley Community College District and Tricade Technologies to purchase PowerPath licenses and to co-term our existing licenses; which were previously approved by the Board of Trustees. These licenses will monitor and analyze data paths in physical and virtual environments for best performance. Term: 6/4/12-9/15/15. Fiscal Impact: \$7,376.16, budgeted item.
- 5.35 Agreement Renewal – Tricade Technologies
Ratification of the agreement between Victor Valley Community College District and Tricade Technologies to purchase VMware vSphere5 Enterprise Plus Software and also to co-term maintenance agreements purchased from multiple vendors, which were previously approved by the Board of Trustees. This product allows us to virtualize our servers as well as maximize our hardware while saving energy. Term: 2/15/13-6/1/15. Fiscal Impact: \$6,016.18, budgeted item.
- 5.36 Board of Trustees Payments Report
Approval of the Board of Trustees Payments Report. Fiscal Impact: None
- 5.37 Agreement Renewal – Ambient Environmental, Inc.
Ratification of the agreement between Victor Valley Community College District and Ambient Environmental, Inc. to perform asbestos clearance air sampling in the storeroom of Administration building #10. Fiscal Impact: \$425.00, Fund 71.
- 5.38 Agreement Renewal – Ambient Environmental, Inc.
Ratification of the agreement between Victor Valley Community College District and Ambient Environmental, Inc. to perform asbestos clearance air and visual inspection during the removal of asbestos containing floor tiles and mastic in the Fire Technology building #94. Fiscal Impact: \$400.00, Fund 71.
- 5.39 Increase Contract Amount – California Construction Management, Inc.
Ratification the contract amount with California Construction Management, Inc. The agreement was originally ratified by the Board of Trustees at the October 9, 2012 meeting to assist in the process of certifying nine (9) projects with the Division of State Architect's Office (DSA). It was determined after the agreement went to Board that another project, Alterations to the Central Plant, also had not been certified with DSA. Fiscal Impact: \$1,500.00, Fund 71.
- 5.40 Change Order – Vector Resources, Inc.
Ratification of Change Order #001 with Vector Resources due to a reduction in the scope of work for video training equipment purchased for the Regional Public Safety Training Center. Fiscal Impact: (\$31,726.03) **Credit to the District.**

- 5.41 Fiscal Impact Correction – Vector Resources, Inc.
Ratification of the fiscal impact correction with Vector Resources, Inc. resulting in an \$18.00 credit to the District. Fiscal Impact: **(\$18.00) Credit to the District.**

ACTION AGENDA

6. BOARD OF TRUSTEES

- 6.1 Separate approval of items pulled from consent agenda

10. ADMINISTRATIVE SERVICES

- 10.1 2011-2012 Financial Audit

It was MSC (Henderson/Brady, 4-0, Krause absent) to accept the 2011-2012 financial audit as presented. Fiscal Impact: None

11. HUMAN RESOURCES

- 11.1 New Management Position and Job Description, Police Field Supervisor

It was MSC (Brady/Henderson, 3-1, Krause absent, Brady, No) to approve the new management position and job description of Police Field Supervisor, effective February 20, 2013. Fiscal Impact: Level 15 of the Administrative/Management/Confidential Salary Schedule, \$5,282-\$6,746 monthly plus benefits, budgeted.

- 11.2 Renewal of Administrator Contracts

It was MSC (Henderson/Brady, 4-0, Krause absent) to approve of the renewal of the following Administrative contracts for 2 years based on satisfactory evaluations:

Director, Student Services

Instructional Dean, Science, Technology, Engineering and Mathematics

Fiscal Impact: Budgeted

- 11.3 Academic First-Year Contract Recommendation – Nichole Dubal (Mathematics)

It was MSC (Henderson/Brady, 4-0, Krause absent) to approve to enter into a contract with Nichole Dubal (Mathematics) for the following academic year 2013-2014. Fiscal Impact: Budgeted item.

- 11.4 Academic First-Year Contract Recommendation – Anthony Bonato (Construction Technology)

It was MSC (Henderson/Brady, 4-0, Krause absent) to approve to enter into a contract with Anthony Bonato (Construction Technology) for the following academic year 2013-2014. Fiscal Impact: Budgeted item.

- 11.5 Academic Second-Year Contract Recommendation – Sandra Cegielski (Respiratory Therapy)

It was MSC (Henderson/Brady, 4-0, Krause absent) to approve to enter into a contract with Sandra Cegielski (Respiratory Therapy) for the following two academic years 2013-2015. Fiscal Impact: Budgeted item.

12. INFORMATION/DISCUSSION

Trustee Brady left at 7:22 p.m.

12.1 2012 Accountability Report for Community Colleges Submitted as an information item.

Virginia Moran presented the ARCC report and reported that this is Part 1 with the second presentation, the instructional response, taking place in March. The Accountability Report for Community College is a set of performance indicators required by the Legislature. The California Community College's System Office produces this report each year and disseminates it so that each college will use the information to improve. 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.

Trustee Brady arrived at 7:26 p.m.

Mark Clair introduced the ARCC indicators A-G.

Tim Johnston presented on the Student Services area and Peter Allan showcased the instructional side.

This presentation allowed the Board members an active participation and discussion opportunity and made them aware of the overall system performance.

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 – Val Christianson

13.2 Employee Groups

- a) CTA – Lisa Ellis
- b) CSEA – Fred Board
- c) AFT Part-Time Faculty United – Lynne Glickstein

14. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS: Lynne Glickstein

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.

Trustee Brady: attended CCLC workshop last month. Read aloud a letter his concerns regarding the accreditation process. This letter is available for review in the Superintendent/President's office.

Trustee Denson: reported on the CCLC workshop she recently attended in Sacramento. In addition, she attended the ACCT legislative conference in Washington, D.C. with Dr. O'Hearn and provided handouts to the Board which included a budget overview and federal legislative priorities. She is disappointed that the college continued on probation but it is happy that we didn't digress.


Trustee Pinkerton: no report

Trustee Henderson: the point on the letter from ACCJC is that they gave us until October which we should be able to knock out.

Monique Ballard: reported on the first day of classes, thanked the Board for the opportunity to attend the CCLC conference in Sacramento. ASB is preparing for their upcoming trip Washington, D.C. to attend the National Student Advocacy and Leadership conference. She thanked the Foundation for their efforts in expanding the classes.

16. ADJOURNMENT

It was MSC (Henderson/ Brady, 4-0, Krause absent) to adjourn the meeting at 8:20 p.m.


Dennis Henderson, Clerk

3/12/13
Date Approved