

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

Date: May 13, 2008

Place: Board Room, Victor Valley College
18422 Bear Valley Road, Victorville, CA 92395

CALL TO ORDER

6 p.m.

The Board of Trustees of Victor Valley Community College District met in Open Session on May 13, 2008 in the Board Room of the Administration building. Mr. Nelson, Board President called the meeting to order at 6:05 p.m.

TRUSTEE ROLL CALL: Present: Donald Nelson, Board President; Angela Valles, Vice President; Joe Range, Trustee, Dennis Henderson, Clerk, Bettye Underhill, Trustee, Heena Mehra, Student Trustee

MANAGEMENT PRESENT: Dr. Robert Silverman, Superintendent/President, Marianne Tortorici, Deputy Superintendent/Executive Vice President, Instruction; and Annette McComas (Recorder)

PLEDGE OF ALLEGIANCE

Mary Pringle led the Pledge of Allegiance to the Flag.

Mr. Nelson announced that Item 10.4 is an informational and will not require an action. Representatives from Keenan & Associates are available for any questions that the board may have. Item 5.29, bid package 21 is pulled.

Mr. Nelson announced that the budget workshop has been postponed until firm financial data is received as the result of the May 15 revise. A special board meeting will be called in two weeks.

PUBLIC COMMENTS ON CLOSED SESSION ITEMS: None

4. SUPERINTENDENT/PRESIDENT'S REPORT

Dr. Silverman provided an update on where we are in relation to the bond. A community survey has been completed and a representative from EMC Research is available to answer any questions. If the decision to go forward with a bond, a bond package will be necessary. We are currently working on a update of the facilities and educational master plan which will hopefully will be presented in June for your approval.

Molly O'Shaughnessy with EMC Research provided an overview on the community survey that they recently conducted. The support as tested was solid within the range of what they want to see for a successful bond measure.

As a second part of the Superintendent/President's report, Shaun Blaylock with gkkworks/CCS Group was available via telephone to provided a brief report on the development of the educational and facilities master plan for the district focusing on a Westside Center.

- **Faculty Senate**
No report

PUBLIC COMMENTS RELATED TO AGENDA ITEMS: Margaret Kagy

5. CONSENT AGENDA

It was MSC (Valles/Underhill, 5-0) to approve the consent items in one motion with item 5.26 pulled for separate discussion and item 5.29 Bid package #21 pulled.

- 5.1 Approval of the minutes of the April 8, 2008 regular Board meeting
- 5.2 Renewal – Library Online Database Subscriptions
Approval of the renewal of the online database subscription for the library to support academic research and student learning. Fiscal Impact: Budgeted item, not to exceed \$16,458.64
- 5.3 Renewal – License Agreement - Eureka
Approval of the license renewal with Eureka, a career exploration program to enable students to explore various occupations and view current labor market information. Fiscal Impact: Budgeted item, Matriculation funds, not to exceed \$3,700.00.
- 5.4 Agreement – Community Hospice of Victor Valley
Approval of an agreement between Community Hospice of Victor Valley and Victor Valley Community College District to provide clinical learning facilities that allow Allied Health, Nursing, and other health sciences programs to utilize medical facilities for student clinical learning rotations beginning July 1, 2008. Fiscal Impact: None
- 5.5 Agreement – Knolls West Convalescent Care
Approval of an agreement between Knolls West Convalescent Care of Victor Valley and Victor Valley Community College District to provide clinical learning facilities that allow Allied Health, Nursing, and other health sciences programs to utilize medical facilities for student clinical learning rotations beginning July 1, 2008. Fiscal Impact: None
- 5.6 Agreement – Apple Valley Care Center
Approval of an agreement between Apple Valley Care Center of Victor Valley and Victor Valley Community College District to provide clinical learning facilities that allow Allied Health, Nursing, and other health sciences programs to utilize medical facilities for student clinical learning rotations beginning July 1, 2008. Fiscal Impact: None

- 5.7 Agreement – Herb Brar, M.D.
Approval of an agreement between Herb Brar, M.D. Valley and Victor Valley Community College District to provide clinical learning facilities that allow Allied Health, Nursing, and other health sciences programs to utilize medical facilities for student clinical learning rotations beginning July 1, 2008. Fiscal Impact: None
- 5.8 Agreement – Ram Kamath, M.D.
Approval of an agreement between Ram Kamath, M.D. and Victor Valley Community College District to provide clinical learning facilities that allow Allied Health, Nursing, and other health sciences programs to utilize medical facilities for student clinical learning rotations beginning July 1, 2008. Fiscal Impact: None
- 5.9 Agreement – Visiting Nurses Association
Approval of an agreement between Visiting Nurses Association and Victor Valley Community College District to provide clinical learning facilities that allow Allied Health, Nursing, and other health sciences programs to utilize medical facilities for student clinical learning rotations beginning July 1, 2008. Fiscal Impact: None
- 5.10 Contract Education Services – Carniceria Market
Ratification of the agreement between Victor Valley Community College District and Carniceria Market to obtain a food handlers certification card from March 11, 2008 through March 11, 2009. Fiscal Impact: \$300.00 to the District.
- 5.11 Contract Education Services – Denny's Restaurant
Ratification of an agreement between Victor Valley Community College District and Denny's Restaurant to obtain a food handlers certification card from March 13, 2008 through March 13, 2009. Fiscal Impact: \$600.00 to the District.
- 5.12 Contract Education Services – Quigley's
Ratification of an agreement between Victor Valley Community College District and Quigley's Restaurant to obtain a food handlers certification card from March 13, 2008 through March 13, 2009. Fiscal Impact: \$600.00 to the District.
- 5.13 Contract Education Services – Apple Valley Kennel Club
Ratification of an agreement between Victor Valley Community College District and Apple Valley Kennel Club to provide beginning and intermediate dog training from July 10, 2008, 2008 through November 13, 2008. Fiscal Impact: \$5,000.00 to the District.
- 5.14 Contract Education Services – Mollie's Kountry Kitchen
Ratification of an agreement between Victor Valley Community College District and Mollie's Kountry Kitchen to obtain a food handlers certification card from April 4, 2008 through April 4, 2009. Fiscal Impact: \$300.00 to the District.
- 5.15 Agreement – Gerald Bryant, Bonavita Quinto McCallum, Jeanette Velasquez, and Michael Paul Wong
Ratification of an agreement with Gerald Bryant, Bonavita Quinto McCallum, Jeanette Velasquez, and Michael Paul Wong for the facilitation of culturally sensitive workshops, conduct follow-up of faculty attendees and provide assistance and guidance to participants who are incorporating culturally sensitive approaches in their classroom curriculum. Dates of service will be April 30, 2008 through June 30, 2008. Fiscal Impact: Title V Independent Grant, budgeted item, not to exceed \$5,000.00

- 5.16 Renewal Agreement – Redlands Community Hospital
Approval of the renewal agreement between Redlands Community Hospital Association and Victor Valley Community College District that was previously approved on April 1, 2005. This agreement is to provide clinical learning facilities that allow Health Sciences disciplines for student clinical rotations. Fiscal Impact: None
- 5.17 Curriculum Changes
Approval of the curriculum changes that have been recommended by the College Curriculum Committee. Fiscal Impact: None
- 5.18 Outside Contractor Fees
Approval of the payment of outside contractor fees for Liebert Cassidy & Whitmore. Fiscal Impact: \$2,110.00.
- 5.19 Renewal Agreement – People Admin, Inc.
Approval of the payment of the service fee to People Admin to continue using the applicant tracking system and position management module. PeopleAdmin provides an automated, internet-based system for accepting and processing employment applications. Fiscal Impact: \$31,200.00
- 5.20 Agreement – Medrano's Paving
Ratification of the agreement with Medrano's Paving to complete repairs to parking lot #14. Fiscal Impact: \$12,640.00 from Redevelopment Funds.
- 5.21 Agreement – A.J. Beinschroth, DBA Beinschroth Family Trust
Ratification of the agreement with A.J. Beinschroth, DBA Beinschroth Family Trust for the purchase of free production water. Fiscal Impact: Budgeted Item, \$39,000.00
- 5.22 Agreement – Michael D. Hanify, DBA White Bear Ranch
Ratification of the agreement with Michael D. Hanify, DBA White Bear Ranch for the purchase of free production water. Fiscal Impact: Budgeted Item, \$840.00
- 5.23 Donation of Surplus Property
Approval to declare desk units as surplus and allow the district to donate these desk units to Encore Junior & Senior High School for the Performing & Visual Arts. Fiscal Impact: None
- 5.24 Notice of Completion – Best Contracting Services, Inc.
Approval of the Notice of Completion for the work done by Best Contracting Services, Inc. to repair roofs of building 10A, 12B, and 12C. Fiscal Impact: None
- 5.25 Board of Trustees and Payments Report
Approval of the Board of Trustees and Payments Reports. Fiscal Impact: None
- 5.26 **PULLED FOR SEPRATE DISCUSSION** Foundation Donations
Acceptance of donations as college property from the Victor Valley District Foundation for a total amount of \$198,730.93.
- 5.27 Board of Trustees Budget Transfer Request Report
Approval of the budget transfers as submitted. Fiscal Impact: None

- 5.28 Notice of Completion – Advanced Technology Center
Approval of the Notices of Completion for the Advanced Technology Center. Fiscal Impact: None.
- 5.29 Bid package #21 was pulled. Notice of Completion – Speech/Drama Addition
Approval of the Notices of Completion for the Speech/Drama Addition. Fiscal Impact: None.
- 5.30 Notice of Completion – Free Standing Donor Wall
Approval of the Notices of Completion for the Free Standing Donor Wall. Fiscal Impact: None.
- 5.31 Scope of Work Addendum – RFP Planning and Development Services
Ratification of the scope of work addendum in the amount of \$19,500.00 with RGP Planning and Development Services. Fiscal Impact: \$19,500.00 - Fund 71 expenditure
- 5.32 Change Order – K.D. Acoustics – Speech/Drama Addition
Ratification of the change order with K.D. Acoustics for the Speech/Drama Addition project. Fiscal Impact: \$12,658.68 budgeted item.
- 5.33 Change Order – Champion Electric – Speech/Drama
Ratification of the change order with Champion Electric for the Speech/Drama Addition project. Fiscal Impact: \$42,982.68 budgeted item.
- 5.34 Change Order – Nibbellink Masonry Construction – Advanced Technology Center
Ratification of the change order with Nibbellink Masonry Construction – Advanced Technology Center. Fiscal Impact: \$6,886.97 budgeted item.
- 5.35 Change Order – Simmons & Wood – Speech/Drama Addition
Ratification of the change order with Simmons & Wood – Speech/Drama Addition Impact: \$6,480.68 budgeted item.
- 5.36 Change Order – RDM Electric - Advanced Technology Center Phase II
Ratification of the change order with RDM Electric Company Inc – Advanced Technology Center. Fiscal Impact: \$12,065.82 budgeted item.
- 5.37 Change Order – RDM Electric - Advanced Technology Center
Ratification of the change order with RDM Electric Company Inc – Advanced Technology Center. Fiscal Impact: \$32,501.88 budgeted item.
- 5.38 Change Order – Caston Plastering & Drywall – Speech/Drama Addition
Ratification of the change order with Caston Plastering & Drywall Inc. – Speech Drama Addition. Fiscal Impact: \$19,517.35 budgeted item.
- 5.39 Change Order – Daart Engineering – Speech/Drama Addition
Ratification of the change order with Daart Engineering – Speech/Drama Addition Fiscal Impact: \$9,342.68 budgeted item.
- 5.40 Change Order – AMT Systems – Speech/Drama Addition
Ratification of the change order with AMT Systems – Speech/Drama Addition Fiscal Impact: \$42,045.58, budgeted item.

- 5.41 Change Order – Air Ex Air Conditioning – Speech/Drama Addition
Ratification of the change order with Air Ex Air Conditioning – Speech/Drama Addition. Fiscal Impact: \$8,111.94 budgeted item.
- 5.42 Change Order – Columbia Steel – Speech/Drama Addition
Ratification of the change order with Columbia Steel – Speech/Drama Addition. Fiscal Impact: \$13,832.00 budgeted item.
- 5.43 Change Order – United Contractors – Advanced Technology Center
Ratification of the change order with United Contractors – Advanced Technology Center Fiscal Impact: \$30,545.00 budgeted item.
- 5.44 Change Order – T.B. Penick & Sons – Advanced Technology Center
Ratification of the change order with T.B. Penick & Sons – Advanced Technology Center Fiscal Impact: \$13,194.36 budgeted item.
- 5.45 Change Order (Credit) – Worthington Construction – Speech/Drama Addition
Ratification of the change order with Worthington Construction – Speech/Drama Addition. Fiscal Impact: (\$9,095.17) Credit to the District.
- 5.46 Change Order (Credit) – Inland Building Companies Div. Inland Acoustics – Speech/Drama Addition
Ratification of the change order with Inland Building Companies Div. Inland Acoustics – Speech/Drama Addition. Fiscal Impact: (\$4,493.00) Credit to the District.
- 5.47 Change Order (Credit) – EJ Enterprises – Speech/Drama Addition
Ratification of the change order with EJ Enterprises – Speech/Drama Addition Fiscal Impact: (\$31,714.16) Credit to the District.
- 5.48 Change Order (Credit) – Dan Worley – Speech/Drama Addition
Ratification of the change order with Dan Worley – Speech/Drama Addition. Fiscal Impact: (\$9,095.17) Credit to the District.
- 5.49 Change Order (Credit) – Simmons & Wood – Advanced Technology Center
Ratification of the change order with Simmons & Wood – Advanced Technology Center. Fiscal Impact: (\$4,896.00) Credit to the District.
- 5.50 Independent Contractor Agreement – Milt Rose Investigations
Ratification of the agreement between Victor Valley Community College District and Milt Rose Investigations to conduct an investigation regarding a complaint filed. The period of this agreement is from April 16, 2008 through May 30, 2008. Fiscal Impact: Not to exceed \$1,000.00

6. BOARD OF TRUSTEES

- 6.1 Separate approval of items pulled from consent agenda.

- 5.26 Foundation Donations

Following discussion, it was MSC (Range/Underhill, 5-0) to accept the donations as college property from the Victor Valley District Foundation for a total amount of \$198,730.93.

8. INSTRUCTION

8.1 Grant Agreement – Office of Statewide Health Planning and Development

It was MSC (Henderson/Underhill, 5-0) to approve the grant between the Office of Statewide Health Planning and Development and Victor Valley Community College district to provide assistance to cover faculty cost for the Associate Degree Nursing Program. \$80,000 to the district (\$40,000 2008-2009 academic year and \$40,000 2009-10 academic year)

8.2 Department Chairpersons Pay for Spring 2008

It was MSC (Henderson/Valles, 5-0) to approve payment for department chairpersons for the spring term, 2007-08 academic year. Fiscal Impact: \$78,489.00 Budgeted item

9. STUDENT SERVICES

9.1 Honorary Degree – Victor Valley Community College

It was MSC (Underhill/Henderson, 5-0) to approve the recommendation that Pierre Barrera receive an honorary degree at the 2008 commencement ceremony. Fiscal Impact: None

10. ADMINISTRATIVE SERVICES

10.1 Award of Agreement – Asphalt Replacement – United Paving Co.

It was MSC (Henderson/Underhill, 5-0) to approve the award of the contract to United Paving Co. for the completion of the asphalt replacement project. Fiscal Impact: \$461,272.00 to be funded from a one time deferred maintenance block grant and redevelopment funds.

10.2 Change Order – ASR Constructors – Speech/Drama Addition

It was MSC (Underhill/Henderson, 5-0) to approve the change order with ASR Constructors for the Speech/Drama Addition. Fiscal Impact: \$99,230.68

10.3 Change Order – Bledsoe Masonry – Speech/Drama Addition

It was MSC (Henderson/Underhill, 5-0) to approve the change order with Bledsoe Masonry for the Speech/Drama Addition. Fiscal Impact: \$78,168.15

10.4 Informational Item Only Agreement/Resolution – Keenan & Associates: Futuris Public Entity Investment Trust Program

This item was pulled for information only. Approval of the agreement and resolution with Keenan & Associates to assist the district with the establishment and maintenance of a trust of investment of funds to be used for the provision of retiree health welfare benefits. Fiscal Impact: None. Fees will be paid directly from the trust.

A representative from Keenan provided an overview of the investment trust program.

- 10.5 Amend Agreement – MLS Technologies
It was MSC (Range/Underhill, 5-0) to approve the amendment to the agreement with MLS Technologies for consulting services to complete data warehousing and student tracking tasks before the contract ends June 30, 2008. Approximately 300 additional hours are needed to ensure tasks are completed effectively and in-house staff are trained properly. Fiscal Impact: Title V funds not to exceed \$32,000.00.

11. HUMAN RESOURCES

11.1 New Management Position and Job Description - Executive Dean, Curriculum Development and Learning Resources

It was MSC (Range/Underhill, 5-0) to approve the new job description and placement on the administrative, management, and confidential salary schedule. Fiscal Impact: \$8,587-\$10,977/month

11.2 New Management Position and Job Description – Dean, Health Sciences and Public Safety

It was MSC (Range/Underhill, 5-0) to approve the new job description and placement on the administrative, management, and confidential salary schedule. Fiscal Impact: \$8,587-\$10,977/month

11.3 CSEA Agreement, Article 19

It was MSC (Henderson/Valles, 5-0) to approve Article 19, Classification: details classification of positions and advancement in class. Fiscal Impact: None

12. INFORMATION/DISCUSSION

12.1 Monthly Financial Reports

Submitted as an informational item.

12.2 First Reading - New Board Policy #3570 – District Smoking Policy

Submitted as an informational item.

12.3 First Reading - New Board Policy #3505 – Campus Disaster Preparedness and Safety/Emergency Plan

Submitted as an informational item.

12.4 CTA Agreement, Article 9, First Reading

Submitted as an informational item.

12.5 CSEA Agreement, Article 9, First Reading

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

Ginger Ontiveros

13.2 Employee Groups

- a) CTA
No report
- b) CSEA
Jim Murray
- c) AFT Part-Time Faculty United
No report

14. TRUSTEE COMMENTS

On behalf of the Board of Trustees and Administration of Justice department, Ms. Valles presented Jack Thomas with a plaque and a shadow box recognizing him for his years of service and loyalty to Victor Valley College.

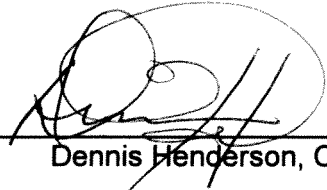
Mr. Range requested an update of the accreditation at the June meeting.

Mr. Nelson requested an update on the SLOs at the June meeting.

15. Public Comments Related to Non-Agenda Items: Christina Lopez, Angela Perdomo, Venus Harris, David Chip

16. Adjournment

It was MSC Range/Underhill, 5-0) to adjourn the meeting at 8 p.m. The motion carried unanimously.



Dennis Henderson, Clerk



Date Approved