



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

**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

**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 May 9, 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; Joseph W. Brady, Trustee, John Pinkerton, Trustee; and Monique Ballard, Student Trustee.

**Absent:** Michael Krause, Vice President and Dennis Henderson; Clerk,

**PLEDGE OF ALLEGIANCE**

Fusako Yokotobi 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**

**PUBLIC COMMENTS RELATED TO CLOSED SESSION ITEMS:** None

*Dennis Henderson arrived at 5:06 p.m.*

**2. CLOSED SESSION**

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

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

**3. OPEN SESSION**

**3.1** At 6:03 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: Holly Noel (4.0)**

**4. Superintendent/President's Report:**

As part of the Superintendent/President's report, Dr. Luther announced that two faculty members would be receiving the Excellence in Teaching award this evening. Tony Bonato presented Bruce Painter with the CTE Consortium for Excellence in Teaching Award and Dr. Luther presented Diane Cline the Excellence in Teaching Award and announced that she would be retiring after 35 years of teaching. Dr. Morris presented on the PEEPS (Peer Empowering and Educating Peers) program that was initiated by the students with the assistance of faculty members.

Tracy Davis reported that the Accreditation Steering Committee members meet every Friday at 2 p.m. working very hard and meeting the goals and objectives.

Jessika Gibbs spoke on the accomplishments and progress that has been made concerning Recommendation 2.

Mark Clair presented on the Non-Instructional Review Program which is 100% complete however, it is never completed but is a continuous process of improvement.

*Joe Brady left at 6:17 p.m.*

*Joe Brady arrived at 6:24 p.m.*

David Gibbs reported on Recommendation #3 Student Learning Outcomes and Assessment. Several workshops and planning sessions with individual departments and division meetings were conducted involving the implementation of a six-year plan.

Lisa Harvey provided a demonstration utilizing TracDat which provides the ability to store data and generate reports allowing ACCJC the ability to view our reports.

GH Javaheripour reported on Recommendation #6 Financial Planning. His concern is balancing the budget and not using the unrestricted reserves to balance the budget. He pointed out that all three constituencies may contribute to balancing the budget deficit and feels that the students and institution have done their part.

Peter Allan pointed out that the college is a fully accredited institution of higher education and has not lost its accreditation. All 9 recommendations must be answered by March 2014. All employees are dedicated in facing our accreditation efforts.

Academic Senate: Tracy Davis reported that accreditation recommendation 2 is fully completed, with an ongoing plan for continuous quality improvement; recommendation 3 is close to completion, with a six-year plan for ongoing SLO assessment; and recommendation 6 will formulate and enact a financial plan with the assistance of Shared Governance Budget, Finance and Planning Committee. This financial plan will be affected by the announcement of the Governor's May Revise Budget proposal, released today. This revise includes growth money (\$89.4m) and a cost-of-living adjustment (1.57%) In addition, to help inform the campus and public of our accreditation status, the VVC website has been updated.

March is designated as Women's History Month, and the Academic Senate would like to commend Eartha Johnson for organizing a WHM celebration on March 26th. This year's theme involved recognizing women in science and math, and many of our VVC female professors were honored: Reiji Cass, Diane Cline, Jeanne Dawson, Carol Delong, Mary

Lynn Doan, Nichole DuBal, Jessica Gibbs, Lisa Harvey, Sandra Hendrickson, Linda Kelly, Debby Kurti, Pamela Mackay, Arda Melkonian and Anh Weis. Debbie Peterson, Restaurant Management, reported that three of our VVC students participated in the Annual Culinary Competition, where Tarna Forney, Tammy Whiteside and Perry Shaw placed in tablescape, baking and culinary contests.

From April 18-20, Senate Vice President Claude Oliver, Treasurer Stephen Toner, and myself will attend the Spring Plenary Session in San Francisco.

We are pleased to see the Foundation's 'Campaign for Classes' join us in endeavoring to serve our students. The Academic Senate applauds the Foundation for publicly recognizing the important role faculty play in the success of this institution.

**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 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**

### **10. ADMINISTRATIVE SERVICES**

#### **10.1 Award Contract - Securitech**

It was MSC (Brady/Henderson, 4-0, Krause, absent) to approve 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.

#### **10.2 Award Contract – Pacific Contractors Group, Inc.**

It was MSC (Brady/Henderson, 4-0, Krause, absent) to approve 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.

### **11. HUMAN RESOURCES**

It was MSC (Brady/Henderson, 3-1-0, Denson, No, Krause Absent) to approve 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.

#### **11.2 Classified Request for Leave of Absence Extension– Christina Moreno**

It was MSC (Brady/Henderson, 4-0, Krause, absent) to approve of an extension of unpaid leave of absence for Christina Moreno effective May 30, 2013 through November 30, 2013. Fiscal Impact: None

### **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 – Ginger Ontiveros

13.2 Employee Groups

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

14. **PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS:** Lynne Glickstein, Tim Adell, and Claude Oliver

15. **BOARD COMMUNICATION**

Trustee Brady: thanked Heinrich Kaiser on his accreditation presentation Monday evening and felt it was fair and accurate. Publically requested that Trustee Krause resign from the Board of Trustees.

Trustee Denson: thanked everyone for attending this evening. The faculty did a wonderful job last night explaining the accreditation status and was very much needed. She apologized for the Board for the internal difficulties they are experiencing and pointed out that a Board Retreat is scheduled for May 31<sup>st</sup> and is hopeful to review some Board protocol and problem solving.

Trustee Pinkerton: announced that on June 4<sup>th</sup> he will be celebrating his 35<sup>th</sup> anniversary in the Auto Occupado program. Hope for this Board.

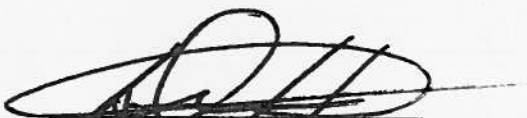
Trustee Henderson: congratulated the accreditation committee. Agreed with Claude Oliver's earlier statement. He has seen a lot serving on the Board and is proud to be a part of VVC and feels accreditation is on a downhill slide.

Student Trustee Ballard: important to have programs continue to offer to students. She is proud to be a witness to successful students. She is preparing for graduation and is hopeful the Board unites and works together.

Michael Krause: absent

16. **ADJOURNMENT**

It was MSC (Brady/Henderson, 4-0, Krause, absent) to adjourn the meeting at 7:55 p.m.

  
Dennis Henderson, Clerk

  
Date Approved