



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

Date: July 12, 2011

Place: Open Session: 6 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

The Board of trustees of Victor Valley Community College District met in Open Session on July 12, 2011 in the Board Room of the Administration Building. Mr. Henderson, Board President called the meeting to order at 6 p.m.

TRUSTEE ROLL CALL: Dennis Henderson, Board President; Joe Range, Vice President; Michael Krause, Trustee; Joseph Brady, Trustee; Christopher Dustin, Student Trustee

Absent: Lorrie Denson, Clerk

PLEDGE OF ALLEGIANCE

Michael Krause led the Pledge of Allegiance to the Flag.

ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA:

Agenda item 5.15 and 5.18 the Education Code should read 72480 instead of 72282.

REGULAR MEETING AGENDA

Board Room Victor Valley Community College

This meeting will be electronically recorded

3. OPEN SESSION REGULAR MEETING

PUBLIC COMMENTS RELATED TO AGENDA ITEMS: Fred Board and Margaret Kagy (11.1)

4. SUPERINTENDENT/PRESIDENT'S REPORT

Dr. O'Hearn congratulated and welcomed newly elected Student Trustee Christopher Dustin. Over the weekend, Dr. O'Hearn attended the ASB retreat and was extremely pleased with the goals that the students dedicated to themselves and the college.

Student Trustee Dustin introduced ASB Officers, Manny Alvarez, Public Relations Senator, Evonne Tirado, Student Services Senator and Jeremiah Brosowske, Vice President. Manny Alaverz spoke on the 272 goals that were established at the retreat which were then narrowed down to 11 goals. Yvonne spoke on the retreat activities and is looking forward to the school year and what can be accomplished for the students. Jeremiah spoke on what can be done to improve the college involving all students, faculty, and staff. He

BOARD OF TRUSTEES: Joseph Brady, Lorrie Denson, Dennis Henderson, Michael Krause, Joe Range, ASB Member

thanked the Board of Trustees and Dr. O'Hearn for the opportunity to present their goals and activities.

Dr. O'Hearn addressed the accredited status of the institution and made a few remarks. The college received a letter from the commission announcing that the college was placed on probation. He has worked with the commission over 25 years and over the last 10 years serving as Chair of visiting teams for colleges. He is not in agreement of the sanction and recently spoke before the commission of is discontent. While he disagrees with the sanction, he does believe the sanction and the recommendations that were made provides the college an opportunity to come together to strengthen the institution. In response to the sanction, a very aggressive action has been taken to set goals, timelines and to identify individuals responsible for meeting the goals. The Board of Trustees recently completed a self-evaluation and set goals at a Board Retreat; a letter was sent to the college community notifying them of the action; college officials met immediately with the staff of the *Daily Press* to produce a press release; a fact sheet was created for the community; he has met with senior staff and other college leaders to begin to further determine how the sanction will be addressed. The college has until March 15, 2012 to address 7 of the 8 recommendations. The college will be aggressive about meeting the challenge set by the Accrediting Commission.

- **Academic Senate** - Absent

5. **CONSENT AGENDA**

It was MSC (Krause/Brady, 4-0) to approve the consent items as amended with agenda items 5.15 and 5.18 corrected and agenda item 5.19 pulled for separate discussion by Trustee Range.

- 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 72480. 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 72480. Fiscal Impact: None.
- 5.19 **PULLED FOR SEPARATE DISCUSSION** (see item 6.1) 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
FAILED 5.19 **PULLED FOR SEPARATE DISCUSSION** Approval of Five-Year Facilities Construction Plan
It was MSC (Krause/Brady, 2-2 Failed) to approve 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

6.2 Board Policy #2015 – Student Member

It was MS (Krause/Brady) to approve to consider whether to afford the student member any of the privileges listed below in Board Policy #2015. Following discussion, it was determined that each privilege would be voted on separately.

It was MSC (Krause/Brady, 3-1, Range No) to approve the privilege to make and second motions

It was MSC (Krause/Brady, 4-0) to approve the privilege to cast an advisory vote, although the vote shall not be included in determining the vote required to carry any measure before the board

It was MF (Krause) to approve the privilege to attend closed sessions, other than closed sessions on personnel or collective bargaining matters;

It was MSC (Brady/Krause, 4-0) to approve the privilege to receive compensation for meeting attendance at a level of \$600 per semester. See Board Policy 2725;

It was MSC (Brady/Krause, 4-0) to approve the privilege to serve a term commencing on June 1.

8. INSTRUCTION

8.1 San Bernardino County Nursing Program Grant

It was MSC (Range/Krause, 4-0) to approve 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

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

It was MSC (Brady/Range, 4-0) to approve 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

It was MSC (Range/Brady, 4-0) to accept the 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

It was MSC (Krause/Range, 4-0) to approve 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 – absent

13.2 Employee Groups

a) CTA - absent

b) CSEA – Fred Board

c) AFT Part-Time Faculty United – no comment

14. ITEMS FOR FUTURE BOARD MEETINGS

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

Trustee Brady thanked Dr. O'Hearn for scheduling the camera discussion for next month. In addition, he asked that Virginia Moran make a presentation to the Board regarding the annual accountability report.

15. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS: Margaret Kagy

16. TRUSTEE COMMENTS

Trustee Krause thanked everyone for coming to the meeting. In addition, he thanked Mr. Sewell for organizing the ASB Retreat as well as the students that presented this evening. He acknowledged Mr. Garcia's efforts and work that he put into the five-year plan. He acknowledged the speakers and expressed that their concerns do not fall on deaf ears. He welcomed Peter Allan to his first Board meeting. Lastly, Trustee Krause pointed out that he has a great concern regarding recommendation #8 from the Accreditation recommendations.

Trustee Range complimented the ASB for their retreat and was happy the goals were minimized down to 11. He pointed out that the Foundation brings almost \$100,000 a month to benefit education and feels that Val Christianson, the incoming President, will do a great job. He is anticipating a January grand opening for the Safety Center in Apple Valley. He also congratulated and thanked Peter Allan for taking on the job of Vice President, Student Services and Instruction. The sanction from the Accreditation was a surprise to him however; he feels this is an opportunity to rise to.

Trustee Brady echoed what Trustees Krause and Range have said about Mr. Allan. He spoke of his recent tour of the IT department conducted by Frank Smith. He spoke on his desire to have prayer before the board meetings and would like to discuss this at a future meeting. He also spoke on the ASB retreat and the goals that were set. He feels that the Board of Trustees need to

support the endeavors of the Superintendent/President. He noted that the trustees need to come together and all need to stop pointing fingers and make a change.

Student Trustee Christopher Dustin announced the 2011-2012 ASB goals and said that he was excited to make a difference.

Trustee Henderson welcomed Mr. Allan. He thanked the Foundation for their continued support. He felt that Steve Garcia does an excellent job. The accreditation status is heavy on their minds and hearts and feels that Dr. O'Hearn will do his level best to pull the college back out.

17. ADJOURNMENT

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

Joe Range, Vice President

Date Approved