



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

Date: November 14, 2006

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

AGENDA

This meeting will be electronically recorded

CALL TO ORDER

3 p.m.

ROLL CALL

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA

ANNOUNCEMENT OF ITEMS TO BE CONSIDERED IN CLOSED SESSION

1. CLOSED SESSION

- (a) CONFERENCE WITH LEGAL COUNSEL — EXISTING LITIGATION under Government Code Section 54956.9(a):
 - (1) G. Henderson vs. Victor Valley Community College, San Bernardino County Superior Court Case No. VCVVS 030263
 - (2) N. Halisky and C. Halisky vs. Victor Valley Community College District, San Bernardino County Superior Court Case No. VCVVS 026112
 - (3) Victor Valley Community College District vs. Puckett, San Bernardino County Superior Court Case No. VCVVS 036483
 - (4) F. Freeman v. Victor Valley Community College District, San Bernardino County Superior Court Case No. VCVVS 042951
 - (5) Simmons vs. Victor Valley Community College, EEOC Charge No. 480-2006-02661
 - (6) CTA vs. Victor Valley Community College District, Public Employment Relations Board Case No. LA-CE-4852-E.
 - (7) AFT/PTFU vs. Victor Valley Community College District, PERB Case No. LA-IM-3391-E
- (b) CONFERENCE WITH LABOR NEGOTIATORS

BOARD OF TRUSTEES: Tom Elder, Dennis Henderson, Donald Nelson, Joe Range, Bettye Underhill, ASB Member

(1) Employee organization CSEA

District's representatives: Dr. Marion Boenheim, Bruce Baron, and
Willie Davis Pringle

(2) Employee organization CTA

District's representatives: Drs. Marion Boenheim, Willard Lewallen, Marianne
Tortorici, and John Rude

(c) PUBLIC EMPLOYEE APPOINTMENT

Accounting Technician I
Administrative Secretary I
A&R Technician, Bilingual
A&R Specialist
Campus Police Officer
Clerical Technician II
Grounds Maintenance Worker
Instructional Network Computer Maintenance Technician
Library Technician
M&O Clerical Technician
Network Manager
Office Assistant
Placement Specialist
Professional Expert
Short Term Employee
Accompanist
Assistant Coach
Bookstore Cashier
Bookstore Stocker
Community Fee Base
Equipment Manager
Events Worker
Life Drawing Model
Office Worker
Operations Worker
PAC House Manager
PAC Worker
Van Driver
Student Worker, including work study/work experience, CalWORKS, and tutor
Substitute Employee
A&R Technician
Associate Teacher (CDC)
CDC Food Service Worker
Clerical Technician I
Clerical Technician II
Custodian
Environmental Studies Specialist
Financial Aid Specialist
Grounds Maintenance Worker
Library Technician
Media Services Specialist
Office Assistant
PAC Technician
Sign Language Services Interpreter

Temporary Faculty
Volunteer

- (d) PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Interim Superintendent/President
Deputy Superintendent/Executive Vice President, Instruction
Vice President, Human Resources
Vice President, Student Services
Vice President, Administrative Services
- (e) PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

PUBLIC COMMENTS RELATED TO CLOSED SESSION ITEMS

This is the opportunity for the public to address the Board on any of these Closed Session 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)

RECESS TO CLOSED SESSION

- 2. RECONVENE TO OPEN SESSION
- 2.1 Closed Session Report

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)

3. GOVERNING BOARD

4. SUPERINTENDENT/PRESIDENT'S REPORT

- 4.1 Deputy Superintendent/Executive Vice President/Instruction
- 4.2 Vice President, Student Services
- 4.3 Vice President, Administrative Services
- 4.4 Vice President, Human Resources

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 10, 2006 regular Board meeting
- 5.2 Approval of the minutes of the October 27, 2006 special Board meeting

- 5.3 Amended Agreement – Dan Worley Plumbing, Inc.
Approval of amended agreement with Dan Worley Plumbing, Inc. as submitted.
Fiscal Impact: \$60,698.34 (Fund 71 expenditure)
- 5.4 Amended Agreement – RDM Electric
Approval of the amended agreement with RDM Electric as submitted. Fiscal Impact: \$60,554.56 (Fund 71 expenditure)
- 5.5 Agreement Renewal – Hewlett Packard Company
Approval of the renewal of the annual service agreement with Hewlett-Packard Company.
Fiscal Impact: Budgeted item, not to exceed \$18,204.09.
- 5.6 Agreement – Pallotta Installations
Approval of the agreement with Pallotta Installations, an Independent Contractor, for assembly and installation services through June 30, 2007. Fiscal Impact: Budgeted item, not to exceed \$10,000.00 for the fiscal year.
- 5.7 Agreements
Approval of the agreements as listed below:

Vendor/Consultant	Service	Amount
Anywhere Solutions Inc.	SLQ Anywhere Software Support Renewal	\$646.50
Sysix Technologies, Inc.	Consulting Services Agreement for CPU Upgrade and Disk Mirroring Services	\$4500.00
Evisions	Annual Maintenance Agreement Renewal for Enterprise FormFusion	\$2,784.00
Fiscal Impact:		Total: \$7,930.50

- 5.8 Renewal Agreement - Library
Approval of the renewal agreements with Taylor & Francis Group for the Community College League of California for the Community College Library Consortium from January 1, 2007 through December 31, 2007. Fiscal Impact: Budgeted item, not to exceed \$3,662.95
- 5.9 Donations
Acceptance of donations as college property from the Victor Valley College District Foundation for the total amount of \$439,253.70.
- 5.10 Board of Trustees Transfers & Payments Reports
Approval of the Board of Trustees Transfers and Payments reports.
- 5.11 Out-of-State Travel – Sharon Groom and Greg Ryan
Approval of the out-of-state travel for Sharon Groom and Greg Ryan to attend the Federal Student Aid (FSA) Conference held November 28 – December 1, 2006 in Las Vegas, NV.
Fiscal Impact: Budgeted item, not exceed \$1586.00
- 5.12 Out-of-State Travel Greta Moon
Ratification of the out-of-state travel for Greta Moon to attend the Association of International Educators in Las Vegas, NV, October 30-November 3, 2006. Fiscal Impact: Budgeted item, not to exceed \$609.65

5.13 Renewal License – Iparadigms LLC

Approval of the renewal license with Iparadigms, creator of Turnitin.com which provides plagiarism prevention for the period from November 4, 2006 through November 4, 2007. fiscal Impact: \$7,525.81.

5.14 Agreement – Learnkey Inc.

Approval of the agreement with LearnKey, Inc. as a vendor to conduct online courses in the Community Service/Feebase department. Fiscal Impact: Not to exceed \$50,000 to the District.

5.15 Agreement – Hobsons, Inc.

Ratification of the agreement with Hobsons, Inc. to license the Enrollment Management Technology product. The agreement was signed in advance of board approval in order to take advantage of pricing that expired September 30, 2006. Fiscal Impact: Budgeted item, Title V HSI Coop Grant, \$25,000 per year, 2006-2010.

5.16 Agreement – Foster and Kinship Care Education Program, #467-112

Approval of the agreement between the Community College Foundation and Victor Valley College to provide the Independent Living Program educational training from July 1, 2006 through June 30, 2007. Fiscal Impact: \$10,200.00 to the District.

5.17 Revised Department Chairpersons for 2006-07

Approval of the revised list of instructors as department chairpersons for the 2006-07 academic year. Fiscal Impact: Budgeted item.

5.18 Out-of-State Travel for Nurse Educators

Approval of the out of state travel for nursing faculty to attend the Boot Camp for Nurse Educators Conference in Albuquerque, NM, February 2-5, 2007. Fiscal Impact: Dr. Prem Reddy donation, \$13,240.85.

5.19 Agreement – Foundation for California Community Colleges

Approval of the agreement with Foundation for California Community Colleges for use of college facilities in support of the BAR Smog Referee and student training program for 2006-07 with options to renew annually for up to three years. Fiscal Impact: \$12,000 to the District.

5.20 Curriculum Changes

Approval of the curriculum changes that have been recommended by the College Curriculum Committee. Fiscal Impact: None

5.21 Agreements – Contract Education Services

Approval of the agreement(s) for Contract Education Services with Executive One, Hacienda-Colima, Hesperia Leisure League, IHOP #919, Olive Garden, Plata's Restaurant, Sizzler Restaurant, Spring Valley Lake Country Club, Star East Buffet Restaurant, Sterling Inn, Valentino's Pizzeria, and Chili's Restaurant.

VENDOR	COURSE	COURSE DATES	TENTATIVE AMOUNT RCVD
Executive One	How to Form a Non-Profit Organization	09/16/06, 10/14/06, 11/18/06	\$1,000.00
Executive One	The Fundamentals of Grant Writing	09/09/06, 10/07/06, 11/04/06	\$1,000.00
Hacienda-Colima	Certified Food Worker Certification	11/14/06 – 11/14/07	\$ 90.00
Hesperia Leisure League	Certified Food Worker Certification	11/15/06 – 11/15/07	\$ 300.00
IHOP #919	Certified Food Worker Certification	11/14/06 – 11/14/06	\$ 90.00
Olive Garden	Certified Food Worker Certification	11/15/06 – 11/15/07	\$4,200.00
Plata's Restaurant	Certified Food Worker Certification	11/14/06 – 11/14/07	\$ 120.00
Sizzler Restaurant	Certified Food Worker Certification	11/15/06 – 11/15/07	\$ 900.00
Spring Valley Lake Country Club	Certified Food Worker Certification	11/15/06 – 11/15/07	\$ 360.00
Star East Buffet Restaurant	Certified Food Worker Certification	11/15/06 – 11/15/07	\$ 140.00
Sterling Inn	Planetarium – Viewing of the Stars	11/17/06	\$ 5.00
Valentino's Pizzeria	Certified Food Worker Certification	11/14/06 – 11/14/07	\$ 180.00
Chili's Restaurant	Certified Food Worker Certification	11/15/06 – 11/15/07	\$ 600.00
		TOTAL	\$8,985.00

Fiscal Impact: Maximum \$8,985.00 based upon student enrollment capacity

5.22 Renewal Agreement – Community College Library Consortium

Approval of the renewal agreement with Taylor & Francis Group for the Community College League of California for the Community College Library Consortium from January 1, 2007 through December 31, 2007. Fiscal Impact: Budgeted item, not to exceed \$1,093.95

5.23 Child Development Training Consortium Instructional Agreement

Approval of the agreement between the Yosemite Community College District, Child Development Training Consortium and Victor Valley College from August 1, 2006 through June 30, 2007. Fiscal Impact: \$400.00 to the District.

5.24 Agreement – Child Development Services CIMS-6487

Approval of the resolution to approve the California Department of Education, Instructional Materials Program #CIMS-6487. Fiscal Impact: \$3,341.00 to the District.

5.25 Americorps Program – Grant Award Renewal 2006-07

Approval and acceptance of the grant award from the Foundation for Community Colleges for the Americorps Program. Fiscal Impact: The District will receive \$45,194 annually. 38% in-kind match is required.

5.26 Agreement – Gerald Bryant

Approval of the agreement with Gerald Bryant to serve as keynote speaker at the SSPIR sponsored workshop. Fiscal Impact: Budgeted item, not to exceed \$800.00

5.27 Agreement – Gordon Associates, LLC

Approval of the agreement with Gordon Associates, LLC to develop the ACCUPLACER new platform, including adapting the current multiple measures placement system from CAPP to ACCUPLACER, and converting the current ACCUPLACER testing system to the new platform. Fiscal Impact: Not to exceed \$3,200.00

- 5.28 Agreement – Bays Translations
Approval of the agreement with Bays Translations to provide English to Spanish translation services for various documents and web pages. Fiscal Impact: Budgeted item, not to exceed \$5,000.00
- 5.29 Agreement – William Garrison
Approval of the agreement with William Garrison to serve as an evaluator for the Title V HSI Independent Grant Program. Fiscal Impact: not to exceed \$2,900.00
- 5.30 Agreement – Blaze Fire Logistics, Inc.
Ratification of the agreement with Blaze Fire Logistics, Inc. (subcontracted by Ebmeyer Charter ad tour) to provide transportation to and from Santa Maria, CA for the Men's soccer team on September 9, 2006. Fiscal Impact: Budgeted item, not to exceed \$3,200.00
- 5.31 Agreement – NELNET
Approval of the agreement with NELNET to provide software, setup, license and support for JobX, TimesheetX, and SholarX. The Programs are entirely web-based, and will facilitate the student employment and scholarship programs. Fiscal Impact: Budgeted item, not to exceed \$12,500.00 for first year, renewable annually per terms of agreement.
- 5.32 Agreement – Nexus IS Inc.
Approval of agreement with Nexus IS, Inc. to implement public access to the VVC wireless network. Fiscal Impact: Budgeted item, Title V HIS Coop Grant and District funds, \$43,910.97.
- 5.33 Agreement – Hershey Systems, Inc.
Approval of the agreement with Hershey Systems, Inc. to implement a document imaging solution. Fiscal Impact: Budgeted item, Title V HSI Coop Grant, \$33,155.00
- 5.34 Risk Management – Trust Fund
Approval of an increase in the risk management trust account with Keenan & associates to \$40,000. Fiscal Impact: None
- 5.35 Agreement – Keenan & Associates
Approval of the Loss Control Services Agreement with Keenan & Associates from August 1, 2006 through June 30, 2007, in an amount not to exceed \$10,000 for safety training. Fiscal Impact: Budgeted item, not to exceed \$10,000.
- 5.36 Agreement – Keenan & Associates
Approval of the Loss Control Services Agreement with Keenan and Associates from August 1, 2006 through June 30, 2007, to provide a Hazardous Materials Compliance program including a hazardous materials inventory, in the amount of \$12,650.00 Fiscal Impact: \$12,650.
- 5.37 Agreement – Keenan & Associates
Approval of the Loss Control Services Agreement with Keenan & Associates from October 1, 2006 through September 30, 2007, for \$7,500 for general safety inspections, regulatory research and attendance at district safety committee meetings. Fiscal Impact: Budgeted item, \$7,500.
- 5.38 Faculty – Non-Credit Program Coordinator
Approval of the position of faculty Non-Credit Program Coordinator and the job description. Fiscal Impact: Budgeted

- 5.39 ICS/SEMS Training, RDB Consulting
Approval of the payment of \$800 to RDB Consulting for an ICS/SEMS training Fiscal Impact: Fund 01 budget, \$800.
- 5.40 Management Salary Placement
Approval of the management salary placement. Fiscal Impact: Budgeted.
- 5.41 Agreement – Susan Saxe-Clifford
Approval of the agreement with Susan Saxe-Clifford Ph.D. to provide psychological evaluation for campus police officers. Fiscal Impact: Fund 01 Budgeted item, not to exceed \$2,000 per person.
- 5.42 Superintendent/President Job Announcement
Approval of the job announcement brochure for the recruitment for Superintendent/President. Fiscal Impact: Fund 01 budgeted item.
- 5.43 Investigative Services – Rebecca Green
Approval of the services of Rebecca Green to conduct an investigation into the allegations of a Class A violation of the Child Development Center in an amount not to exceed \$800. Fiscal Impact: Fund 01 budget, \$800.
- 5.44 Agreement – Community College Search Services
Approval of the agreement with Community College Search Services to conduct the search for the Superintendent/President. Fiscal Impact: Fund 01 budget.
- 5.45 Hay Group Methodology Training
Approval of the payment to the Hay Group for a one-day Guide Chart training, including a professional fee of \$4500, training materials and travel expenses. Fiscal Impact: Fund 01 budget, approximately \$6000.
- 5.46 Out-of-State Travel – Jack Thomas
Approval of the out-of-state travel and related expenses for Jack Thomas to attend the Legal & Liability Issues in Schools training in Las Vegas, NV, December 6-7, 2006. Fiscal Impact: Fund 01 budget, \$368.00
- 5.47 Classified Resignations – Lucas Anderson, Dennis Hartmann, and Kathleen Moore
Acceptance of the resignation of Lucas Anderson, instructional network/computer maintenance technician, effective October 13, 2006, Dennis Hartmann, Library technician, effective September 13, 2006 and Kathleen Moore, media services coordinator, effective November 1, 2006.
- 5.48 Academic Ratification of Equivalency Requests
Ratification of the academic equivalencies. Fiscal Impact: none
- 5.49 Classified Revised Job Description – Research Analyst
Approval of the revised job description of salary placement for the position of Research Analytical Technician. Fiscal Impact: Budgeted
- 5.50 Classified Salary Placement – Environmental Studies Specialist
Approval of the salary placement for the Environmental Studies Specialist. Fiscal Impact: Budgeted.

- 5.51 Administrative/Management/Confidential Payment of Accrued Vacation Days – Phyllis Seifert
Approval of the payment of accrued vacation hours for Phyllis Seifert, Director of the Child Development Center. Fiscal Impact: Budgeted.
- 5.52 Correction to Previous Board Item
Approval of the revised Classified Salary Schedule which includes the classification of Student Services Specialist II on Range 12 of the salary schedule and include Anna Garcia, Patricia Montgomery, Gabriella Quesada and Beth Roberts.
- 5.53 Agreement – Lynberg & Watkins
Approval of the agreement with Lynberg & Watkins to provide legal services as directed by the District's General Counsel as indicated in the agreement. Fiscal Impact: Fund 01 budgeted, not to exceed \$10,000.
- 5.54 Agreement – Labor Consultant Services
Approval to use the services of Jean Malone as a labor consultant not to exceed \$10,000. Fiscal Impact: Budgeted not to exceed \$10,000.

ACTION AGENDA

6. BOARD OF TRUSTEES

- 6.1 Separate approval of items pulled from consent agenda.

7. SUPERINTENDENT/PRESIDENT

None

8. INSTRUCTION

- 8.1 Agreement – California Department of Education: CCTR-6315
Adoption of the resolution to approve the California Department of Education, General Child Care & Development Program #CCTR-6315 per the terms and conditions contained therein. Fiscal Impact: Revenue to Fund 72 – Child Development Center in the amount of \$670,532.00

9. STUDENT SERVICES

- 9.1 Title V Hispanic Serving Institution Cooperative Grant – Award Notification
Acceptance of the Title V HSI Cooperative Grant Award. Fiscal Impact: Approximately \$1.5 million to the District over 5 years.

10. ADMINISTRATIVE SERVICES

- 10.1 Interfund Transfer – Temporary Loan
Approval of the transfer of funds from the General fund to the Capital Outlay Fund. Fiscal Impact: Temporary loan of \$1,500,000 from the General Fund to the Capital Outlay Fund

11. HUMAN RESOURCES

- 11.1 Superintendent/President Recruitment Expenses
Approval of the expenditures related to the recruitment for Superintendent/President. Fiscal Impact: Not to exceed \$70,000.

12. INFORMATION/DISCUSSION

- 12.1 Monthly Financial Reports
This is an information only item.

12.2 Sabbatical Leave Report – James Wilson

This is an information only item.

12.3 California Early Childhood Mentor Program

This is an information only 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 Governmental Relations

13.2 Foundation

13.3 Constituency Representatives

- a) ASB
- b) CCA
- c) CSEA
- d) Faculty Senate
- e) AFT Part-Time Faculty United
- f) Management

14. **TRUSTEE COMMENTS**

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. **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 Jeffrey Holmes, Victor Valley College, 18422 Bear Valley Road, Victorville, California 92395-5849, (760) 245-4271, Ext. 2596, 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.