



# Victor Valley Community College District Special of Trustees Regular Meeting

## Minutes

Board Room, Victor Valley College  
18422 Bear Valley Road, Victorville, California

March 28, 2006

4 p.m.

**CALL TO ORDER:** The Board of Trustees of Victor Valley Community College District met in Open Session on March 28, 2006, in the Board Room of the Administration Building. Mr. Range, Board President, called the meeting to order at 4 p.m.

Tom Elder arrived at 4:01 p.m.

**PLEDGE OF ALLEGIANCE:** Arlene Greene led the audience in the Pledge of Allegiance to the flag.

**MEMBERS PRESENT:** Mr. Range, Board President; Mr. Dennis Henderson, Vice President; Mr. Donald Nelson, Clerk Trustee, Dr. Bettye Underhill, Trustee, Thomas M. Elder, II, Trustee,

**MEMBERS ABSENT:** Kimberlee Kelly, Student Trustee

**STAFF/GUESTS PRESENT:** Dr. Spencer, Mr. Bill Greulich, Annette McComas, Willie Davis Pringle, Margaret West, Les West, Mary Pringle, Richard Stephan, Jack Thomas other staff, and members of the public.

**CLOSED SESSION:** Mr. Range recessed the Open Session at 5:05 p.m. and the Board met in Closed Session from 5:05 p.m. to 6:00 p.m. to discuss the following:

The Board moved to Closed Session from 5:05 p.m. to 6 p.m. to discuss the following:

**1. BOARD WORKSHOP**

- (a) Wireless/paperless board meetings  
Brian Bledsoe with Motion Computing provided a demonstration on the proposed wireless/paperless board meeting.

**1. CLOSED SESSION**

**5 p.m.**

- (a) Government Code Section 54957:

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

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**DISCIPLINE/DISMISSAL/RELEASE OF A PUBLIC EMPLOYEE:**

One (1) position

- (b) Government Code Section 54956.9

POTENTIAL LITIGATION: Student Complaint

**2. RECONVENE TO OPEN SESSION**

**6 p.m.**

**2.1 Action as a result of Closed Session**

Mr. Range reported that there were no actions taken by the Board in Closed Session.

Mr. Henderson arrived at 6:01 p.m.

**3. GOVERNING BOARD**

- 3.1** It was MSC (Underhill/Elder, 5-0) to approve the minutes of the March 14, 2006, regular Board meeting as amended.

Mr. Henderson provided his opinion that to be in compliance with the Brown Act, the minutes should indicate that the report out of closed session, top of page 3, should have included the job title of the employee.

Mr. Range reported that within 72 hours of the board meeting, the agenda and the unadopted minutes are posted in its entirety on the website. A number of packets are distributed throughout the college and several newspapers and schools are provided with the agenda docket.

- 3.2** Announcement that persons may speak to agenda items if the Agenda Discussion Form has been completed.

- 3.3** Agenda Additions/Revisions

Dr. Spencer announced that items 5.d and 10.1 had amendments and that item 11.1 would be an informational item only and that a public hearing to allow for comments would be heard at the next Board meeting.

**4. Public Comments**

This is the time for the general public to address the Board. State law prohibits the Board from addressing any issue not included on the agenda. Please limit comments to three minutes per individual and a total of 15 minutes per topic. Discussion of personnel matters is inappropriate for open session. The Board is committed to protecting the privacy interests of District personnel. Should any member of the public wish to discuss a personnel matter, it must first be brought to the attention of the director of human resources. Speakers are cautioned that under California law, no person is immune from liability for making intentionally false or defamatory comments regarding any person simply because those comments are made at a public meeting.

*Dr. Underhill reported that the Model United Nations students did an outstanding job speaking at the Apple Valley Rotary luncheon. A \$750 check was presented to the students by Apple Valley Rotary to assist with their expenses.*

## 5. CONSENT AGENDA

All matters listed under **Consent Agenda** are considered by the Board of Trustees to be routine or sufficiently supported by back-up information as not to require additional discussion. Consent items will be enacted by one motion. 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. Public comment on Consent Agenda items from anyone completing an Agenda Discussion Form will be heard prior to the Board's vote on the Consent Agenda.

**It was MSC (Elder/Underhill, 5-0) to approve the following consent items to be approved in one motion as amended (item 5.d).**

a. Non-Classified Employees

Consider approval of the appointments as listed. Fiscal Impact: Budgeted

b. Temporary Academic

Consider approval of the appointments as listed. Fiscal Impact: Budgeted

c. Academic Ratification of Equivalency Request

Consider approval of the eminence request as listed. Fiscal impact: None

d. Amended Classified Bargaining Unit Appointments, Promotions, and/or Transfers

Consider approval of the transfers/appointments as listed.

1. Recruitment for the following positions is currently underway. Recommendations for appointments will be brought to the March 28, 2006, board meeting as an amendment.

- a) ~~Office Assistant, Teacher Learning Center (50%)~~
- b) ~~Sign Language Service Interpreter I (classified special)~~
- c) ~~Sign Language Service Interpreter II (classified special)~~
- d) ~~Switchboard operator/receptionist~~
- e) ~~Warehouse delivery worker~~
- f) ~~Campus Police & Public Safety Officer~~

2. The superintendent/president has approved the appointment of the following individual and requests board approval:

- a) Esperanza Aragon, Office Assistant, Teacher Learning Center (50%), effective on or after April 3, 2006
- b) Blanca Gomez, Sign Language Service Interpreter I (classified special), effective on or after March 29, 2006
- c) Jeremy Failing, Sign Language Service Interpreter II (classified special), effective on or after March 29, 2006
- d) Marena Campos, Switchboard operator/receptionist, effective on or after April 3, 2006
- e) Frederick Board, Sr, Warehouse delivery worker, effective on or after April 3, 2006

e. Agreement – Olivia Mercado

Consider ratifying the agreement as listed below. Fiscal Impact: Budgeted Item,  
Title V Grant

Vendor/Consultant	Service	Amount
Olivia Mercado	Facilitate training workshop, provide materials and educational resources, conduct follow-up of participants	\$1,200.00
	Total	\$1,200.00

**ACTION AGENDA**

**6. BOARD OF TRUSTEES**

6.1 CCCT Board Election – 2006

It was MSC (Underhill/Nelson, 5-0 ) following discussion the motion carried to nominate Anita Grier, Rebecca Garcia, Nancy Chadwick, Charles Meng, Mary Anne Rooney, Kay Albiani, Paul Fong, Rosanne Bader, Judi Beck and Eva Kinsman to serve on the 2006 CCCT Board of Directors.

6.2 Board of Trustees’ Retreat

Discuss planning for the next Board of Trustees’ Retreat  
(i.e., set a tentative retreat date, agenda items, training, choose a facilitator)

The Board suggested the next session for Board development to take place July 17 and 18, 2006 with their second option being July 24 and 25, 2006. Items for discussion should include Board governance, Board development, Board leadership, Board plans for the future, relationships with the community, paperless board meetings and ethics training.

6.3 Rescheduling the Regular Board Meeting of June 13, 2006

It was MSC (Henderson/Nelson, 5-0) to reschedule the June 13, 2006 regular Board meeting and combining it with the June 27, 2006 special board meeting.

**7. SUPERINTENDENT/PRESIDENT**

It was unanimously agreed that items 7.1-7.17 would be voted as one group. Mr. Range announced that the Board would not be interacting on the Public Comments that were submitted.

It was MSC (Elder/Underhill, 5-0) following discussion the motion carried to accept the revised board polices and administrative procedure for first reading.

7.1 First Reading: Revised Board Policy No. 2015 – Student Member

Consider acceptance for first reading the revised Board Policy No. 2015, Student Member.

7.2 First Reading: Revised Board Policy No. 2315 – Closed Sessions

Consider acceptance for first reading the revised Board Policy No. 2315, Closed Sessions.

*Public Comment: Mrs. West inquired why the final draft audit report from the bureau of State audits is part of closed session.*

7.3 First Reading: Revised Board Policy No. 2345 – Public Participation at Board Meetings

Consider acceptance for first reading the revised Board Policy No. 2345, Public Participation at Board Meetings.

- 7.4 First Reading: Revised Board Policy No. 3410 – Nondiscrimination  
Consider acceptance for first reading the revised Board Policy No. 3410, Nondiscrimination.
- 7.5 First Reading: Revised Board Policy No. 4020 – Program and Curriculum Development  
Consider acceptance for first reading the revised Board Policy No. 4020, Program and Curriculum Development.
- 7.6 First Reading: Revised Board Policy No. 5010 – Admissions and Concurrent Enrollment  
Consider acceptance for first reading the revised Board Policy No. 5010, Admissions and Concurrent Enrollment.
- 7.7 First Reading: Revised Board Policy No. 5015 – Residence Determination  
Consider acceptance for first reading the revised Board Policy No. 5015, Residence Determination.
- 7.8 First Reading: Revised Board Policy No. 5550 – Speech: Time, Place and Manner  
Consider acceptance for first reading the revised Board Policy No. 5550, Speech: Time, Place and Manner.
- 7.9 First Reading: Revised Board Policy No. 5700 – Athletics  
Consider acceptance for first reading the revised Board Policy No. 5700, Athletics
- 7.10 First Reading: Revised Board Policy No. 6400 – Audits  
Consider acceptance for first reading the revised Board Policy No. 6400, Audits  
*Public Comment: Mrs. West asked why the superintendent/president was listed to recommend a certified public accountancy firm and not the vice president who handles the fiscal budget?*
- 7.11 First Reading: Revised Board Policy No. 6700 – Civic Center and Other Facilities Use  
Consider acceptance for first reading the revised Board Policy No. 6700, Civic Center and Other Facilities Use.
- 7.12 First Reading: Proposed Administrative Procedure No. 6700 – Civic Center and Other Facilities Use  
Consider acceptance for first reading the proposed Administrative Procedure No. 6700, Civic Center and Other Facilities Use.
- 7.13 First Reading: Revised Board Policy No. 7100 – Commitment to Diversity  
Consider acceptance for first reading the revised Board Policy No. 7100, Commitment to Diversity.
- 7.14 First Reading: Revised Board Policy No. 7120 – Recruitment and Selection  
Consider acceptance for first reading the revised Board Policy No. 7120, Recruitment and Selection.
- 7.15 First Reading: Revised Board Policy No. 7210 – Academic Employees

Consider acceptance for first reading the revised Board Policy No. 7210,  
Academic Employees.

7.16 First Reading: Revised Board Policy No. 7240 – Confidential Employees

Consider acceptance for first reading the revised Board Policy No. 7240,  
Confidential Employees.

7.17 First Reading: Revised Board Policy No. 7370 – Political Activity

Consider acceptance for first reading the revised Board Policy No. 7370,  
Political Activity.

*Public Comment: Mrs. West asked whether this political activity policy included on-campus paperwork that is generated from cabinet and distributed to employees? Dr. Spencer clarified that this policy has to do with ballot measures not internal politics.*

**8. INSTRUCTION**

8.1 Out-of-State Travel – Nursing

It was MSC (Elder/Underhill, 5-0) to approve the out-of-state travel for Maggie Keil and Tamara Behm to attend the National Student Nurses Association annual convention in Baltimore, MD, April 5-9, 2006. Fiscal Impact: None to the District: The cost of \$1,835 associated with this travel will be paid by the Associated Student Body.

**9. STUDENT SERVICES**

9.1 Accreditation Progress Report

It was MSC (Underhill/Nelson, 3-2, Henderson, No and Nelson, No) following discussion the motion carried to approve the revised Accreditation progress report.

*Public Comments:*

*Mrs. West pointed out that there was no mention of the software developer position in the Accreditation Progress Report and she wanted to know why this was not part of the document. She pointed out that throughout the document evidence was being sited and this evidence was not attached to this report.*

*Mrs. Greene also asked where the evidence was located.*

*Mr. Chip felt that page 12 and 14 of the Accreditation Report had missing information. He said a Senior Software Developer Programmer that was hired and laid off this was not included in the report.*

9.2 Student/Staff Travel

It was MSC (Underhill/Elder, 5-0) to approve travel for staff and student to attend the Phi Theta Kappa recognition event in Sacramento, CA, April 6, 2006. Fiscal Impact: Auxiliary Services Funds, approximately \$825.00.

**10. ADMINISTRATIVE SERVICES**

10.1 Amended - Bid Awards – Advanced Technology Building

It was MSC (Underhill/Nelson, 5-0 as amended) to approve the bid packages as recommended in the amendment that will be submitted March 28. Fiscal impact: Capital Fund 71 redevelopment expenditure.

**11. HUMAN RESOURCES**

11.1 Public Hearing for District Initial Negotiations Proposal to VVC Faculty Association

It was MSC (Nelson/Underhill, 5-0) to hold a public hearing on the initial proposal of the district to the VVC Faculty Association as listed. The public hearing was opened. Being there were no public comments, it was MSC (Nelson/Underhill, 5-0) to close the public hearing.

11.2 CSEA Initial Negotiations Proposal

Provided for information only.

11.3 Rescind Action of March 14, 2006 to Dismiss Probationary Employee #7646-031406

It was MSC (Nelson/Henderson, 5-0) to rescind the action of March 14, 2006, to dismiss probationary employee #7646-031406.

11.4 Classified Lay-Off for Lack of Work

It was MSC (Underhill/Elder, 3-2, Henderson, No, Nelson, No) to adopt the resolution to layoff for lack of work the employee with the least seniority in the classification of senior/programmer developer, Employee #7646-031406.

*Public Comment:*

*Mr. Chip pointed out that the board just approved the layoff of an employee that addressed the lack of sufficient staffing issues in the Accreditation Report that was just approved.*

*Mr. Range responded that it was better to lay the employee off which will provide him with more options rather than to dismiss him.*

**12. FOR INFORMATION ONLY**

12.1 Update on Grant Projects and Proposals

Provided as an informational item.

On behalf of Dr. Lewallen, Dr. Hindes, Dean of Student Services, provided an overview of the funding, goals, objectives, strategies and activities of current grant programs as well as those grant opportunities that are being pursued.

12.2 Academic Resignation

Provided as an informational item.

12.3 Proposed High School Diploma Program

Provided as an informational item.

Dr. Kildal, Dean of Instruction, provided information regarding the proposed alternative high school diploma program that is being considered for implementation. Goal was to launch this program in April of 2006. The proposed program is in the Chancellor's office.

**13. ADJOURNMENT**

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.

The meeting was adjourned at 7:45 p.m.

APPROVED:

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Joe Range, President

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Donald Nelson, Clerk

Respectfully submitted,  
Patricia A. Spencer, Ph.D.  
Secretary

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Date Approved