



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

Date: October 10, 2006

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

**CALL TO ORDER/ROLL CALL:**

**2 p.m.**

The Board of Trustees of Victor Valley Community College District met in Open Session on October 10, 2006 in the Board Room of the Administration building. Mr. Range, Board President, called the meeting to order at 2 p.m.

**TRUSTEE ROLL CALL: Present:** Joe Range, Board President; Dennis Henderson, Vice President; Donald Nelson, Clerk; Thomas M. Elder II, Trustee, Dr. Bettye Underhill, Trustee; and Michael Koenig, Student Trustee.

Don Nelson left at 5:55 p.m. Michael Koenig left at 6:30 p.m.

**MANAGEMENT PRESENT:** Dr. Louis E. Zellers, Interim, Superintendent/President; Dr. Lewallen, Vice President, Student Services; Bruce Baron, Vice President, Administrative Services; Dr. Marion Boenheim, Vice President, Human Resources; Dr. Jack Lipton, General Counsel; and Annette McComas (Recorder)

**PLEDGE OF ALLEGIANCE:** Don Nelson led the Pledge of Allegiance to the Flag.

**DELETIONS/CORRECTIONS TO AGENDA:** Item 5.6, the agreement with NELNET, was deleted from the agenda. Item 5.22 was moved from the consent calendar and was renumbered as 12.4 in the Information/Discussion section of the agenda.

The title of the agenda item was corrected to read "Annual Financial and Budget Report," and the references to the Education Code were corrected to refer instead to Section 58305 of Title 5 of the California Code of Regulations.

For Items 5.14, 5.21, and 5.24, the "yes" box should be checked for General Counsel Approval.

**PUBLIC COMMENTS ON CLOSED SESSION AGENDA ITEMS:** None

At 2:04 p.m., Board President, Joe Range recessed to closed session.

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

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**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) Warren vs. Victor Valley Community College District, San Bernardino County Superior Court Case No. VCVVS 037382
- (4) Victor Valley Community College District vs. Puckett, San Bernardino County Superior Court Case No. VCVVS 036483
- (5) G. Olin vs. Spencer, San Bernardino County Superior Court Case No. VCVVS 040360
- (6) CSEA v. Victor Valley Community College District, CSMCS Case No. ARB-06-0032
- (7) CSEA v. Victor Valley Community College District, CSMCS Case No. ARB-05-0305
- (8) F. Freeman v. Victor Valley Community College District, San Bernardino County Superior Court Case No. VCVVS 042951

(b) **CONFERENCE WITH LABOR NEGOTIATORS**

- (1) Employee organization PTFU  
District's representatives: Drs. Marion Boenheim, Willard Lewallen, Marianne Tortorici, and John Rude

(c) **PUBLIC EMPLOYEE APPOINTMENT**

Accounting Technician I  
Administrative Secretary I (IT)  
A&R Technician, Bilingual  
Bookstore Operations Assistant  
Instructional Assistant (SSS)  
Instructional Assistant I (Art)  
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)  
Grounds Maintenance Worker  
Media Services Specialist  
Office Assistant  
Sign Language Services Interpreter  
Temporary Faculty  
Volunteer

(d) PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

(e) PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Interim Superintendent/President

**2. RECONVENE TO OPEN SESSION**

**6 p.m.**

At 6:08 p.m., Board President, Joe Range reconvened the meeting in open session and made the following closed session report:

In the case of Warren vs. Victor Valley Community College District, San Bernardino County Superior Court Case No. VCVVS 037382, the Board voted unanimously to approve a settlement agreement with the plaintiff in the amount of \$60,000. Copies of the agreement will be available through the President's office once finalized.

In the case of Warren vs. Victor Valley Community College District, San Bernardino County Superior Court Case No. VCVVS 037382, the Board voted unanimously to enter into a settlement agreement with Larry Boutcher. Copies of the agreement will be available through the President's office once finalized.

In the case of G. Olin vs. Spencer, San Bernardino County Superior Court Case No. VCVVS 040360, the Board voted unanimously to approve settlement agreements with each of the plaintiffs. Copies of the agreements will be available through the President's office.

In the case of CSEA v. Victor Valley Community College District, CSMCS Case No. ARB-06-0032, the Board voted unanimously to approve the settlement agreement with CSEA. Copies of the agreement will be available through the President's office.

The Board voted unanimously to approve the public employee appointments as noted on the handout provided to the public.

Administrative Secretary I (IT)  
Elizabeth Thornhill  
Bookstore Operations Assistant  
Carl Durham  
Kendra Ullger

**Instructional Assistant (SSS)**

William Stockman

**Instructional Assistant I (Art)**

Stephen Tejas

**Office Assistant**

Patricia Witt

**Professional Expert**

Amaya, Jesus	10/23/06-12/13/06
Beber, Nathan	08/28/06-12/15/06
Caudle, Brian	08/28/06-12/16/06
Gibford, Kaylin	08/28/06-12/16/06
Gil, Raul	08/28/06-12/16/06
Hammonds, Heath	08/28/06-12/16/06
Holkesving, Joshua	08/29/06-12/15/06
Marks, Cynthia	10/23/06-12/13/06
Newman, David	08/28/06-12/16/06
Qualls, Robert	08/28/06-12/16/06
Salgado, Jacob	08/28/06-12/16/06
Santilli, Liliana	11/15/06-12/15/06
Sharp, Jennifer	08/28/06-12/16/06
Tan, Sitha	08/28/06-12/16/06
Thayer, Patricia	08/28/06-06/09/07
Thomas, Sammy	08/28/06-12/16/06
Villarino, Robert A.	08/28/06-12/16/06

**Short Term Employee**

**Assistant Coach**

Shaw, Kimberly 10/01/06-03/31/07

**Community Fee Base**

Shaner, Keith 10/18/06-02/02/07

Wagner, Herman 10/11/06-06/30/06

**Life Drawing Model**

Haile, Harena 10/11/06-12/16/06

Lugtu, Sheika 10/11/06-12/16/06

Meredith, Jessica-Marie 09/14/06-12/16/06

**Student Worker, including work study/work experience, CaWORKS, and tutor**

Abunaja, Maha 09/13/06-12/31/06

Argiriadis, George 10/11/06-12/15/06

Ashcraft, Shannon 09/12/06-12/31/06

Ballard, LaChelle 10/11/06-06/30/06

Boonyadit, Asusena 08/28/06-12/30/06

Butler, Tyrone 08/28/06-12/15/06

Calderon, Danielle 10/10/06-12/22/06

Cantu, Josie 10/10/06-12/22/06

Cheung, Kwan Yiu 09/06/06-12/22/06

Clack, Lionel 08/23/06-12/20/06

Cordova, Leticia 10/10/06-12/21/06

Doyle, Renee 09/12/06-12/15/06

Espinoza, Vladimir 09/13/06-12/30/06

Fernando, Martha 10/25/06-12/30/06

Hinkle, Laura 10/11/06-12/30/06

Hong, Monique 10/10/06-12/21/06

Hubbard, Michelle 09/13/06-12/30/06

Hyatt, Valerie	11/07/06-12/29/06
Jeter, Quaniesha	09/26/06-12/30/06
Mendez, Carrie	09/13/06-12/30/06
Peterson, Mark	10/11/06-12/15/06
Rabadi, Natalie	11/07/06-12/29/06
Rayos, Sandra	10/11/06-06/30/06
Resendiz, Reyna	07/01/06-12/30/06
Robillard, Victoria	09/16/06-12/31/06
Sexton, Nancy	10/01/06-12/30/06
Thayn, Charlton	10/11/06-12/15/06
Thompson, Carol	07/01/06-12/30/06
Torres, Alondra	10/10/06-12/21/06
Westfall, Michelle	10/11/06-12/29/06
Witt-Chavez, Ashley	09/13/06-12/31/06
Zapien, Nancy	09/06/06-12/22/06

Substitute Employee

A&R Technician

Roberts, Michelle	09/13/06-10/11/06
Roberts, Michelle	10/12/06-12/20/06

Grounds Maintenance Worker

Select Personnel	09/26/06-03/12/07
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Office Assistant

Gisel Morales	10/11/06-03/27/06
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Temporary Faculty

FALL 2006-HUMANITIES, ARTS & SOCIAL SCIENCES

Glyckstein, Lynne  
Ruiz, Maria

FALL 2006-TEMPORARY ACADEMIC VOCATIONAL PROGRAMS

Becker, Barbara  
Bertrand, Ben  
Buckles, Duane  
Dunsmore, Margaret  
Embrogen, Nord  
Faro, Tom  
Harthrong, Roger  
Jager Jr., Gary  
McCord, Russell  
Newman, David  
Oliver, Claude  
Palmer, Rebecca  
Rubayi, Khalid  
Sweet, John  
Tonning, Paul

FALL 2006-MATH AND SCIENCE

Ngobi, Said  
Reardon, Cherie  
Vidana-Barda, Kevin

SUMMER 2006-MATH AND SCIENCE

Ridge, Jeff

Volunteer

Airy, Margaret	10/07/06-12/31/06
Bae, Kyuwon	10/11/06-06/30/07
Bae, Namjoon	10/11/06-06/30/07
Baldzhyan, Kristine	09/01/06-12/31/06
Bernor, Amanda	09/21/06-12/31/06
Berumen, Sarah	09/01/06-12/31/06
Blanc, John	10/01/06-06/30/06
Chaney, Kinte	09/13/06-06/01/06
Chatman, Michael	07/01/06-12/31/06
Dallee, Kathryn	09/01/06-12/31/06
Davila, Luis	09/13/06-06/30/07
Dukes, Benita	07/01/06-12/31/06
Eastwood, Melinda	09/21/06-12/31/06
Gonzalez, Adriana A.	09/01/06-12/31/06
Macy, Jessica	09/01/06-12/31/06
Phipps, Jacqueline	09/21/06-12/31/06
Sarchet, Beverly	09/01/06-12/31/06
Shea, Janette	10/11/06-12/16/06
Tunell, Elizabeth	09/21/06-12/31/06
Vega, Melissa	10/13/06-12/31/06
Villalobos, Briana	09/21/06-12/31/06
Viselli, Nick	10/01/06-06/30/07

**PUBLIC COMMENTS RELATED TO AGENDA ITEMS ONLY:** The following individuals made comments and spoke with respect to the noted agenda items:

Arlene Greene (5.23) and Debra Blanchard (5.22)

**3. GOVERNING BOARD**

Mr. Range announced that Trustee Nelson was in the closed session but needed to leave prior to the open session meeting. In addition, the law firm Burke, Williams, and Sorensen has made a \$10,000 donation towards the Bond Measure.

**4. SUPERINTENDENT/PRESIDENT'S REPORT**

For the Superintendent/President's report, Dr. Zellers announced that the Vice Presidents and their staff would be making several presentations.

4.1 Deputy Superintendent/Executive Vice President/Instruction  
Dr. Tortorici

4.2 Vice President, Student Services  
Dr. Lewallen

4.3 Vice President, Administrative Services  
No report

4.4 Vice President, Human Resources  
No report

## 5. CONSENT AGENDA

It was MSC (Elder/Underhill, 4-0, Nelson absent) to approve the consent items as amended.

- 5.1 Approval of the minutes of the September 12, 2006 regular Board meeting
- 5.2 Out-of-State Travel – Barbra Louis, Victoria Hindes and Patricia Jones  
Approval of out-of-state travel for Barbra Louis, Victoria Hindes and Patricia Jones to attend the Hispanic Association of Colleges and Universities 20<sup>th</sup> annual Conference in San Antonio, TX October 28-31,2006. Fiscal Impact: Budgeted Item, not to exceed \$5,100.00
- 5.3 Out-of-State Travel – Janet Long  
Approval of out-of-state travel for Janet Long to attend the Western Kentucky University (WKY) Budget Management and Recordkeeping Training Program in Honolulu, HI September 26-29, 2006. Fiscal Impact: Budgeted Item, not to exceed \$1,200.00
- 5.4 Agreement – EZ DUZ IT Postal and Business Center and Empire Presort and Mailing Services  
Approval of the agreement with EZ DUT IT Postal and Business Center and Empire Presort and Mailing Services to provide presorted mail services. The postage rate for first class mail will be reduced from .39 to .37. There is not cost to the district for this service. Fiscal Impact: Overall projected savings of 5% (estimated to be \$6,500.00 annually) for the District's postage expenditures.
- 5.5 Agreement – Herff Jones  
Approval of the agreement with Herff Jones, Inc. for occupational certificates. Prices will be effective for 2007-2009. Fiscal Impact: Budgeted Item, approximately \$2,500 over 2 years.
- 5.6 DELETED Agreement – NELNET  
Approval of the agreement with NELNET to provide software, setup, license and support for JobX, TimesheetX, and ScholarX. The programs are entirely web-based, and will facilitate the student employment and scholarship programs. Fiscal Impact: Not to exceed \$12,500.00 for first year, renewable annually per terms of agreement.
- 5.7 Agreement – Personal Services – Katherine Bissell  
Approval of the agreement with Katherine Bissell for personal services to perform independent writing assignments as need by the Director of Public Information. Services shall begin on October 1, 2006 and will be completed on or before December 31, 2006. Fiscal Impact: \$2,500.00 – Director of Public Information contract budget.
- 5.8 Amended Agreement – Child Development Services CCTR-5314  
Approval of the amended agreement (Amendment 02) with the California Department of Education for Child Development Services for FY 2005-2006, contract number CCTR-5314. Fiscal Impact: None.
- 5.9 Agreement – California Community Colleges Chancellor's Office  
Acceptance of the Economic and Workforce Development Enrollment Growth for Associate Degree Nursing (RN) Programs Grant 06-116-067. Fiscal Impact: Income to the District. Grant funds awarded total \$114,284.00 for a two (2) year performance period.

- 5.10 Agreement – Child Development Services CPRE-6303  
Approval of the agreement with California Department of Education for Child Development Services Contract CPRE-6303 for the FY 06-07 to provide state preschool services, project number 36-6792-00-6. fiscal
- 5.11 Agreement – City of Victorville  
Approval of the agreement with the City of Victorville for donation of fire vehicles from the Victorville Fire Department. Fiscal Impact: None
- 5.12 MOU Extension – Southern California Biotechnology  
Approval of the extension of MOU for Fiscal Year 05-06 between Victor Valley College and the Southern California Biotechnology Center at Miramar College. The purpose of the extension is to augment the previous program by \$4,000.00 Fiscal Impact: \$10,000.00 to the District.
- 5.13 Agreement – Personal Services – John Tonyan  
Approval of the personal services with John Tonyan to tune, service, and repair pianos. Fiscal Impact: Not to exceed \$2,200.00
- 5.14 Agreement – San Bernardino Employment and Training Agency One-Stop Career Center  
Approval of the agreement with San Bernardino Employment and Training Agency One-Stop Career Center, provider 510, to provide training services to eligible adults and dislocated workers. San Bernardino County receives Federal funds through the Workforce Investment Act to retain dislocated workers. The college will receive funds to cover books, tuition, fees, tools (if applicable) and other costs associated with the training. Fiscal Impact: Varies, depending upon the number of students referred to VVC for training and the certificate or degree program students complete.
- 5.15 Agreement – Contract Education Services  
Approval of the Contract Education Service agreement with Solera at Apple Valley for the course, Beginning Mosaics that is offered from October 17, 2006 to November 14, 2006. Fiscal Impact: Income to the District.
- 5.16 Agreement – Federal Bureau of Prisons  
Approval of the agreement to exercise option year three of the U.S. Department of Justice, Federal Bureau of Prisons for the Certified Program, RFQ 61603-016-4, in ASE Automotive Repair Service for the Federal Correctional Institution in Victorville, CA. Contract period is from October 1, 2006 through September 30, 2007. Services to be provided include college credit courses. Fiscal Impact: Income of \$138,000.00 to the District.
- 5.17 Inland Desert Tech Prep Consortium Mini-Grant  
Approval of the Inland Desert Tech Prep Consortium mini-grant application to pay a stipend to a faculty member to assist in coordinating Tech Prep articulation between high schools and the college. Fiscal Impact: Funds to the District \$5,000.00



**5.18 Agreement – Community College Library Consortium**

Approval of the renewal with the Community College League of California for the Community College Library Consortium for January 1, 2007 through December 31, 2007. The online subscription databases included in the renewal are:

VENDOR	DATABASE	COST
Gale	Opposing Viewpoints Resource Center – unlimited	\$ 4,559.88
NewsBank	Newsfile Collection	\$ 5,270.00
Oxford University Press	Grove Art Online	\$ 1,206.00
Oxford University Press	Grove Music Online	\$ 1,746.00
R.R. Bowker	Books in Print (BIP) w/reviews	\$ 1,567.00
	TOTAL	\$14,348.88

Fiscal Impact \$14,348.88.

**5.19 Agreement – Contract Education Services**

Approval of the agreements for the Contract Education Service agreements as listed below.

Fiscal Impact: \$7,850.00 Income to the District

VENDOR	COURSE	COURSE DATES	TENTATIVE AMOUNT RCV
San Bernardino County Superintendent of Schools	Becoming an Instruction Assistant for Medically Fragile Students in the Public School Setting	10/14/06-12/16/06	\$ 6,400.00
Solera at Apple Valley	Physical Fitness (Aerobic)	10/12/06-12/14/06	\$ 850.00
Solera at Apple Valley	Tappercise	10/25/06-12/15/06	\$ 600.00
		TOTAL	\$ 7,850.00

**5.20 Academic Resignation – Lilia Sanchez**

Acceptance of the resignation of Lilia Sanchez, Counselor, SSS and Title V, effective September 15, 2006.

**5.21 Foundation Employee**

Approval of the use of the District's group rates for health insurance by the Foundation.  
Fiscal Impact: No net fiscal impact.

**5.22 MOVED TO 12.4, TITLE RENAMED Annual Fiscal Status Report**

Receive and enter this report into the minutes of the meeting. Fiscal Impact: None

**5.23 Agreement – Datatel**

Approval of the agreement with Datatel to provide support for creating a development account and bringing the Victor Valley College administrative system current on patches and upgrades. Fiscal Impact: Budgeted Item, not to exceed \$4,500.00

**5.24 Agreement – Investor Owned Utility**

Approval of the agreement with Investor Owned Utility (IOU) which provides financial incentives to the District for participating in the 2006-2008 California Community Colleges Energy Efficiency Partnership Program. Fiscal Impact: Revenue to the District in the amount of \$305,975.43.

- 5.24 Agreement – Church of the Valley, Presbyterian  
Approval of the agreement with Church of the Valley, Presbyterian, to provide facilities for Victor Valley College classes and performance for fall 2006 and spring 2007 seasons. Fiscal Impact: Budgeted Item, not to exceed \$7,200.00
- 5.26 Out-of-State Travel – Chris Hylton  
Approval of out-of-state travel for Christ Hylton, Director, Maintenance & Operations to attend National Recycling Coalition Conference in Atlanta, GA, October 22-25, 2006. Fiscal Impact: Budgeted Item, not to exceed \$2,500.00
- 5.27 Board of Trustees Payments Report  
Approval of the Board of Trustees Transfers and Payments Reports.
- 5.28 Recalculation of Gann Appropriation Limit  
Approval of the Gann appropriation limit for 2006-2007 in the amount of \$80,560,747.00  
Fiscal Impact: None
- 5.29 Amendment – Existing Spencer/Hoskins Associates Agreement  
Approval of the amended agreement with Spencer Hoskins for additional services needed to complete the District's Five Year Plan and campus wide room analysis, which was submitted to the State July 1, 2006. The original agreement was approved by the Board on March 14, 2006. Fiscal Impact: Not to exceed \$2,406.76.
- 5.30 Change Order – Pro-Craft Plumbing  
Approval of the change order for Pro-Craft Plumbing Co. Fiscal Impact: \$6,898.01 (This project is State funded and will be 100% reimbursable to the District through Fund 71 up to the approved contract amount.)
- 5.31 Approval – Corrected Vendor Name  
Approval of the corrected vendor name from California School of Notary to Notary Public Seminars which was Board approved on May 9, 2006 with the incorrect vendor name. Fiscal Impact: None
- 5.32 Agreement – Contract Education Services  
Ratification of the agreement for the Community Education courses with Applebee's Neighborhood Bar and Grill, Arturo Kitchen, Cold Stone Creamery, DeGarcia's in Phelan, DeGarcia's in Victorville, Fazoli's, Jali-Nex Restaurant, Mimi's Café, and Silverado High School from October 11, 2006 through October 11, 2007. Fiscal Impact: Maximum \$1,630.00 to the District based upon student enrollment capacity.
- 5.33 Out-of-State Travel  
Approval of out-of-state travel and gas expenses for faculty members, Lee Kinney, Jim Previte and students attending the field trip study at the Grand Canyon National park from October 13-15, 2006. Fiscal Impact: Gas expenses for college vehicles. Students and staff are responsible for other travel expenses.

## **ACTION AGENDA**

### **6. BOARD OF TRUSTEES**

- 6.1 Separate approval of items pulled from consent agenda.

**7. SUPERINTENDENT/PRESIDENT**

None

**8. INSTRUCTION**

None

**9. STUDENT SERVICES**

None

**10. ADMINISTRATIVE SERVICES**

None

**11. HUMAN RESOURCES**

None

**12. INFORMATION/DISCUSSION**

**12.1 Sabbatical Leave Report – Cherie A. Reardon**

The sabbatical report is submitted for information.

**12.2 Monthly Financial Reports**

This is an information only item.

**12.3 Quarterly Financial Status Report (CCFS-311Q)**

This information was presented for Board information.

**12.4 Annual Fiscal Status Report Annual Financial and Budget Report**

Receive and enter this report into the minutes of the meeting. Fiscal Impact: None

**13. REPORTS**

**13.1 Governmental Relations**

Bill Greulich

**13.2 Foundation**

Janice Olsen on behalf of Ginger Ontiveros

**13.3 Constituency Representatives**

a) ASB

None

b) CCA

Debra Blanchard

c) CSEA

Arlene Greene

d) Faculty Senate

Debra Blanchard

e) AFT Part-Time Faculty United

Neal Kelsey

- f) Management  
None

**14. TRUSTEE COMMENTS**

Bettye Underhill, Dennis Henderson, and Joe Range.

**PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS:** Carol Bachofner, Neal Kelsey, and E Burns

It was MSC (Henderson/Underhill, 4-0, Nelson absent) for permit Carol Bachofner to speak on a second topic.

**15. ADJOURNMENT**

It was MSC (Underhill/Elder, 4-0, Nelson absent) to adjourn the meeting at 7:40 p.m. The motion approved unanimously.

  
Donald Nelson, Clerk

11-14-06  
Date Approved