

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

Date: August 9, 2011

Place: Open Session: 5:30 p.m. Board Room, Victor Valley Community College, 18422 Bear Valley Road, Victorville, CA 92395

REGULAR MEETING AGENDA

*Board Room Victor Valley Community College
This meeting will be electronically recorded*

1. **CALL TO ORDER**
ROLL CALL
PLEDGE OF ALLEGIANCE 5:30 p.m.
2. **ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA**
3. **OPEN SESSION REGULAR MEETING**

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)

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

- **Academic Senate**

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 July 12, 2011 regular Board meeting and the June 29, 2011 and July 29, 2011 special Board meetings.

5.2 Agreement Renewal – PeopleAdmin, Inc.

Approval of the renewal agreement between Victor Valley Community College District and PeopleAdmin, Inc to provide an automated internet-based system for accepting and processing employment applications. The period of this agreement is from August 28, 2011 through August 27, 2012. Fiscal Impact: \$34,600.00, budgeted item.

5.3 Warranty Agreement Renewal – Pacific Parking Systems, Inc.

Ratification of the warranty renewal agreement between Victor Valley Community College District and Pacific Parking Systems, Inc. to provide extended warranty and preventive maintenance services for the (4) Model 400 parking permit equipment. The period of this agreement is from July 1, 2011 through July 1, 2012. Fiscal Impact: \$3,200.00, budgeted item.

5.4 Renewal Agreement – Syncsort, Inc.

Ratification of the renewal agreement between Victor Valley Community College District and Syncsort, Inc. to maintain support services for the Syncsort Back-up Express Software that is used for backing up essential file systems from production disk to tape restoration in case of disaster or user error. The period of this agreement is July 31, 2011 through July 30, 2012. Fiscal Impact: \$5,733.00, budgeted item.

5.5 Renewal Agreement – Bomgar Corporation

Ratification of the renewal software maintenance agreement between Victor Valley Community College District and Bomgar Corporation to enable the help desk and other technical personnel to view and control any workstation on or off campus. This software will be used to assist with troubleshooting student or staff calls with technical computer problems. The period if this agreement is from October 1, 2011 through September 1, 2012. Fiscal Impact: \$2,753.60, 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: \$3,750.00 **Income to the District**

Vendor:	Estimated income to the District
Trust Auto Sales	\$ 650.00
Voices For All – An Introduction to Voiceovers (Getting Started in Voice Acting)	\$ 600.00
Standing Room Only Productions Inc., - Youth/Teen Performance Arts Camp	\$ 1,000.00
Standing Room Only Productions Inc., - Summer Performing Arts Conservatory (By Audition Only)	\$ 1,200.00
Such A Voice – You're on the Air... How to really make in Voice-Overs!	\$ 300.00
Total:	\$ 3,750.00

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: \$1,800.00 **Income to the District.**

Vendor:	Estimated Income to the District
Churches Chicken	\$ 300.00
Hotdog & Company	\$ 300.00
AM Vets	\$ 300.00
Mollie Brown Café – Victorville	\$ 300.00
Rick's Roadside Café	\$ 390.00
Denny's Restaurant – Adelanto	\$ 210.00
Total:	\$ 1,800.00

- 5.8 Amendment CSPP-0446 Child Development Program Lab Classroom Contract
Approval of the amendment of Child Development Program Lab Classroom Contract CSPP-0446 for FY 2010-2011 and adopt the resolution certifying the approval of the Board of Trustees to enter in this transaction with the California Department of Education. Fiscal Impact: \$32,928 less to the District FY 2010-2011.
- 5.9 Agreement – Ebmeyer Charter & Tour
Ratification of the agreement between Victor Valley Community College District and Ebmeyer Charter & Tour to provide charter bus transportation for Athletic programs throughout the fiscal year. The period of this agreement is from July 1, 2011 through June 30, 2012. Fiscal Impact: Not to exceed \$25,000.00, budgeted item.
- 5.10 Agreement – H & E Equipment Services
Ratification of the agreement between Victor Valley Community College District and H & E Equipment Services for the rental of two 35 foot scissor lifts, plus fuel costs, to be used at home football games. The period of this agreement is September 10, 2011 through November 12, 2011. Fiscal Impact: Not to exceed \$2,437.38, budgeted item.
- 5.11 Agreement – Hi-POD
Ratification of the agreement between Victor Valley Community College District and Hi-POD for the rental of a telescoping mast to film the games from the end zone. The period of this agreement is from September 1, 2011 through November 15, 2011. Fiscal Impact: Not to exceed \$875.00, budgeted item.
- 5.12 Agreement – Catholic Healthcare West, dba St. Bernardine Medical Center
Ratification of the agreement between Victor Valley Community College District and Catholic Healthcare West, dba St. Bernardine Medical Center to provide clinical learning facilities for health sciences programs. The period of this agreement is from June 15, 2011 through June 14, 2012. Fiscal Impact: None
- 5.13 Disposal of Surplus Property
Approval of the listed furniture/supplies to be donated to other child care facilities. Fiscal Impact: None
- 5.14 Board of Trustees Payments Report
Approval of the Board of Trustees Payments Report. Fiscal Impact: None
- 5.15 Lease Agreement – Southern California Logistics Airport Authority
Approval of the agreement with Southern California Airport Authority to lease instructional space to hold college courses at this site. Fiscal Impact: None
- 5.16 Furniture, Fixtures & Equipment (FF&E) Purchase – Vector Resources, Inc.
Ratification of the purchase with Vector Resources, Inc. to supply and install technology equipment for the Eastside Public Safety Training Center, a local bond funded project. Fiscal Impact: \$61,631.88 (includes tax and installation) **Local Bond Funded.**
- 5.17 Agreement Renewal #11/12-0030 – San Bernardino County Superintendent of Schools (SBCSS)
Ratification of the agreement between Victor Valley Community College District and San Bernardino County Superintendent of Schools to provide courier services. This service includes daily delivery and pickup of the County's correspondence and materials. Fiscal Impact: Not to exceed \$3,171.97, budgeted item.

- 5.18 Agreement – Porter Boiler Service, Inc.
Ratification of the agreement between Victor Valley Community College District and Porter Boiler Service, Inc. to provide repair services for one of the 5.5 mm BTU boilers located in the Central Plant building. This unit provides 50% of the heating capacity for the buildings on the hot water loop. Fiscal Impact: \$2,629.87, budgeted item.
- 5.19 Agreement – Victorville Glass Co., Inc.
Ratification of the agreement between Victor Valley Community College District and Victorville Glass Co., Inc. to provide materials and labor to install a glass store front door and frame in Building 12, Child Development Center. Fiscal Impact: \$2,683.00, budgeted item.
- 5.20 Agreement – ComSerCo Communications, Inc.
Ratification of the agreement between Victor Valley Community College District and ComSerCo Communications, Inc. to install and supply portable radio equipment in the Student Activities Center for use by the I.T. department and the Emergency Operations Center. Fiscal Impact: \$1,952.21, Fund 71 expenditure.
- 5.21 Amended Agreement – County of San Bernardino
Ratification of the agreement between Victor Valley Community College District and the County of San Bernardino Head Start program to provide exclusive use and shared use of the rooms in the Child Development Center. The District is renting space to the program to provide child care services to qualifying children of Victor Valley College and other children in the High Desert. Fiscal Impact: No change in revenue to the District.
- 5.22 Agreement – Merrell Johnson Companies
Ratification of the agreement between Victor Valley Community College District and Merrell Johnson Companies to prepare Storm Water Pollution and Prevention and Erosion Control Plans for the campus-wide roadway and parking lot replacement project. Fiscal Impact: \$1,840.00, **Local Bond Funded**.
- 5.23 Agreement – Trane Building Services
Ratification of the agreement between Victor Valley Community College District and Trane Building Services to provide repair services for one of the 750 ton chillers in the Central Plant building. This unit provides 50% of the air conditioning capacity for the buildings on the chill water loop. Fiscal Impact: \$718.96, budgeted item.
- 5.24 Contract – Vern's Mobile Glass, Inc.
Approval of the agreement between Victor Valley Community College District and Vern's Mobile Glass, Inc. to replace the panels in the soccer shelter due to storm damage. The work will begin After August 9, 2011. Fiscal Impact: Not to exceed \$4,259.00.
- 5.25 Renewal Agreements – Solarwinds, Corp.
Ratification of the renewal agreements and between Victor Valley Community College District and Solarwinds, Corp. to allow the IT staff at VVC to monitor the many servers and other devices for errors and outages. Fiscal Impact: \$3,926.00, budgeted item.
- 5.26 Renewal Agreement – Datalink Networks
Ratification of the renewal agreement and between Victor Valley Community College District and Datalink Networks to continue to provide firewall protection from web-based threats, allowing students and faculty to use advanced web services and applications. The period of this agreement is from September 1, 2011 through August 31, 2012. Fiscal Impact: \$11,940.84, budgeted item.

5.27 Agreement – Campus Guard

Ratification of the agreement between Victor Valley Community College District and Campus Guard to evaluate the campus Payment Card Industry (PCI) compliance within the campus network. Fiscal Impact: \$9,400.00, (\$4,700.00 will be paid by the Bookstore and \$4,700.00 will be paid by IT) budgeted item.

5.28 Agreement – Yucca Crane

Ratification of the agreement between Victor Valley Community College District and Yucca crane to load and move a donated rail car from the rail site to the Public Safety Training Center. This rail car was donated to the Victor Valley College Foundation from Burlington Northern Santa Fe Railway Company, and will be used as a training prop at the new facility. Fiscal Impact: \$6,000.00, **Local Bond Funded**.

5.29 Subscription Agreement – Lexipol, LLC

Ratification of the agreement between Victor Valley Community College District and Lexipol, LLC to provide customized police manual updates and development that meet regulatory law enforcement requirements. The period of this agreement is from July 1, 2011 through June 30, 2012. Fiscal Impact: \$2,450.00, budgeted item.

ACTION AGENDA

6. BOARD OF TRUSTEES

6.1 Separate approval of items pulled from consent agenda

YES ___ NO ___

8. INSTRUCTION

8.1 Child Development Program Lab Classroom Contract CSPP-1439

Approval of the Child Development Program Lab Classroom Contract CSPP-1439 for FY 2011-2012 and adopt the resolution certifying the approval of the Board of Trustees to enter in this transaction with the California Department of Education for the purpose of providing child care and development services and to authorize designated personnel to sign contract documents. Fiscal Impact: \$153,023 **Income to the District for FY 2011-2012**.

YES ___ NO ___

11. HUMAN RESOURCES

11.1 Layoff Resolution Classified

Adoption of the Resolution to reduce workload and layoff for lack of funds and authorize and direct the Vice President, Human Resources to give notice of layoff to employees in the classification listed. Fiscal Impact: None, grant funded program.

YES ___ NO ___

12. INFORMATION

12.1 First Reading – Revised – Board Policy #2715 Code of Ethics/Standards of Practice (per recommendation by the Accrediting Commission)

Submitted as an informational item.

12.2 Emeritus Status – Mary Susan Tillman

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

13.2 Employee Groups

- a) CTA
- b) CSEA
- c) AFT Part-Time Faculty United

14. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS

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. TRUSTEE COMMENTS

- Board Self-Evaluation (*per recommendation by the Accrediting Commission*)

16. SUPERINTENDENT/PRESIDENT'S SUMMARY REPORT

17. 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 Fusako Yokotobi, Victor Valley College, 18422 Bear Valley Road, Victorville, California 92395-5850, (760) 245-4271, Ext. 2455, 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.

**Victor Valley Community College District
SPECIAL MEETING
OF THE BOARD OF TRUSTEES
MINUTES**

Date: June 29, 2011

Place: President's Conference Room,
Victor Valley Community College
18422 Bear Valley Road, Victorville, CA 92395

AGENDA~ President's Conference Room

1. CALL TO ORDER

9 a.m.

The Board of Trustees of Victor Valley Community College District met in Open Session on June 29, 2011 in the President's Conference Room. Mr. Henderson, Board President called the meeting to order at 9 a.m.

TRUSTEE ROLL CALL: Dennis Henderson, President; Joe Range, Vice President; Lorrie Denson, Clerk; Michael Krause, Trustee; Joseph W. Brady, Trustee

Absent: Judy Schmoll, Student Trustee

OPEN SESSION REGULAR MEETING

ACTION AGENDA

2. ADMINISTRATIVE SERVICES

2.1 Bid Withdrawal – Campus-Wide Roadway and Parking Lot Replacement

It was MSC (Brady/Denson, 5-0) to accept the bid withdrawal from Griffith Company as they regreftfully requested to withdraw from the project due to a mathematical bidding error. In order to move forward with this project, Public Contract Code 20103.8 requires the District to award the contract to the second lowest bidder, which is a local contractor. Fiscal Impact: None

2.2 Contract Award – Campus-Wide Roadway and Parking Lot Replacement

It was MSC (Brady/Range, 5-0) to award and approve the contract between Victor Valley Community College District and Cooley Construction for the Campus-Wide roadway and parking lot replacement. Fiscal Impact: \$2,188,870.00,
Local Bond Funded

3. ADJOURNMENT

It was MSC (Brady/Range, 5-0) to adjourn the meeting at 9:11 a.m.

Lorrie Denson, Clerk

Date Approved



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

**Victor Valley Community College District
SPECIAL MEETING
OF THE BOARD OF TRUSTEES
MINUTES**

Date: July 29, 2011

Place: President's Conference Room,
Victor Valley Community College
18422 Bear Valley Road, Victorville, CA 92395

AGENDA~ President's Conference Room

1. CALL TO ORDER

10 a.m.

The Board of Trustees of Victor Valley Community College District met in Open Session on July 29, 2011 in the President's Conference Room. Mr. Henderson, Board President called the meeting to order at 10 a.m.

TRUSTEE ROLL CALL: Dennis Henderson, President; Lorrie Denson, Clerk; Michael Krause, Trustee; Joseph W. Brady, Trustee; Christopher Dustin, Student Trustee

Absent: Joe Range, Vice President

ACTION AGENDA

2 ADMINISTRATIVE SERVICES

2.1 Approval of Five-Year Facilities Construction Plan

It was MSC (Brady/Krause, 4-0, Range absent) 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. This plan also includes funding request for future projects to be funded by the State. The District will continue to apply for State funding for its capital projects should State dollars become available. Fiscal Impact: None

3. ADJOURNMENT

It was MSC (Brady/Krause, 4-0, Range absent) to adjourn the meeting at 10:01 a.m.

Lorrie Denson, Clerk

Date Approved

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

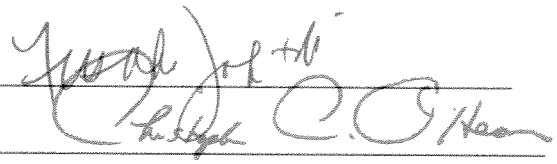
BOARD CONSENT BOARD ACTION BOARD INFORMATION (no action required)

TOPIC: AGREEMENT RENEWAL – PEOPLEADMIN, INC.

SUBMITTED BY: Fusako Yokotobi

RECOMMENDED BY: Fusako Yokotobi

APPROVED BY: Christopher O'Hearn



Description/Background:

The district wishes to renew its agreement with PeopleAdmin. PeopleAdmin establishes and maintains an automated Internet-based system for accepting and processing employment applications through its application tracking module. PeopleAdmin is in the process of establishing and maintaining an automated Internet-based system for performing administrative tasks related to employee position description management and performance evaluation processes through its position and performance management module.

A copy of the original agreement is available for review in the superintendent/president's office.

Need:

The district desires to continue using the applicant tracking and position and performance management module.

Fiscal Impact: \$34,600 – Budgeted item.

Recommended Action: It is recommended that the Board of Trustees approve the agreement with PeopleAdmin in the amount of \$34,600 for the period of 08/28/11 through 08/27/12.

Legal Review: YES NOT APPLICABLE

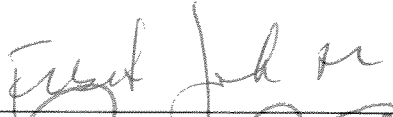
Reference for Agenda: YES NO


**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM**

BOARD CONSENT **BOARD ACTION** ___ **BOARD INFORMATION (no action required)** ___

TOPIC: WARRANTY AGREEMENT RENEWAL – PACIFIC PARKING SYSTEMS, INC.

SUBMITTED BY: Leonard Knight

RECOMMENDED BY: Fusako Yokotobi 

APPROVED BY: Christopher O'Hearn 

Description/Background:

The district wishes to renew its warranty agreement with Pacific Parking Systems, Inc. to provide extended warranty and preventative maintenance services for Model 400 parking permit equipment to service four machines.

A copy of the original agreement is available for review in the Superintendent/President's office.

Need: This warranty agreement is needed to ensure that the four (4) Model 400 parking permit machines are fully operational at all times.

Fiscal Impact: \$3,200.00, budgeted item.

Recommended Action: It is recommended that the Board ratify the agreement with Pacific Parking in the amount of \$3,200.00 for the period of 7/1/11 through 7/1/12.

Legal Review: YES ___ NOT APPLICABLE ___

Reference for Agenda: YES ___ NO ___

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT BOARD ACTION BOARD INFORMATION (no action required)

TOPIC: AGREEMENT/ RENEWAL – SYNCSORT, INC.

SUBMITTED BY: Frank Smith, Technology & Information Resources

RECOMMENDED BY: Frank Smith 

APPROVED BY: Christopher O'Hearn 

Description/Background:

The District wishes to renew its agreement with Syncsort, Inc. to maintain support services for the Syncsort Backup Express Software that is used for backing up essential file systems from production disk to tape for restoration in case of disaster or user error.

A copy of the original agreement is available for review in the Superintendent/President's office.

Need:

It is necessary to renew this agreement to ensure the campus data integrity is maintained.

Fiscal Impact: \$5,733.00 – Budgeted Item

Recommended Action:

This item has been approved by the Superintendent/President it is recommended that the Board of Trustees ratify the renewal agreement with Syncsort Inc. in the amount of \$5,733.00.

Legal Review: YES NOT APPLICABLE


Reference for Agenda: YES NO


**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM**

BOARD CONSENT **BOARD ACTION** **BOARD INFORMATION (no action required)**

TOPIC: RENEWAL AGREEMENT - BOMGAR CORPORATION

SUBMITTED BY: Frank Smith, Technology & Information Resources

RECOMMENDED BY: Frank Smith 

APPROVED BY: Christopher O'Hearn 

Description/Background:

The District wishes to renew its software maintenance agreement with Bomgar Corporation. This software enables the help desk and other technical personnel to view and control any workstation on or off campus. This software will be used to assist with troubleshooting when students or staff calls with technical computer problems. This agreement is for the period of October 2011- September 2012.

A copy of the original agreement is available for review in the Superintendent/President's office.

Need:

This software will reduce the amount of time needed on each support call from the help desk and technical personnel. This will allow them to view and control the workstation instead of simply talking the supported user through the process.

Fiscal Impact: \$2,753.60 – Budgeted Item

Recommended Action:

This item has been approved by the Superintendent/President and it is recommended that the Board of Trustees ratify the agreement with Bomgar Corporation in the amount of \$2,753.60.

Legal Review: YES NOT APPLICABLE

Reference for Agenda: YES NO

**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM**

BOARD CONSENT **BOARD ACTION** **BOARD INFORMATION (no action required)**

TOPIC: AGREEMENTS - CONTRACT EDUCATION SERVICES

SUBMITTED BY: Elaine Navarrete, Contract Education

RECOMMENDED BY: Peter W. Allan 

APPROVED BY: Christopher C. O'Hearn 

Description/Background:

The District desires to ratify the Contract Education Service agreement(s) listed below that are being offered through the Contract Education Department.

Copies of the agreements are available for review in the Superintendent/President's office.

Vendor:	Estimated income to the District
Trust Auto Sales	\$ 650.00
Voices For All – An Introduction to Voiceovers (Getting Started in Voice Acting)	\$ 600.00
Standing Room Only Productions Inc., - Youth/Teen Performance Arts Camp	\$ 1,000.00
Standing Room Only Productions Inc., - Summer Performing Arts Conservatory (By Audition Only)	\$ 1,200.00
Such A Voice – You're on the Air... How to really make in Voice-Overs!	\$ 300.00
Total:	\$ 3,750.00

Need:

The vendors will provide various workshops through Contract Education Services.

Fiscal Impact:

\$3,750.00 estimated income to the District.

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify the Contract Education Service agreements listed above that are being offered through the Contract Education Department.

Legal Review: YES NOT APPLICABLE

Reference for Agenda: YES NO

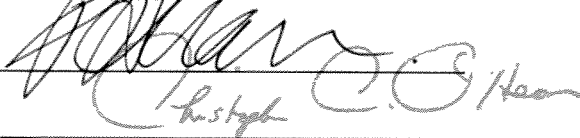
**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM**

BOARD CONSENT **BOARD ACTION** **BOARD INFORMATION (no action required)**

TOPIC: AGREEMENT - CONTRACT EDUCATION SERVICES

SUBMITTED BY: Elaine Navarrete, Contract Education

RECOMMENDED BY: Peter W. Allan 

APPROVED BY: Christopher C. O'Hearn 

Description/Background:

The District desires to ratify the Contract Education Services' agreement listed below for the foodhandler classes offered through the Contract Education Department.

A copy of the agreement is available for review in the Superintendent/President's office.

Vendor:	Estimated Income to the District
Churches Chicken	\$ 300.00
Hotdog & Company	\$ 300.00
AM Vets	\$ 300.00
Mollie Brown Café – Victorville	\$ 300.00
Rick's Roadside Café	\$ 390.00
Denny's Restaurant – Adelanto	\$ 210.00
Total:	\$ 1,800.00

Need:

The employees of businesses handling food in San Bernardino County are required to obtain a food handlers certification card by attending a two-hour class.

Fiscal Impact:

\$1,800 income to the District

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify the agreement(s) listed above that are being offered through the Contract Education Department.

Legal Review: YES NOT APPLICABLE

Reference for Agenda: YES NO


**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM**

BOARD CONSENT X BOARD ACTION _____ BOARD INFORMATION (no action required) _____

TOPIC: CHILD DEVELOPMENT PROGRAM LAB CLASSROOM CONTRACT AMENDMENT CSPP-0446

SUBMITTED BY: Kelley Johnson, Director, Child Development Center Director

RECOMMENDED BY: Peter W. Allan 

APPROVED BY: Christopher C. O'Hearn 

Description/Background:

The District desires to approve the amendment of Child Development Program Lab Classroom CSPP-0446 for FY 2010-2011 and adopt the resolution certifying the approval of the Governing Board to enter in this transaction with the California Department of Education.

Need:

This contract reduces the funding by \$32,928 for FY 2010-11. The State requires the Child Development Program Lab Classroom to use their reserves to make up the difference in the funding level.

Fiscal Impact:

\$32,928 less to the District for FY 2010-2011

Recommended Action:

It is recommended by the Superintendent/President that Board of Trustees approve the amendment of Child Development Program Lab Classroom Contract CSPP-0446 for FY 2010-2011 and adopt the resolution certifying the approval of the Governing Board to enter in this transaction with the California Department of Education.

Legal Review: YES ___ NOT APPLICABLE X ___

Reference for Agenda: YES X NO _____


**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM**

BOARD CONSENT BOARD ACTION BOARD INFORMATION (no action required)

TOPIC: AGREEMENT – EBMEYER CHARTER & TOUR

SUBMITTED BY: Jaye Tashima, Director, Athletic Director

RECOMMENDED BY: Peter W. Allan 

APPROVED BY: Christopher C. O'Hearn 

Description/Background:

The District desires to ratify an agreement between Victor Valley Community College District and Ebmeyer Charter & Tour. The period of this agreement is July 1, 2011 to June 30, 2012.

Need:

To provide charter bus transportation for Athletic programs throughout the fiscal year.

Fiscal Impact:

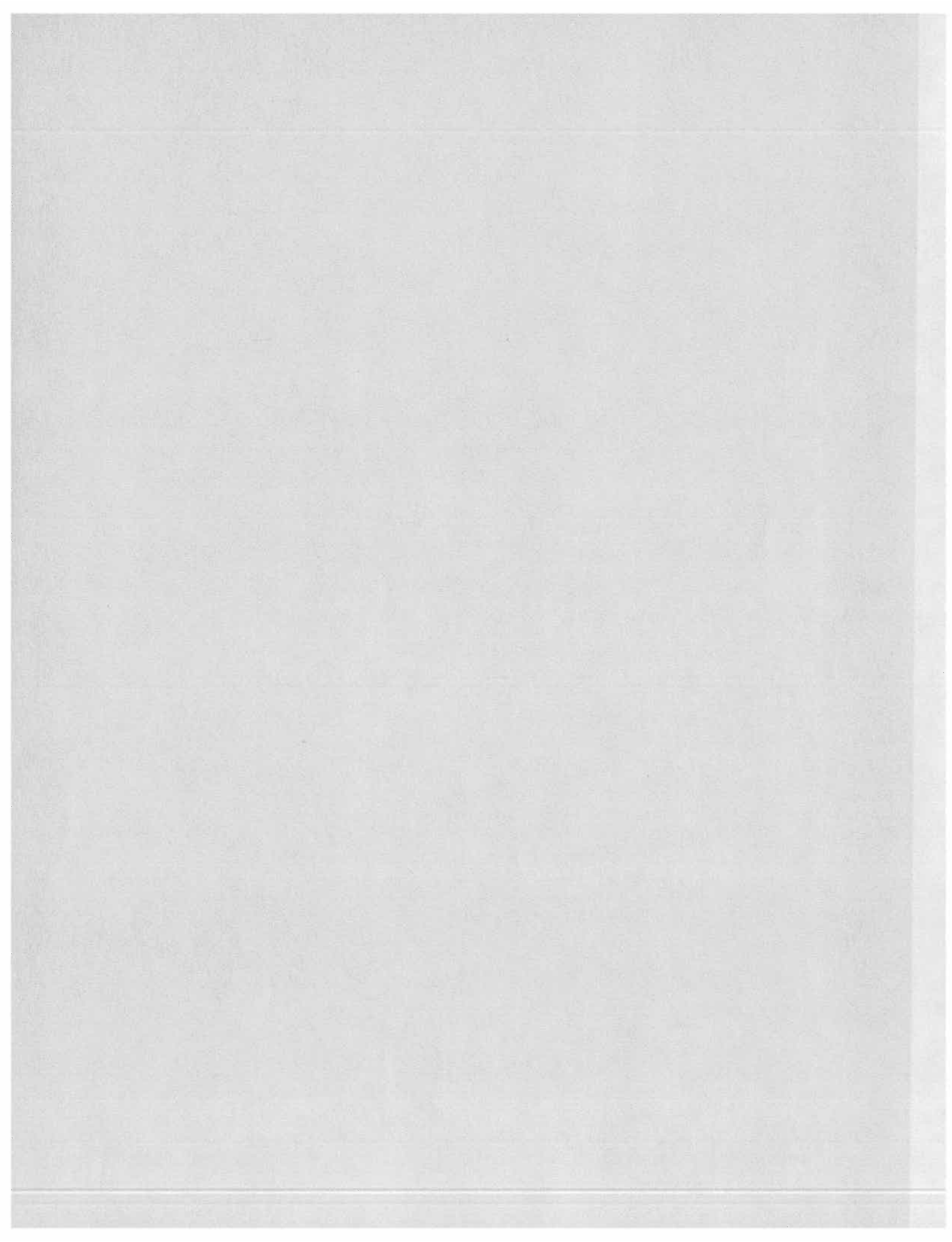
Budgeted. Not to exceed \$25,000

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify an agreement between Victor Valley Community College District and Ebmeyer Charter for the period of July 1, 2011 to June 30, 2012.

Legal Review: YES NOT APPLICABLE

Reference for Agenda: YES NO



VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT BOARD ACTION ___ BOARD INFORMATION (no action required) ___

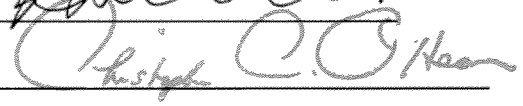
TOPIC: AGREEMENT - H & E EQUIPMENT SERVICES

SUBMITTED BY: Jaye Tashima, Athletic Director

RECOMMENDED BY: Peter W. Allan



APPROVED BY: Christopher C. O'Hearn



Description/Background:

The District desires to ratify an agreement with H & E Equipment Services for the rental of two 35 foot scissor lifts, plus the cost of fuel, to be used at home football games. The period of this agreement is September 10, 2011 through November 12, 2011.

A copy of the original contract is available for review in the Superintendent/President's Office.

Need:

For use at home football games.

Fiscal Impact:

Budgeted item. Not to exceed \$2,437.38

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify the agreement with H & E Equipment Services for the rental of two 35 foot scissor lifts, plus fuel costs, to be used at home football games. The period of this agreement is September 10, 2011 through November 12, 2011.

Legal Review: YES ___ NOT APPLICABLE

Reference for Agenda: YES ___ NO

**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM**

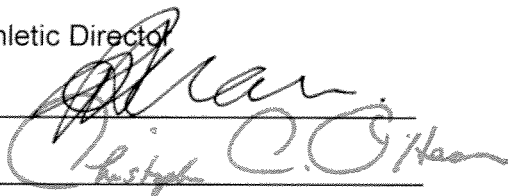
BOARD CONSENT BOARD ACTION BOARD INFORMATION (no action required)

TOPIC: AGREEMENT – HI-POD

SUBMITTED BY: Jaye Tashima, Director, Athletic Director

RECOMMENDED BY: Peter W. Allan

APPROVED BY: Christopher C. O'Hearn



Description/Background:

The District desires to ratify an agreement between Victor Valley Community College District and Hi-POD. The period of this agreement is September 1, 2011 to November 15, 2011.

Need:

The District must provide high quality film exchanges, so it is necessary to rent a telescoping mast to film the games from the endzone.

Fiscal Impact:

Budgeted. Not to exceed \$875.00

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify an agreement between Victor Valley Community College District and Hi-POD for the rental of a telescoping mast used to film football games from the endzone. The period of the agreement is September 1, 2011 to November 15, 2011.

Legal Review: YES NOT APPLICABLE

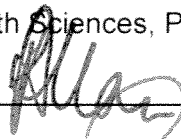
Reference for Agenda: YES NO


**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM**

BOARD CONSENT BOARD ACTION BOARD INFORMATION (no action required)

TOPIC: AGREEMENT – CATHOLIC HEALTHCARE WEST,
DBA ST. BERNARDINE MEDICAL CENTER

SUBMITTED BY: Pat Luther, Dean, Health Sciences, Public Safety & Industrial Technology

RECOMMENDED BY: Peter W. Allan 

APPROVED BY: Christopher C. O'Hearn 

Description/Background:

The District desires to ratify an agreement between Victor Valley Community College District and Catholic Healthcare West, dba St. Bernardine Medical Center. The period of this agreement is from June 15, 2011 through June 14, 2012.

A copy of this agreement is available for review in the Superintendent/President's office.

Need:

To provide clinical learning facilities for health sciences programs.

Fiscal Impact:

None

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees ratify an agreement between Victor Valley Community College District and Catholic Healthcare West, dba St. Bernardine Medical Center. The period of this agreement is from June 15, 2011 through June 14, 2012.

Legal Review: YES NOT APPLICABLE

Reference for Agenda: YES NO


VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: DISPOSAL OF SURPLUS PROPERTY

SUBMITTED BY: Lori Kildal, Dean, Science, Technology, Engineering & Math

RECOMMENDED BY: Peter W. Allan 

APPROVED BY: Christopher C. O'Hearn 

Description/Background:

Because of the change from the District's Child Development Center to Child Development Lab Classroom, the District has accumulated property that has become obsolete, is beyond economic repair, or no longer supports the mission of Victor Valley College. While the District can no longer use the items, they are desired by other child care facilities.

A copy of the list of furniture/equipment/supplies is available for review in the Superintendent/President's office.

Need:

Furniture/equipment/supplies are no longer needed by the Child Development Center, but will be donated to other child care facilities.

Fiscal Impact:

None.

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees approve the list of furniture/equipment/supplies to be donated.

Legal Review: YES ___ NOT APPLICABLE X

Reference for Agenda: YES X NO ___

List of Items for Donation from the Child Development Center reduction

Library Loft

Toddler Climber

Little Tykes grill

Round dramatic play closets

Office Chairs

Children's Chairs

Aprons

Mats

Mat covers

Drying rack

School age games

Stuffed animals

Little Tykes slide

Slip-n-slide

Children's bicycle helmets

Misc. office supplies

Paper trays


VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT BOARD ACTION BOARD INFORMATION (no action required)

TOPIC: BOARD OF TRUSTEES PAYMENTS REPORT

SUBMITTED BY: Renee Garcia, Fiscal Services

RECOMMENDED BY: G.H. Javaheripour 

APPROVED BY: Christopher O'Hearn 

Description/Background:

Each month the District expends funds to conduct its operations and makes this information available to the Board of Trustees. This report reflects grouped expenditures (batches) for each fund. The details for these expenditures are available for review by the Board members in the Fiscal Services Department.

A copy of the original payment report is available for review in the Superintendent/President's office.

Need: N/A

Fiscal Impact: None

Recommended Action:

It is recommended that the Board of Trustees approve the Board of Trustees Payments Report.

Legal Review: YES NOT APPLICABLE

Reference for Agenda: YES NO


**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM**

BOARD CONSENT **BOARD ACTION** ___ **BOARD INFORMATION (no action required)** ___

TOPIC: LEASE AGREEMENT – SOUTHERN CALIFORNIA LOGISTICS AIRPORT AUTHORITY

SUBMITTED BY: G.H. Javaheripour, Administrative Services

RECOMMENDED BY: G.H. Javaheripour 

APPROVED BY: Christopher O'Hearn 

Description/Background:

The District wishes to enter into an agreement with Southern California Logistics Airport Authority (SCLAA) to lease instructional space to hold college courses at this site. This initiative will generate additional enrollment and meets the requirements of a collaborative educational endeavor between the District and SCLAA.

A copy of the original lease agreement is available for review in the Superintendent/President's office.

Need:

The District agreed to provide an instructional program in the area of aviation technology with financial support from the San Bernardino County Supervisors office at SCLAA.

Fiscal Impact: None

Recommended Action:

It is recommended that the Board of Trustees approve the lease agreement with Southern California Logistics Airport Authority.

Legal Review: YES NOT APPLICABLE ___

Reference for Agenda: YES ___ NO

**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM**

BOARD CONSENT X BOARD ACTION ___ BOARD INFORMATION (no action required) ___

TOPIC: FURNITURE, FIXTURES & EQUIPMENT (FF&E) PURCHASE – VECTOR RESOURCES, INC.

SUBMITTED BY: Steve Garcia, Facilities Construction

RECOMMENDED BY: G.H. Javaheripour 

APPROVED BY: Christopher O'Hearn 

Description/Background:

The District wishes to purchase needed technology equipment from Vector Resources, Inc. for the Eastside Public Safety Training Center, a voter approved local bond funded project. The pricing for this purchase conforms to California Multiple Award Schedule (CMAS) #3-10-70-0876AF and 3-08-70-0876Y. The state awards CMAS contracts based on consideration of cost as well as other qualitative factors such as supplier experience, qualifications, and performance history. Pursuant to California Public Contract Code Sections 10298 and 10299, the state makes CMAS supplier contract agreements and pricing available to public agencies. Accordingly, Vector Resources, Inc. has pricing that is considered fair and reasonable and no further competitive procurement actions are required. Funding for this equipment is part of the overall budgeted project cost approved for the Eastside Public Safety Training Center through the Furniture, Fixtures, and Equipment (FF&E) budget.

Copies of the original equipment purchase proposal and California Multiple Award Schedules (CMAS) #3-10-70-0876AF and 3-08-70-0876Y are available for review in the Superintendent/President's office.

Need:

The Eastside Public Safety Training Center will open at the end of the year. The Center must be furnished and equipped to meet the needs of students, faculty, staff and the community.

Fiscal Impact:

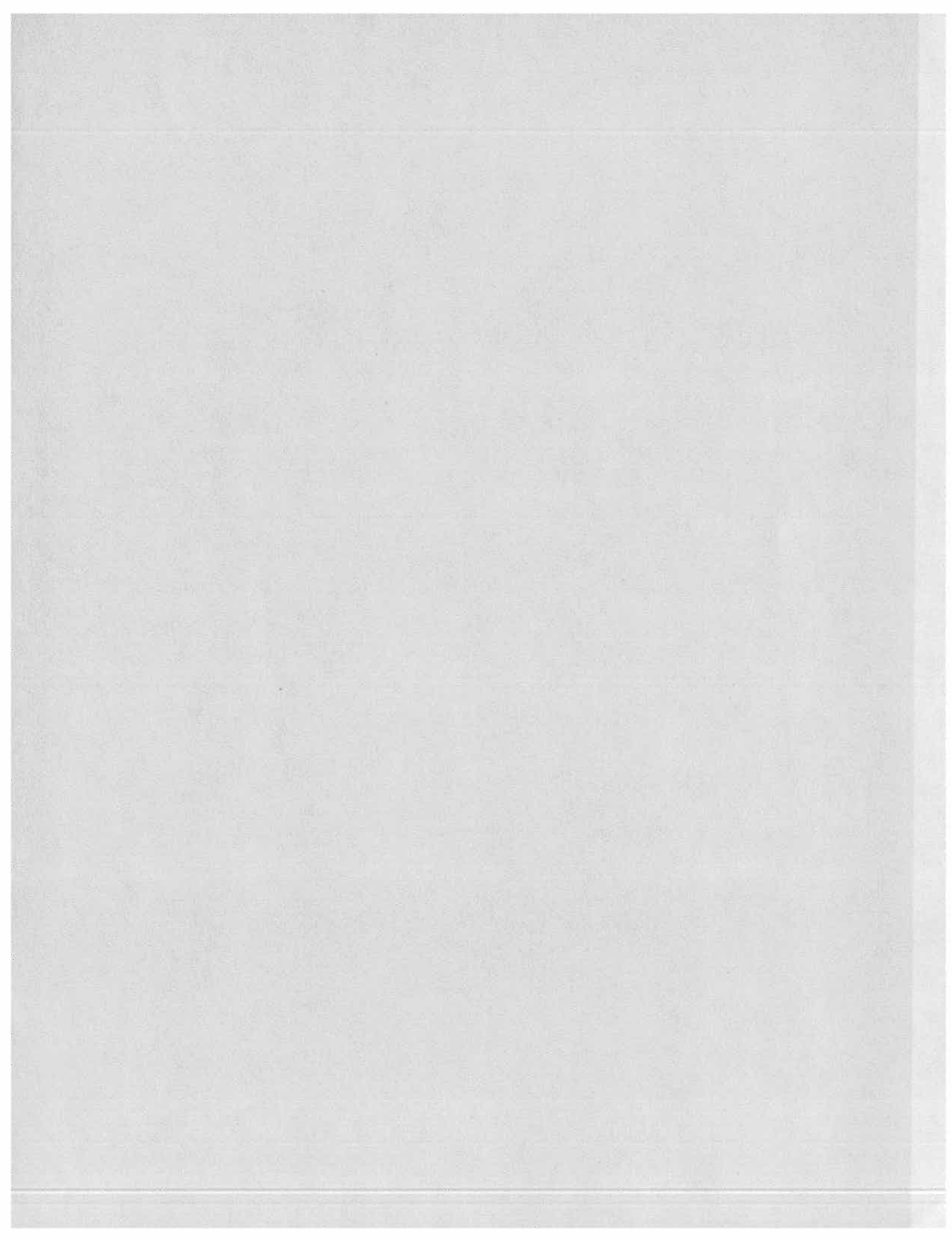
\$61,631.88 includes tax and installation – Local Bond Funded.

Recommended Action:

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the FF&E purchase with Vector Resources, Inc. to supply and install technology equipment for the Eastside Public Safety Training Center, a local bond funded project, in the amount of \$61,631.88.

Legal Review: YES X NOT APPLICABLE ___

Reference for Agenda: YES ___ NO X





**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM**

BOARD CONSENT **BOARD ACTION** **BOARD INFORMATION (no action required)**

TOPIC: AGREEMENT RENEWAL #11/12-0030 – SAN BERNARDINO COUNTY SUPERINTENDENT OF SCHOOLS (SBCSS)

SUBMITTED BY: Mary Pringle, Fiscal Services

RECOMMENDED BY: G.H. Javaheripour 

APPROVED BY: Christopher O'Hearn 

Description/Background:

The District wishes to continue participation in the services provided by the San Bernardino County Superintendent of Schools for courier services for the fiscal year 2011-12. This service includes daily delivery and pickup of the County's correspondence and materials. In addition, the District uses this service to deliver correspondence to the County and to other school districts within the County.

A copy of the original agreement is available for review in the Superintendent/President's office.

Need:

This service is needed to help expedite daily delivery and pickup of the County's correspondence and materials as opposed to sending through the postal service.

Fiscal Impact:

Not to exceed \$3,171.97 – Budgeted Item

Recommended Action:

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the agreement renewal with San Bernardino County Superintendent of Schools for County courier services in an amount not to exceed \$3,171.97.

Legal Review: YES NOT APPLICABLE

Reference for Agenda: YES NO

**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM**

BOARD CONSENT ___ **BOARD ACTION** ___ **BOARD INFORMATION (no action required)** ___

TOPIC: AGREEMENT – PORTER BOILER SERVICE, INC.

SUBMITTED BY: Chris Hylton, Maintenance & Operations

RECOMMENDED BY: G.H. Javaheripour 

APPROVED BY: Christopher O'Hearn 

Description/Background:

The District wishes to enter into an agreement with Porter Boiler Service, Inc. to provide repair services for one of the 5.5 mmBTU boilers located in the Central Plant building. This unit provides 50% of the heating capacity for the buildings on the hot water loop. The unit is currently shut down due to a faulty controller which was damaged in May as a result of an Edison power surge.

A copy of the original agreement is available for review in the Superintendent/President's office.

Need:

The unit will not operate with a faulty controller, which places 100% of the load on the remaining boiler.

Fiscal Impact:

\$2,629.87 – Budgeted item

Recommended Action:

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the agreement with Porter Boiler Service, Inc in the amount of \$2,629.87.

Legal Review: YES X NOT APPLICABLE ___

Reference for Agenda: YES ___ NO X

**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM**

BOARD CONSENT **BOARD ACTION** ___ **BOARD INFORMATION (no action required)** ___

TOPIC: AGREEMENT – VICTORVILLE GLASS CO., INC.

SUBMITTED BY: Chris Hylton, Maintenance & Operations

RECOMMENDED BY: G.H. Javaheripour 

APPROVED BY: Christopher O'Hearn 

Description/Background:

The District wishes to enter into an agreement with Victorville Glass Co., Inc. to provide materials and labor to install a glass store front door and frame in Building 12, Child Development Center.

A copy of the original agreement is available for review in the Superintendent/President's office.

Need:

The CDC has expanded its adult education offerings which will require the use of a classroom in the area of the building where small children may be present. By law, adults without a Department of Justice clearance cannot mingle with minors. The door will prevent that from happening.

Fiscal Impact:

Budgeted - \$2,683.00

Recommended Action:

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the agreement with Victorville Glass Co., Inc.

Legal Review: YES NOT APPLICABLE ___

Reference for Agenda: YES ___ NO


**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM**

BOARD CONSENT **BOARD ACTION** **BOARD INFORMATION (no action required)**

TOPIC: AGREEMENT – COMSERCO COMMUNICATIONS, INC.

SUBMITTED BY: Chris Hylton, Maintenance & Operations

RECOMMENDED BY: G.H. Javaheripour 

APPROVED BY: Christopher O'Hearn 

Description/Background:

The District wishes to enter into an agreement with ComSerCo Communications, Inc. to install and supply portable radio equipment in the Student Activities Center for use by the I.T. department and the Emergency Operations Center.

A copy of the original agreement is available for review in the Superintendent/President's office.

Need:

Currently the District is paying phone charges on employee's personal cell phones because they are being used for District business. These employees will now use the portable radios, which will eliminate this expense.

Fiscal Impact:

\$1,952.21 – Fund 71 expenditure

Recommended Action:

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the agreement with ComSerCo Communications, Inc in the amount of \$1,952.21.

Legal Review: YES NOT APPLICABLE

Reference for Agenda: YES NO


VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT BOARD ACTION BOARD INFORMATION (no action required)

TOPIC: AMENDED AGREEMENT – COUNTY OF SAN BERNARDINO,
HEAD START

SUBMITTED BY: Deedee Orta, Administrative Services

RECOMMENDED BY: G.H. Javaheripour 

APPROVED BY: Christopher O'Hearn 

Description/Background:

The Board of Trustees approved a ten-year agreement with the County of San Bernardino Head Start program on December 8, 2009. The District is renting space to the program to provide child care services to qualifying children of Victor Valley College and other children in the High Desert.

This amendment shifts exclusive use and shared use of some of the rooms in the Child Development Center.

A copy of the amendment is available for review in the Superintendent/President's office.

Need:

This agreement provides needed revenue to the District and Child Development Center.

Fiscal Impact: No change in revenue to the district

Recommended Action:

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the amendment to the agreement of the County of San Bernardino for lease space.

Legal Review: YES NOT APPLICABLE


Reference for Agenda: YES NO


**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM**

BOARD CONSENT **BOARD ACTION** **BOARD INFORMATION (no action required)**

TOPIC: AGREEMENT – MERRELL JOHNSON COMPANIES

SUBMITTED BY: Steve Garcia, Facilities Construction

RECOMMENDED BY: G.H. Javaheripour 

APPROVED BY: Christopher O'Hearn 

Description/Background:

The District wishes to enter into an agreement with Merrell Johnson Companies to prepare Storm Water Pollution and Prevention and Erosion Control Plans required for the Campus Wide Roadway and Parking Lot Replacement project.

A copy of the original agreement is available for review in the Superintendent/President's office.

Need:

The County of San Bernardino requires a mitigation plan be in place for all road work and construction projects in the event of a spill and / or storm that may potentially lead to contaminates entering the ground water.

Fiscal Impact:

\$1,840.00 – Local Bond Funded.

Recommended Action:

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the agreement with Merrell Johnson Companies to prepare Storm Water Pollution and Prevention and Erosion Control Plans as needed for the Campus Wide Roadway and Parking Lot Replacement project, a local bond funded project, in the amount of \$1,840.00.

Legal Review: YES NOT APPLICABLE

Reference for Agenda: YES NO


VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT BOARD ACTION BOARD INFORMATION (no action required)

TOPIC: AGREEMENT – TRANE BUILDING SERVICES

SUBMITTED BY: Chris Hylton, Maintenance & Operations

RECOMMENDED BY: G.H. Javaheripour 

APPROVED BY: Christopher O'Hearn 

Description/Background:

The District wishes to enter into an agreement with Trane Building Services to provide repair services for one of the 750 ton chillers located in the Central Plant building. This unit provides 50% of the air conditioning capacity for the buildings on the chill water loop.

A copy of the original agreement is available for review in the Superintendent/President's office.

Need:

During an annual inspection and service the oil filter base was damaged and requires replacement. The damage does not prevent the chiller from operating.

Fiscal Impact:

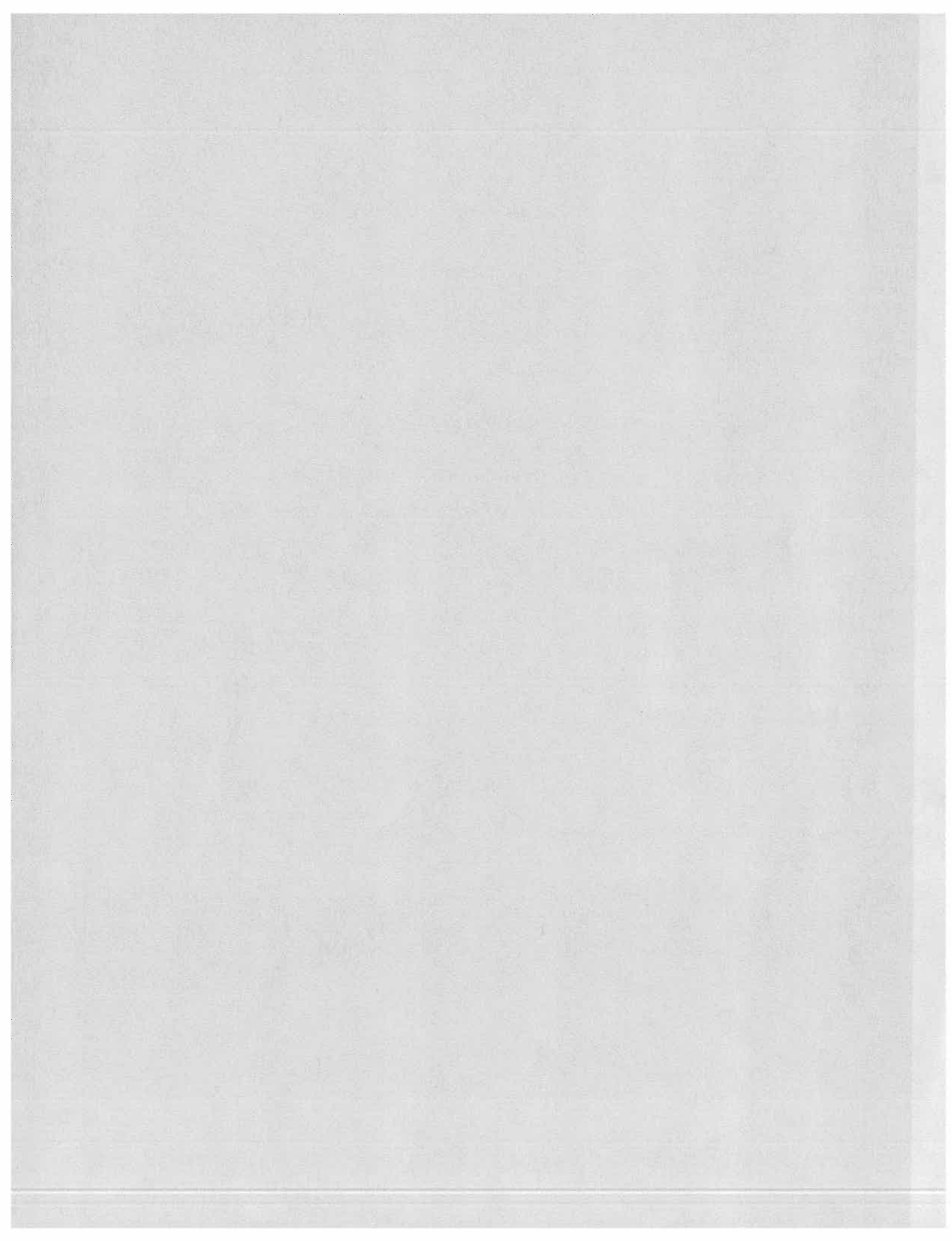
\$718.96 – Budgeted Item

Recommended Action:

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the agreement with Trane Building Services.

Legal Review: YES NOT APPLICABLE

Reference for Agenda: YES NO

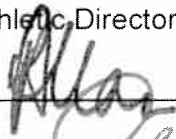


**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM**

BOARD CONSENT X BOARD ACTION BOARD INFORMATION (no action required)

TOPIC: CONTRACT- VERN'S MOBILE GLASS, INC.

SUBMITTED BY: Jaye Tashima, Director, Athletic Director

RECOMMENDED BY: Peter W. Allan 

APPROVED BY: Christopher C. O'Hearn 

Description/Background:

The District desires to approve a contract between Victor Valley Community College District and Vern's Mobile Glass to replace the panels in the soccer shelter due to storm damage. The work will begin after August 9, 2011.

Need:

For use by Soccer athletic program

Fiscal Impact:

Budgeted. Not to exceed \$4,259.00

Recommended Action:

It is recommended by the Superintendent/President that the Board of Trustees approve a contract between Victor Valley Community College District and Vern's Mobile Glass, Inc. to replace the broken panels in the soccer shelter due to storm damage. The work will begin after August 9, 2011.

Legal Review: YES NOT APPLICABLE X

Reference for Agenda: YES NO X

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT BOARD ACTION BOARD INFORMATION (no action required)

TOPIC: RENEWAL AGREEMENT – SOLARWINDS, CORP.

SUBMITTED BY: Frank Smith, Technology & Information Resources

RECOMMENDED BY: Frank Smith



APPROVED BY: Christopher O'Hearn



Description/Background:

The District wishes to renew three agreements with Solarwinds Corp. and merge the three renewals into one suite which will allow VVC to make one annual payment.

A copy of the original agreement is available for review in the Superintendent/President's office.

Need:

The Solarwinds software suite allows the IT Staff at VVC to monitor the many servers and other devices for errors and outages. This product also alerts the Network Managers when there is a problem or an outage.

Fiscal Impact: \$3,926.00 – Budgeted Item

Recommended Action:

This item has been approved by the Superintendent/President it is recommended that the Board of Trustee ratify the agreement with Solarwinds, Corp. in the amount of \$3,926.00.

Legal Review: YES NOT APPLICABLE

Reference for Agenda: YES NO


**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM**

BOARD CONSENT **BOARD ACTION** **BOARD INFORMATION (no action required)**

TOPIC: RENEWAL AGREEMENT – DATALINK NETWORKS (FORTIGATE)

SUBMITTED BY: Frank Smith, Technology & Information Resources

RECOMMENDED BY: Frank Smith 

APPROVED BY: Christopher O'Hearn 

Description/Background:

The District wishes to renew its Fortinet FortiGate agreement with Datalink Networks to continue providing firewall protection from web based threats, allowing students and faculty to use advanced web services and applications.

Need:

This agreement is necessary to provide firewall protection from web based threats and attacks 24 hours a day. Also provides network security and information integrity for the campus network, students, faculty, and staff, while providing enhanced services.

Fiscal Impact: \$11,940.84 – Budgeted Item, support period: September 1, 2011– August 31, 2012.

Recommended Action:

This item has been approved by the Superintendent/President it is recommended that the Board of Trustees ratify the agreement with Datalink Networks in the amount of \$11,940.84

Legal Review: YES NOT APPLICABLE

Reference for Agenda: YES NO

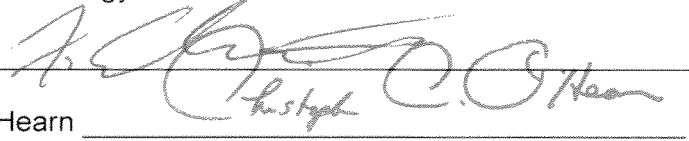
**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM**

BOARD CONSENT **BOARD ACTION** **BOARD INFORMATION (no action required)**

TOPIC: AGREEMENT – CAMPUS GUARD (PCI)

SUBMITTED BY: Frank Smith, Technology & Information Resources

RECOMMENDED BY: Frank Smith



APPROVED BY: Christopher O'Hearn

Description/Background:

The District wishes to enter into an agreement with Campus Guard to evaluate the campus Payment Card Industry (PCI) compliance within the campus network.

A copy of the original agreement is available for review in the Superintendent/President's office.

Need:

Payment Card Industry (PCI) compliance is required in order to process credit card transactions on a campus owned network. These requirements are defined by the Payment Card Industry (PCI) security standards council and require quarterly semiannual or annual reviews based on the initial audit and the level of compliance required by the campus.

Federal regulations require safekeeping of personal information in an open data network. This contract provides an analysis of VVC's data exposure and recommends appropriate solutions.

Fiscal Impact: \$9,400 – Budgeted Item

\$4,700 - will be paid by Bookstore

\$4,700 - will be paid by IT

Recommended Action:

This item has been approved by the Superintendent/President it is recommended that the Board of Trustees ratify the agreement with Campus Guard in the total amount of \$9,400.

Legal Review: YES NOT APPLICABLE

Reference for Agenda: YES NO

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT BOARD ACTION BOARD INFORMATION (no action required)

TOPIC: AGREEMENT – YUCCA CRANE

SUBMITTED BY: Steve Garcia, Facilities Construction

RECOMMENDED BY: G.H. Javaheripour  

APPROVED BY: Christopher O'Hearn _____

Description/Background:

The District wishes to enter into an agreement with Yucca Crane to load and move a donated railcar from the rail site to the Public Safety Training Center. This railcar was donated to the Victor Valley College Foundation from Burlington Northern Santa Fe Railway Company, and will be used as a training prop at the new facility.

A copy of the original agreement is available for review in the Superintendent/President's office.

Need:

The railcar needs to be relocated to the site for training purposes.

Fiscal Impact:

\$6,000.00 – Local Bond Funded

Recommended Action:

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the agreement with Yucca Crane in the amount of \$6,000.00.

Legal Review: YES NOT APPLICABLE


Reference for Agenda: YES NO


VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT BOARD ACTION BOARD INFORMATION (no action required)

TOPIC: SUBSCRIPTION AGREEMENT – LEXIPOL, LLC.

SUBMITTED BY: Leonard Knight

RECOMMENDED BY: Fusako Yokotobi 

APPROVED BY: Christopher O'Hearn 

Description/Background:

The district wishes to enter into a subscription agreement with Lexipol, LLC to provide customized police manual updates and development that meet regulatory law enforcement policy requirements.

A copy of the original agreement is available for review in the Superintendent/President's office.

Need: This subscription agreement is needed to maintain policies in the Police Department which meet the regulatory requirements.

Fiscal Impact: \$2,450.00, budgeted item.

Recommended Action: It is recommended that the Board ratify the agreement with Lexipol, LLC in the amount of \$2,450.00 for the period of 7/1/11 through 6/30/12.

Legal Review: YES NOT APPLICABLE


Reference for Agenda: YES NO


**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM**

BOARD CONSENT **BOARD ACTION** **BOARD INFORMATION (no action required)**

TOPIC: CHILD DEVELOPMENT PROGRAM LAB CLASSROOM CONTRACT CSPP-1439

SUBMITTED BY: Kelley Johnson, Director, Child Development Center Director

RECOMMENDED BY: Peter W. Allan 

APPROVED BY: Christopher C. O'Hearn 

Description/Background:

The District desires to approve the Child Development Program Lab Classroom Contract CSPP-1439 for FY 2011-2012 and adopt the resolution certifying the approval of the Governing Board to enter in this transaction with the California Department of Education for the purpose of providing child care and development services and to authorize designated personnel to sign contract documents.

Need:

This contract award provides revenue for staffing of the Child Development Program Lab Classroom.

Fiscal Impact:

\$153,023 to the District for FY 2011-2012

Recommended Action:

It is recommended by the Superintendent/President that Board of Trustees approve the Child Development Program Lab Classroom Contract CSPP-1439 for FY 2011-2012 and adopt the resolution certifying the approval of the Governing Board to enter in this transaction with the California Department of Education for the purpose of providing child care and development services and to authorize designated personnel to sign contract documents.

Legal Review: YES NOT APPLICABLE


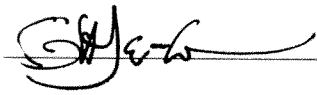
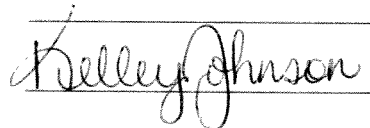
Reference for Agenda: YES NO

RESOLUTION

This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Education for the purpose of providing child care and development services and to authorize the designated personnel to sign contract documents for Fiscal Year 2011/12.

RESOLUTION

BE IT RESOLVED that the Governing Board of **Victor Valley Community College District** authorizes entering into local agreement number **CSPP - 1439** and that the persons who are listed below, are authorized to sign the transaction for the Governing Board.

<u>NAME</u>	<u>TITLE</u>	<u>SIGNATURE</u>
Christopher O'Hearn	Superintendent/President	
GH Javaheripour	VP of Administrative Services	
Vacant position	Director of Fiscal Services	
Kelley Johnson.	Director of Child Development Center	

PASSED AND ADOPTED THIS **9th** day of **August**, 2011, by the Governing Board of **Victor Valley Community College District** of **San Bernardino** County, California.

I, **Lorrie Denson**, Clerk of the Governing Board of **Victor Valley Community College District**, of **San Bernardino**, County, California, certify that the foregoing is a full, true, and correct copy of a resolution adopted by the said Board at a **regular** meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

(Clerk's signature)

(Date)



CALIFORNIA DEPARTMENT OF EDUCATION

1430 N Street

Sacramento, CA 95814-5901

F.Y. 11 - 12

DATE: July 01, 2011

CONTRACT NUMBER: CSPP-1439

PROGRAM TYPE: CALIFORNIA STATE
PRESCHOOL PROGRAM

PROJECT NUMBER: 36-6792-00-1

LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

CONTRACTOR'S NAME: VICTOR VALLEY COMMUNITY COLLEGE DISTRICT

By signing this contract and returning it to the State, you are agreeing to provide services in accordance with the FUNDING TERMS AND CONDITIONS (FT&C - available online at <http://www.cde.ca.gov/fg/aa/cd/>) and the CURRENT APPLICATION which by this reference are incorporated into this contract. The FT&C and Requirements specify the contractual responsibilities of the State and the contractor. The contractor's signature also certifies compliance with "General Terms and Conditions," (GTC 610/Exhibit A) which by this reference is incorporated herein.

Funding of this contract is contingent upon appropriation and availability of sufficient funds. This contract may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this contract.

The period of performance for this contract is July 01, 2011 through June 30, 2012. For satisfactory performance of the required services, the contractor shall be reimbursed in accordance with the Determination of Reimbursable Amount Section of the FT&C, at a rate not to exceed \$34.38 per child per day of full-time enrollment and a Maximum Reimbursable Amount (MRA) of \$153,023.00.

SERVICE REQUIREMENTS

Minimum Child Days of Enrollment (CDE) Requirement 4,451.0

Minimum Days of Operation (MDO) Requirement 180

Any provision of this contract found to be in violation of Federal and State statute or regulation shall be invalid, but such a finding shall not affect the remaining provisions of this contract.

Exhibit A, General Terms and Conditions attached.

STATE OF CALIFORNIA		CONTRACTOR					
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)					
PRINTED NAME OF PERSON SIGNING Margie Burke, Manager		PRINTED NAME AND TITLE OF PERSON SIGNING					
TITLE Contracts, Purchasing & Conference Services		ADDRESS					
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 153,023	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE General		Department of General Services use only			
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 0	(OPTIONAL USE) 0656 23038-6792	ITEM 30.10.010. 6110-196-0001	CHAPTER B/A			STATUTE 2011	FISCAL YEAR 2011-2012
TOTAL AMOUNT ENCUMBERED TO DATE \$ 153,023	OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-6105 Rev-8590						
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above		T B A NO	B R NO				
SIGNATURE OF ACCOUNTING OFFICER		DATE					

EXHIBIT A

GENERAL TERMS AND CONDITIONS

1. APPROVAL: This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. Contractor may not commence performance until such approval has been obtained.
2. AMENDMENT: No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or Agreement not incorporated in the Agreement is binding on any of the parties.
3. ASSIGNMENT: This Agreement is not assignable by the Contractor, either in whole or in part, without the consent of the State in the form of a formal written amendment.
4. AUDIT: Contractor agrees that the awarding department, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Contractor agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated. Contractor agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Contractor agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Agreement. (Gov. Code §8546.7, Pub. Contract Code §10115 et seq., CCR Title 2, Section 1896).
5. INDEMNIFICATION: Contractor agrees to indemnify, defend and save harmless the State, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by Contractor in the performance of this Agreement.
6. DISPUTES: Contractor shall continue with the responsibilities under this Agreement during any dispute.
7. TERMINATION FOR CAUSE: The State may terminate this Agreement and be relieved of any payments should the Contractor fail to perform the requirements of this Agreement at the time and in the manner herein provided. In the event of such termination the State may proceed with the work in any manner deemed proper by the State. All costs to the State shall be deducted from any sum due the Contractor under this Agreement and the balance, if any, shall be paid to the Contractor upon demand.

15. ANTITRUST CLAIMS: The Contractor by signing this agreement hereby certifies that if these services or goods are obtained by means of a competitive bid, the Contractor shall comply with the requirements of the Government Codes Sections set out below.

a. The Government Code Chapter on Antitrust claims contains the following definitions:

1) "Public purchase" means a purchase by means of competitive bids of goods, services, or materials by the State or any of its political subdivisions or public agencies on whose behalf the Attorney General may bring an action pursuant to subdivision (c) of Section 16750 of the Business and Professions Code.

2) "Public purchasing body" means the State or the subdivision or agency making a public purchase. Government Code Section 4550.

b. In submitting a bid to a public purchasing body, the bidder offers and agrees that if the bid is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, materials, or services by the bidder for sale to the purchasing body pursuant to the bid. Such assignment shall be made and become effective at the time the purchasing body tenders final payment to the bidder. Government Code Section 4552.

c. If an awarding body or public purchasing body receives, either through judgment or settlement, a monetary recovery for a cause of action assigned under this chapter, the assignor shall be entitled to receive reimbursement for actual legal costs incurred and may, upon demand, recover from the public body any portion of the recovery, including treble damages, attributable to overcharges that were paid by the assignor but were not paid by the public body as part of the bid price, less the expenses incurred in obtaining that portion of the recovery. Government Code Section 4553.

d. Upon demand in writing by the assignor, the assignee shall, within one year from such demand, reassign the cause of action assigned under this part if the assignor has been or may have been injured by the violation of law for which the cause of action arose and (a) the assignee has not been injured thereby, or (b) the assignee declines to file a court action for the cause of action. See Government Code Section 4554.

16. CHILD SUPPORT COMPLIANCE ACT: For any Agreement in excess of \$100,000, the contractor acknowledges in accordance with Public Contract Code 7110, that:

a. The contractor recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code; and

b. The contractor, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.

CCC-307

CERTIFICATION

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

<i>Contractor/Bidder Firm Name (Printed)</i>		<i>Federal ID Number</i>
<i>By (Authorized Signature)</i>		
<i>Printed Name and Title of Person Signing</i>		
<i>Date Executed</i>	<i>Executed in the County of</i>	

CONTRACTOR CERTIFICATION CLAUSES

1. STATEMENT OF COMPLIANCE: Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 8103) (Not applicable to public entities.)

2. DRUG-FREE WORKPLACE REQUIREMENTS: Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the

or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

7. DOMESTIC PARTNERS: For contracts over \$100,000 executed or amended after January 1, 2007, the contractor certifies that contractor is in compliance with Public Contract Code section 10295.3.

DOING BUSINESS WITH THE STATE OF CALIFORNIA

The following laws apply to persons or entities doing business with the State of California.

1. CONFLICT OF INTEREST: Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

- 1). No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.
- 2). No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

- 1). For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.
- 2). For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contract Code §10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

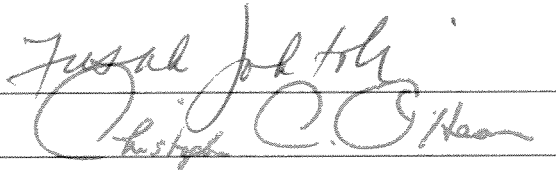
BOARD CONSENT BOARD ACTION BOARD INFORMATION (no action required)

TOPIC: LAYOFF RESOLUTION – CLASSIFIED

SUBMITTED BY: Fusako Yokotobi

RECOMMENDED BY: Fusako Yokotobi

APPROVED BY: Christopher O'Hearn



Description/Background:

Consider adoption of the resolution to layoff for lack of funds and authorize and direct the Vice President, Human Resources, to give notice of layoff to employees in the following classifications:

CLASSIFICATION (Number of Positions)	FTE	DEPARTMENT
Child Development Center Associate Teacher (1)	1.0	CDC
Clerical Technician I (1)	1.0	CDC

The order of layoff shall be in reverse order of seniority within a class, to be determined by the length of service within the class.

Need: Approval of this item is needed to begin the layoff process due to lack of funds.

Fiscal Impact: None, grant funded program

Recommended Action: It is recommended the Board of Trustees adopt the resolution to layoff for lack of funds and authorize and direct the Vice President, Human Resources, to give notice of layoff to employees in the classifications listed.

Legal Review: YES NOT APPLICABLE

Reference for Agenda: YES NO

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT
RESOLUTION OF INTENTION TO LAYOFF AND A BONA FIDE REDUCTION IN
SERVICE FOR LACK OF CATEGORICAL FUNDS

WHEREAS the Child Development Center Program, funded by the California State Preschool Grant, has been impacted due to lack of funds. As a result, certain classified positions will be eliminated due to lack of funds

WHEREAS the Board of Trustees finds that due to the reduction of services of the Child Development Center Program because of lack of funds, it is necessary to lay off classified staff.

WHEREAS there are two (2) classified employees, categorically funded, currently serving in the following classification, for whom there will be no funds to pay their salaries, effective September 30, 2011:

<u>CLASSIFICATION (Number of Positions)</u>	<u>FTE</u>	<u>DEPARTMENT</u>
Child Development Center Associate Teacher (1)	1.0	Child Development Center
Clerical Technician I (1)	1.0	Child Development Center

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Victor Valley Community College District that classified staff will be laid off under Education Code section 88017 as follows:

Effective September 30, 2011, classified employees currently serving in the aforementioned classifications shall be laid off for lack of funds. Effective October 1, 2011, the aforementioned classifications, currently assigned to the above described departments, shall be eliminated for lack of funds.

BE IT FURTHER RESOLVED THAT:

The Vice President, Human Resources, is directed to provide proper notice as required by the law to the proper number of classified employees serving in those classifications described herein that they will be laid off for lack of funds, effective at the close of the business day, September 30, 2011. The affected employees shall be given notice of layoff not less than forty-five (45) days prior to the effective date of layoff. They shall be informed of their reemployment rights, if any, per applicable Education Code sections. As to employees who exercise displacement rights, notice shall be given to the proper number of employees subject to displacement that they will be laid off for lack of work effective the same day:

<u>CLASSIFICATION (Number of Positions)</u>	<u>FTE</u>	<u>DEPARTMENT</u>
Office Assistant (1)	1.0	Campus Police

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT
RESOLUTION OF INTENTION TO LAYOFF AND A BONA FIDE REDUCTION IN
SERVICE FOR LACK OF CATEGORICAL FUNDS

This Resolution was PASSED AND ADOPTED at a regular meeting of the Board of Trustees of the Victor Valley Community College District held on August 9, 2011.

	Yes	No	Abstain
JOE RANGE:	_____	_____	_____
	_____ Signature		
DENNIS HENDERSON:	_____	_____	_____
	_____ Signature		
LORRIE DENSON:	_____	_____	_____
	_____ Signature		
MICHAEL KRAUSE:	_____	_____	_____
	_____ Signature		
JOSEPH W. BRADY:	_____	_____	_____
	_____ Signature		

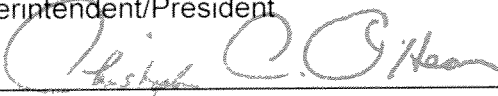
**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM**

BOARD CONSENT ___ **BOARD ACTION** ___ **BOARD INFORMATION (no action required)** X

TOPIC: First Reading – Revised – Board Policy #2715 Code of Ethics/Standards of Practice

SUBMITTED BY: Dennis Henderson, President, Board of Trustees

RECOMMENDED BY: Christopher O'Hearn, Superintendent/President

APPROVED BY: Christopher O'Hearn 

Description/Background:

Policy templates were developed by CCLC in conjunction with Liebert, Cassidy, Whitmore. These policies are those required by federal and state laws and regulations, accreditation, for protection against litigation, or advised for the effective operation of the district. If the change is an alteration to an existing policy deleted words are indentified by strikeout and new words are italicized.

Need:

The policy and procedure service provides references to appropriate laws and regulations for the policies and automatically updates policies as the regulations change.

Fiscal Impact: None

Recommended Action:

This is an information item only.

Legal Review: YES X NOT APPLICABLE ___

Reference for Agenda: YES X NO ___

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

Chapter 2

Code of Ethics/Standards of Practice

2715

1.0 The board maintains high standards of ethical conduct for its members. Members of the board are responsible to:

- authorize the superintendent/president to act as the board executive officer and shall confine board action to policy determination, planning, overall approval and evaluation, maintenance of the fiscal stability of the district, hiring of competent personnel, and other duties and responsibilities as prescribed by law.
- protect the interests of students in every decision and shall assure the opportunity for quality education for every student.
- recognize and actively communicate that authority rests only with the whole board assembled in a legally-constituted meeting and make no personal promises nor take any action which would give the appearance of a conflict of interest.
- use appropriate channels of communication.
- respect the letter and intent of the Ralph M. Brown Act, taking official actions in public sessions.
- recognize that the primary duty of every trustee is to represent the general interest of the college district.
- prevent conflicts of interest and the perception of conflicts of interest.
- join with other members of the board, staff, community, and students in becoming fully informed about the nature, value, and direction of contemporary education in our society.
- devote time, thought, and study to the duties and responsibilities of a community college board member that they may render effective and credible service.
- be scrupulous about any expenses for which they are reimbursed by the district.
- maintain the confidentiality of privileged and executive session information.
- maintain an atmosphere in which controversial issues can be debated openly and fairly, protecting the dignity of individuals.

2.0 *All Board members are expected to maintain the highest standards of conduct and ethical behavior and to adhere to the Board's Code of Ethics. The Board will be prepared to investigate the factual basis behind any charge of complaint of trustee misconduct. A Board member may be subject to a resolution of censure by the Board should it be determined that trustee misconduct has occurred. Censure is an official expression of disapproval passed by the Board.*

Policy adopted 9/11/01

Policy revised 11/11/03

Board reviewed/approved 8/11/09

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

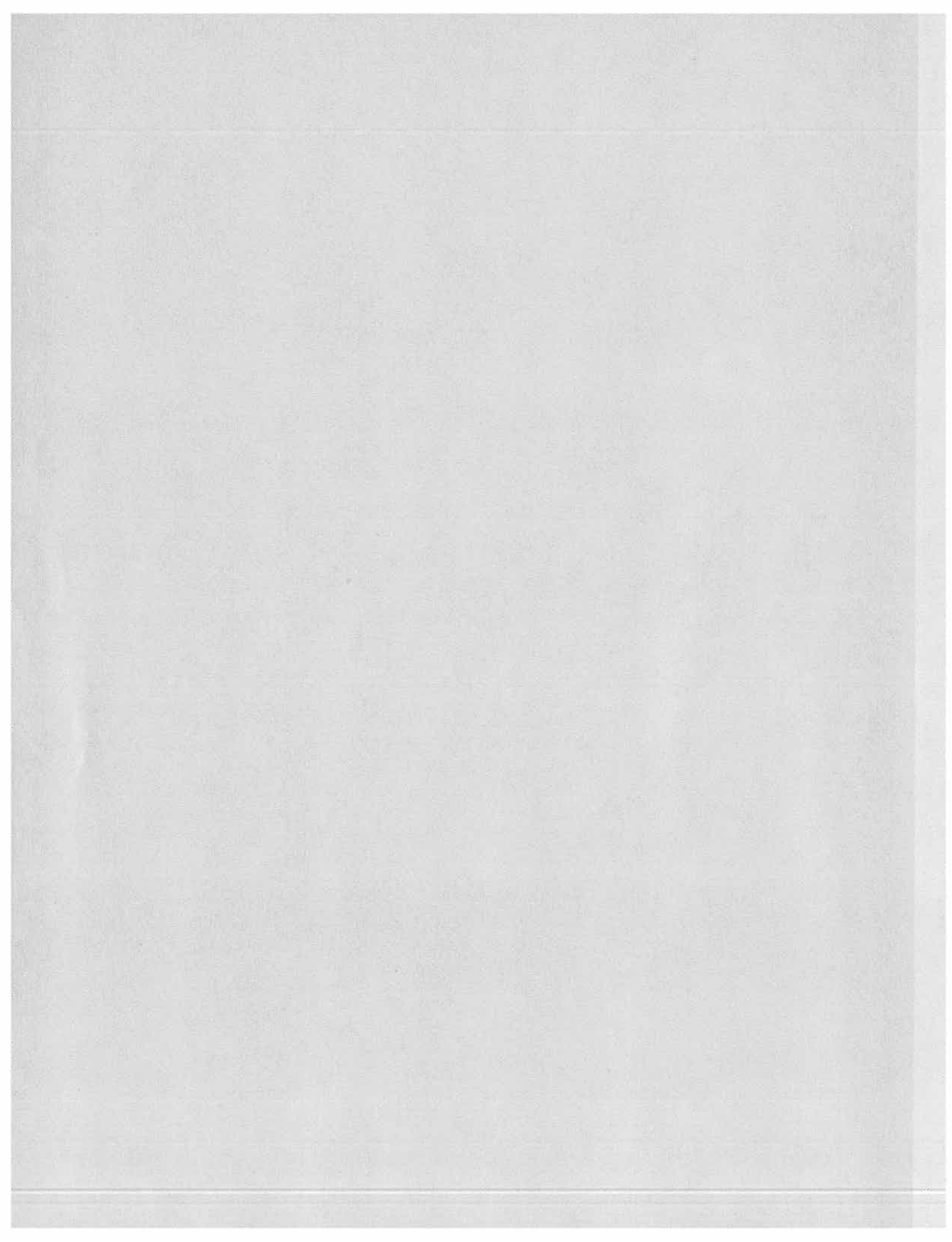
Chapter 2

Code of Ethics/Standards of Practice

2715

- 3.0 *A complaint of trustee misconduct will be referred to an ad hoc committee composed of two trustees not subject to the complaint. In a manner deemed appropriate by the committee, a fact-finding process shall be initiated and completed within a reasonable period of time to determine the validity of the complaint. The committee shall be guided in its inquiry by the standards set forth in the Board's Code of Ethics as defined in policy. The trustee subject to the charge of misconduct shall not be precluded from presenting information to the committee. The committee shall, within a reasonable period of time, make a report of its findings to the Board for action.*

Reference: Accreditation Standard IV: B.1.a, e., & h



VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM

BOARD CONSENT ___ BOARD ACTION ___ BOARD INFORMATION (no action required) X

TOPIC: EMERITUS STATUS

SUBMITTED BY: Fusako Yokotobi

RECOMMENDED BY: Fusako Yokotobi Fusako Yokotobi

APPROVED BY: Christopher O'Hearn Christopher O'Hearn

Description/Background:

Emeritus status has been requested and approved for the following academic retiree. The appropriate departments have been notified to take the necessary actions to provide the emeritus status benefits.

Mary Susan Tillman

Need:

Fiscal Impact:

None

Recommended Action:

Emeritus status is presented as an informational item; no board action is necessary

Legal Review: YES ___ NOT APPLICABLE X

Reference for Agenda: YES ___ NO X