



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

Date: March 13, 2012

Place: **Open Session:** 6 p.m. Board Room, Victor Valley Community College, 18422 Bear Valley Road, Victorville, CA 92395

**Welcome** to a meeting of the Victor Valley Community College Board of Trustees. If you wish to address the Board for any reason, please complete one of the cards on the table and give it to the Board Secretary **before** the meeting is called to order. Those requesting to speak on an agenda item will be called upon at the time the item is under consideration. Anyone wishing to speak to items not on the agenda will be called upon under the "Public Comments Not Related to Agenda Items" section. *Comments are limited to no more than three minutes per person.*

## REGULAR MEETING AGENDA

Board Room

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

## AGENDA

1. CALL TO ORDER 6 p.m.  
ROLL CALL  
PLEDGE OF ALLEGIANCE
2. ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA
3. 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 February 14, 2012 regular Board meeting.
- 5.2 Independent Contractor Agreement – John D. Perone  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and John D. Perone to provide arbitration services on October 18, 2011. Fiscal Impact: \$3,811.50 budgeted item.
- 5.3 Out-of-State Student Travel – Model UN  
Approval to allow students from the Model United Nations program to travel to New York City, New York to attend the National Model United Nations Conference from April 1, 2012 through April 8, 2012. Students participating in the conference are registered at Victor Valley Community College and will be accompanied by Dino Bozonelos. Fiscal Impact: \$360.00, remaining expense to be covered by Victor Valley College Foundation
- 5.4 Contract Education - Archangel  
Ratification of the agreement between Victor Valley Community College District and Archangel to provide retirement planning and personal finance planning classes. The period of this agreement is from March, 3, 2012 through March 13, 2012. Fiscal Impact: \$1,200.00 **Income to the District.**
- 5.5 Agreement – Quick Caption  
Ratification of the agreement between Victor Valley Community College District and Quick Caption to provide real-time captioning for students who participate in Disabled Students Programs and Services (DSPS). The period of this agreement is February 22, 2012 through June 30, 2012. Fiscal Impact: Not to exceed \$5,600.00, budgeted item
- 5.6 Agreement – Koerick Sterling Inn, G.P., Victorville, LLC  
Approval of the agreement between Victor Valley Community College District and Koerick Sterling Inn, G.P., Victorville, LLC to provide clinical training facilities for students registered in the Health Sciences programs. The period of this agreement is from April 1, 2012 with no expiration date. Fiscal Impact: None.
- 5.7 Board of Trustees Payments Report  
Approval of the Board of Trustees Payments Report. Fiscal Impact: None
- 5.8 Contract – Robert Half International, Inc.  
Ratification of the contract between Victor Valley Community College District and Robert Half International, Inc. to provide staffing services for the position of Interim Director of Fiscal Services. Fiscal Impact: Not to exceed \$30,000.00, budgeted item.
- 5.9 Agreement – A.N.D. Technologies, Inc.  
Ratification of the agreement between Victor Valley Community College District and A.N.D. Technologies, Inc. to purchase equipment, software and installation for printers that will be used by students in the Technology Center. (Item #1-5, on the Technology Project list.) Fiscal Impact: \$9,975.00, budgeted item.

- 5.10 Agreement – Industrial Technical Services  
Ratification of the agreement between Victor Valley Community College District and Industrial Technical Services to perform preventive maintenance for (30) various horsepower Variable Frequency Drives. Fiscal Impact: \$5,650.00, Fund 71.
- 5.11 Agreement – Industrial Technical Services  
Ratification of the agreement between Victor Valley Community College District and Industrial Technical Services to provide return air installation and start up in the Library and Student Activity Center. Fiscal Impact: \$2,385.00, Fund 71.
- 5.12 Agreement – Simplex Grinnel  
Ratification of the agreement between Victor Valley Community College District and Simplex Grinnel to test and inspect fire alarms on campus. Fiscal Impact: \$16,290.00, Fund 71.
- 5.13 Agreement – Trane Building Services  
Ratification of the agreement between Victor Valley Community College District and Trane Building Services to repair the centrifugal chiller #1 at the Central Plant. Fiscal Impact: \$2,283.07, Fund 71.
- 5.14 Agreement – Bakersfield Well & Pump Co.  
Ratification of the agreement between Victor Valley Community College District and Bakersfield Well & Pump Co. to complete repairs to the water well located near the Humanities Building. Fiscal Impact: \$16,730.00, Fund 71.
- 5.15 Agreement – LDP Associates, Inc.  
Ratification of the agreement between Victor Valley Community College District and LDP Associates, Inc. to provide onsite service, preventive maintenance, and remote monitoring for uninterrupted power supply system and batteries for MIS service.. Fiscal Impact: \$2,485.00, Fund 71.
- 5.16 Furniture, Fixtures & Equipment (FF&E) Purchase – Midway Appliances  
Ratification of the FF&E purchase with Midway Appliance for an ice machine for the Regional Public Safety Training Center. Fiscal Impact: \$4,874.43, local bond funded.
- 5.17 Agreement – Gale/Jordan Associates, Inc.  
Ratification of the agreement between Victor Valley Community College District and Gale/Jordan Associates, Inc. to provide consulting and testing services to identify asbestos containing materials located in the Music Building and the associated outbuilding. Fiscal Impact: Not to exceed \$1,200.00, local bond funded.
- 5.18 Agreement – Hi-Desert Alarm  
Ratification of the agreement between Victor Valley Community College District and Hi-Desert Alarm to provide monitoring services for the fire alarm system for the Regional Public Safety Training Center. Fiscal Impact: \$35.00/monthly, budgeted item.
- 5.19 Agreement - Ferrellgas  
Ratification of the agreement between Victor Valley Community College District and Ferrellgas to provide three (3) 1000 gallon horizontal bulk propane tanks at the Regional Public Safety Training Center at no cost to the District. Ferrellgas will provide propane to the Center at fixed margin of \$.40 per gallon with a current price of \$2.25 per gal for the next three years. Fiscal Impact: Varies from month to month depending on use, budgeted item.
- 5.20 Notice of Completion – Cell Tower  
Ratification of the Notice of Completion for the construction of (1) 82 foot Cellular Monopine and site work with New Cingular Wireless PCS, LLC. This project was originally board approved on September 14, 2010. Fiscal Impact: None

- 5.21 Notice of Completion – Cooley Construction, Inc.  
Ratification of the Notice of Completion for Cooley Construction, Inc. for the main campus roadway and parking lot replacement project. This project was originally board approved on June 29, 2011. Fiscal Impact: None
- 5.22 Notice of Completion – Cooley Construction, Inc.  
Ratification of the Notice of Completion for Cooley Construction, Inc. for the softball field relocation project. This project was originally board approved on September 13, 2011. Fiscal Impact: None.

## **ACTION AGENDA**

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

- 6.1 Separate approval of items pulled from consent agenda YES \_\_\_ NO \_\_\_

### **8. INSTRUCTION**

- 8.1 Contract Education – Federal Prison YES \_\_\_ NO \_\_\_  
Approval of the federal solar contract to provide solar panel installation instruction services for the inmate population located at the Federal Correctional Complex located in Victorville. The period of the agreement is for five years. Fiscal Impact: \$330,114.00 **Income to the District.**

- 8.2 Revised - Child Development Laboratory Classroom Parent Handbook YES \_\_\_ NO \_\_\_  
Approval of the revised Child Development Laboratory Classroom Parent Handbook for the 2012-2013 school year. Fiscal Impact: None

### **10. ADMINISTRATIVE SERVICES**

- 10.1 Appointment – Citizens' Bond Oversight Committee YES \_\_\_ NO \_\_\_  
Approval to appoint for a second (two year) term, Diane L. Uli, representing as an At-Large Community Member and an initial (two year) term to Edward Rodarte also representing as an At-Large Community Member to serve on the Citizens' Bond Oversight Committee for the period of April 1, 2012 through March 31, 2014. Fiscal Impact: None

- 10.2 Amendment – Facilities Master Plan YES \_\_\_ NO \_\_\_  
Approval to amend the Facilities Master Plan to include the college's mission statement into the 2007 Facilities Master Plan. Fiscal Impact: None

- 10.3 Revised Lease Agreement – Xerox Corporation/Image Source YES \_\_\_ NO \_\_\_  
Approval of the revised lease agreement with Xerox Corporation/Image Source which permits the trade-in of forty-seven (47) older model copier machines for new, upgraded models, at a reduced cost to the college. This pricing is a part of Western States Contract Alliance (W.S.C.A. #7-09-36-06). The new contract saves the District \$117,420.00 per year in lease and maintenance costs plus 273 new laser desktop printer devices at no cost. Fiscal Impact: \$193,668.00 annually in equipment and lease fees, plus per copy charges not to exceed \$.0099 a copy per submitted fee schedule.

### **11. HUMAN RESOURCES**

- 11.1 Classified Request for Leave of Absence – Babette Dershem YES \_\_\_ NO \_\_\_  
Approval of an extension of unpaid leave of absence for Babette Dershem, IMS Coordinator, effective March 14, 2012 through September 14, 2012. Fiscal Impact: None

**12. INFORMATION/DISCUSSION**

12.1 Monthly Financial Reports

Submitted as an information item.

12.2 ACCJC Follow-Up Report

Submitted as an information item.

12.3 First Read – Revised Board Policy #2365 - Recording

Submitted as an information 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. BOARD REPORTS**

*At this time, the Board of Trustees will report on matters related to attendance at conferences, professional affiliations, and community involvement directly related to their functions as Board members.*

**16. 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.

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