



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

Date: October 11, 2011

Place: **Open Session:** 6 p.m. Board Room, Victor Valley Community College, 18422 Bear Valley Road, Victorville, CA 92395
Closed Session: 5:30 p.m. West Wing Conference Room, 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. 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.*

AGENDA ~ Board Room

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

1. **CALL TO ORDER** 5:30 p.m.
ROLL CALL
PLEDGE OF ALLEGIANCE
- 1.1 **ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA**
- 1.2 **ANNOUNCEMENT OF ITEMS TO BE CONSIDERED IN CLOSED SESSION**

CLOSED SESSION – West Wing Conference Room

2. **Closed Session** 5:30-6 p.m.

PUBLIC EMPLOYEE PERFORMANCE EVALUATION – Government Code Section 5954.5
Superintendent/President

This is the opportunity for the public to address the Board on any of these Closed Session items. Public comments are limited to three minutes per individual and a total of 15 minutes per topic. Speakers will be timed electronically, and all speakers will be required to address the Board from the lectern. Only those who have been recognized by the Board President will be permitted to speak. (Board Policy #2350)

REGULAR MEETING AGENDA ~ Board Room

3. **OPEN SESSION REGULAR MEETING** 6 p.m.
 - 3.1 Closed Session Report
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 September 13, 2011 regular Board meeting
- 5.2 Board of Trustees Payments Report
Approval of the Board of Trustees Payments Report. Fiscal Impact: None.
- 5.3 Out of State Travel – Student Travel
Approval to allow the Associated Student Body representative to travel to Nashville, TN to attend the National Student Advocacy and Leadership Conference from November 10, 2011, through November 14, 2011. Students participating in the field trip are enrolled at Victor Valley Community College and will be accompanied by Robert Sewell and Deanna Murphy. Fiscal Impact: None to the District. Associated Student Body funds not to exceed \$20,000.00
- 5.4 Out of State Student Travel – Social Sciences
Approval to allow student from the Social Sciences Department to travel to Washington, DC to participate in the 2011 National Model United Nations conference from October 19, 2011, through October 22, 2011. Students participating in the field trip are enrolled at Victor Valley Community College and will be accompanied by Assistant Professor Dino Bozonelos. Fiscal Impact: Budgeted, Not to exceed \$250.00; Foundation donation, \$2500.00. Remainder of fees from donations.
- 5.5 Agreement – John Stroh, M.D.
Ratification of the agreement between Victor Valley Community College District and John Stroh, M.D. to serve as the Medical Director for the District's Paramedic Program. The period of this agreement is from July 1, 2011 through June 30, 2012. Fiscal Impact: \$5,000.00 annually, budgeted item.
- 5.6 Memorandum of Understanding – Patton State Hospital
Ratification of the agreement between Victor Valley Community College District and Patton State Hospital to provide practice and/or research opportunities for students preparing to become an RN. Fiscal Impact: None
- 5.7 Independent Contractor Agreement – Simon Silva
Approval of the Independent Contractor Agreement between Victor Valley Community College District and Simon Silva to provide student and/or parent workshops to GEAR UP Program schools; includes materials and supplies. The period of this agreement is from October 12, 2011 through June 30, 2012. Fiscal Impact: \$15,000.00, Grant funded, budgeted item.
- 5.8 Independent Contractor Agreement – H & L Charter, Inc.
Approval of an Independent Contractor Agreement between Victor Valley Community College District and H & L Charter, Inc. to provide transportation services to GEAR UP students and parents from partner schools to educational and academic activities. The period of this agreement is from October 12, 2011 through June 30, 2012. Fiscal Impact: Not to exceed \$20,000.00, Grant funded, budgeted item.
- 5.9 Independent Contractor Agreement – Maria Elena Huizar
Approval of an Independent Contractor Agreement between Victor Valley Community College District and Maria Elena Huizar to provide parenting workshops and Saturday Academy sessions to GEAR UP Program schools. The service period for this agreement is from December 17, 2011 through June 30, 2012. Fiscal Impact: Not to exceed \$12,000.00, Grant funded, budgeted item.

- 5.10 Independent Contractor Agreements – Deanna Hays, Jean Huff, Adele Turner-McClain
Approval of the Independent Contractor Agreements between Victor Valley Community College District and Deanna Hays, Jean Huff, and Adele Turner-McClain to provide K16 Bridge Program coordination services at designated school sites. The service period for these agreements is from October 12, 2011 through June 15, 2012. Fiscal Impact: Not to exceed \$3,000.00, Grant funded, budgeted item.
- 5.11 Contract – Motion Picture Vehicle Services
Approval of a contract between Victor Valley Community College District and Motion Picture Vehicle Services for the purchase of a 2006 Ford Crown Victoria to be used as a realistic prop/simulator and for transportation use in the Administration of Justice Department. Fiscal Impact: \$10,800, Grant funded, budgeted item.
- 5.12 Contract Amendment – California Dept. of Education State Preschool Program, CSPP-1439
Approval of the California Department of Education’s amended language of the California State Preschool Program (Contract Number CSPP-1439) with their new mid-year verbiage. Fiscal Impact: None.
- 5.13 Independent Contractor Agreement – Heiberg Consulting, Inc.
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Heiberg Consulting, Inc. to provide the Upward Bound Math & Science grant with software, technical assistance, and training necessary to track, document, and record participant data necessary for successful submission of the Annual Performance Report as required by the U.S. Department of Education. The period of this agreement is from September 01, 2011 to August 31, 2011. Fiscal Impact: Not to exceed \$349.00, Grant funded, budgeted item.
- 5.14 Independent Contractor Agreement – Ebmeyer Charter
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Ebmeyer Charter to provided charter bus transportation for regular Upward Bound participants during the 2011/2012 academic year. The period of this agreement is from July 01, 2011 through June 30, 2012. Fiscal Impact: Not to exceed \$7,500.00, Grant funded, budgeted item.
- 5.15 Agreement - Nuventive
Approval of the agreement between Victor Valley Community College District and Nuventive for an annual site subscription for TracDat Enterprise; a software package for the management of strategic planning and assessment processes. A system for assessment is required to demonstrate that VVC is compliant with the Accrediting Commission requirements for student learning outcomes and assessment. The period of this agreement is November 01, 2011 through October 31, 2012. Fiscal Impact: Not to exceed \$22,994.40, budgeted item.
- 5.16 Agreement – Contract Education Services
Ratification of the agreement between Victor Valley Community College District and Contract Education Services. The vendor will provide various workshops listed below. Fiscal Impact: \$9,000.00, **Income to the District.**

| Vendor: | Estimated income to the District |
|---|----------------------------------|
| Learn CPR 4 Life – American Heart Association Healthcare Provider CPR | \$ 5,000.00 |
| Learn CPR 4 Life – CPR/First Aid | \$ 4,000.00 |
| Total: | \$ 9,000.00 |

5.17 Amended Independent Contractor Agreement – Ebmeyer Charter and Tour

The District wishes to amend an Independent Contractor Agreement with Ebmeyer Charter and Tour originally approved on June 8, 2010. The contract amount increases by an additional \$6,200.00 to cover actual expenses for transportation used for the TRIO Programs (Student Support Services, Upward Bound and Upward Bound Math/Science). Fiscal Impact: Not to exceed \$6,200, Grant funded, budgeted item.

5.18 Sabbatical Leave Request – Hinrich Kaiser, Biology Department

Sabbatical Leave Request, for Spring 2012 and Fall 2012 under the conditions specified in District policies and the collective bargaining agreement with the VVC Faculty Association California Teachers Association in accordance with Article 33. Recommended approval by the Sabbatical Committee and the Superintendent/President on September 13, 2011. Fiscal Impact: Budgeted, classes will be covered by adjunct faculty at the prevailing rate.

5.19 Agreement – Messaging Architects, Corp.

Ratification of the three-year agreement between Victor Valley Community College District and Messaging Architects, Corp. to purchase a three year subscription for M+ Archive which will allow the campus to archive email.
for Fiscal Impact: \$12,000.00 annually, budgeted item.

5.20 Agreement – New Horizons (Microsoft Outlook Training Level 2)

Ratification of the Agreement between Victor Valley Community College District and New Horizons to provide two days of Microsoft Outlook email training to faculty and staff. Fiscal Impact: \$4,594.00, budgeted item.

5.21 Agreement – Vector Resources, Inc. (Central Plant Fiber)

Ratification of the Agreement between Victor Valley Community College District and Vector Resources, Inc. to connect the fiber optic cable to the Central Plan to allow for the energy management systems on campus the ability to communicate with the Central Plan. Fiscal Impact: \$7,444.92, Fund 71.

5.22 Agreement – GST, Inc. (Kingston Memory)

Ratification of the agreement between Victor Valley Community College District and Golden Star Technology, Inc. DBA: GST, Inc. to purchase Kingston memory to upgrade the primary campus network servers. Fiscal Impact: \$31,549.20, Fund 71.

5.23 Agreement – Computerland of Silicon Valley (Microsoft)

Ratification of the three-year agreement between Victor Valley Community College District and Computerland of Silicon Valley to purchase enhanced Microsoft Desktop productivity software (word, excel, power point, access, programming language and numerous other applications) to be used by staff, faculty, students, and labs throughout the campus. Fiscal Impact: \$20,170.07 annually, budgeted item.

5.24 Agreement – Computerland of Silicon Valley (Adobe)

Ratification of the Adobe Education Enterprise License agreement between Victor Valley Community College District and Computerland of Silicon Valley. This agreement replaces and enhances the current software and applications that the campus purchases on a regular basis. Fiscal Impact: \$28,694.00, budgeted item.

5.25 Agreement – AllianceiT (Backup Tape)

Ratification of the agreement between Victor Valley Community College District and AllianceiT to purchase additional backup tape for the network to respond to the growth of the campus network storage. Fiscal Impact: \$21,394.07, Fund 71.

- 5.26 Agreement – Dempsey Bluevar
Ratification of the agreement between Victor Valley Community College District and Dempsey Bluevar to purchase licenses that will be used to stabilize the campus computer systems and reduce the amount of maintenance. Fiscal Impact: \$11,720.00, budgeted item.
- 5.27 Agreement – Blackboard, Inc. (Additional Storage)
Ratification of the agreement between Victor Valley Community College District and Blackboard, Inc. to purchase additional storage to maintain and support the growth of online programs. Fiscal Impact: \$12,500.00, budgeted item.
- 5.28 Agreement – Adcamp
Approval of an agreement between Victor Valley Community College District and Adcamp to place four directory kiosks on campus which will better assist students by providing additional directory signage while generating revenue to the District. The agreement is effective for a five-year period, November 14, 2011 through November 13, 2016. Fiscal Impact: \$2,400.00, **Revenue to the District annually.**
- 5.29 Agreement – Besam Assa Abloy
Ratification of the agreement between Victor Valley Community College District and Besam Assa Abloy to repair and service the sliding door on the east entrance to the Technology Center, building 21. Fiscal Impact: \$503.22, Fund 71.
- 5.30 Agreement – Action Door Controls, Inc.
Ratification of the agreement between Victor Valley Community College District and Action Door Controls, Inc. to remove the existing lobby doors in the elevator tower, building 43 and replace them with automatic sliding doors. Fiscal Impact: \$10,586.94, Fund 71.
- 5.31 Agreement – Trane Building Services
Ratification of the agreement between Victor Valley Community College District and Trane Building Services to provide troubleshooting and repairs for chiller #1 located in the Central Plant. Fiscal Impact: \$1,584.00, Fund 71.
- 5.32 Amend Agreement – Thyssen Krupp Elevator
Approval to amend an agreement between Victor Valley Community College District and Thyssen Krupp Elevator to reflect the correct billing price. The documentation submitted approved for ratification in June 2010 did not reflect escalation in the price of the service agreement. Fiscal Impact: \$1,515.96 annually, budgeted item.
- 5.33 Agreement – Asplundh
Ratification of the agreement between Victor Valley Community College District and Asplundh to provide tree trimming services for trees that border our property. Fiscal Impact: \$900.00, Fund 71.
- 5.34 Agreement – McCall's Meter Sales & Service
Ratification of the agreement between Victor Valley Community College District and McCall's Meter Sales & Service to provide calibration services for the two water wells on campus. Fiscal Impact: \$550.00, budgeted item.
- 5.35 Agreement – Pumpman.com
Ratification of the agreement between Victor Valley Community College District and Pumpman.com to replace the two sewage lift pumps that serve the Maintenance & Operations yard, Fire Technology Building, and the Print Shop. Fiscal Impact: \$12,815.00, Fund 71.
- 5.36 Agreement – Shred-IT
Approval of an agreement between Victor Valley Community College District and Shred-IT to provide shredding services for our annual document purge in the warehouse. Fiscal Impact: \$1,408.00, budgeted item.

- 5.37 License Agreement Renewal - Eureka
Ratification of the site license renewal agreement between Victor Valley Community College District and Eureka for a computerized career exploration program for students to use in the career center. Fiscal Impact: \$1,405.00, budgeted item.

- 5.38 Agreement - Library Online Database Subscriptions
Renewal of the Online Database Subscriptions agreement through the Community College Library Consortium to provide access to online database subscriptions to support academic research and student learning for the period January 01, 2012 through December 31, 2012. Fiscal Impact: \$19,072.00, budgeted item.

- 5.39 Agreement – Apple Valley Fire Protection District
Ratification of the agreement between Victor Valley Community College District and the Apple Valley Fire Protection District, Fleet Maintenance Division to provide general maintenance on various fire apparatus vehicles. The period of this agreement is September 01, 2011 through June 30, 2012. Fiscal Impact: Not to exceed \$15,000.00, budgeted item.

ACTION AGENDA

6. BOARD OF TRUSTEES

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

- 6.2 Spring Valley Lake Association Special Election YES ___ NO ___
Spring Valley Lake Association Special Election to Amend the CC&R's to allow for auto-renewal every 15 years. Owners of more than one lot have a vote. Fiscal Impact: None

10 Administrative Services

- 10.1 Agreement – Highland Partnership, Inc. YES ___ NO ___
Agreement between Victor Valley Community College District and Highland Partnership, Inc. to manage the delivery, unpacking, placement and/or installation of Furniture, Fixtures, and Equipment (FF&E) at the Public Safety Training Center. Security of the facility is included from mid-December 2011 through the month of February 2012. Fiscal Impact: \$85,660.00, **Local Bond Funded.**

- 10.2 Correction Contract Amount – Softball Field Relocation YES ___ NO ___
Ratification of the Agreement between Victor Valley Community College District and Cooley Construction, Inc. The item was submitted and approved at the September 13, 2011 Board of Trustees meeting. The bid amount of \$203,804.00 was listed incorrectly. The correct amount of the bid is \$213,804.00; the difference is \$10,000.00. Fiscal Impact: \$10,000.00, Fund 71.

- 10.3 Change Order – Highland Partnership, Inc. – Regional Public Safety Center YES ___ NO ___
Approval of the change order between Victor Valley Community College District and Highland Partnership, Inc. During the course of construction any changes made may result in an increase or decrease to the cost of the project. The Town of Apple Valley issued requirements for additional street improvements to be completed that were not in the original plans or in the scope of the work; Change Order No.002. Fiscal Impact: \$76,189.00, **Local bond funded.**

10.4 Resolution – Amend Site Ground Lease Agreement YES ___ NO ___
Approval to adopt the resolution authorizing the District to amend the 40-year Site Ground Lease Agreement (Section 3(b) by and between the District and Victor Valley Union High School District/Excelsior Education Center (Lessee) in accordance with California Education Code Section 81430 to 81432 previously approved by the Victor Valley Community College District's Board of trustees on December 9, 2008. The amendment will allow the District to accept the new parking lot and the payment to the District for new roadways and access improvements.
Fiscal Impact: \$494,083.75, **Income to the District.**

10.5 Appointment – Citizen's Bond Oversight Committee YES ___ NO ___
Appointment to fill a vacancy due to the graduation of a former student representative on the Citizen's Bond Oversight Committee. Approval to appoint Jeremiah Brosowske, ASB Vice President, for an initial term of two years, October 11, 2011 through September 30, 2013. Fiscal Impact: None.

11. HUMAN RESOURCES

11.1 Management Appointment, Interim Instructional Dean (Science, Technology, Engineering and Mathematics Division) YES ___ NO ___
Approval for Rolando Regino to fill the position of the Interim Instructional Dean of the Science, Technology, Engineering and Mathematics Division. The position is needed to fill the existing vacancy for the position. Effective October 12, 2011 and ending on or before June 30, 2011. Fiscal Impact: Range 20 on the Management Salary Schedule, \$9,295/month plus benefits, budgeted item.

12. INFORMATION

12.1 First Reading – Updated Board Policy #2725
Approval of the revised Board Policy #2725 to comply with the Education Code.
Fiscal Impact: None.

12.2 First Reading – Updated Board Policy #6700
Approval of the revised Board Policy #6700 to clarify facilities use. Fiscal Impact: None.

12.3 2011 Accountability Report for Community Colleges
Submitted as an informational item.

12.4 Sunshine Items with the District and CSEA
Submitted as an informational item.

12.5 Monthly Financial Reports
Submitted as an informational item.

12.6 Actuarial Study of Retiree Health Liabilities
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. BOARD COMMUNICATION

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.