



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

Date: July 10, 2012

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

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

AGENDA~ Board Room

1. CALL TO ORDER

5:30 p.m.

The Board of Trustees of Victor Valley Community College District met in Open Session on June 12, 2012 in the Board Room of the Administration Building. Mr. Range, Board President called the meeting to order at 5:30 p.m.

TRUSTEE ROLL CALL: Joe Range, President; Lorrie Denson, Vice President; Dennis Henderson, Trustee; Michael Krause, Clerk; Joseph W. Brady, Trustee; Monique Ballard, Student Trustee and Dr. O'Hearn

Jeff Morris led the Pledge of Allegiance to the Flag.

AGENDA

1. CALL TO ORDER

5:30 p.m.

ROLL CALL
PLEDGE OF ALLEGIANCE

ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA

ANNOUNCEMENT OF ITEMS TO BE CONSIDERED IN CLOSED SESSION

CLOSED SESSION ~ West Wing Conference Room

2. CLOSED SESSION

5:30-6 p.m.

1. CONFERENCE WITH LEGAL COUNSEL –Potential Litigation
Government Code Section 54956.9(b)

Internal Discrimination Charge (2 cases)

Recessed to closed session 5:32

3. OPEN SESSION

3.1 Closed Session Report

At 6:12 p.m. Board President Range reconvened the meeting and announced that there was nothing to report out from Closed session.

3.2 Public Comments Related to Agenda Items – Margaret Kagy and Fredrick Board

4. SUPERINTENDENT/PRESIDENT'S REPORT

- **Academic Senate - Absent**

On behalf of the Board of Trustees, Board President Range presented Christopher Dustin with a plaque recognizing him for his contributions while serving as the Student Trustee this past year.

Dr. O'Hearn announced that the college remains on probation. He provided a chronology of events and what the college intends to do to address the concerns. To recap, we were visited on April 19, 2012 by two members representing the commission. They were on the original team that had visited earlier in the prior year. They were authorized to look at the college for a day and interview individuals and determine how well the college had responded to the recommendations in the previous report.

The Commission met on June 6-8, 2012 at their regularly scheduled meeting and Dr. O'Hearn appeared before the Commission on June 8, 2012 to provide an update on where we are as a college and where we were headed. We received a letter dated July 2, 2012; however, it was not received in the Superintendent/President's office until July 9, 2012. The document has been reviewed with Board President Range and copies have been forwarded to all Board members. The action leading up to this particular action will be posted on the VVC website. A press release has been prepared to inform the public. To clarify, we remain on a probationary status. We are accredited. All credits are good and are transferrable, nothing changes. The college needs to however, address the recommendations more clearly and more fully. It has been acknowledged by the members of the Commission that significant progress has been made in almost every area. The College has only until October 15, 2012 to address the recommendations.

Dr. O'Hearn is confident that the college will fully satisfy all recommendations by October 15, 2012 without any resistance. Faculty has a lot of work done upon their return from the summer break. If by October 15, 2012 we not fully satisfied the recommendations, the Commission will meet again in January and will make a determination about what action to take, if any. Take us off probation, put us on warning, remain on probation and according to the letter decide if we should even remain open. This is a serious issue. It will take a lot of hard work and effort but we are up to the task. This must be accomplished for our community and for the students.

Board President Range opened up the discussion to the Board.

Trustee Krause: is concerned as a Board member and community tax that VVC remains a viable institution in this area.

Trustee Henderson: is concerned and feels that we can't allow this to happen to the college. This is a great institution with great people to see this happen is not right. Everyone needs to pull together.

Trustee Denson: echoed all the sentiments with the concern of the Board of the letter received from the Accrediting Commission. A great deal of money was spent on a company who assured us they had a 99% rate of excellency and here we are still in the same situation. The letter does not indicate the progress that has been made. We have a responsibility to the citizens in the High Desert and beyond to provide for them a secondary education beyond high school. We can't afford VVC to close.

Trustee Brady: stated the Board is in harmony on the seriousness of this. It is hard to believe that something this serious would be mailed and would not have been sent overnight. Something is wrong with this state. We are all in this together. I echo and support everything my fellow trustees have said and assure you that we have come together.

Student Trustee Monique: my concern is for the students. We will do what we can. You can't let us down.

Trustee Range: everyone is disappointed and thought it was working and that significant progress had been made. Is this systemic? Trustee Range read aloud recommendation #8. He pointed out that the Board only has one employee, Dr. O'Hearn. When we leave the dais, the responsibility lies on the Superintendent/President. No organization can move forward without some kind of leadership. We need to have a new plan to be successful at accreditation and we charge Dr. O'Hearn to be the "go to" person for any problems. The plan is simple join up or get out of the way. Dr. O'Hearn and Bill Greulich will be the spokesperson for the college when the press calls. The Board needs to give Dr. O'Hearn full support. You have my full commitment to move forward.

Academic Senate: Absent

5. CONSENT AGENDA

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It was MSC (Krause/Brady, 5-0) to approve the consent items in one motion with item 5.32 deleted, agenda item 5.19 pulled by Trustee Krause and agenda items 5.2 and 5.11 pulled by Trustee Denson for separate discussion.

5.1 Approval of the minutes of the June 12, 2012 regular Board meeting and the June 21 special Board meeting.

5.2 PULLED FOR SEPARATE DISCUSSION (see agenda item 6.1)
Agreement – NEOGOV

It was MSC (Henderson/Krause, 4-1 Denson No) Approval of the agreement between Victor Valley Community College District and NEOGOV to improve hiring and recruitment processes at a savings. The period of this agreement is from July 11, 2012 through July 10, 2013. Fiscal Impact: \$18,000.00, budgeted item.

5.3 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, 2012 through July 1, 2013. Fiscal Impact: Not to exceed \$600.00.

5.4 Agreement – COPSI

Approval of the agreement between Victor Valley Community College District and Credentials Order Processing Services, Inc. (COPSI) to provide a fully automated parking permit management system allowing students and other users with the option of requesting parking permits electronically. The period of this agreement is from July 11, 2012 through July 10, 2015. Fiscal Impact: None

- 5.5 Quarterly Financial Status Report (CCFS-311Q)
Acceptance of the Quarterly Financial Status Report (CCFS-311Q). Fiscal Impact: None
- 5.6 Agreement Renewal – San Bernardino County Superintendent of Schools SBCSS)
Ratification of the agreement between Victor Valley Community College District and San Bernardino County Superintendent of Schools (SBCSS) to provide daily delivery and pick-up of the County's correspondence and materials. The District uses this service to deliver correspondence to the County and to other school districts within the County. Fiscal Impact: The period of this agreement is July 1, 2012 through June 30, 2013. Fiscal Impact: Not to exceed \$6,642.48, budgeted item.
- 5.7 Designation of Newspaper for 2012-2013 District Budget Public Hearing
Approval to designate the Victor Valley *Daily Press* as the newspaper in which to publish the proposed budget inspection dates September 4 through September 11, 2012, and public hearing date as September 11, 2012. Fiscal Impact: None
- 5.8 Agreement Renewal – Hesperia Unified School District
Ratification of the renewal agreement between Victor Valley Community College District and Hesperia Unified School District to lease six classroom spaces at Hesperia High School to hold college courses at this site. The period of this agreement is from August 1, 2012 through July 31, 2013. Fiscal Impact: \$15,300.00, budgeted item.
- 5.9 Agreement – Dolinka Group Redevelopment Consulting Services
Ratification of the agreement between Victor Valley Community College District and Dolinka Group Redevelopment Consulting Services to provide consulting services to analyze the RDA projects/contracts to identify revenue discrepancies from RDA to the District. The period of this agreement was approved by the Superintendent/President and valid through completion of the project(s) for 2012-2013. Fiscal Impact: \$63,500.00, RDA funds in Fund 71.
- 5.10 Amend Agreement – XAP Corporation
Ratification of the amended agreement between Victor Valley Community College District and XAP Corporation for the CCCApply suite for online application services for the period of July 1, 2012 through June 30, 2013. Fiscal Impact: \$11,714.00, budgeted item.
- 5.11 PULLED FOR SEPARATE DISCUSSION (see agenda item 6.1)
Agreement – Ferrilli Information Group
It was MSC (Henderson/Krause, 5-0) to ratify of the agreement between Victor Valley Community College District and Ferrilli Information Group to provide Datatel consulting services for several critical projects underway in office on instruction, student services, and other areas that require consulting services. The period of this agreement is from July 1, 2012 through June 30, 2013 (Item #S-13, on Campus Technology Project list) Fiscal Impact: \$56,000.00, budgeted item.
- 5.12 Agreement Renewal – ROC Software System, Inc.
Ratification of the renewal agreement between Victor Valley Community College District and ROC Software System, Inc. to continue using EasySpooler software. EasySpooler is an advanced print spooler that will help the staff spend less time managing printer and output issues, while improving reliability of VVC's entire output environment. Term: 9/1/12-8/31/13. Fiscal Impact: \$1,310.00, budgeted item.
- 5.13 Agreement Renewal – Continuant, Inc.
Ratification of the renewal agreement between Victor Valley Community College District and Continuant, Inc. to provide maintenance support for all campus Cisco SmartNet equipment i.e., network switches, routers, bridges, servers, phones and software applications. Fiscal Impact: \$50,175.84, budgeted item.

5.14 Agreement – Dell, Inc.

Ratification of the agreement between Victor Valley Community College District and Dell, Inc. to purchase KACE 2000 Series equipment that allows for rapid distribution or upgraded or new workstations on the VVC network. (Item #IN-37, on the Campus Technology Projects list) Fiscal Impact: \$23,476.87, budgeted item.

5.15 Agreement – Dell, Inc.

Ratification of the agreement between Victor Valley Community College District and Dell, Inc. to purchase KACE 1000 Services equipment that will allow for central inventory of hardware, software, and third party patch management; to include pro-support for software and hardware. (Item #IN-32, on the Campus Technology Projects list) Fiscal Impact: \$49,631.11, budgeted item.

5.16 Agreement Renewal – Active Data Exchange

Ratification of the renewal agreement between Victor Valley Community College District and Active Data Exchange to provide a secure, campus-wide master calendaring system that connects to internally-used email and collaboration systems. Term: 9/1/12-8/31/13. Fiscal Impact: \$1,498.00, budgeted item.

5.17 Agreement– Vector Resources, Inc.

Ratification of the agreement between Victor Valley Community College District and Vector Resources, Inc. to purchase audio visual equipment and installation services to update VVCCD Board room with new recording and presentation equipment. This agreement falls under the two year contract for A/V services that was Board approved on 5/10/11. Fiscal Impact: \$39,175.06, Fund 71.

5.18 Agreement Renewal – D&G Flooring, Inc.

Ratification of the renewal agreement between Victor Valley Community College District and D&G Flooring, Inc. for new carpet installation in the Board Room/Building 10. Fiscal Impact: \$4,750.22, budgeted item.

5.19 PULLED FOR SEPARATE DISCUSSION (see agenda item 6.1)

Agreement – Galaxy Moving Company, LLC

It was MSC (Henderson/Denson, 5-0) Ratification of the agreement between Victor Valley Community College District and Galaxy Moving Company, LLC to provide equipment and labor to move furnishings and equipment from the Music Building to the Humanities Center Complex. Fiscal Impact: \$3,400.00 (Total project budget: \$3,800,000.00) – Local Bond Funded.

5.20 Deductive Change Order – Cooley Construction Inc. – Softball Field Relocation

Ratification of the Deductive Change Order #001 with Cooley Construction, Inc. Fiscal Impact: \$1,293.00 – to the District

5.21 Agreement– RGP Planning and Development Services

Ratification of the agreement between Victor Valley Community College District and RGP Planning and Development Services to update the District Program Environmental Impact Report. Fiscal Impact: \$6,500.00, Local Bond Funded.

5.22 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 UPS system and batteries. Fiscal Impact: \$4,965.00, Fund 71.

- 5.23 Agreement – Merrell Johnson Companies
Ratification of the agreement between Victor Valley Community College District and Merrell Johnson Companies to provide a topographic survey for use in the Music Code Compliance and Renovation project. Fiscal Impact: \$1,990.00 (Total project budget: \$3,800,000.00) – Local Bond Funded.
- 5.24 Agreement – HITT Plumbing Co., Inc.
Ratification of the agreement between Victor Valley Community College District and HITT Plumbing Co., Inc. to install a liquid line propane regulator in the prop area at the Regional Public Safety Training Center. Fiscal Impact: \$1,992.57, Local Bond Funded.
- 5.25 Agreement – Alaska Petroleum Environmental Engineering, Inc.
Ratification of the agreement between Victor Valley Community College District and Alaska Petroleum Environmental Engineering, Inc. to conduct a subsurface investigation in an attempt to identify the location(s) of potential utilities. Fiscal Impact: \$8,100.00, Local Bond Funded.
- 5.26 Independent Contractor Agreement – Maria Elena Huizar
Approval of the Independent Contractor Agreement between Victor Valley Community College District and Maria Elena Huizar to provide parenting workshops to GEAR UP Program high schools. The service period is July 11, 2012 through December 20, 2012. Fiscal Impact: Not to exceed \$10,000.00 grant funded, GEAR UP.
- 5.27 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 June 18, 2012 through August 11, 2012. Fiscal Impact: Not to exceed \$3,700.00, budgeted item.
- 5.28 Curriculum Changes
Approval of the curriculum changes made on April 26, 2012 and May 10, 2012 that have been recommended by the College Curriculum Committee. Fiscal Impact: None
- 5.29 Property Loan Agreement – American Museum of Aviation
Approval of the property loan agreement between Victor Valley Community College District and American Museum of Aviation for the loan of a Boeing 727 Passenger Airplane for use in the SCLA School of Aviation Technology. Fiscal Impact: None
- 5.30 Agreement – Certified Background, Inc.
Approval of the agreement between Victor Valley Community College District and Certified Background, Inc. to perform background checks on phlebotomy students. The service period is effective upon approval and remains in effect until such time either party submits a termination of agreement. Fiscal Impact: \$1,500.00, District funds.
- 5.31 Independent Contractor Agreement – Catherine Feher-Elston
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Catherine Feher-Elston to provide community education classes. The service period of this agreement is July 1, 2012 through June 30, 2013. Fiscal Impact: \$8,000.00 **income to the District.**
- 5.32 **PULLED** Independent Contractor Agreement – Marshall E. Reddick
Approval of the Independent Contractor Agreement between Victor Valley Community College District and Marshall E. Reddick to conduct community education courses. The service period for these agreements is July 1, 2012 through June 30, 2013. Fiscal Impact: \$10,000.00, **income to the District.**

- 5.33 Agreement – Tomco Traffic School
Ratification of the agreement between Victor Valley Community College District and Tomco Traffic School to provide driver's education training. The service period of this agreement is June 13, 2012 and will remain in effect until such time either party submits a termination of agreement. Fiscal Impact: \$13,000, **income to the District.**
- 5.34 Academic Equivalency Request – Arthur Akins – Administration of Justice
Approval of the academic equivalency request for Arthur Akins – Administration of Justice. Fiscal Impact: None
- 5.35 Academic Equivalency Request – Henry Richards - Photography
Approval of the academic equivalency request for Henry Richards - Photography Fiscal Impact: None
- 5.36 Increase Contract Amount Independent Contractor Agreement – Louis M. Zigman, Esq.
Ratification to increase the Independent Contractor Agreement amount with Louis M. Zigman, Esq. for an additional \$247.12 for arbitration services. This contract was originally approved on February 14, 2012 for up to \$2,000.00. Fiscal Impact: \$247.12 including expenses, budgeted item.
- 5.37 Notice of Completion – Vector Resources, Inc.
Ratification of the Notice of Completion for Vector Resources, Inc. for work completed at the Regional Public Safety Training Center. Fiscal Impact: None

ACTION AGENDA

6. BOARD OF TRUSTEES

6.1 Separate approval of items pulled from consent agenda

5.2 PULLED FOR SEPARATE DISCUSSION (see agenda item 6.1)

Agreement – NEOGOV

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6.2 Election Questionnaire

It was MS (Brady/Krause) to recommended that the board discuss the questionnaire submitted by the County of Los Angeles and take appropriate action by selecting the number of words permitted on the Candidate Statements and determine payment method of election costs for each candidate. Fiscal Impact: None

It was MSC (Brady/Henderson, 5-0) to accept the 200 word limit and select the payment method of election costs to be paid by each candidate.

6.3 Order of Election and Specifications for November 2, 2010

It was MSC (Henderson/Krause, 5-0) to adopt the Resolution #12-06 ordering school district election for Governing Board Members whose terms expire December 7, 2012. Fiscal Impact: None

Break: 7:50 p.m.

Reconvene: 8 p.m.

6.4 Resolution #12-07 Board of Trustees Direction

It was MSC (Krause/Henderson, 5-0) to approve Resolution #12-07 that would authorize and direct the Superintendent/President of Victor Valley Community College to establish a policy goal of balancing the District's budget by Fiscal Year 2015-2016 in accordance with Title 5 of the California Code of Regulations. Fiscal Impact: None

10. ADMINISTRATIVE SERVICES

10.1 Five-Year Facilities Construction Plan

It was MSC (Krause/Henderson, 5-0) to approve the Five-Year Facilities Construction Plan as presented to the Chancellor's Office. Fiscal Impact: None

10.2 Statewide Association of Community Colleges

It was MSC (Henderson/Brady, 5-0) to approve to renew the contract with Statewide Association of Community Colleges to provide liability and property insurance coverage for Victor Valley College during fiscal year 2012-2013. Fiscal Impact: \$360,305.00, budgeted item.

11. HUMAN RESOURCES

11.1 CTA Agreement

It was MSC (Henderson/Krause, 5-0) to approve the ratified Article 21, Departments, Article 22, Safety and Security Committee and Clarification of Emeritus Status. Fiscal Impact: None.

11.2 Layoff Resolution #12-08 – Classified

It was MSC (Henderson/Krause, 3-2 Krause No, Denson, No) to approve the Resolution #12-08 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. Fiscal Impact: None, grant funded program.

11.3 Agreement – CSEA

It was MSC (Denson/Brady, 5-0) to approve the ratified Article #5, Hours and Overtime, Article #9, Health and Welfare Benefits. Fiscal Impact: None

12. INFORMATION/DISCUSSION

12.1 Monthly Financial Reports

Submitted as an information item.

12.2 Sunshine Items with the District and CTA

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 – Val Christianson

13.2 Employee Groups

a) CTA - absent

b) CSEA – Fred Board

c) AFT Part-Time Faculty United – absent

14. Public Comments Related to Non-Agenda Items: Christopher Dustin

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.

Trustee Range: spoke on team effort. Need to move on and not take things so personal. Appreciated everyone's viewpoints.

Trustee Krause: acknowledged those individuals that are making things happen. Requested a special meeting to discuss accreditation before next regular meeting in August.

Trustee Denson: Thanked Val Christianson and the Foundation for everything that they do. Appreciated everyone's positive attitude and applauds those that attend the Board meetings. She is looking forward to the ASB retreat and the great things that are happening.

Trustee Brady: formally welcomed Student Trustee Monique Ballard looking forward to working with her. Complimented Fred Board on attending all Board meetings and noted that it had been 5 or 6 months since CTA has presented at the meeting.

Student Trustee Ballard: spoke on the upcoming ASB leadership retreat.

Trustee Henderson: acknowledged Val Christianson on his ability to tell it as it is. Thanked Fred Board for attending all Board meetings. He has put a lot of effort and time in VVC and does not want to see it go down.

16. ADJOURNMENT

It was MSC (Brady/Krause, 5-0) to adjourn the meeting at 8:55 p.m.


Michael Krause, Clerk

8-14-12
Date Approved