



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

Date: December 11, 2012

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

Open Session: 6:00 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

5 p.m.

The Board of trustees of Victor Valley Community College District met in Open Session on December 11, 2012 in the Board Room of the Administration Building. Mr. Range, Board Vice President called the meeting to order at 5:01p.m.

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

Absent: Monique Ballard, Student Trustee and Dr. O'Hearn, Superintendent/President

PLEDGE OF ALLEGIANCE

Lorrie Denson led the Pledge of Allegiance to the Flag.

ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA: Agenda item 5.29; the fiscal impact should read it is not grant funded.

ANNOUNCEMENT OF ITEMS TO BE CONSIDERED IN CLOSED SESSION: None

2. CLOSED SESSION

5 p.m.

PUBLIC EMPLOYEE PERFORMANCE EVALUATION –
Government Code Section 54954.5
Superintendent/President

At 5:03 Board President Range recessed to Closed Session

Monique Ballard arrived at 5:04 p.m.

At 6:10 p.m. Board President Range convened the meeting and announced there was nothing to report out of Closed Session.

Break: 6:10 p.m.

Reconvene: 6:22

BOARD OF TRUSTEES: Lorrie Denson, Michael Krause, Dennis Henderson, Joseph W. Brady, John Pinkerton ASB Member

Board President Range spoke on the many accomplishments he has experienced throughout his tenure on the Board and thanked everyone who supported him. Mr. Range acknowledged Brad Mitzelfelt, Smitty Thurston, Jim Cox, Val Christianson, Robert Lovingood, and Chico Garza for attending this evening and thanked them for their support. Mr. Henderson thanked Mr. Range for his years of service and leadership. Mr. Mitzelfelt read aloud a proclamation recently adopted by the Board of Supervisors honoring Mr. Range for his service on the Victor Valley College Board of Trustee demonstrating model leadership ability.

On behalf of the Board of Trustees, Lorrie Denson presented Mr. Range a plaque in appreciation for his dedicated service to Victor Valley College.

2. INSTALLATION OF NEW MEMBERS & OATH OF OFFICE & ELECTION OF OFFICERS

3. INSTALLATION OF NEW BOARD MEMBERS & OATH OF OFFICE & ELECTION OF OFFICERS

- A. Administer Oath of Office
John Pinkerton and Joseph W. Brady

Board President Range administered the Oath of Office to John Pinkerton.

Board President Range deputized Deborah Brady as the deputy clerk thereby allowing Ms. Brady to administer the Oath of Office to Joseph W. Brady.

- B. Signing of Affidavit
C. Election of board officers

- President – Lorrie Denson
- Vice President – Michael Krause
- Clerk – Dennis Henderson
- Representative to the
-

At 6:50 p.m. Board President Range passed the gavel to Vice President Denson

It was MS (Krause/Ballard) to elect Michael Krause as representative to the County Committee on School District Organization.

It was MSC (Brady/Henderson, 5-0) to nominate John Pinkerton as representative to the County Committee on School District Organization.

PUBLIC COMMENTS RELATED TO AGENDA ITEMS: Fred Board (5.3 and 5.8), Christopher Dustin (5.4)

4. Superintendent/President's Report: No report

Academic Senate

Academic Senate President Davis thanked Joe Range for his service and congratulated Mr. Pinkerton and Trustee Brady as newly elected officials and is hopeful the Board of Trustees will work together to address the needs of students, faculty, and staff.

5. CONSENT AGENDA

Approval of consent items.

It was MSC (Krause/Brady, 5-0) to approve the consent items in one motion with agenda items 5.3, 5.4, and 5.5 pulled by Trustee Krause for separate discussion.

- 5.1 Approval of the minutes of the November 13, 2012 regular Board meeting
- 5.2 Agreement – NCM Contracting Group, LP
Ratification of the agreement between Victor Valley Community College District and NCM Contracting Group, LP to remove and dispose of asbestos containing floor tiles and mastic located in the Fire Technology building #94. Fiscal Impact: \$13,426.00, Fund 71.
- 5.3 **PULLED FOR SEPARATE DISCUSSION** (See Agenda Item 6.1)
Agreement – All American Fence Erectors
Ratification of the agreement between Victor Valley Community College District and All American Fence Erectors to install temporary fencing around the damaged storm drainage ditch located on District property between the Victor Valley College and Spring Valley Lake Association. Fiscal Impact: \$2,295.00, Fund 71 (may be reimbursable by Keenan Insurance Company)
- 5.4 **PULLED FOR SEPARATE DISCUSSION** (See Agenda Item 6.1)
Agreement – Cooley Construction, Inc.
Ratification of the agreement between Victor Valley Community College District and Cooley Construction, Inc. to temporarily make safe the concrete drainage system located on District property between the Victor Valley College and Spring Valley Lake Association. Fiscal Impact: \$4,335.00, Fund 71 (may be reimbursable by Keenan Insurance Company)
- 5.5 **PULLED FOR SEPARATE DISCUSSION** (See Agenda Item 6.1)
Agreement – Merrell Johnson Companies
Ratification of the agreement between Victor Valley Community College District and Merrell Johnson Companies to complete civil engineering and a project scope of work for repairs to the concrete drainage ditch located on District property between the Victor Valley College and Spring Valley Lake Association. Fiscal Impact: \$11,900.00, Fund 71 (may be reimbursable by Keenan Insurance Company)
- 5.6 Agreement – Action Door Controls, Inc.
Ratification of the agreement between Victor Valley Community College District and Action Door Controls, Inc. to remove the existing sliding door system and install a Nabco/Gyrotech single slide door system at Southeast entrance of Administration/Counseling building. Fiscal Impact: \$8,017.75, Fund 71.
- 5.7 Agreement – Action Door Controls, Inc.
Ratification of the agreement between Victor Valley Community College District and Action Door Controls, Inc. to install a Nabco/Gyrotech single slide door system for outer door and a Nabco/Gyrotech bi-parting system or inner door at the Academic Commons building. Fiscal Impact: \$14,885.50, Fund 71.
- 5.8 Agreement – G/M Business Interiors
Ratification of the agreement between Victor Valley Community College District and G/M Business Interiors to disassemble an existing desk unit in one office in the Financial Aid Department. Fiscal Impact: \$376.00, Fund 71.

- 5.9 Agreement – Hi Desert Alarm
Ratification of the agreement between Victor Valley Community College District and Hi Desert Alarm to provide labor and materials to install an alarm system in the Victor Valley College warehouse in the maintenance yard on lower campus. Fiscal Impact: \$1,662.64, Fund 71.
- 5.10 Award Contract – Wetland Fence Project – Accent Fence
Approval to award the contract to Accent Fence to install a fence that would prevent public access into the wetland. This wetland is the result of the outflow from the Department of Fish & Game's hatchery operations. Fiscal Impact: \$16,722.00, Fund 71.
- 5.11 Agreement – McLaughlin Construction Co.
Ratification of the agreement between Victor Valley Community College District and McLaughlin Construction Co. to provide labor and materials to install curbing and drains around Building 53. Fiscal Impact: \$9,078.00, Fund 71.
- 5.12 Agreement – Industrial Technical Services
Ratification of the agreement between Victor Valley Community College District and Industrial Technical Services to repair the return air fan for the Variable Frequency Drive (VFD) in the Technology Center building. Fiscal Impact: \$1,000.00, Fund 71.
- 5.13 Amend Agreement – Victor Valley Unified School District
Ratification of the agreement between Victor Valley Community College District and Victor Valley Unified School District to lease one additional classroom space to hold college courses beginning January 1, 2013. The additional classroom will be added to the existing contract and run consecutively with the original contract that was approved by the Board of Trustees on September 11, 2012. Fiscal Impact: \$1,275.00, budgeted item.
- 5.14 Board of Trustees Payments Report
Approval of the Board of Trustees Payments Report. Fiscal Impact: None
- 5.15 Agreement Renewal – Campusguard
Ratification of the renewal agreement between Victor Valley Community College District and Campusguard to support Payment Card Industry (PCI) compliance evaluation within the campus network. Term: 10/1/12-9/30/13 (Item #IN-5, on the Campus Technology Project list). Fiscal Impact: \$12,000.00, budgeted item.
- 5.16 Agreement Renewal – Evisions
Ratification of the renewal agreement between Victor Valley Community College District and Evisions for maintenance and support for Form Fusion software. Term: 11/1/12-10/31/13. Fiscal Impact: \$3,521.00, budgeted item.
- 5.17 Amended - Agreement Renewal – Continuant, Inc.
Ratification of the amended renewal agreement between Victor Valley Community College District and Continuant, Inc. to provide maintenance support for all campus Cisco SmartNet equipment. This amendment is to record the reduced cost in support needed and extended monthly term. The original agreement was approved by the Board of Trustees on July 10, 2012. Term: 9/20/12-10/20/14. Fiscal Impact: \$46,534.75, budgeted item.
- 5.18 Academic Equivalency Request – Barry Cherney - Aviation
Approval of the academic equivalency request for Barry Cherney (Aviation). Fiscal Impact: None

- 5.19 Academic Equivalency Request – Richard Stambaugh - Aviation
Approval of the academic equivalency request for Richard Stambaugh - (Aviation).
Fiscal Impact: None
- 5.20 Academic Equivalency Request – Larry Beaudin – Automotive Technology
Approval of the academic equivalency request for Larry Beaudin (Automotive
Technology) Fiscal Impact: None
- 5.21 Academic Equivalency Request – David Barklow – Automotive Technology
Approval of the academic equivalency request for David Barklow (Automotive
Technology) Fiscal Impact: None
- 5.22 Independent Contractor Agreement – Eddy Rizo
Ratification of the Independent Contractor Agreement between Victor Valley
Community College District and Eddy Rizo to provide maintenance and equipment
repair in the Automotive Department. The period of this agreement is October 5,
2012 through June 30, 2013. Fiscal Impact: Not to exceed \$800.00, budgeted item.
- 5.23 Agreement – Neehr Perfect Electronic Health Records
Ratification of the agreement between Victor Valley Community College District and
Neehr Perfect Electronic Health Records, a simulation charting subscription software
by Nursing students. The period of this agreement commences upon approval.
Fiscal Impact: None. Student costs vary upon subscription length selection (6 mos.
\$65, 1 year \$105, or 18 mos \$155).
- 5.24 Agreement – Victor Valley Community Hospital
Ratification of the Assignment, Assumption and Consent agreement between Victor
Valley Community College District and Victor Valley Community Hospital to allow
VVC students to continue to use Victor Valley Hospital Acquisition (VVHA) as a
clinical site. Fiscal Impact: None
- 5.25 Student Fees – Acute Care Certified Nursing Assistant
Approval of the student liability insurance fee for the Acute Care CAN course. Fiscal
Impact: None
- 5.26 Disposal of Surplus Property
Approval of the disposal of surplus property donating the Rockwell Lathe to Apple
University at the Apple University at the High Desert Premier Academy. Fiscal
Impact: None.
- 5.27 Agreement – Beckman Coulter
Ratification of the agreement between Victor Valley Community College District and
Beckman Coulter for the servicing of equipment used in the Biology Department.
The period of this agreement is November 15, 2012 through November 14, 2013.
Fiscal Impact: \$1,471.32, budgeted item.
- 5.28 Curriculum Changes
Approval of the curriculum changes made on October 25, 2012 and November 8,
2012 recommended by the College Curriculum Committee. Fiscal Impact: None.

- 5.29 Independent Contractor Agreements – Deanna Hayes, Jean Huff, Snow Ngo, Adele Turner-McClain
Ratification of the Independent Contractor Agreements between Victor Valley Community College District and Deanna Hayes, Jean Huff, Snow Ngo, Adele Turner-McClain to provide L16 Bridge Program coordination services at designated school sites. The service period for these agreements is December 12, 2012 through June 14, 2013. Fiscal Impact: Not to exceed \$4,000.00, budgeted item, grant funded.
- 5.30 Independent Contractor Agreement – Johnny Ramirez
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Johnny Ramirez to provide academic workshops/training to GEAR UP students and parents at GEAR UP partner school sites. The service period for this agreement is January 2, 2013 through June 30, 2013. Fiscal Impact: Not to exceed \$20,000.00, budgeted item, grant funded.
- 5.31 Independent Contractor Agreement – H&L Charter Co., Inc.
Ratification of the Independent Contractor 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. The service period for this agreement is January 1, 2013 through June 30, 2013. Fiscal Impact: Not to exceed \$40,000.00, budgeted item, grant funded.
- 5.32 Independent Contractor Agreement – MariaElena Huizar
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and MariaElena Huizar to provide parenting workshops to GEAR UP program high schools. The service period for this agreement is January 2, 2013 through June 30, 2013. Fiscal Impact: Not to exceed \$12,000.00, budgeted item, grant funded.
- 5.33 Independent Contractor Agreement – Kent Eyerly Dickerson
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Kent Eyerly Dickerson to supply professional photography/videography for events such as graduations, nurses pinning ceremonies, etc. Fiscal Impact: \$3,250.00, budgeted item.
- 5.34 2013 Board Calendar
Approval of the proposed 2013 calendar of Board of Trustees meetings. Fiscal Impact: None

ACTION AGENDA

6. BOARD OF TRUSTEES

6.1 Separate approval of items pulled from consent agenda

It was MSC (Krause/Brady, 4-1, Pinkerton, No) to approve 5.3, 5.4 and 5.5 in one motion

5.3 Agreement – All American Fence Erectors

It was Ratification of the agreement between Victor Valley Community College District and All American Fence Erectors to install temporary fencing around the damaged storm drainage ditch located on District property between the Victor Valley College and Spring Valley Lake Association. Fiscal Impact: \$2,295.00, Fund 71 (may be reimbursable by Keenan Insurance Company)

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5.5 Agreement – Merrell Johnson Companies

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10. ADMINISTRATIVE SERVICES

10.1 Foundation Donations – July – September, 2012

It was MSC (Henderson/Brady, 4-1 Pinkerton, abstain) to accept 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 \$109,248.93 and transferred \$99,684.79 in student scholarships. The Foundation also received and is transferring ownership of in-kind (non-cash) gifts valued at \$8,318.00. Total contributions from the Foundation for July-September 2012 were \$217,251.72. Fiscal Impact: \$217,251.72 Fiscal to the District.

10.2 Renewal Agreement – Blackboard, Inc.

It was MSC (Krause/Henderson, 5-0) to approve the agreement between Victor Valley Community College District and Blackboard, Inc. to extend the term of the agreement for an additional five (5) years 1/1/2013-12/31/2017 to be renewed annually. This agreement covers all cost of hosting our live and test environments, including license, software and co-termining the maintenance for additional storage bought and submitted to the Board of Trustees on October 11, 2011. Fiscal Impact: \$163,681.00, budgeted item.

10.3 Resolution #12-12 – Design to Build

It was MSC (Henderson/Brady, 5-0) to approve of the resolution to authorize design to build the Victor Valley College New Science/Health Building. Fiscal Impact: None

11. HUMAN RESOURCES

11.1 Renewal of Administrator Contract

It was MSC (Henderson/Denson, 0-4, Henderson, Yes, Denson, No, Krause, No, Brady, No, Pinkerton, No) to approve the renewal of the following Administrative contract for 1 year:

Director, EOPS/CARE

Fiscal Impact: Budgeted

11.2 FAILED Renewal of Administrator Contracts

It was MSF (Brady/Krause, 1-4 Henderson, Yes, Brady, No, Krause, No. Denson, No, Pinkerton, No) to approve the renewal of the following Administrative contracts for 2 years based on satisfactory evaluations:

Dean of Student Services
Dean, Instructional Programs, Health Sciences & Public Safety
Executive Dean, Institutional Effectiveness
Dean, Instructional Programs, Humanities, Arts & Social Sciences
Executive Dean, Technology & Information Systems
Dean, Instruction
Director of Special Grants Programs

Fiscal Impact: Budgeted

11.3 Foundation Employee Agreements

It was MSC (Brady/Krause, 4-1, Pinkerton abstain) to approve the Foundation Employment Agreements for the following six (6) employees:

Executive Director – Ginger Ontiveros
Assistant Director – Catherine Wilkinson
Grants Development Manager – Sierra Orr
Contract & Community Education Manager – James Johnson
Executive Assistant/Financial Coordinator – Glennis Duncan
Donor Relations Assistant – Jesika Pomponio

Fiscal Impact: None as the Foundation is responsible to repay all costs in cash or in-kind.

11.4 Classified Request for Leave of Absence – Patricia Montgomery, Student Service Specialist II
It was MSC (Brady/Krause, 5-0) to approve an unpaid leave of absence for Patricia Montgomery effective January 2, 2013 through July 2, 2013. Fiscal Impact: None

13. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS: None

12. 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.

12.1 Foundation – Val Christianson

12.2 Employee Groups

- a) CTA – Lisa Ellis
- b) CSEA – Fred Board
- c) AFT Part-Time Faculty United – Absent

13. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS: Evonne Torres

14. 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.

Trustee Brady: applauded the staff on their response addressing the campus tragedy. Looking forward to working with President Denson and welcomed Trustee Pinkerton He would like to take a closer look at the accreditation report.

Trustee Henderson: wished everyone a Merry Christmas and Happy New Year. Congratulated Mr. Pinkerton and Mr. Brady on their election. He will miss Joe Range and is looking forward to working with the new Board. His heart goes out to the family on the recent campus tragedy and thanked everyone involved in doing an excellent job.

Trustee Pinkerton: is going to learn more about the college. He has a strong concern that everything we do, students must be first. He is going to be very careful with the public trust. Anxious to serve the community and proud of the institution.


Trustee Krause: congratulated President Denson and Mr. Brady and welcomed Mr. Pinkerton. He will miss Joe Range. He pointed out that several graduation ceremonies are being held in December. Encouraged everyone to sign up for the AlertU system offered by VVC. Wished everyone a Happy Holiday and New Year.

Trustee Denson: spoke on the planned memorial service tomorrow. Applauded Chief Knight and campus police on a job well done in addressing the campus tragedy. Congratulated ASB on their 1st place on the Christmas float. She recently attended the Nursing pinning ceremony and asked Board members to attend upcoming graduation events. She recently attended the CCLC workshop in Sacramento. Is honored to serve in the new position as Board President.

Student Trustee Ballard: thanked who assisted with the tragic loss last week with a special thanks extended to Peter Allen and Robert Sewell. Extended condolences to the family and reminded everyone of the prayer memorial tomorrow. 150 children received Christmas gifts for the Lights of Love event. Thanked Tom Turner for the fire truck used in the Christmas parade. Thanked Joe Range for his many years of service and welcomed President Denson and Trustee Pinkerton.

15. ADJOURNMENT

It was MSC (Krause/Brady, 5-0) to adjourn the meeting at 8:25 p.m.


Dennis Henderson, Clerk

2-19-13
Date Approved