

MINUTES
VICTOR VALLEY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting
Board Room--Administration Building
Victorville, California

June 10, 2003

5 p.m.

CALL TO ORDER:	The Board of Trustees of the Victor Valley Community College District met in regular session on June 10, 2003, in the Board Room of the Administration Building. Dennis Henderson called the meeting to order at 5 p.m.
PLEDGE OF ALLEGIANCE:	Dennis Henderson led the audience in the Pledge of Allegiance to the flag.
MEMBERS PRESENT:	Dennis Henderson, President; Thomas M. Elder, II, Clerk; Maxine Moore, Bettye Underhill, Jinny Ki, ASB Representative.
MEMBERS ABSENT:	Dorothy Franke, Vice President
STAFF/GUESTS PRESENT:	Dr. Patricia A. Spencer, Linda Cera.
Break	5:02 – 5:17 p.m.
CLOSED SESSION	The board moved to closed session to discuss conference with counsel—existing litigation: five potential cases of anticipated litigation, Gloria Henderson; Lois Kobz; VCVVS027394, Puckett vs. Victor Valley College, LA-CE-4349-E, AFT vs. Victor Valley College; public employment, superintendent/president; public employee discipline, dismissal, release; public employee performance evaluation: superintendent/president; conference with labor negotiators—Jim Williams, Peter Allan, agency designated representatives; CSEA and CCA employee organizations.
Break	6:19 – 6:26 p.m.
OPEN SESSION	The board reconvened to open session at 6:26 p.m.
GOVERNING BOARD	It was MSC (Underhill/Moore, 4-0) to approve the minutes of the regular board meeting of May 13, 2003, and the special board meeting of May 15, 2003, as listed.

June 10, 2003

173

AGENDA ADDITIONS,
REVISIONS:

5q Non-Classified Employees
5w Pull—Administrative/Management/Confidential Payment
of Accrued Vacation Days

REPORTS:

Superintendent/President

Dr. Spencer reported that 967 students earned their associate degrees in science or arts and 984 earned certificates in various job training areas. We are continuing to work with Bill Berry on a survey to assess voter support for local bond passage. We are watching the state budget, especially the increase of student fees. It is hoped to settle the fees before fall registration begins.

Student Services

Willard Lewallen acknowledged Willie Pringle, who was recognized by San Bernardino County and the Hesperia School District for his work on the School Attendance Review Board.

Audrey Williams was recognized as Student Services' employee of the year.

Dr. Lewallen distributed new marketing/promotion materials for outreach activities. He recognized the design team: Willie Pringle, Mike McCracken, Michelle Messer, Bill Greulich, and Margie Sandello.

Student Learning

Peter Allan reported on the status of summer 2003. The number of summer school sections were reduced by 20%, resulting in a 12.24% reduction in students on the first day. These numbers are very close to the summer of 2001.

Mr. Allan stated the Partners for Excellence report showed VVC with only a 43% success rate in basic skills. He suggested focusing on basic skills and perhaps creating a department to help with remedial English and math.

Fall schedules will be delivered in the *Daily Press* June 26. This delivery will save approximately \$12,500 over post office delivery.

Administrative Services

Jim Williams said the budget picture is getting better. The legislature is meeting this week on the budget. The challenge for

VVC is to cut \$3 to \$5 million next year. The Budget Committee will be helpful to meet the goal of balancing the budget.

Foundation	None.
Board of Trustees	
Tom Elder	Suggested that the agenda tabs are not necessary.
Bettye Underhill	Commented on the excitement and creativity of the outreach material. Attended the installation of Foundation officers at Spring Valley Lake Country Club.
Dennis Henderson	Displayed a plaque for Jennifer Menser in appreciation of her outstanding leadership and performance while serving as ASB president and representative to the Board of Trustees.
ASB	Jinny Ki, the new ASB President, looks forward to working with everyone this year. Three ASB council members and the advisor attended the American Students Association of Community Colleges' summer institute in Portland Oregon. The ASB Leadership Conference will be held July 11-13.
CCA	John Rude expressed appreciation to the district for choosing to honor the agreement with the Faculty Association related to Item 10.4--allowing summer faculty to get paychecks in July and August. Debby Blanchard's father recently passed away.
CSEA	Rita Jackson thanked Dr. Spencer and Robert Sewell for their support during CSEA week—it was a success. CSEA received a proclamation from the City of Victorville.
	The district has sunshined its items to negotiate for next year. Health and welfare is a very important, sensitive issue for employees on this campus.
Faculty Senate	John Rude thanked Peter Allan and Pat Spencer for supporting his attending a leadership institute in San Diego this month.
Management	None.
Public Comments:	MariaEsther Sousa gave the board documents expressing her opinions and concerns regarding discrimination by a member of the faculty.

Maria Wills has the same complaints regarding the instructor.

Consent Agenda

It was MSC (Underhill/Moore, 4-0) to approve the following items on the consent agenda as listed.

- 5a Sabbatical leave report as listed.
- 5b Curriculum changes as listed
- 5c Revised Department Chairpersons' Pay for 2002-2003 as listed
- 5d Budget Transfers and Payment Report as listed.
- 5e Monthly Financial Reports for the period ending March 31, 2003, as listed.
- 5f Electronic signature key authorization for Mary B. Pringle and Lael Whipple from July 1, 2003, through June 30, 2004.
- 5g Agreements as listed.
- 5h Designation of newspapers for 2003-2004 district budget public hearing as listed.
- 5i Academic resignation: Francis J. Ferrance, English Instructor, effective July 18, 2003, as listed.
- 5j Academic appointments effective on or after August 11, 2003: Terry Truelove, Nursing Instructor; Alice Ramming, Nursing Instructor; Steve Nelle, Digital Animation Instructor; Kelley Beach, Counselor; Troy Cadwallader, Technical Theatre Instructor; and Bryce Campbell, English Instructor.
- 5k Temporary Academic as listed.
- 5l Academic Ratification of Eminence Requests as listed.
- 5m CTA agreement as listed.
- 5n Emeritus status for Nancy Green.
- 5o Classified resignations: Michelle Lovitt, CDC Permit Teacher, effective May 27, 2003; Lloyd Henderson, Printing Assistant, effective June 11, 2003; and Anna Hill, Student Development Center Assistant, effective June 12, 2003.
- 5q Non-classified employees as listed.
- 5r Classified Memorandum of Understanding concerning the change in summer work hours for Sam Miller as listed.
- 5s Classified Memorandum of Understanding concerning the change in summer work schedules for Bruce Peto and Nancy Wilket as listed.
- 5t Classified Memorandum of Understanding concerning the change in summer work schedule for Tuesday through Saturday employees as listed.
- 5v Administrative/Management/Confidential Appointments/Promotions: Mary Pringle, Director of Fiscal Services, on or after June 11, 2003.

UNFINISHED BUSINESS

NEW BUSINESS

Order of Election

and Specifications
for November 4, 2003

It was MSC (Underhill/Elder, 4-0) to adopt the resolution ordering election for governing board members whose terms expire December 5, 2003, as listed.

Agreements

It was MSC (Moore/Underhill, 4-0) to approve the extension of the agreement with Boise Cascade for the 2003-2004 fiscal year for office supplies as listed.

It was MSC (Elder/Underhill, 4-0) to approve the agreement with the Liquidation Company to conduct an auction for the sale of surplus property as listed.

It was MSC (Elder/Underhill, 4-0) to approve the agreement with Goodwin Simon Strategic Research to prepare and perform a survey of district voters regarding a general obligation bond as listed.

It was MSC (Elder/Underhill, 4-0) to approve the agreement with the San Bernardino County Superintendent of Schools for information services for the “student system” for the 2003-2004 academic year as listed.

Cooperative Bids

It was MSC (Moore/Elder, 4-0) to approve participation in Cooperative Bid #02-13 for fiscal year 2003-2004 for the purchase of custodial supplies as listed.

2003-2004 Tentative Budget

It was MSC (Elder/Underhill, 4-0) to approve the tentative general operating budget for 2003-2004 as listed.

Interfund Transfer, Fund 29
To General Fund 01

The transfer of \$500,000 from Fund 29, debt service, to the general fund to cover faculty payroll in July 2003 was presented for board information.

Request for Proposal/Lease
Purchase Financing
and Agreement, Citizens Bank

It was MSC (Moore/Underhill, 4-0) to adopt a resolution to authorize lease/purchase financing agreement with Citizens Business Bank for \$1,575,266 as listed.

Non Resident Tuition Fee	It was MSC (Underhill/Moore, 4-0) to approve the district rate of \$149 per unit for the nonresident tuition fee for 2003-2004, effective fall semester 2003.
Donation, Fire Truck	It was MSC (Moore/Underhill, 4-0) to accept title to a fire truck from the VVC Foundation and/or County of San Bernardino to use for training in the district's fire technology program.
Academic Personnel/Summer 2003	It was MSC (Underhill/Elder, 4-0) to approve Peter Allan (business administration) and Michael Butros (math, basic skills) as academic personnel for the summer session of 2003.
District Initial Labor Proposal and Public Hearing for Classified Contract	<p>It was MSC (Elder/Underhill, 4-0) to open the public hearing at 7:31 p.m.</p> <p>Rita Jackson is looking forward to negotiations.</p> <p>It was MSC (Elder/Underhill, 4-0) to close the public hearing at 7:32 p.m.</p>
Classified Leave of Absence	It was MSC (Moore/Elder, 4-0) to approve the unpaid leave of absence requested by Patricia Newberry for ninety calendar days beginning June 10, 2003, as listed.
Administrative/Management/ Confidential Revised, New, Additional Position	It was MSC (Elder/Underhill, 4-0) to approve the new position of Coordinator of Maintenance & Operations, Range 26 (\$4,292 - \$5,491) as listed.
Proposed Reorganization for the Management Information Systems Department	<p>It was MSF (Elder/Underhill, 1-3, Elder, Underhill, Henderson opposed) to approve the proposed reorganization of the MIS Department as listed.</p> <p>Rita Jackson, Mitch Green, Arlene Waldeck, and John Rude expressed concerns about the reorganization plan.</p>
ADJOURNMENT:	The meeting adjourned at 8:10 p.m.

Respectfully submitted,

Patricia A. Spencer, Ed.D.
Secretary

APPROVED:

President

Clerk