

Napa Valley Community College District

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

March 17, 2005

6:00 p.m. Closed Session

7:00 p.m., Return to Public Session

1.0 **CALL TO ORDER** 6:00 p.m.

2.0 **CLOSED SESSION** (6:00 p.m.): Following any public comments regarding closed session items, the board will go immediately into closed session to consider and/or take action upon any of the following items:

With respect to every item of business to be discussed in closed session pursuant to Section 54957.6, CONFERENCE WITH LABOR NEGOTIATORS

Name of agency negotiators: Scott Miller, Ed Shenk

Name of organization representing employees: NVCFA/CTA/NEA

Name of agency negotiators: Scott Miller, Bonnie Thoreen, Judie Walter-Burke

Name of organization representing employees: NC-ACE/SEIU

Name of agency representatives: Chris McCarthy

With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYMENT, Approval/Ratification of Full-Time Employment

Titles:

1) Executive Director, Napa Valley College Foundation

2) Human Resources Assistant

3.0 **RETURN TO PUBLIC SESSION** (7:00 p.m.), Room 211, McPherson Administration Building

3.1 **Members Present:** Joan Bennett, Tom Andrews, Michael Baldini, Bruce Ketron, Charles Meng, JoAnn Busenbark, Emery Meeks

3.2 **Pledge of Allegiance**

The audience recited the pledge of allegiance.

3.3 **Introduction of Visitors, Guests, and New Staff**

3.4 **Announcement of Items from Closed Session**

*As required by Government Code Section 54957.1, a roll call vote is required for any personnel decision coming out of closed session to appoint, employ, or dismiss an employee.

3.5 **Adoption of Current Agenda**

M/S/C (Items will be heard following 5.0 (Public Comments). Other items may be moved, at the discretion of the board president.

- 3.6 **Announcement of Future Meetings** (6:30 p.m. closed session, 7:00 p.m. public session)
April 28, 2005, Regular Meeting
May 19, 2005, Regular Meeting
Commencement Ceremony May 27, 2005
June 16, 2005, Regular Meeting

4.0 **PUBLIC COMMENTS – GENERAL**

At this time, the board will devote a total of up to fifteen minutes for comments to the Board of Trustees regarding any subject NOT APPEARING AS AN AGENDA ITEM FOR THIS MEETING but over which the board has jurisdiction. The public may ask the board to place an item on a future board agenda. No action or discussion will occur at this time on such items. Individuals will be limited to a three-minute presentation.

5.0 **APPROVAL OF MINUTES of February 24, 2005** (See backup pages 1-8)

6.0 **CONSENT CALENDAR**

The following items listed on the consent calendar are considered to be routine matters requiring approval or ratification by the board. They are accepted or approved by a single motion without discussion. Any item(s) may be removed from the consent calendar for discussion or other reasons at the request of a board member.

6.1 **Ratification of Financial Documents for February, 2005**

6.1.1 **Approval of Warrants**

General Fund	\$878,391.65
Child Care Fund	\$1,896.29
Capital Outlay Projects Fund	
NVC Bldg. Fund/Series A (BOND)	\$333,691.22

6.1.2 **Approval of Total Gross Payroll** \$1,822,315.75

6.2 **Academic Personnel Status Document for Academic Year 2005-2006**

This is an annual, routine approval of the status document that lists each academic employee by contract status, salary step, and anniversary date. The document recommended for approval is printed on backup packet pages 9 through 12.

6.3 **Approval of Contract Renewal with the Veterans Home of California for Clinical Experience and the Use of Clinical Facilities**

It is recommended that the Board of Trustees renew the contract with the Veterans Home of California, Yountville for clinical experience and the use of clinical facilities for Napa Valley College nursing students. There is no cost related to this contract. The renewal will be from July 1, 2005 through June 30, 2006.

7.0 **CONSTITUENT GROUP REPORTS**

- **Academic Senate Report**
 Glen Bell said that Dr. McCarthy had attended an Academic Senate meeting and provided an update on the proposed Solano College Center, and the faculty fully supports the position President McCarthy and the Board of Trustees has taken on the issue. He said Title III is providing long-term strategies for student retention and emphasized the importance of getting students enrolled in the appropriate class.
- **Ken Arnold reported on the awarding of two \$500 scholarships by the Administrative Senate.** He said we are moving forward with the administrative evaluation process.

8.0 INFORMATION ITEMS

8.1 Board Retreat Planning

The board has expressed interest in scheduling retreats on the subjects of the Facilities Master Plan and on board roles and responsibilities. The Facilities Master Plan will be discussed at a retreat on April 8, and the board agreed on an afternoon schedule, between 12:00 p.m. and 3:00 p.m. or 4:00 p.m., if needed. Dr. McCarthy presented options for a second board retreat and discussed options to explore board roles and responsibilities. One option included having board members interviewed individually prior to a retreat. JoAnn Busenbark stressed the importance of board members resolving their own issues among themselves. Dr. McCarthy would be included once the initial process is completed. Dr. McCarthy said he would find a consultant the board could use to facilitate the process.

8.2 Discussion of the Transportation Component of the Facilities Master Plan

The board has previously requested a discussion of the transportation component of the Facilities Master Plan. Dan TerAvest explained that circulation was a Master Planning issue, but it was never specifically recognized as a funded project and was not on the funded project list in the Bond Implementation Plan. Due to recent inflation in construction costs, it is likely that funding would run out before we could include unfounded projects. However, turning the Magnolia exit into a two-way road was included in the plan. Dr. Shenk strongly advised against adding unfunded projects that would jeopardize completing the student services component scheduled at the end of the bond cycle. Board members raised issues of road safety, campus congestion, bicycle paths, bus stops on campus, and interaction with the Flood Control District.

9.0 ACTION ITEMS

9.1 Award of Bid for Central Boiler Plant

M/S/C (Lee/Busenbark) to award the bid to Bell Products, Inc. Tom Andrews abstained due to a tangential conflict of interest.

9.2 Approval of Contract for Installation of Photovoltaic Array

M/S/C (Meng/Baldini) to approve the contract with Power Light for the installation of the photovoltaic array.

9.3 Approval of Tennis Court Plan

Dan TerAvest reviewed the proposals that have preceded the current plan. The current plan, which he characterized as the best, consists of a closed set of six tennis courts, as well as a set of two courts. It preserves the track and soccer fields. He was pleased to report that there is consensus on the current plan from community users and the college Physical Education Department. David Angelovich noted that, by virtue of adding lights, we have dramatically increased access to tennis courts. Bruce Ketron made a suggestion regarding naming opportunities, and it was agreed that this topic would be discussed at a future meeting.

M/S/C (Lee/Andrews) to approve the new tennis court plan as presented.

9.4 Authorization of the Purchase of Task Furniture

M/S/C (Busenbark/Lee) to authorize the purchase of task furniture.

9.5 **Approval of Agreement with the State of California Psychiatric Technician Unit 18 Joint Apprenticeship Committee**

Bill Blair, Interim Dean, Health Occupations, explained that funding for a special psychiatric technician training program through a partnership between Napa Valley College and Napa State Hospital was cancelled in the fall, effective at the end of the semester. This agreement resolves that problem, enabling the college to continue to offer and receive funding for a program that addresses a critical community need.

M/S/C (Busenbark/Lee) approve the agreement with the State of California Psychiatric Technician Unit 18 Joint Apprenticeship Committee to offer an apprenticeship program for the period January 1, 2005 to December 1, 2005

9.6 **Approval of Resolution Related to Issuance and Sale of 2005-2006 Tax and Revenue Anticipation Note**

For many years, the District has issued tax and revenue anticipation notes (TRANS) to provide cash flow until property taxes and other revenues are received. The projected cash flow for 2005-2006 will again require issuance of TRANS to meet ongoing obligations.

M/S/C (Busenbark/Meeks) to approve the resolution as presented.

9.7 **CCCT Board Election, 2005**

Charles Meng reported on his review of the candidates and his recommendations for voting. He had conferred with Margaret Lee.

M/S/C (Lee/Andrews) to accept Mr. Meng's recommendations for slate of candidates for CCCT Board Election, 2005.

9.8 **Approval of Revised Board Policy 3720: Computer Use Policy (Second Reading)**

M/S/C (Busenbark/Meeks) to approve the revised Computer Use Policy.

10.0 **OTHER REPORTS:** Note that no action can be taken regarding any report item.

10.1 **Superintendent/President's Report**

Dr. McCarthy thanked everyone involved with the production of *Hello, Dolly* and the opening night celebration. He said we are moving forward with bonding of the winery. He announced the March 31 event, *Building Bridges and Honoring Excellence* held at the CIA for valley CEOs and invited board members to attend. He will attend a conference in Boston at which a Phi Theta Kappa student will be honored as an All-USA Academic First Team winner; on April 7, he will attend a Sacramento luncheon at which our All-California Team winners will be honored. He was pleased to report that \$65 million in bonds were very advantageously sold this morning, and Scott Miller was instrumental in the process, which will be very beneficial to taxpayers over the life of the bond. Joan Bennett, Dan TerAvest, and Dr. McCarthy met with American Canyon officials to discuss five acres of land located in the Town Center to establish a Napa Valley College presence in American Canyon.

10.2 **Reports from Board Members**

- Emery Meeks said he was taking midterms. The ASB will meet with Sonoma State student body officers on Monday and there will be march in San Francisco honoring Cesar Chavez on April 3.
- Tom Andrews said he was pleased to see the college's respiratory therapy connection at the Sutter Hospital, which he praised as wonderful for patients and their families.

- JoAnn Busenbark said opening night of *Hello, Dolly!* was wonderful.
- Charles Meng reported on a recent trustee conference he attended and announced a CCCT meeting on April 15.
- Michael Baldini thanked staff for *Hello, Dolly!*
- Joan Bennett expressed pleasure over the outcome of the hiring process for the Director, Napa Valley College Foundation. She also liked opening night of *Hello, Dolly!* She said she spoke with a board member from Solano College who understood NVC's desire for a memo of understanding regarding the proposed Solano College Center.

11.0 **ADJOURNMENT**

Board President Joan Bennett adjourned the meeting at 9:30 p.m.