1.0 CALL TO ORDER 6:00 p.m.
Joan Bennett called the meeting to order at 6:00 p.m.

2.0 CLOSED SESSION (6:00 p.m.): As there were no public comments regarding closed session items, the board went 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) Mathematics Instructor, Tenure-Track
2) Psychology Instructor, Tenure-Track
3) Drama Instructor, Tenure-Track

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, Charles Meng, Bruce Ketron, JoAnn Busenbark, Emery Meeks
Members Absent: Margaret Lee

3.2 Pledge of Allegiance
The audience recited the pledge of allegiance.

3.3 Introduction of Visitors, Guests, and New Staff
Mr. George Thomas, ASB Commissioner, said he is representing ASB tonight and also said he was running for student trustee.
3.4 **Announcement of Items from Closed Session**
M/S/C (Busenbark/Andrews) to approve Loi Nguyen mathematics instructor, tenure track
M/S/C (Ketron/Busenbark) to approve Jennifer King, drama instructor, tenure track.

3.5 **Adoption of Current Agenda**
M/S/C (Busenbark/Meng) to approve agenda, with the following modifications: agenda item 9.1 to be followed by agenda items 8.2 and 8.1.

3.6 **Announcement of Future Meetings**
(6:30 p.m. closed session, 7:00 p.m. public session)
May 19, 2005, Regular Meeting
Commencement Ceremony May 27, 2005
June 16, 2005, Regular Meeting
July – No meeting

4.0 **PUBLIC COMMENTS — GENERAL**
There were no public comments.

5.0 **APPROVAL OF MINUTES of March 17, 2005** (See backup pages 1-5)
M/S/C (Busenbark/Andrews) to approve minutes, as submitted.

**APPROVAL OF MINUTES of April 8, 2005** (See backup pages 6-8)
M/S/C (Meng/Baldini) to approve minutes, as submitted.

6.0 **CONSENT CALENDAR**
M/S/C (Busenbark/Andrews) to approve the following items on the consent calendar:

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

6.1.1 **Approval of Warrants**
- General Fund $1,269,409.73
- Child Care Fund $4,774.40
- Capital Outlay Projects Fund $32,500.00
- NVC Bldg. Fund/Series A (BOND) $929,955.70

6.1.2 **Approval of Total Gross Payroll**
$1,814,749.68

6.2 **Award of Contract for Faculty Office Renovation Casework**
The project to renovate the 1000B second floor and Health Occupations faculty offices will include casework. California’s Custom Cabinetry Co. of Petaluma presented the low bid of $30,980. The Board of Trustees ratified the award of bid to California’s Custom Cabinetry Co. for $30,980.

6.3 **Approval of Landscape Master Plan Proposal**
The landscape master plan has developed beyond the programming phase. TLCD Architecture of Santa Rosa, a pre-qualified architectural firm for Napa Valley College, proposes to complete the schematic phase of design for $65,000. The Board of Trustees approved the Landscape Master Plan Proposal.
6.4 Proposed Change Orders – UVC Library and Kitchen Expansion:
The Board of Trustees approved the James Nolan Construction, Inc. proposed change orders as given here and in attached Proposed Change Order Log dated April 8, 2005. The net cost of these proposed change orders is $32,338.57 for the following change orders: 200-001R2, 200-002R2, 200-003R, 200-005, 200-006R, 200-008R, 200-010R, 200-011, 200-012, and 200-017.

6.5 Approval of Lease Agreements for Modular Classrooms
The Board of Trustees ratified the approval of contract to lease modular buildings for a term of five years at a total cost of $10,740 per year.

6.6 Approval of Contract Amendment with the University of California, Davis
The Board of Trustees approved a contract amendment to agreement Number 94-051300 with the University of California, Davis. This agreement is for a clinical facility for respiratory therapy students. The amendment extends the agreement from September 26, 2004 to September 25, 2005.

6.7 Approval of Agreement with the Community College Foundation
The Board of Trustees approved an agreement with the Community College Foundation for an Independent Living Program. The period of the contract is from July 1, 2004 to June 30, 2005. The total amount of the contract is $15,490. This is a continuing program.

6.8 Approval of Contract with Strata Information Group
The Board of Trustees approved a contract with Strata Information Group to install, configure and set up, and provide training for the ARGOS reportwriter software that will be used in conjunction with the Datatel software. The total cost of the contract will not exceed $10,000.

6.9 Approval of Agreement with Saint Mary’s College
The Board of Trustees approved a contract with Saint Mary’s College for housing and classrooms for the Upward Bound Program for July 5, 2005 through July 9, 2005. The total contract will not exceed $12,500.

6.10 Approval of Contract Amendment with Napa County
The Board of Trustees approved amendment number 2 to Napa County Agreement Number 3832. This amendment incorporates Version 5 of the County’s general terms and conditions, reduces the prior year maximum to $17,000, approves an increase to $25,500 for 2004-2005 and extends the contract through 2005-2006 for $25,500. This contract is for learning disabilities assessment for CalWorks individuals.

6.11 Approval of Special Privileges for Nonresident Foreign Students
The administrative regulations to Board Policy S6210, Tuition, relate to the Non-resident Foreign Student Tuition Waiver. Ms. Villegas is an international student from the Philippines and is requesting a waiver of the nonresident tuition fee for the Spring, 2005 semester. She meets the criteria for this special privilege. The Board of Trustees approved her request.

7.0 CONSTITUENT GROUP REPORTS

- Academic Senate Report
Glen Bell reported that the Academic Senate has completed a program discontinuance policy and thanked Ann Gross and Rich Bremer for their work. He credited the fine work of Bill Blair, Diana Chiabotti, Sally Fitzgerald, Sue Nelson, and Jerry Somerville for the fact that the Program Evaluation and Planning Process passed accepted without comment. Mr. Bell said faculty achieving tenure status will be presented to the board at its next meeting. New officers of the Academic Senate Diane Chiabotti, president; Faye Smyle, first vice president; Glen Bell, second vice-president, Maria Villagomez, secretary; and Julie Hall, treasurer.

- Faculty Association Report
  Cathy Gillis announced the results of the Faculty Association elections: Denise Rosselli, president; Diane Van Deusen, first vice president; Ann Gross, second vice president; David Angelovich, treasurer; Cathy Gillis, Secretary; Michael Conroy, Laura Ecklin, and Diane Van Deusen, negotiators.

- Classified Senate Report
  New Classified Senate officers are: Benita Briones, President; Mark Martin, Vice President; Jan Schardt, Secretary; Donnelle Estrada, Treasurer; Francine Turner, Senator, Professional Development; De Sturdevant and Margarita Ceja, Senators, Ad Hoc Assignments; Kathy Franco, Senator, Fundraising; Kelly Hatcher and Bob Lortz, Senators, Social Activities. Term of office begins on July 1, 2005.

- Associated Student Body Report
  Mr. Thomas reported on recent ASB activities, including: Women’s History Month; elections forum, International Women’s Day, Latina Conference, Women’s History Month, Job Fair, and MESA Fair. He said ASB elections are coming up and that he would be running for student trustee.

8.0 INFORMATION ITEMS

8.1 Discussion of Modification of Facilities Master Plan
  Dan TerAvest said the board had expressed interest in being kept abreast of significant shifts in the Master Plan. During the process of working with HGA, architects for the proposed new theater building, a possible modification to the Facilities Master Plan has emerged. He said the architects are proposing moving the site of the Performing Arts Center to the east side of the mall. One advantage is that the building site is flat, which is the best and most economical for the theatre; the building will be more prominent, with the public lobby facing east. The plan preserves more parking space.

8.2 Report on Napa Valley College Puente Project
  Cathy Gillis and Christina Rivera gave the board an overview of the Puente Project, a year-long writing, mentoring, and counseling program with a curriculum that focuses on Latino/Mexican-American authors and issues. The program is open to all students who want to transfer to four-year colleges and universities and has been very successful in keeping students in class and moving them to the next level English class. Dr. Fitzgerald thanked those involved with the program, which she says has become a model.

8.3 FTES Report for Spring, 2004 and the Year 2004-2004
  Dr. Ed Shenk gave an FTES report for Spring, 2004-05 and an analysis of Year 2004-2005, saying that the best estimate is that enrollment will be flat. He stressed the importance of retention, because we are down 350 students in headcount. He said that the number of high school students is growing, and much of that growth will be in American Canyon.

9.0 ACTION ITEMS
9.1 Approval of Fiscal Year 2003-2004 Single Year Audit Report
Bryce Gibbs, representative of Matson and Isom Accountancy Corporation, the district’s current auditors, reported the Napa Valley College has received an unqualified report for fiscal year 2003-2004. This is the eleventh straight year for which the college has received an unqualified report. Bryce Gibbs commended the district for the accuracy of its financial report and said the entire campus deserves commendation. He noted that the district is considered a “low-risk auditee.” Regarding bond spending, he said the audit established that the district is complying with Measure N directives from the voters. Vice President of Business and Finance Scott Miller acknowledge the efforts of the Business Office, the Financial Aid Office, and Admissions and Records. Board members praised campus staff for the excellent work that produced the outstanding audit results.

M/S/C (Andrews/Meeks) the Fiscal Year 2003-2004 Single Year Audit Report, as presented.

9.2 Five Year Capital Outlay Construction Plan
The Chancellor’s Office requires an annual review of the Five Year Capital Outlay Construction by the Board of Trustees. The District’s Order of Priority is based on the Bond Implementation Plan and evolving Master Construction Schedule.

M/S/C (Baldini/Meeks) to approve the Five Year Capital Outlay Construction Plan.

9.3 Approval of Tennis Courts and Riparian Corridor Proposal
M/S/C (Busenbark/Meng) to approve TLCD Architecture of Santa Rosa to complete plans and specifications for construction of new, lighted tennis courts, a riparian corridor, and an extension of the services road, for fees not to exceed $110,000.

9.4 Approval of Division Chair Election Results
M/S/C (Ketron/Meeks) to approve the results of division chair elections as follows: Laura Ecklin, Counseling; Eve-Anne Wilkes, Fine and Performing Arts; and Richard DellaValle, Sciences, Mathematics, and Engineering.

9.5 Approval of Increase in Parking Fees, Effective Fall, 2005
This increase in parking fee to $27.50 was approved by the ASB Board at their April 21 meeting; the rate is still the lowest in the area. There is no change in the daily parking rate. Michael Baldini suggested providing free parking for students taking 12 units or more, and Mr. Andrews suggested making a free smaller parking space for motorcycles.

M/S/C (Busenbark/Meeks) to approve the increase in parking fees to $27.50, effective Fall, 2005 Tom Andrews opposes.

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

10.1 Superintendent/President’s Report
Dr. McCarthy said he attended the trustee conference on Sunday for the breakfast honoring Margaret Lee and other long-serving trustees. He announced the third place wins for the NVC Catalog and for a photography by Betty Malmgren. He thanked Bruce Ketron for attending the Circle of Friends Breakfast and the CIA for the “Honoring Excellence” event held at the CIA for local business leaders. A follow-up for interested business leaders will be held on June 16. He thanked Michael Baldini for attending a meeting in Sacramento to support bonding the winery. He reported that the Napa Valley Wine Auction has reversed its decision on the college proposal related to nursing, noting that we have also asked the help of Congressman Mike Thompson related to nursing. He attended the ACCCA Conference in Boston at which Nida Qureshi was honored as one of the top 20 community college students in the nation. He also
made contacts at that event that may lead to a feature article in Community College Week on our winery program. He reviewed upcoming events and dates.

10.2 Reports from Board Members
- Emery Meeks said he has appreciated the opportunity to serve as student trustee; he will be running for re-election.
- Bruce Ketron attended a workshop on April 8. He appreciated the minutes provided by Dan TerAvest for the core group meeting. He wished Emery Meeks and George Thomas well on their upcoming bid for the student trustee position.
- Tom Andrews apologized for not being able to attend the board retreat.
- JoAnn Busenbark said she would not attend the commencement ceremony because she will be in Italy between May 20 and 31 on a Trips and Tours excursion.
- Charles Meng said he attended the first “super-core” meeting at which the relocation of the new Performing Arts Center was discussed. He reported that the vines at the Upper Valley Campus are not doing well because the soil is too rich and that there is a moisture problem that is affecting the stucco at the UVC. He said that Diane Woodruff will assume the interim CEO position of the Community College League, replacing David Viar. An award has been established by CCCT to acknowledge the work of a legislator who effectively supports community colleges. He has been selected to be an accreditation commissioner; that position is not part of the accreditation team that visits the campus, but instead makes recommendations to the college based on the team’s visits.
- Michael Baldini suggested that new hire Jennifer King be on the core group for the theater. He thanked staff for the excellent audit report and wished candidates Meeks and Thomas luck on their campaigns for student trustee.
- Joan Bennett announced the American Canyon Soroptimist scholarship winners, an NVC student and her daughter. She said Lauren Coodley earned the Making a Difference Award; she thanked Dr. Fitzgerald for nominating Ms. Coodley and thanked Dr. McCarthy and Dr. Fitzgerald for attending the awards ceremony.

11.0 ADJOURNMENT
Ms. Bennett adjourned the meeting at 9:15 p.m.