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

2.0 CLOSED SESSION (6:00 p.m.): As there were no 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, Sue Nelson
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-ACP/SEIU
Name of agency representatives: Chris McCarthy
Name or organization representing employees: NVC Administrative Senate

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) Maternal-Newborn Nursing Instructor (30% of full-time, leave replacement) for Fall, 2005
2) EOPS Counselor (tenure-track)
3) Interim Athletic Director

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

3.1 Members Present: Joan Bennett, Margaret Lee, Bruce Ketron, Tom Andrews, Michael Baldini, JoAnn Busenbark, Emery Meeks, Charles Meng
Staff Present: Chris McCarthy, Sally Fitzgerald, Ed Shenk, Scott Miller, Dan TerAvest

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

3.5 Adoption of Current Agenda
M/S/C (Ketron/Lee) to approve Bonnie Anderson, Maternal-Newborn Nursing Instructor (30% of full-time, leave replacement) for Fall, 2005
M/S/C (Andrews/Baldini) to approve Maria Salceda-Nunez, EOPS Counselor (tenure-track)

3.6 Announcement of Future Meetings (6:00 p.m. closed session, 7:00 p.m. public session)
Joan Bennett announced the following upcoming meetings, and the board discussed several changes.

**September 15, 2005, Rescheduled Regular:** Due to a mandatory accreditation meeting that the president and one board member must attend in Southern California, the board agreed to meet on Tuesday, September 16.

**October 27, 2005, Regular Meeting:** The board agreed to hold this meeting at the Upper Valley Campus.

**November 17, 2005, Regular Meeting:** The annual trustees conference is scheduled on this date, so the board agreed to be polled via email to find an alternative time. (The board subsequently agreed to hold the meeting on Wednesday, November 16).

**December 8, 2005, Regular Meeting**

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

5.0 **APPROVAL OF MINUTES of June 16, 2005**
M/S/C (Busenbark/Ketron) to approve the minutes of June 16, 2005.

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

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

6.1.1 **Approval of Warrants**
- General Fund: $189,994.01
- Child Care Fund: $678.73
- Capital Outlay Projects Fund: $838,538.47

6.1.2 **Approval of Total Gross Payroll**
- $1,871,273.00
- Approval of Supplemental Payroll: $183,550.25

6.2 **Approval of Personnel Assignments Dated July 21, 2005**

6.3 **Approval of Contract for the Campus Child Care Program**
The board approved a contract with the California Department of Education contract number CCAM-5006 to provide funds for Child Development programs. The maximum amount of this contract is $232,026. The Department of Education requires a board resolution for contract adoption. This is the 2005-2006 version of a recurring contract.

6.4 **Approval of Contract for a Full-Day Preschool**
The board approved this California Department of Education contract number CFDP-5040 to provide funds for Full-Day Preschool programs. The maximum amount of this contract is $137,831. The Department of Education requires a board resolution contract adoption. This is the 2005-2006 version of a recurring contract.

6.5 **Approval of Contract for General Child Care Programs**
The board approved this California Department of Education contract number CCTR-5230 to provide funds for General Child Care Programs. The maximum amount of this contract is $166,920. The Department of Education requires a board resolution contract adoption. This is the 2005-2006 version of a recurring contract.

6.6 **Approval of Contract with Commission on Peace Officer Standards and Training.**
The board approved this POST contract number 05-011-016 is for the second year of management and facilitation services to present Basic Academy Instructor Development courses and Facilitation Skills for Academy Instructors courses. The term of the contract is July 16, 2005 through June 30, 2006 for a maximum amount of $345,000.

6.7 Approval of an Agreement with Marin General Hospital
This agreement with Marin General Hospital to provide hospital facilities for Respiratory Care Program students. The agreement runs from July 1, 2005, and there is no cost to the district.

6.8 Approval of Agreement with Novato Community Hospital
The board approved this agreement with Novato Community Hospital to provide hospital facilities for Respiratory Care Program students. The agreement runs from July 1, 2005 to June 30, 2008, and there is no cost to the district.

7.0 CONSTITUENT GROUP REPORTS
- Academic Senate Report
  Dianna Chiabotti reported that faculty have begun moving back into their newly renovated offices, which she said was a good morale boost for faculty. She praised the assistance of the Facilities Office and said that Carollee Cattolica was wonderful in facilitating the move.
- Faculty Association Report
- Classified Association Report
- Classified Senate Report
- Administrative Senate Report
- Associated Student Body Report

8.0 INFORMATION ITEMS

8.1 Development of New College Logo
Dan TerAvest of Campus Planning and Construction provided background on the effort to standardize the college identity and reviewed work that has been done to develop a new college logo. He introduced Richard Graeff of Ace Design who said the college logo is in the concept development phase. Mr. TerAvest presented three designs, two that have emerged from discussions within the core group. He explained that community colleges most often select a logo that is representative of the region in which they are located. Board members were most positive about the first logo, which Mr. Graeff described as fresh, simple, bold, and strong. The logos will be sunshined on Flex Day.

8.2 Update on State Budget
Scott Miller provided an update on the State budget that was adopted on July 11, the earliest adoption date in many years. Community colleges received a 9.1% funding increase, and a fully-funded 4.23 COLA. Partnership for excellence funding was restored by 31.4 million dollars, which translates to $171,000 for Napa Valley College. In general, the budget was positive for community colleges, though the outlook for 2006-07 may not be as positive. There are still issues of concern, including a drop in enrollment and the future transfer of costs for STRS to the community colleges.

Charles Meng noted that this budget reflects the governor’s support of community colleges, and Dr. McCarthy said Dr. Diane Woodruff was one of the key people working in support of community colleges.

9.0 ACTION ITEMS
9.1 Approval of Site License Contract with Metro PCS Communications
This item was pulled from the agenda and postponed for a future meeting, upon recommendation of college legal counsel.

9.2 Approval of Proposal from TLCD Architecture for Preliminary Design for Renovation and Modernization of Existing Science Building
TLCD Architecture has proposed to provide architectural and engineering services for a Preliminary Design (Schematic and Design Development) for the renovation and modernization of the existing science building (building 700) and for the new life sciences building (referenced in the current Master Plan as Tech 1). Dan Teravest explained that the design shall be based upon program requirements established in the Science Building Expansion Program Document (DRAFT) by TLCD Architecture, dated June 20, 2005.
The physical sciences classrooms will wait for modernization. JoAnn Busenbark said she attended a meeting and was impressed with how collegially faculty and staff worked together on a shared goal.

M/S/C (Busenbark/Andrews) to enter into a contract with TLCD Architecture of Santa Rosa for preliminary design work on the renovation and modernization of the existing science building and for the new life sciences building in the amount of $339,652.00.

9.3 Approval of Request to the County Superintendent of Schools to Become Fiscally Accountable for Vendor Warrants
Scott Miller explained that the County Superintendent of Schools has approved the District’s vendor checks and payroll checks and coordinated the submittal of information to the County treasurer, where the District’s funds are held. The new Datatel software system has complicated the process for both the County Superintendent and the District. Education Code Section 85266 provides a mechanism for a District to become fiscally accountable. This allows the District to prepare and sign their own checks and provide reports directly to the County Treasurer; the vice president, Business and Finance would be the disbursing officer.

M/S/C (Lee/Busenbark) to authorize the Superintendent/President or his designee to apply to the County Superintendent of Schools to become fiscally accountable for the issuance of vendor checks and appoint the Vice President, Business and Finance as the District disbursing officer.

9.4 Approval of Board Policy on Leave for Part-Time Credit and Non-Credit Faculty
Legal counsel has recommended that the college adopt a policy that covers sick leave for credit instructors who are non-unit members and noncredit instructors. The new policy provides equal leave benefits to all part-time, hourly credit instructors regardless of the unit member status. Additionally, noncredit instructors would receive equal leave benefits with the exception of personal necessity leave.

M/S/C (Ketron/Andrews) to approve proposed new Leave for Part-Time Credit and Non-Credit Faculty Policy.

9.5 Constitution Day
On May 24, 2005 the U.S. Department of Education released a Notice of Implementation, announcing that all educational institutions receiving federal funding must provide an educational program pertaining to the United States Constitution on September 17 of each year.
(unless September 17 occurs on a Saturday, Sunday, or holiday, and then programming must be held during either the preceding or following week). The Office of Student Services and the Office of Instruction will work together to plan and implement an educational program each year; this year’s program will occur on September 19.

M/S/C (Busenbark/Baldini) to establish September 17 or the following Monday as Constitution Day at Napa Valley College, to have the date noted in the campus calendar, and to direct the Office of Student Services and the Office of Instruction to plan accordingly each year.

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

10.1 Superintendent/President’s Report
Dr. McCarthy reported on his recent Trips and Tours experience in the Canadian Rockies and related how much the participants enjoyed the trip and appreciate Jenny Sercu. He said he had a wonderful experience as participant in the Napa Valley Writers’ Conference and the visiting writers gave spectacular readings and lectures. He reported on the refurbishment of Faculty offices this summer and announced a President’s Reception at the conclusion of Instructional Excellence Day at the teaching winery.

10.2 Reports from Board Members
- Michael Baldini requested an item be placed on the September board meeting regarding the future development of the college property on the corner of Imola and the Napa Vallejo Highway. He reasoned that, as the Imola entrance/exit is developed, it would be helpful to project future needs related to the corner property. The board discussed the sensitive nature of this issue and the importance of establishing parameters for discussion. It was agreed that the board would agendize this issue for future discussion.
- JoAnn Busenbark said she sat in on a Sciences/Mathematics workshop; attended a Music in the Vineyards event; and put down a deposit on a college trip to Galapagos.
- Charles Meng said he felt the State budget reflects the governor’s support for community colleges and said he felt lobbying paid off. He will attend a training session for new accreditation standards.
- Emery Meeks said the ASB web page has been updated with pictures of student life, a housing board, ASB minutes. He said there would be a fall ASB retreat.
- Bruce Ketron said it was the board’s responsibility to look at big issues. He said he was happy to provide housing again this year for a participant in the Writers’ Conference.
- Joan Bennett said she looked forward to see the progress on bond projects on tour at the September meeting.

11.0 ADJOURNMENT
President Joan Bennett adjourned the meeting at 9:15 p.m. in honor of everyone being back from summer break safe and sound.