

Napa Valley Community College District

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES**

**October 27, 2005**

5:30 p.m. Closed Session

6:00 p.m., Return to Public Session

Room 211, McPherson Administration Building

Napa Valley College, Napa, California

**AGENDA**

1.0 **CALL TO ORDER** 5:30 p.m.

President Joan Bennett called the meeting to order at 5:30 p.m.

2.0 **CLOSED SESSION** (5:30 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

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, Margaret Lee, Charles Meng, JoAnn Busenbark, Emery Meeks

**Staff Present:** Chris McCarthy, Sally Fitzgerald, Scott Miller, Ed Shenk, Betty Malmgren, Bob Freschi, Brian Houle, Judie Walter-Burke, Dan TerAvest

**Guests Present:** Brian Wright, Allen Butler, Tom LeMasters, John Accardo

3.2 **Pledge of Allegiance**

The audience recited the pledge of allegiance.

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

Audience members introduced themselves, including community members Tom LeMasters and John Accardo.

3.4 **Announcement of Items from Closed Session**

Joan Bennett said there were no announcements from closed session.

**3.5 Adoption of Current Agenda**

M/S/C (Andrews/Meng) to adopt agenda.

**3.6 Announcement of Future Meetings** (6:30 p.m. closed session, 7:00 p.m. public session)

Joan Bennett announced upcoming meetings: November 5, 2005, Board Retreat; November 16, 2005, Regular Meeting (Upper Valley Campus); and December 8, 2005, Regular Meeting

**4.0 PUBLIC COMMENTS – GENERAL**

There were no public comments.

**5.0 APPROVAL OF MINUTES of September 13, 2005**

M/S/C (Baldini/Lee) to approve the minutes with correction: Tom Andrews was not present.

**6.0 CONSENT CALENDAR**

M/S/C (Busenbark/Meng) to approve the following items on the consent calendar.

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

**6.1.1 Approval of Warrants**

General Fund	\$821,537.97
Child Care Fund	\$3,800.09
Capital Outlay Projects Fund	
NVC Bldg. Fund/Series A (BOND)	\$1,301,602.09

**6.1.2 Approval of Total Gross Payroll** \$1,883,044.04

**6.2 Approval of Personnel Assignments Dated October 20, 2005**

**6.3 Approval of Contract for Economic and Workforce Development Program**

The Board approved an agreement with the Contra Costa Community College District for an environmental health and homeland security initiative for the Chancellor's Office Economic and Workforce Development Program. The agreement will be for a maximum of \$120,000 and will be from October 1, 2005 to June 30, 2006.

**6.4 Approval of Contract for Economic and Workforce Development Program**

The Board approved an agreement with the Contra Costa Community college District to provide data collection services for the State Chancellor's Office Economic and Workforce Development Program. The total amount of the contract is \$47,000, and the contract runs from September 1, 2005 to June 30, 2006.

**6.5 Approval of Contract for the Independent Living Program**

The Board approved an agreement with the Community College Foundation for the Independent Living Program for \$10,000 from July 1, 2005 to June 30, 2006. The program will further the educational and employment training of foster, probation and emancipated youth.

**6.6 Approval of Contract for California Early Childhood Mentor Program**

The Board approved an agreement with San Francisco Community College District for an amount not to exceed \$5,000 from September 1, 2005 to June 30, 2006. The contract will support the coordination and development of mentoring programs and for printing and copying mentor materials.

**6.7 Approval of Contract with the Child Development Training Consortium**

The Board of Trustees approved an agreement with Yosemite Community College District for the Child Development Training Consortium for a maximum of \$14,894 from August 1, 2005 to July 31, 2006.

**6.8 Approval of Contract for Family and Consumer Services Statewide Business/Industry Collaborative**

The Board approved an agreement with Mt. San Antonio College for the Family and Consumer Services Statewide Business/Industry Collaborative Grant for \$5,000 from July 1, 2005 to June 30, 2006.

**6.9 Approval of Change Orders for Central Boiler Plant**

The Board of Trustees approved the proposed change orders submitted by Bell Products, Inc. numbered 8, 20, 212, 22, 23, 24, 25, 26, 27, 29, 30, 31, 32, 34, 38, 40, 41R 42, 43, 44R and 50, as given in the attached proposed change order log dated October 14, 2005. The net cost of these proposed change orders is \$175,138.

**6.10 Approval of Change Orders for the Gym Floor and Bleacher Modernization Project**

The Board of Trustees approved the proposed change order submitted by Helmer & Sons, Inc. numbered 7R, 10R, 13R, 14R, 15, 16, 18, 19R, 20, 21, 22, 23, 25, 26, 27, 28, 29 30, 31, 32, 33, 35, 36, 37R, 38, 39, 40R, 42, 43, 44, 45, 46, 51, 52, 53, and 56 as given in attached proposed change order log dated October 14, 2005. The net cost of these proposed change orders is \$123,659.67.

**7.0 CONSTITUENT GROUP REPORTS**

- Academic Senate Report  
Dianna Chiabotti said the Senate was working on the student grievance policy and commented that the mutual agreement process is working well.
- Administrative Senate Report  
Ken Arnold reported on the successful use of Zoomerang to conduct electronic voting on the vesting issue.
- Associated Student Body Report
- Guinevere Allen, Senator of Social Sciences, reported on the Latina Luminarias Conference; the Visualize the Impact event on domestic violence; and the Filipino speaker on women's issues. She said she has been a successful student at NVC, and it has been a good experience.

## 8.0 INFORMATION ITEMS

### 8.1 Update on Baseball and Softball Fields

Dr. McCarthy explained that at the last board meeting, Mr. LeMasters, representative from Napa Valley Baseball, requested a future agenda item on the condition of the college baseball and softball fields. Dr. McCarthy referred to a letter he sent to Mr. LeMasters on the status of the ballfields and the steps being taken to improve their condition.

Mr. LeMasters thanked Dr. McCarthy for his letter and his understanding of the issues. He stressed that NVC is the only community college that has unplayable fields for a portion of the season, putting the team at a great disadvantage because it has to travel. John Accardo, Napa County Deputy Sheriff and graduate of the NVC Police Academy, spoke to the importance of the fields to Little League in Napa County. He stated that Little League has no ball field other than college ball fields on which to play, and wet fields mean that the season must start late. This affects hundreds of children in the 13-15 age range every year.

Baseball Coach Bob Freschi said that NVC baseball has had great success and winning seasons, but played only 14 of its 44 games last year at home due to unplayable fields. He stressed that this is not fair to the athletes, 98% of whom transfer to four-year schools.

Dr. McCarthy noted that the college has hired the same consultant used by UC, Berkeley, for its baseball fields to review possible solutions. He recommended that the turf be renovated with aeration, leveling, and top dressing. Dredging was delayed due to the construction of tennis courts. Once the effectiveness of these measures has been evaluated, further action will be addressed.

JoAnn Busenbark stressed the importance of developing our young people and said she was sorry that the fields are creating the problems discussed tonight. President Joan Bennett thanked those who spoke tonight and assured them that the board takes the issues presented seriously. Mr. LeMasters requested that the board respond as soon as possible to the needs outlined tonight.

### 8.2 Review Schematic Design of the Performing Arts Center

HGA Architecture of San Francisco presented the schematic design of the Performing Arts Center. Fred Sherman introduced the schematic design by saying that the current design meets programming needs as expressed by faculty and falls in line with monetary consideration.

Architect Loren Ahles of Minnesota explained that the project is 45 - 46,000 square feet which will provide instructional and performing spaces for the music and drama departments, noting that most of the spaces serve dual functions. The building will be visible to the community, have prominence on campus, and provide terminus at the end of the mall. Two entrances have been planned, one public and one academic, with a service entrance for the scene shop.

He reviewed the floor plan and specific areas, including: orchestral rehearsal, ensemble/practice rooms, keyboard classroom, choral rehearsal room, lobby, audience house, stage administrative offices, theater rehearsal, costume shop, scene shop, and black box. There will be moveable towers for musical performances for sound quality.

He said the lobby and terrace will be the largest space at the college and most inviting for community events. It will have views to the north and east. The lobby is 22 feet wide and 24 feet tall. There will be a small concession/kitchen. Catered events can be staged along a corridor, and 100 – 150 people can be seated for dinner.

**8.3 Review of Schematic Design of the Science Expansion – Life Sciences.**

Alan Butler of TLC Architecture of Santa Rosa presented the schematic design for the Science Expansion—Life Sciences (Tech I) new construction project. He explained that there will be a new science building, and the existing science building would be renovated; the new building project will precede the renovation. The new building will be just south of the 700 building and will have an important presence on campus, establish collegial spaces, and also create energy at the South part of campus. It will be a “green” project, maximizing natural light and show what is going on in the building.

**8.4 The Student Right to Know Report**

Ken Arnold explained that the Student Right to Know Report is an annual report required by the Department of Education. It outlines specific security policies and procedures and the occurrence of specified crimes. The figures demonstrate that the campus is safe.

**8.5 Napa Valley Police Department Annual Report**

Ken Arnold presented the Napa Valley College Police Department Annual Report, which provided a summary of its activity, accomplishments, and challenges. He explained that, as the campus is the size of a small city, it has a relatively low crime rate. He reviewed the challenges of the department and praised the talented, dedicated professionals who are committed to protecting the staff and students of NVC. Ed Shenk praised Ken Arnold and his staff, and that sentiment was echoed by board members.

**8.6 Advisory Committee Lists**

The Occupational Education Office has submitted the updated 2005-2006 lists of advisory committees for Napa Valley College occupational education programs, and those lists are available in the President’s Office.

8.7 **Community College Initiative**

Charles Meng explained that the Chief Executive Officers of the California Community Colleges (CEOCCC) and the California Community College Trustees have approved the placement of an initiative on the November, 2006 ballot that seeks to modify the Proposition 98 funding formula for community colleges. The initiative supports separating community college and K-12 funding; protecting the power of local boards; and rolling fees back to \$20 and capping it at that level. He said it will take 600,000 signature to get the initiative on the ballot.

9.0 **ACTION ITEMS**

9.1 **Approval of Compensation Agreements with NVC Employee Groups**

M/S/C (Ketron/Lee) to approve the compensation agreements with three Napa Valley College employee groups.

9.2 **Approval of Resolution to Amend the Health Benefit Vesting Requirement for Future Retirees**

M/S/C (Ketron/Baldini) to approve the resolution to amend the health benefit vesting requirement for future retirees.

9.3 **Approval of Resolution to Adopt the National Incident Management System (NIMS)**

Ken Arnold explained the need to adopt the National Incident Management System (NIMS) and then train using a standardized emergency management system.

M/S/C (Lee/Andrews) to approve the resolution to adopt the National Incident Management System (NIMS).

9.4 **Approval of Increase in Hourly Rate for Noncredit Instructors and Grant-Funded Administrators**

M/S/C (Busenbark/Ketron) to approve an increase in the hourly rate for noncredit instructors and grant-funded administrators.

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

10.1 **Superintendent/President's Report**

- Chris McCarthy thanked all who attended the Foundation Annual dinner. He thanked Judie Walter-Burke and Bonnie Thoreen for participating on the accreditation team he recently chaired. He announced forums for the Vice President, Student Services on November 10 and said he hoped we would be able to send the finalist for board approval at the November 16 meeting. He congratulated Sonia Wright on the success of the Frenzy Auction and Betty on the gym opening ceremony. He explained that the

- Alcoholic Beverage Commission has stated that we can create a new auxiliary under which auspices we would be able to sell college wine. He thanked Sally Fitzgerald and Stephanie Grohs for hosting Joyce Maynard's campus lecture. He praised the photo exhibit held at St. Supery for the 25<sup>th</sup> anniversary of the International Education Show.

There will be a reception for Scholarship Club members at the Teaching Winery on November 3.

## 10.2 **Reports from Board Members**

- Emery Meeks announced that ASB ushered at Death of a Salesman and also announced the upcoming African American Dinner and the Mid-Day Mix-Up. ASB is supporting the increased health fee.
- Bruce Ketron said he enjoyed the Leadership Council Meeting held in cafeteria and thanked Ed Shenk for his presentation.
- Tom Andrews asked for the status of the photovoltaic array project and inquired about the construction on Imola. Dr. McCarthy confirmed that we had sold a portion of that property to the Flood Project.
- JoAnn Busenbark said her work at Rio Hondo College has shown her there are significant differences among community colleges. She is working with Bonnie Thoreen on developing relationships in St. Helena. She will be back in Napa permanently in December.
- Charles Meng announced the upcoming CCCT meeting and reported on the online collective bargaining database. He was part of an accreditation team to Shasta College. He stressed the importance of periodic review of board policies.
- Michael Baldini asked about the review of the Magnolia Drive issues with the City. Dan TerAvest explained that any issues will be with CalTrans and said the plan meshes easily with what the City plans for Soscol Avenue.
- Joan Bennett said the board should formally recognize Sonia Wright for her success with the Frenzy Auction at the Annual Dinner. She said she participated in the AIDS Walk and attended the opening ceremony for the gymnasium.

## 11.0 **ADJOURNMENT**

The board adjourned at 9:30 p.m.