Napa Valley Community College District

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
January 12, 2006
5:30 p.m. Closed Session
6:30 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.

2.0 CLOSED SESSION (5:30 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, 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, Employee Evaluation

1) Evaluation of Superintendent/President

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

Title:
1) M/S/C (Bennett/Lee) to approve Michelle Hobbs, Physical Education and Softball Coach
2) M/S/C (Meng/Bennett) to approve Michael Derby, Instructor, Psychiatric Technician
3) M/S/C (Ketron/Bennett) to approve Barbara Brock, Nursing Instructor

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) Dean, Human Resources (Interim)
2) Athletic Director (Interim)

3.0 RETURN TO PUBLIC SESSION (6:30 p.m.)
3.1 **Members Present:** Tom Andrews, Michael Baldini, Bruce Ketron, Margaret Lee, Charles Meng, Joan Bennett, Ray Brown  
**Members Absent:** JoAnn Busenbark  
**Staff Present:** Chris McCarthy, Sally Fitzgerald, Oscar De Haro, Scott Miller, Mark Martin, Vanessa Mullally, Judie Walter-Burke, Betty Malmgren, Kate Benscoter  
**Guests Present:** Bill Ross, American Canyon City Attorney Mike Anderson, Aegis Development Co.

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

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

3.4 **Swearing-in of New Student Trustee**  
Dr. McCarthy administered the oath of office to newly-elected student trustee, Ray Brown. Mr. Brown was welcomed to the board, and he conveyed his pleasure to be part of it.

3.5 **Resolution Honoring Felicia Shinnamon, Retiring Faculty Member**  
This resolution has been rescheduled to the February meeting.

3.6 **Resolution Honoring Robert Chudnofsky, Retiring Faculty Member**  
Dr. McCarthy read this resolution in honor of Robert Chudnofsky, retiring faculty member whose contributions to the Respiratory Therapy Program, technology, and distance education have left a lasting legacy to Napa Valley College. The Board of Trustees and staff thanked Robert and gave him a standing ovation.

3.7 **Announcement of Items from Closed Session**

3.8 **Adoption of Current Agenda**  
Items will be heard following 5.0 (Public Comments). Other items may be moved, at the discretion of the board president.

3.9 **Announcement of Future Meetings**  
(5:30 p.m. closed session, 6:00 p.m. public session)  
- February 9, 2006, Regular Meeting  
- February 11, 2006, Special Meeting (Board Retreat)  
- March 16, 2006, Regular Meeting (Rescheduled Regular Meeting)

4.0 **PUBLIC COMMENTS — GENERAL**  
Ken Arnold thanked Dan TerAvest and his staff for the new facility for the Campus Police Department. He announced an upcoming open house.

Michael Baldini noted that there is no speed limit sign coming into the college. Ken Arnold explained that there had been one in the past, and it had been hit repeatedly. Mr. Arnold said he would pursue the request.
5.0 APPROVAL OF MINUTES OF December 8, 2005
M/S/C (Bennett/Ketron) to approve minutes. Ms. Lee abstains, due to her absence at that meeting.

6.0 CONSENT CALENDAR
M/S/C (Bennett/Ketron) to approve the following items on the consent calendar.

6.1 Ratification of Financial Documents for December, 2005
   6.1.1 Approval of Warrants
   General Fund $1,212,461.73
   Child Care Fund $2,182.45
   Capital Outlay Projects Fund
   NVC Bldg. Fund/Series A (BOND) $2,225,670.45
   6.1.2 Approval of Total Gross Payroll $1,948,961.98

6.2 Approval of Personnel Assignments Dated January 5, 2006

7.0 CONSTITUENT GROUP REPORTS
   • Academic Senate Report
     Dianna Chiabotti reported the faculty have been signing up for classes to add to our enrollment. Faculty is working on putting together a faculty hiring handbook.
   • Faculty Association Report
   • Classified Senate Report
     Mark Martin has taken over as Classified Senate President, replacing Benita Briones who retired recently. He announced that Jan Schardt will take the place of Dixie Larson, who stepped down from her position as Classified Association President. Classified will be making a presentation at Flex Day. He also announced that the first week in April is Classified Staff Appreciation Week, with the classified retreat planned for May or June.
   • Administrative Senate Report
     Ken Arnold welcomed Oscar De Haro to the administrative group.
   • Associated Student Body Report
     Ray Brown, new student trustee, said he attended an ASB retreat in Westminster Woods and thanked Oscar De Haro for speaking to the group. Mike Thompson will speak to students on in the library on February 22. He said he was happy to a part of the board of trustees.

8.0 FINANCIAL REPORTS
   8.1 Quarterly Financial Status of Income and Expenditures for the Period Ending September 30, 2005
   8.2 Quarterly Financial Statement Report (CCFS311Q)
     Scott Miller reviewed the financial documents, stating that the District is in good shape financially. He apologized for the lateness of the reports, saying that his office is still experiencing some challenges with Datatel.
9.0 INFORMATION ITEMS

9.1 Update on Increasing Napa Valley College’s Presence in American Canyon
Dr. McCarthy said the bond put aside $1 million for an outreach location in American Canyon. The college is also interested in augmenting programs and services available to American Canyon residents, as well as to other students for whom the location is convenient. Currently, the City of American Canyon is moving forward with its Town Center at the same time that Napa Valley Unified School District is planning a new high school in American Canyon. Both entities have suggested including space for Napa Valley College in their plans.

Bill Ross, City Attorney for American Canyon, distributed a map of the property in question, which he explained was part in the City and part in the old Basalt property. He said that some past legal questions between the City and the County have been resolved. He reviewed the process that will need to be completed, and said that he felt all could be accomplished within a 14-month period.

Mike Anderson, representative of Aegis Equity Partners, the development firm for the American Canyon Town Center, described the proposed Town Center. The town square will include commercial, retail, civic, and educational components, with the ultimate goal of a vibrant, exciting Town Center. Students would have access to restaurants and night life. He suggested creative ways to structure an agreement with the college in which the college would either lease a building or buy land. He said the EIR is in progress.

Student Trustee Ray Brown asked about the possibility of rail service between the main campus American Canyon, as there is a railroad line in existence. Michael Baldini clarified that the line does not provide passenger service and is in need of major repairs, so it is unlikely rail service could be provided for Napa Valley College students.

9.2 Introduction of New Vice President, Student Services
Dr. McCarthy formally introduced and welcomed Oscar De Haro, new Vice President, Student Services. The board welcomed Mr. De Haro, and he thanked the board and college community for the warm welcome he has received.

9.3 Update on New College Website
Vanessa Mullally, Director, Information Systems Technology, gave a brief presentation on the new college website. The campus platform project allows college staff to create and maintain content easily and provides improved research capabilities. She gave the board and audience a tour of the website, which includes the new logo. Everyone was pleased with the product. She acknowledged Betty Malmgren and Michael Henry for their work on the website. Betty Malmgren said it will be good for marketing and it will also improve internal communication.

9.4 Status Report on Governor’s Budget for 2006-2007
Dr. McCarthy summarized the provisions of the Governor’s spending plan for the
2006-2007 year and reviewed its implications for Napa Valley College. He said it was budget favorable to the community college system, increasing the proposition 98 share and including money for equalization, growth, and a 5.18 COLA.

10.0 ACTION ITEMS

10.1 Adoption of New College Logo and Typeface
The board expressed its enthusiasm about the logo.
M/S/C Ketron/Baldini to approve the new college logo, as submitted in its final form.

10.2 Approval of Agreement with TLCD Architecture for New Library and Learning Resource Center
M/S/C (Bennett/Meng) to approve an agreement with TLCD Architecture for programming, schematic design, and design development of plans for the Library and Learning Resource Center for $938,609.20.

10.3 Approval of Purchase Order for Emergency Care Simulators and Related Equipment
M/S/C (Lee/Bennett) to approve a purchase order for emergency care simulators and related equipment to Medical Education Technologies, Inc. for $532,116.18.

10.4 Approval of By-Laws for the Napa Valley College Viticulture and Winery Technology Foundation.
M/S/C (Baldini/Ketron) to approve the by-laws for the Napa Valley College Viticulture and Winery Technology Foundation.

10.5 Establishment of the 2006 – 2007 Nonresident Tuition Fee
M/S/C (Ketron/Baldini) to set the District’s 2006 – 2007 Nonresident tuition fee at $160 per semester unit, the statewide average. In addition, foreign students should be charged an additional $6.00 per unit, pursuant to Education Code Section 76141.

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

11.1 Superintendent/President’s Report
Dr. McCarthy showed a DVD that can be used for marketing purposes. It was shot at last year’s graduation in Memorial Stadium. He welcomed Ray Brown. He also announced the Dixie Larson was stepping down from the presidency of the Classified Association. He discussed the community college initiative on the November ballot.

11.2 Reports from Board Members
- Joan Bennett thanked Judie Walter-Burke for her work on the simulator grant. She was happy to see a Napa Valley College ad in the American Canyon paper.
- Charles said he was looking forward to the League Legislative Conference. He said he was excited about the New Year and happy that Oscar De Haro was on board.
- Ray Brown said he would be a guest on the college TV show with Dr. McCarthy.
- Margaret Lee welcomed Ray Brown and Oscar De Haro.
• Bruce Ketron welcomed Ray Brown and Oscar De Haro. He said he enjoyed the Jazz Ensemble performance. He attended the Police Academy graduation and planned to attend the legislative conference.
• Michael Baldini welcome Ray Brown and Oscar De Haro and said he appreciated everyone’s participation in the events they mentioned.

12.0 **ADJOURNMENT**
Tom Andrews adjourned the meeting at 9:00 p.m.