NOTE: Closed session begins at 5:30 p.m. and public session begins at 7:00 p.m.

Napa Valley Community College District

THE REGULAR MEETING OF THE BOARD OF TRUSTEES
March 16, 2006
5:30 p.m. Closed Session
7:00 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.

2.0 Consideration of Public Employee Discipline
A classified employee has asked to exercise the right to an open hearing before the board in response to a pending disciplinary action, but the hearing was not held. There will be an open hearing at a later date.

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, 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: NVC-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 EMPLOYEE DISCIPLINE

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) Dean, Human Resources

With respect to every item of business to be discussed in closed session pursuant to Section 87483 and 22713
PUBLIC EMPLOYMENT, Reduction in Workload for Faculty Member

With respect to every item of business to be discussed in closed session pursuant to Section 54957,
PUBLIC EMPLOYMENT, Consideration of Resignation of Academic Employee

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) Instructional Computer Support Specialist
2) Secretary II
3) Student Services Specialist

3.0 RETURN TO PUBLIC SESSION (7:00 p.m.)

3.1 Members Present: Joann Busenbark, Bruce Ketron, Michael Baldini, Tom Andrews, Charles Meng, Joan Bennett, Ray Brown
Staff Present: Dr. McCarthy, Oscar DeHaro, Scott Miller, Betty Malmgren, Judie Walter-Burke, Lisa Yanover, Ken Arnold, Robyn Wornall
Guests Present: Dave Hildebrand, James Carter, Monica Oquvist

3.2 Pledge of Allegiance

3.3 Introduction of Visitors, Guests, and New Staff

3.4 Announcement of Items from Closed Session
President Tom Andrews announced that the evaluation of the superintendent/president has been completed and the board has found Dr. McCarthy’s performance to be outstanding. The board renewed his contract enthusiastically, with all elements of the contract to remain in effect.

M/S/C (Bennett/Baldini) to approve Laura Ecklin, Dean, Human Resources
M/S/C (Meng/Bennett) to approve Wendy Howell, Instructional Computer Support Specialist; Janet McCard, Secretary II; Natalie Bradley, Student Services Specialist.
M/S/C (Ketron/Bennett) to approve a reduction in workload for Niles Severy.

3.5 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.

3.6 Announcement of Future Meetings (5:30 p.m. closed session, 6:00 p.m. public session)
April 13, 2006, Regular Meeting
April 19, 2006, Special Meeting (Interviews for Provisional Trustee Appointment)
April 21, 2006, Special Meeting (Announcement of Provisional Trustee Appointee)
5:00 p.m.
May 11, 2006, 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 9, 2006
(See backup pages 1-7).

6.0 CONSENT CALENDAR
M/S/C (Meng/Baldini) to approve the following items on the consent calendar:

6.1 Ratification of Financial Documents for February, 2006
6.1.1 Approval of Warrants
   General Fund $967,881.05
   Child Care Fund $5,282.45
   Capital Outlay Projects Fund
   NVC Bldg. Fund/Series A (BOND) $809,395.37

6.1.2 Approval of Total Gross Payroll $1,651,908.67

6.2 Approval of Personnel Assignments Dated March 9, 2006

6.3 Approval of WorkAbility III contract for 2006 – 2009
   The Board of Trustees approved the WorkAbility III contract.

6.4 Approval of Contract Education Agreement with the County of Napa
   The Board of Trustees approved an agreement with the County of Napa to provide a contract education program for Customer Service Training. The total contract amount is $2,690.00.

6.5 Approval of Agreement with the California Department of Education
   The Board of Trustees approved an agreement with the California Department of Education Child Development Services for the purchase of instructional materials and supplies. The total amount of the agreement is $2,143.00.

6.6 Renewal of NVC’s Participation in the California Partnership for Achieving Student Success (Cal-PASS)
   The Board of Trustees approved the Memorandum of Understanding through 2010.

6.7 Ratification of Acceptance of Proposal from Birds Away/Pigeons Away of Concord
   Napa Valley College invited responses to a formally advertised Request for Proposal to provide Bird Netting at Building 1100/Gymnasium from three bird-control firms. One responsive proposal was received from Birds Away/Pigeons Away of Concord, CA for $64,640, and the board accepted the proposal. Work has begun, as swallows are expected to return on March 20.
Michael Baldini questioned the $64,640, and Dan TerAvest provided backup information regarding the extensive project.

7.0 CONSTITUENT GROUP REPORTS

- **Academic Senate Report**
The Academic Senate said it was busy with hiring committees.

- **Faculty Association Report**
The Faculty Association will send its nominations to the April 13 board meeting.

- **Classified Senate** is looking forward to Classified Appreciation Week and the retreat for Classified Staff.

- **Administrative Senate Report**
The Senate is working on Classified Appreciation events. It has donated two $500 scholarships.

- **Associated Student Body Report**
James Carter spoke for the ASB. He has been a student since 1998 and is president of MESA.

8.0 FINANCIAL REPORTS

8.1 **Quarterly Financial Status of Income and Expenditures for the Period Ending 12/31/06**

8.2 **Quarterly Financial Statement Report (CCFS311Q)**
Scott Miller reviewed the financial reports.

9.0 INFORMATION ITEMS

9.1 **Data for Strategic Plan 2004 – 2005 Progress Report**
This report presents data measuring progress towards the goals contained in 2001 – 2005 and 2006 – 2011 Strategic Plans. Judie Walter-Burke and Robyn Wornall reviewed the data, which they characterized as generally positive. There was an increase in transfer rates. The report identifies areas that need attention, and it also supports the value of the college’s planning efforts.

9.2 **Update on the California Partnership for Achieving Student Success (Cal-Pass)**
Napa Valley College has been participating in the North Bay Consortium of the California Partnership for Achieving Student Success (Cal-PASS) since October, 2003. Dr. Robyn Wornall, Director, Institutional Research, will shared recent developments in Cal-PASS with the board. She explained that it is useful because it can be used to inform changes within educational segments by providing information on how well we are preparing students for transfer. It can help guide discussions.

9.3 **Jessamyn West Creative Writing Contest**
Denise Roselli, program coordinator of the English Department, and Lisa Yanover, coordinator of the Jessamyn West Creative Writing Contest, will made a brief presentation on exciting changes in the Jessamyn West Creative Writing Contest. They distributed copies of the new anthology of winners of the 2005 Jessamyn West Creative Writing Contest. The board thanked them for their efforts and praised the new publication.
10.0 ACTION ITEMS

10.1 Proposed Building Names
As a part the signage and wayfinding project, campus buildings will be renumbered to correct inconsistencies in building adjacencies. As a part of that process, many buildings will also be given names, many of which stem from historic Napa place and land grants. The board had a lengthy discussion on the importance of naming buildings. Six buildings needed to be named at this time in order to finish the design of the new signage. Because the board could not reach consensus on the names, members agreed to take no action at tonight’s meeting. Work on signage can proceed by leaving space in the design for building names. The Facilities Committee will continue work on this, and Ray Brown and Charles Meng will attend its next meeting.

10.2 ADA Handrail Replacement Project Bid Award
The adopted ADA Transition Plan called for the replacement of approximately 1,500 lineal feet of handrail on campus. This project is one of several going to bid this spring to address all Part One Transition Plan priorities.

M/S/C (Brown/Ketron) to award the Handrail Replacement Project to Bell Products for $243,272. (Tom Andrews abstained).

10.3 ADA Drinking Fountain Replacement Project Bid Award
The adopted ADA Transition Plan called for the replacement of approximately 16 drinking fountains throughout the campus. The new drinking fountains will be ADA compliant and will mainly consist of high and low fountain arrangements that are sided by side rails for the visually impaired. This project is one of several going to bid this spring to address all Part One Transition Plan priorities. Bids will be opened in public on Tuesday, March 14, 2006 at 3:00 p.m.

Recommendation: It is recommended that the Board of Trustees award the Drinking Fountain Replacement project to the lowest bidder as presented.

10.4 Approval of Resolution Related to Issuance and Sale of 2006-2007 Tax and Revenue Anticipation Notes
M/S/C (Baldini/Ketron) to pull this item, as the resolution had not been prepared in time for the meeting. The item will be postponed for the April board meeting.

10.5 Approval of New Committee Member(s) to the Independent Citizens’ Bond Oversight Committee
Since its initial meeting in March of 2003, the Citizens’ Bond Oversight committee has lost members and representation of the required groups, as established in the bylaws: students; the business community; a senior citizen’s organization; a bona-bide taxpayers’ association; a support organization for the college; and the community at large. Applications have been reviewed by a number of board members and Dr. Chris McCarthy to select representatives for the required groups.
(M/S/C (Ketron/Bennett) to approve the following new members: Jarrod Denton, Joe Taglioboschi.

10.6 Approval of Academic Calendar
M/S/C (Ketron/Meng) to approve the proposed academic calendar, as submitted.

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 hosted a meeting with local high school principals. He thanked the board for their attendance at *Kiss Me Kate*. He said the Foundation is forming subcommittees and reviewing naming opportunities. He said the solar field is the fifth largest in the country.

10.2 Reports from Board Members
- Joan Bennett requested a tour of the welding shop.
- Charles Meng praised *Kiss Me Kate*.
- Bruce Ketron said he was happy with the process to selection a provisional appointee for Margaret Lee’s seat on the board. He mourned her passing.
- Michael Baldini thanked everyone for their participation at the special board meeting to select a provisional appointee. He enjoyed *Kiss Me Kate*.
- Tom Andrews thanked Dave Hildebrand and James Carter for attending the meeting.

10.0 ADJOURNMENT
Tom Andrews adjourned the meeting in memory of Margaret Lee, a wonderful friend to the college and valued member of the Board of Trustees.