

Napa Valley Community College District

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

May 11, 2006

5:30 p.m. Closed Session

6:30 p.m., Return to Public Session

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

2.0 **CLOSED SESSION** (5:30 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, 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 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

- 1) English Composition Instructor (tenure-track)
- 2) English Composition Instructor (full-time, temporary leave replacement for 2006-07)
- 3) Anthropology Instructor (tenure-track)
- 4) Biology Instructor (tenure-track)
- 5) Ceramics Instructor (tenure-track)
- 6) Humanities Instructor (tenure-track)
- 7) Respiratory Care Clinical Coordinator/Instructor (tenure track)

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

- 1) Interim Basic Law Enforcement Academy Director (leave replacement)
- 2) Correction Academy Coordinator (grant-funded)
- 3) MESA Program Director (grant-funded)
- 4) Project Coordinator Nursing Expansion and Innovation Project (grant-funded)
- 5) Director, Talent Search (grant-funded)
- 6) Workability III Program Director (grant-funded)
- 7) Director, Small Business Development Center (grant-funded)
- 8) Director, Upward Bound (increase in FTE)

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) Accountant II
- 2) Custodian I
- 3) Police Officer
- 4) Secretary III, Educational Talent Search

3.0 RETURN TO PUBLIC SESSION (6:30 p.m.)

3.1 **Members Present:** Tom Andrews, Michael Baldini, Bruce Ketron, JoAnn Busenbark, Joan Bennett, Charles Meng, Steven Reinbolt, Ray Brown

Members Absent: None

Staff Present: Chris McCarthy, Sally Fitzgerald, Oscar de Haro, Laura Ecklin, Dan TerAvest
Judie Walter-Burke

Faculty Members: Jeff Wachsmith Erik Shearer, Cathy Gillis, Gwen Kell, David Angelovich, John Liscano, Sheryl Fernandez, Barbara Kraig, Bob Freschi, Felicia Shinnamon, Jerry Somerville, Olga Travis, Judie Walter-Burke, Maria Biddenback, Faye Smyle, Nadine Wade-Gravett, Judie Walter-Burke,

Guests: Jessica Harrington, Bethany Brown, Aman Sunak, Peter Guirguis; HGA Architect
Fred Sherman

3.2 Pledge of Allegiance

The audience recited the pledge of allegiance.

3.3 Introduction of Visitors, Guests, and New Staff

Guests were introduced during the appropriate agenda item.

3.4 Swearing-in of Steven Reinbolt, New Provisional Trustee

Dr. McCarthy performed the swearing-in of new provisional trustee, Steven Reinbolt.

Mr. Reinbolt said he was thrilled to have been selected and looked forward to serving on the Board.

3.5 Swearing-in of New Student Trustee

Dr. McCarthy performed the swearing-in of new student trustee, Aman Sunak, and board members welcomed him to the board of trustees.

3.6 Resolution Commemorating National Nurses Week, May 8 -14, 2006

Dr. McCarthy read the resolution commemorating National Nurses Week and honoring nurses.

3.7 Resolution Honoring Outgoing Student Trustee Ray Brown

Tom Andrews read the resolution honoring outgoing student trustee Ray Brown. Board members thanked Ray for his service and said they had enjoyed working with him. Mr. Brown thanked the board and said he appreciated serving in a professional, collaborative, and cooperative manner with the board.

3.8 Resolution Honoring Retiring Faculty Member Olga Travis

Dr. McCarthy presented the resolution honoring retiring faculty member Olga Travis, retiring physical education instructor and coach. The board thanked Ms. Travis for her long, dedicated service to Napa Valley College and she expressed her appreciation for the many happy years she worked at the college.

3.9 Resolution Honoring Retiring Faculty Member Rhoda Stewart

Ms. Stewart was not in attendance to receive her resolution.

3.10 Announcement of Items from Closed Session

M/S/C (Ketron/Baldini) to approve the following:

Dr. Aaron Di Franco, English Composition Instructor (tenure-track)

Dr. Lisa Yanover, English Composition Instructor (full-time, temporary leave replacement for 2006-07)

Jessica Amato, Anthropology Instructor (tenure-track)

Stephanie Burns, Biology Instructor (tenure-track)

Rhue Bruggeman, Ceramics Instructor (tenure-track)

M/S/C (Busenbark/Baldini) to approve the following:

Janet Stickmon, Humanities Instructor (tenure-track)

Wayne Fortier, Respiratory Care Clinical Coordinator/Instructor (tenure track)

M/S/C (Bennett/Baldini) to approve the following:

Jose Hernandez, MESA Program Director (grant-funded)

Renee Hernandez, Director, Talent Search (grant-funded)

Catherine Brown, Workability III Program Director (grant-funded)

Anna Martinez, Director, Upward Bound (increase in FTE)

M/S/C (Meng/Bennett) to approve the following:

Barbara Brock, Project Coordinator Nursing Expansion and Innovation Project (grant-funded)

Elizabeth Pratt, Director, Small Business Development Center (grant-funded)

M/S/C (Baldini/Ketron) to approve the following:

Noeleen Farrell, Accountant II

Lars Christianson, Custodian I

Therese Johnson, Police Officer

Maria M. Vazquez, Secretary III, Educational Talent Search

3.11 Adoption of Current Agenda

M/S/C (Ketron/Baldini) to adopt current agenda.

3.12 Announcement of Future Meetings (5:30 p.m. closed session, 6:00 p.m. public session)

Tom Andrews announced the upcoming commencement ceremony and meetings: May 26, Commencement Ceremony; June 8, Regular Meeting; July – No meeting. The board agreed to move the June meeting to Wednesday, June 21.

4.0 PUBLIC COMMENTS – GENERAL

Nadine Wade-Gravett announced an upcoming Golf Tournament, a fund-raiser to be held at Silverado Country Club in support of the Storm golf team. She asked for the support of the college community, whether through participation or contribution.

Peter Giurgius gave the board and the audience an exciting virtual tour of the new Fine and Performing Arts Center. Being able to give virtual tours of the new facility will be helpful as a fund-raising tool, among other possible uses.

5.0 APPROVAL OF MINUTES

M/S/C (Busenbark/Bennett) to approve the minutes of April 13, 2006 and April 21, 2006.

6.0 CONSENT CALENDAR

M/S/C (Busenbark/Bennett) to approve the following items on the consent calendar:

6.1 Ratification of Financial Documents for April, 2006

6.1.1 Approval of Warrants

General Fund	\$1,281,064.41
Child Care Fund	\$4,022.50
Capital Outlay Projects Fund	
NVC Bldg. Fund/Series A (BOND)	\$645,127.07

6.1.2 Approval of Total Gross Payroll \$2,030,219.45

6.2 Approval of Personnel Assignments Dated May 4, 2006

6.3 Approval of Agreement with WebCT

The board approved an agreement with WebCT to provide hosting services for NVC distance education classes. The term is from April 26, 2006 to July 19, 2007. Total cost is \$43,662.66.

6.4 Approval of Agreement with the Department of Education CPKR-5383

The Board of Trustees approved an agreement with the State of California Department of Education number CPKR-5383 for a pre-kindergarten Child Care Program. The contract is from January 1, 2006 to June 30, 2006. Total cost is \$1,698.

6.5 Approval of Agreement with John Muir Health System

The Board of Trustees approved an agreement with John Muir Health System to provide clinical experience for Respiratory Therapy students. The agreement runs from February 19, 2006 to February 19, 2009. There is no cost.

6.6 Approval of Agreement with XAP Corporation

The board approved an agreement with the XAP Corporation for an electronic online common admission application including a Spanish language version. The contract runs from April 1, 2006 through June 30, 2007. The total cost is \$17,200.

6.7 Approval of Agreement with Napa Valley Support Services

The board approved an agreement with Napa Valley Support services to provide vocational education programs for eligible students. The contract period is from July 1, 2006 through June 30, 2007. The total contract amount is \$297,000.

6.8 Approval of Agreement with the Migrant Child Education Program

The board approved an agreement with the Migrant Child Education Program to provide educational programs leading to a high school diploma. The contract runs from June 12, 2006 through August 4, 2006. The total cost is \$18,000.

6.9 Ratification of Agreement with VBN Architects for Building 900 (future 1200) Seating Replacement and Restroom Renovation

The board ratified an agreement with VBN Architects for architectural services to provide design services through construction documents for replacement seating and restroom are not ADA compliant. The work and associated fees for Schematic Design, Construction Documents and agency approval, are fixed at \$46,980.

6.10 Ratification of agreement with VBN Architects for Building 900 (future 1200) Final Project Proposal

The board ratified an agreement with VBN Architects for architectural design services and assistance submitting a Final Project Proposal for the completion of the renovation of the Little Theater, Building 900 (1200). The project will include repair and replacement of many building systems, such as HVAC, roof, etc., that have exceeded their useful life expectancy. The not-to-exceed fee for these services will be \$31,950 plus reimbursable expenses.

6.11 Ratification of Agreement with TLCD Architecture for New Wine Storage Building Design Services

The board ratified an agreement with TLCD Architecture for architectural design services related to a planned new wine storage building to support wine production and the Viticulture and Winery Technology Program. The work will be billed as time and material. The not-to-exceed for these services is estimated at \$95,415, including reimbursable expenses.

6.12 Ratification of Agreement with Sandis for Bridges, Enhanced Paths of Travel, and Ballfield Parking Expansion

The board ratified an agreement with Sandis, an engineering firm located in Oakland, CA, for preliminary design and construction documents for one new and one existing bridge to span the restored riparian corridor, paths of travel to the ballfields and an expansion of the ballfield parking lot. The not-to-exceed fee for these services will be \$50,500 plus reimbursable expenses.

7.0 CONSTITUENT GROUP REPORTS

- Academic Senate Report
Dianna Chiabotti said Instructional Excellence Day will focus on retention and persistence. The faculty is anxious to move forward on developing a marketing plan for the college. Faculty welcomes Laura Ecklin, new dean, Human Resources.
- Faculty Association Report
Denise Rosselli announced new association officers: Diane van Deusen, president; Bill Fried, 1st vice president; Ann Gross, 2nd vice president; David Angelovich, treasurer; and Cathy Gillis, secretary. She also thanked the Human Resources staff for their fine work during the last months on faculty hiring.
- Administrative Senate Report

Ken Arnold announced the hiring of a new police officer and acknowledged Susan Callahan for her help with Classified Appreciation Week.

- **Associated Student Body Report**

New student trustee Aman Sunak said he appreciated the opportunity to participate on the board and said he hoped he could uphold standards set by Ray Brown.

8.0 **INFORMATION ITEMS**

8.1 **Phi Theta Kappa Awards for 2005-2006**

Phi Theta Kappa Advisor Cathy Gillis was present with Jessica Harrington and Bethany Brown, both of whom earned All-California First Academic Team honors this year, placing them in the top twenty Phi Theta Kappa students in the State. She announced that the chapter was also awarded 5-star status at the regional convention in Las Vegas. New Board elections will be held on May 21.

8.2 **Welcome to New Tenured Faculty**

Dianna Chiabotti introduced the ten new NVC faculty who, having completed their probationary status, advanced to tenured status and offered brief comments about each. Erik Shearer, Maria Biddenback, Barbara Kraig, Maria Villagomez, Robert Freschi, John Liscano, Sheryl Fernandez, Gwen Kell, Catherine Gillis, Jeff Wachsmuth. Geraldine Ritchie has advanced from assistant professor to associate professor; and retired faculty member Felicia Shinnamon and retiring faculty member Rhoda Stewart have advanced to emeritus status. Board members expressed their congratulations to faculty and said they enjoyed the personal comments offered by Dianna Chiabotti.

8.3 **2005-2006 McPherson Distinguished Teaching Awards**

Dr. Sally Fitzgerald announced the 2005-2006 recipients of the McPherson Distinguished Teaching Awards for 2005-2006: Noreen Martin and Denise Rosselli. The awards will be presented at a luncheon held on Friday, May 12 in honor of past and current recipients.

9.0 **ACTION ITEMS**

9.1 **Approval of Fiscal Year 2005-2006 Single Year Audit Report**

This item was postponed.

9.2 **Approval of Special Privileges for Nonresident Foreign Students**

M/S/C (Baldini/Busenbark) to approve special privileges for nonresident foreign students.

9.3 **Curriculum Approval for Spring, 2006**

Erik Shearer, Curriculum Committee Co-chair, presented the changes to the curriculum made during the Spring, 2006 semester.

M/S/C (Busenbark/Ketron) to approve the curriculum changes for Spring, 2006.

9.4 **Approval of Division Chair Election Results**

M/S/C (Busenbark/Meng) to approve division chairs: David Angelovich, Business and Computer Studies; Betty Hopperstad, Counseling; Agapito de la Garza, Language and Developmental Studies, and Curt Fromke, Sciences, Mathematics, and Engineering. The term for these positions will be from July 1, 2006 to June 30, 2009.

9.5 **ADA Ramp Replacement Project Bid Award**

M/S/C (Bennett/Meng) to award the Ramp Replacement project to Bell Products, Inc. for \$339,902.

9.6 **UVC Re-cladding Project Bid Award**

M/S/C (Busenbark/Baldini) to award the UVC re-cladding project to the lowest responsible bidder as presented.

9.7 **Authorization to Proceed – Performing Arts Center**

Fred Sherman of HGA Architects explained that HGA Architecture has reached 100% completion with the design development (DD) phase of the Performing Arts Center design. The next phase of architectural design work will bring the project through construction documents (CDs) and bidding. He asked for the board's authorization to move to the next phase of the Performing Arts Center. He explained that drawings of the proposed Fine and Performing Arts Center will go to the State Architect in October, 2006, and should go to bid in June of 2007. He explained that construction costs and labors costs have gone up significantly.

M/S/C Meng/Bennett to continue working with HGA Architecture toward construction documents.

9.8 **Five-Year Capital Outlay Construction Plan**

M/S/C (Bennett/Meng) to approve the Five-Year Capital Outlay Construct Plan as submitted.

9.9 **Approval of Resolution to Authorize Submission of Final Project Proposal for Bldg. 900, Little Theater**

M/S/C (Ketron/Bennett) to adopt a resolution to authorize submission of a Final Plan Proposal for Building 900 modernization.

9.10 **Approval of a Resolution to Authorize Submission of Final Project Proposal for Bldg. 700 (future 1800), Science Modernization**

M/S/C (Ketron/Busenbark) to approve the resolution authorizing submission of Final Project Proposal for Building 700 (future 1800), Science Modernization.

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

10.1 **Reports from Vice Presidents**

- Laura Ecklin said she was excited to assume the position of dean, Human Resources, and she praised the excellent staff.
- Oscar de Haro announced the May 16 High School Breakfast and showed the board the resource binder staff has prepared for the event.
- Sally Fitzgerald said eight programs have completed program review. She said that Instructional Excellence Day will focus on Retention and Persistence.

10.2 **Superintendent/President's Report**

Dr. McCarthy reported on attending the League's Annual Trustee Conference with Charles Meng and Steve Reinbolt. He thanked Charles Meng for attending a MESA event, Joan

Bennett for attending an American Canyon event, and the board for attending the Napa Valley Cooking School luncheons. He said the Jessamyn West event was tremendous, and this year, it included artwork. He announced upcoming graduations and the commencement ceremony valedictory speakers.

10.3 **Report from Board Members**

- Joan Bennett said the UVC luncheon was outstanding. She congratulated the newly elected division chairpersons. She also said the Jessamyn West Event was excellent. She attended the meeting with John Glaser regarding the future partnership with American Canyon High School and was excited about the opportunities it will afford.
- Charles Meng announced that Mary Ann Rooney was elected to the CCCT board. He enjoyed the trustee conference with Dr. McCarthy and Mr. Reinbolt. He praised the MESA program and the spring luncheon.
- Steve Reinbolt said the cooking school luncheon was the best lunch he ever had and that he enjoyed the trustee conference, where he learned of NVC's excellent reputation around the state. He announced the June 8 Annual Grad Night held on our campus and invited trustees for a tour.
- Aman Sunak said he was looking forward to his tenure on the board and to learning about the board and its responsibilities.
- JoAnn Busenbark said she was the representative to the McPherson Awards. She met with St. Helena Officials and Bonnie Thoreen to discuss how the college and city can work together.
- Bruce Ketron said he enjoyed the luncheon at the UVC. He welcomed new student trustee Aman Sunak and noted a recent Newsweek article on community colleges. He stressed the importance of continuing to tell our story.
- Michael Baldini said he attended the recent workshop on the brain. He also enjoyed the cooking school luncheon. He said Peter Giurguis who gave the board a virtual tour of the new Performing Arts Center is his nephew.
- Tom Andrews reported on the meaningful two week trip to Guatemala City with Rotoplast to assist a team providing children with life-changing corrective surgery to 114 children. He said it reminded him of the tremendous importance and value of diversity.

11.0 **ADJOURNMENT**

Tom Andrews adjourned the meeting at 9:35 p.m. and thanked Aman Sunak for being the new student trustee.