Napa Valley Community College District

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
August 10, 2006
5:30 p.m. Closed Session
6:30 p.m., Return to Public Session

1.0 CALL TO ORDER (5:30 p.m.)
Tom Andrews 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, Sue Nelson, Laura Ecklin
Name of organization representing employees: NVCFA/CTA/NEA
Name of agency negotiators: Scott Miller, Laura Ecklin, 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, Approval/ratification of Full-time Employment
Title:
1) Medical/Surgical Nursing Instructor (tenure-track faculty)

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) Custodian/Upper Valley Campus (.5 FTE)

With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYMENT, Classified Reclassifications

With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYMENT, Vesting Requirement for Future Professional Employee Retirees

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

3.1 Members Present: Tom Andrews, Michael Baldini, Bruce Ketron, Charles Meng, JoAnn Busenbark, Steven Reinbolt, Aman Sunak
Staff Present: Chris McCarthy, Armond Philips, Scott Miller, Laura Ecklin
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
M/S/C (Busenbark/Ketron) to approve Donna Geiger, Medical-Surgical Nursing Instructor.
M/S/C (Baldini/Ketron) to approve Martin Murphy, Chemistry Instructor
M/S/C (Reinbolt/Busenbark) to approve Everado Hernandez, Custodian (.50 FTE) Upper Valley Campus

3.5 Adoption of Current Agenda
M/S/C (Meng/Busenbark) to adopt current agenda.

3.6 Announcement of Future Meetings (5:30 p.m. closed session, 6:30 p.m. public session)
Tom Andrews announced the upcoming meetings: September 14, 2006 – Regular meeting; October 26 – Rescheduled Regular Meeting (Upper Valley Campus); November 9, 2006—Regular Meeting; December 14, 2006—Regular Meeting

4.0 PUBLIC COMMENTS — GENERAL
There were no public comments.

5.0 CONSENT CALENDAR
M/S/C (Busenbark/Meng) to approve the following items:

5.1 Ratification of Financial Documents for July, 2006
5.1.1 Approval of Warrants
General Fund $1,136,938.68
Child Care Fund $1,546.55
Capital Outlay Projects Fund
NVC Bldg. Fund/Series A (BOND) $1,283,907.87

5.1.2 Approval of Total Gross Payroll $1,939,762.41

5.2 Approval of Personnel Assignments Dated August 3, 2006

5.3 Proposed Change Orders – Gym Transformer Replacement
The Board of Trustees ratified acceptance of Long Electric Co., Inc. proposed change orders numbered 1, 2, 3, 4, and 5 as given in attached Proposed Change Order Log dated July 21, 2006. The net cost of these proposed change orders is $7,493.00

5.4 Approval of Amendment with the Napa County Redevelopment Agency
The Board of Trustees approved an amendment to an agreement with the Napa Community Development Agency to provide small business counseling, training and technical assistance. This amendment extends the term of the agreement to June 30, 2007.

5.5 Agreement with the California Department of Education
The Board of Trustees approved an agreement with the California Department of Education for general child care and development programs. The term of the agreement is from July 1, 2006 to June 30, 2006. The maximum amount is $517,777.

5.6 Agreement with the U.S. Department of Education
The Board of Trustees approved an agreement with the U.S. Department of Education for the Student Support Services Grant. This is for the second period of a four-year performance period. The term is from 9/1/06 to 8/31/07. The total amount available is $287,986.

6.0 CONSTITUENT GROUP REPORTS
• Academic Senate Report
  Diane van Deusen said the Senate conducted an orientation for new employees and hosted a luncheon and breakfast for new employees. JoAnn Busenbark reminded the audience that Diane van Deusen attended Napa Valley College.

7.0 DISCUSSION ITEMS
7.1 Update on State Budget
Scott Miller provided a brief update on the State budget, which was approved on time on June 30. He said it was a very strong budget for community colleges. There are one-time funds that can be used without restriction. There is also one-time funding for career/technical equipment, and funding for basic skills. Still outstanding is action on SB 361, which would change the funding formula to include a certain allocation per campus, depending on size. He stated he was hopeful SB 361 would pass, bringing in additional funds to Napa Valley College. Funding for non-credit is also tied to SB 361.

JoAnn Busenbark brought up the corner property and the process by which the college would investigate its future use. Dr. McCarthy stated that the first step is a community assessment, and an RFP for the assessment will go out this fall.

8.0 ACTION ITEMS
8.1 Campus Signal Cabling Upgrade Project Bid Award
This item was pulled from the agenda and will be addressed at a future meeting.

8.2 Approval of Agreement with TLCD Architecture for New Ceramics Building and Utility Extension Design Services
M/S/C (Busenbark/Baldini) to approve Board of Trustees approve the agreement with TLCD Architecture for $159,555.00 for new ceramics building and utility extension design services.

8.3 Approval of Request to the County Superintendent of Schools to Become Fiscally Accountable for Vendor Warrants
M/S/C (Ketron/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. It is further recommended that the Board of Trustees appoint the Vice President, Business and Finance as the District disbursing officer.

8.4 Approval of Resolution for Vesting Requirement for Future Professional Employee
Retirees
M/S/C (Busenbark/Baldini) to approve the Resolution for Vesting Requirement for Future Professional Employee Retirees.

8.5 Approval of Request for Attendance Allowance Because of Emergency Conditions
This request to the Board of Governors addresses the loss of FTES due to the flooding and declared emergency that occurred prior to the spring, 2006, semester that caused a reduction in the number of students who were able to enroll and stay enrolled in classes for Spring, 2006. M/S/C (Busenbark/Baldini) to approve Request for Attendance Allowance Because of Emergency Conditions.

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

9.1 Reports from Vice Presidents and Dean, Human Resources
- Laura Ecklin reported on the status of administrative hiring, new employee orientations, TLC training on intercultural conflict styles, and the faculty-hosted luncheon for new employees.
- Oscar De Haro said he is optimistic about strong enrollments for Fall Semester and said we would have more solid figures next week. He reported that we added four new sessions of orientation that had not been anticipated. He said Talent Search will be refunded at $370,000 per year.
- Scott Miller said he was cautiously optimistic about enrollments. The Business Office is in the process of closing out the prior year’s activities.
- Armond Phillips said he was working with Division Chairs at Instruction Council Meetings on how they could be leaders on campus by taking a broader view. He reviewed plans for Instructional Excellence Day and the Great Teacher’s Brainstorming session. He said he was impressed by the Senate’s efforts regarding flash drives. Program planning for the Hospital Grant just received has already begun.

9.2 Superintendent/President’s Report
Dr. McCarthy reported that the senior staff is working extremely well together. He announced the 3:30 p.m. reception for Instructional Excellence Day. He said the Napa Valley Writers’ Conference was excellent. The visit from Chancellor Drummond was successful, and he was impressed by the campus tour. He congratulated Judie Walter-Burke, Bill Blair, and Beth Pratt on the successful hospitality grant and announced work on the potential program to bring college services for veterans returning from the Iraq War. There will be a ceremony to dedicate the new tennis court preceding the September 14 board meeting. The Annual Dinner will be held on September 26, and it will be a barbecue.

9.3 Reports from Board Members
- Aman Sunak reported on the resignation of ASB President Mupawnda Mwela, as he will be leaving to attend UC, Irvine in January, 2007.
- JoAnn Busenbark announced a September 7 wine and hors d’oeuvres event for the TV board. She met with Bonnie Thoreen and superintendent of St. Helena Unified School District.
- Michael Baldini said he would again participate in the Puente mentor program. He also said he would trim the trees that are obstructing the view of a campus stop sign.
- Steven Reinbolt said he has stepped down from working on Grad Night and will participate in Senior Motivation. He said the bond meeting was educational.
• Charles Meng praised the Writers’ Conference he saw in action during Chancellor Drummond’s visit and reported that Chancellor Drummond expressed interest in attending next year’s conference. He reported that the Community College Initiative is currently planned to come before the voters in 2008 and noted the fundraising responsibilities involved.

• Tom Andrews praised the bond workshop and thanked everyone for their participation.

10. **ADJOURNMENT**
Tom Andrews adjourned the meeting in memory of Jerry Bennett, husband of the college’s dear friend, Joan Bennett.