CALL TO ORDER 5:30 p.m.
Bruce Ketron called the meeting to order at 5:30 p.m.

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, Employee Evaluation
1) Evaluation of Superintendent/President

With respect to every item of business to be discussed in closed session pursuant to Section 54957, CONSIDERATION OF PLACING PART-TIME, HOURLY CREDIT INSTRUCTOR ON UNPAID LEAVE

With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYMENT
1) Corrections Academy Coordinator

With respect to every item of business to be discussed in closed session pursuant to Section 54957, CONSIDERATION OF NON-RENEWAL OF CONTRACT FOR ACADEMIC ADMINISTRATORS

With respect to every item of business to be discussed in closed session pursuant to Section 54957,
PUBLIC EMPLOYMENT
1) Student Services Specialist

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

3.1 Members Present: Michael Baldini, Bruce Ketron, Charles Meng, Steven Reinbolt, Brenda Knight, JoAnn Busenbark
Members Absent: Tom Andrews
Staff Present: Dr. Chris McCarthy, Oscar De Haro, Scott Miller, Laura Ecklin, Robyn Wornall, Dan TerAvest, Judie Walter-Burke
Students Present: Chris Adams, Chris Hagerman, Greg Wong

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
Board President Michael Baldini announced that the board unanimously approved the annual evaluation and contract extension of the superintendent/president, granting him the same administrative raise of 6.25% and an increase in his reimbursable allowances.

M/S/C (Busenbark/Ketron) to approve Jan Myers, Corrections Academy Coordinator.
M/S/C (Busenbark/Ketron) to approve Ramon Salceda, Student Services Specialist.

Board President Michael Baldini announced the non-renewal of contract for an academic administrator, Corrections Academy Coordinator, and authorization for Human Resources to forward a notice to the Interim Basic Law Enforcement Academy Coordinator of possible non-renewal of contract for 2007 – 2008 academic year.

3.5 Adoption of Current Agenda
M/S/C (Ketron/Busenbark) to adopt current agenda, with moving 10.7 after 10.5.

3.6 Announcement of Future Meetings (5:30 p.m. closed session, 6:30 p.m. public session)
Board president Michael Baldini announced the following upcoming meetings:
April 12, 2007, Regular Meeting; May 10, 2007, Regular Meeting (may need to be rescheduled); and May 25, 2007, Commencement Ceremony.

Dr. McCarthy announced a short, one-issue Special Meeting on June 7 to move the winery bonding process forward. (The June meeting cannot be moved up to June 7 because the budget will not be ready at that time). JoAnn Busenbark said she would not be able to attend the June 7, 2007 Special Board Meeting; Charles Meng said he could not attend the April 12 board meeting.

4.0 PUBLIC COMMENTS — GENERAL
There were no public comments.

5.0 APPROVAL OF MINUTES OF FEBRUARY 8, 2007
M/S/C (Busenbark/Ketron) to approve minutes of February 8, 2007.

6.0 CONSENT CALENDAR
M/S/C (Meng/Knight) to approve items on the consent calendar, pulling off item 6.4 for comment.

6.1 Ratification of Financial Documents for February, 2007
6.1.1 Approval of Warrants
General Fund $1,026,756.70
Child Care Fund $2,696.64
Capital Outlay Projects Fund
NVC Bldg. Fund/Series B (BOND) $1,967,928.56

6.1.2 Approval of Total Gross Payroll $1,973,661.39

6.2 Approval of Personnel Assignments Dated March 1, 2007

The board approved the annual, routine status document that lists each academic employee by contract status, salary step, and anniversary date.

6.4 Approval of Special Privileges for Nonresident Foreign Student
The board approved a non-resident Foreign Student Tuition Waiver for Marichu Villegas. Mr. Ketron said he enjoyed meeting the students in the past in order to honor them.

6.5 Approval of Extension of Agreement with Marin General/Novato Community Hospitals
The board approved an extension of the agreement with Marin General/Novato Community Hospitals through July 31, 2007. This will continue an agreement that will provide practical experience at hospital facilities for our students.

6.6 Proposed Change Orders -- Central Chiller Plant
The Board of Trustees ratified acceptance of Bell Products, Inc. proposed change orders numbered 6, 8, 9, and 10, as given in attached Proposed Change Order Log dated February 13, 2007. The net increase for these proposed change orders is $935.00.

6.7 Proposed Change Orders -- Life Sciences Building
The Board of Trustees ratified acceptance of McCrary Construction Company, Inc. proposed change orders numbered 1, 2, 3, 4, 5, 9 11, 12, 13, 14, 15R, 18, and 19, as given in attached Proposed Change Order Log dated February 22, 2007. The net increase for these proposed change orders is $33,858.00.

6.8 Proposed Change Orders – Softball Field Parking Lot Expansion
The Board of Trustees ratified acceptance of John Benward Company, Inc. proposed change orders numbered 2, 3, 4, 7, and 9, as given in attached Proposed Change Order Log dated February 22, 2006. The net increase for this proposed change order is $51,501.50.

6.9 Proposed Change Order – Signage and Wayfinding
The Board of Trustees ratified acceptance of Garnett Sign Company, Inc. proposed change order number 2, as given in attached Proposed Change Order Log dated February 26, 2007. The net increase for this proposed change order is $15,888.00.

7.0 CONSTITUENT GROUP REPORTS
- Academic Senate Report
- Faculty Association Report
  Diane Van Deusen said the Association held a general membership meeting.
- Classified Association Report
- Classified Senate Report
- Administrative Senate Report
- Associated Student Body Report
  Chris Adams said ASB now has over 30 clubs. He reported that Black History month was a great success and distributed flyers for Women’s History Month, and Brenda Knight offered her motivational speaking services for Women’s History Month. He reported that the Gay Straight Alliance has been renamed the Queer Straight Alliance. He announced that he will be running for the student trustee position. Michael Baldini thanked him for his work and participation in student government.

8.0 FINANCIAL REPORTS

8.1 Quarterly Financial Status of Income and Expenditures for the Period Ending 12/31/07
8.2 Quarterly Financial Statement Report (CCFS 311Q)
Scott Miller reviewed the financial reports. He noted the reports now include the bond series, and when the bonding process for the Napa Valley Viticulture and Winery Technology Foundation has been completed, that statement will be included in the packet. He said that we are tracking appropriately for mid-year. The audit will be presented at the April meeting.

9.0 INFORMATION ITEMS

9.1 Accountability Reporting for the Community Colleges (ARCC)
Dr. Robyn Wornall, Director of Institutional Research, reviewed the Accountability Reporting for Community Colleges (ARCC). It provides data tracking at the system-wide level and the individual college level. She said that Napa Valley College has performed above its peer group colleges on five indicators, including: student progress and academic achievement rate; percent of students who earned at least 30 units; persistence rate; annual successful course completion rate for credit vocational courses, annual successful course completion rate for credit basic skills courses. Peer group colleges are different for each of the predictors.

9.2 Review of Options to Address Construction Shortfalls for Bond Facilities Projects
Rising construction costs have impacted the college’s ability to complete all the projects originally outlined in the ballot language of Measure N voters passed in 2002. Although building costs were estimated in 2002 to rise 3 percent per year, it has far exceeded that to 10 and 20 percent. The college has brought in additional state money to supplement local funds, mounted a fundraising campaign, and taken advantage of favorable bond rates, thereby adding another $44 million to the bond funds and reducing by seven years the length of time taxpayers will be paying for Measure N. This is not enough to cover the $70 million shortfall.

Dr. McCarthy reviewed options for the board to consider, including: a future bond, a tax extension, and a certificate of participation. The board agreed that that a retreat would allow them to review these options more fully and to have appropriate advisors present to clarify each. Dr. McCarthy explained that political consultants would also assist in deciding which election date would be most advantageous for the college. Michael Baldini requested that the future development of the corner property be included as an item on that date.

10.0 ACTION ITEMS

10.1 Public Hearing on Resolution to Dedicate Real Property (Permanent Easements) to Napa Sanitation District
Napa Sanitation District has requested a utility easement along the eastern edge of college property, parallel to Highway 221, for the purpose of constructing a 24” transmission pipeline to provide reclaimed water to the Napa Sanitation District’s customers. They have also requested a separate easement along the eastern edge of the ballfield parking lot for the purpose of constructing an 8” pipeline to provide the college sports fields with reclaimed water. The resolution of intent that was ratified in the February meeting of the Board of Trustees was the first step in notifying the community of the college’s intent to grant permanent easements over public property.

10.1 Public Hearing on Resolution to Grant Permanent Easement to Napa Sanitation District
The hearing was held at approximately 8:05 p.m. There were no public comments. Dan TerAvest said there would be no impact on future campus developments.

10.2 Approval of Resolution to Grant a Permanent Easement to Napa Sanitation District
M/S/C (Busenbark/Meng) to approve the resolution to grant a permanent easement to Napa Sanitation District.

10.2 Approval of Resolution Related to Issuance and Sale of 2007 – 2008 Tax and Revenue Anticipation Notes
For many years, the District has issued tax and revenue anticipation notes (TRANS) to provide cash flow until property taxes and other revenues are received. The projected cash flow for 2007 – 2008 will again require issuance of TRANS to meet our ongoing obligations. The notes must be repaid before the end of the fiscal year 2007 – 2008. The TRANS will be issued through a statewide financial program sponsored by the Community College League of
California. The resolution authorizes the issuance by the District of tax and revenue anticipation notes (TRANS) in an amount not to exceed $5,000,000.

M/S/C (Ketron/Meng) to approve the resolution to authorize the issuance of Tax and Revenue Anticipation Notes for 2007 – 2008.

10.3 Approval of Purchase Order to Hershey System, Inc. for Digital Archiving Software
M/S/C (Busenbark/Meng) to approve a purchase order with Hershey Systems, Inc. for a total price of $135,425 for digital imaging software, maintenance and training.

10.4 Approval of Purchase Order to Dell Computer Corporation for Virtual Server Hardware and Software
M/S/C (Busenbark/Reinbolt) to approve a purchase order to Dell Computer Corporation as outlined in quote number 349837005 under WSCA Agreement number A63307 for a total of $258,035.27 for computer hardware, software, installation services, support and maintenance.

10.5 Approval of Proposal for a Joint Occupancy Lease Agreement for the Teaching Winery and Related Property
The District has been working towards bonding the teaching winery for several years. As part of that process, the District must lease the property to be bonded to the newly created Foundation, since the District cannot hold the bonds.

M/S/C (Busenbark/Meng) to approve a resolution for solicitation of proposals for joint use and occupancy of community college property.

10.6 Approval of Academic Calendar, 2007 - 2008
M/S/C (Busenbark/Meng) to approve the proposed academic calendar for 2007 – 2008.

10.7 Approval of Napa Valley College Viticulture and Winery Technology Foundation as an Auxiliary Organization
M/S/C (Busenbark/Meng) to authorize the NVC Viticulture and Winery Technology Foundation as an auxiliary organization.

10.8 Request to Add an Accountant Position to the Classified Employee Group and to Authorize Advertising for this Position
In order to ensure effective oversight of Measure N funds, the administration is requesting the addition of an Accountant II classified position to monitor the ongoing expenses related to bond implementation. This position would be located in the Campus Planning and Construction Office.

M/S/C (Meng/Busenbark) to approve the addition of an Accountant II classified position and authorize the advertising of this position.

10.9 Authorization to Advertise for Faculty Position for 2007 – 08
M/S/C (Meng/Busenbark) to authorize advertising one additional faculty position for 2007 – 2008: photography instructor.
10.10 Approval of Sabbatical Leave Recommendations for 2007 – 2008
M/S/C (Ketron/Busenbark) to approve a one-semester sabbatical for David Angelovich for Spring, 2008.

10.11 Approval of Resolution of Recognition for the America500 Birthday
There was no motion to approve this agenda item.

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

11.1 Reports from Vice Presidents
- Laura Ecklin said her office is busy with the hiring process for new faculty, the EEO Plan, and the retro to faculty. She said she was pleased with the agreement with Napa Valley Support Services that will provide grounds clean-up.
- Oscar De Haro reviewed what Student Services has been doing. He announced the upcoming Annual High School Breakfast.
- Sue Nelson said it has been a pleasure working with Oscar on the Sonoma State Liberal Arts Program that will be held on our campus. She will bring an MOU to the April meeting. She praised Tia Madison’s performance of her Brand New Shoes at the African American Dinner event. She announced the Hospitality Institute kick-off event and the new statistics lab.
- Scott Miller said he met the new Vice Chancellor of Fiscal Affairs. The audit is in draft form and the Audit Committee will meet with the auditors. He said the college has received a letter of termination from Kinyon Catering.

11.2 Superintendent/President’s Report
Dr. McCarthy announced that Napa Valley College has two students who have earned All-California honors for Phi Theta Kappa. Opening night of South Pacific is Friday, March 9. He thanked Bruce Ketron and Brenda Knight for attending the launch party for the Hospitality Credit Program and Institute. He will chair an accreditation team to Hartnell College and a Vineyard Symposium on leadership with Diane Woodruff.

11.3 Reports from Board Members
- ASB reported on the upcoming Earth Day and Relay for Life. Students are considering a mandatory representation fee.
- Brenda Knight discussed her plans for American Canyon, including some “meet and greets” and keynote speaking by Dr. McCarthy. She recommended the agenda highlight a college department at each meeting. She asked for a report on the American Canyon Outreach Center and recommended increased board recognition of staff. She praised Tia Madison’s performance the African-American Dinner, the Hospitality event, American Canyon Kiwanis Crab Feed. She said she plans to attend South Pacific.
- Steve Reinbolt reported on working with Bruce Ketron and Michael Baldini on the Napa Valley Viticulture Technology Foundation and said it is an exciting venture. He said he was surprised by the information included in the recent athletic brochures that indicates NVC athletes come from all over.
- JoAnn Busenbark said the African American Dinner was exceptional, and she was glad that the Storm Baseball team is playing on its home field. She recently came back from an interesting trip to Grenada.
• Charles Meng reported on the recent Board of Governors meeting. He said Dr. McCarthy’s comments were excellent. There was a presentation for senators who support community colleges. He said there is discussion regarding mandatory matriculation for all students. He will be part of the accreditation team visit to Hartnell College.
• Bruce Ketron acknowledged Sandy Ericsons’s early support for a Hospitality Program. He said the Foundation meeting was productive.
• Michael Baldini appreciated the Salon event at Domaine Carneros. He praised Tia Madison’s performance at the African American Dinner and thanked Brenda Knight for attending and for her comments.

12.0 ADJOURNMENT
Board President Michael Baldini adjourned the meeting at 9:45 p.m. in appreciation of spring, renewal, and growth.