AGENDA

1.0 CALL TO ORDER: Board president Michael Baldini called the meeting to order at 5:30 p.m.

2.0 END-OF-YEAR RECOGNITION  5:30 p.m.

2.1 Napa Valley College Softball Team Honored
Athletic Director Kevin Luckey announced that the Women’s Softball Team earned the co-championship title for the Bay Valley Conference, tying with Solano with season identical 20 – 4 records. Coach Michelle Hobbs introduced each member of the team and recognized the coach of the team. The women of this year’s championship team are: Adina Cordellos, Lisa Daugherty, Stephanie Davis, Jaime Faga (Segura), Carolyn Knudson, Misty Lee, Kendra Mason, Ginny Miller, Ashley Pennel, Kathryn Reardon, and Elizabeth Saldana.

2.2 Women’s Softball Coach Bay Valley Conference Coach of the Year
Michelle Hobbs, coach of the women’s softball team, has been named the Bay Valley Conference Softball Coach of the Year. She was selected by her fellow coaches. Athletic Director Kevin Luckey, along with her team, praised Coach Hobbs for her remarkable Coaching and successful year.

2.3 Phi Theta Kappa Awards for 2006 – 2007
Napa Valley College’s Beta Beta Sigma Chapter of Phi Theta Kappa chapter received 5-star status (the highest level of overall achievement), a Pinnacle award for recruitment, and won the Service Hallmark Award for service projects, out of 80 chapters in the California/ Nevada Region. The chapter also won the International Service Award and placed in the top 100 chapters in the organization. Two students, Jason Johnson and Griselda Vargas, were named to the All-California Academic Team. Chapter Advisor Cathy Gillis spoke highly of both students. The board congratulated advisors and students for their outstanding achievements.
2.4 **Respiratory Therapy Students Win Statewide and National Recognition**
This item was cancelled, as the respiratory therapy students were working.

2.5 **Welcome to New Tenured Faculty**
Four Napa Valley College faculty, having completed their probationary period, are advancing to tenured status, including: Shawna Bynam, Steve Goze, Stephanie Grohs, Bonnie Moore. Academic Senate President Dianna praised the individual qualities of each of the newly tenured faculty members and enumerated their contributions to Napa Valley College. The board congratulated the new faculty members and welcomed them to the ranks of tenured faculty.

2.6 **McPherson Distinguished Teaching Awards**
This award was established by founding college president Harry McPherson to recognize excellence in teaching. Sue Nelson introduced the two recipients of the McPherson Distinguished Teaching Awards for 2006 – 2007, Dianna Chiabotti and Rebecca Scott. She spoke to their contributions to the teaching profession and to Napa Valley College students and praised the selection of these two outstanding individuals. The awards will be presented at a luncheon held on Friday, May 11 in honor of past and current recipients.

2.7 **Resolution in Honor of Retiring Faculty Member Ron Rogers**
Photography instructor Ron Rogers is retiring after 25 years of service. Dr. McCarthy read the board resolution to honor Ron Rogers, highlighting his contributions to the Photography Department and to Napa Valley College.

3.0 **CLOSED SESSION** (6:15 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:** NVCF/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

**Titles:**
1) Mathematics Instructor (Tenure Track—two positions)
2) English Instructor (Tenure Track)
3) MESA Program Director (Grant-funded)
With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYMENT

Titles:
1) Custodian I (1.0 FTE)
2) Instructional Assistant III, Nursing Lab (1.0 FTE)
3) Secretary II, Academic Senate (.5 FTE)
4) Instructional Assistant III, Winemaking (.5 FTE)

With respect to every item of business to be discussed in closed session pursuant to Section 54957, CONSIDERATION OF RECOMMENDATION TO TERMINATE CLASSIFIED EMPLOYEES

With respect to every item of business to be discussed in closed session pursuant to Ed. Code Section 72122, Consideration of Student Appeal

4.0 RETURN TO PUBLIC SESSION (7:15 p.m.)

4.1 Roll Call
Members Present: Michael Baldini, Bruce Ketron, Charles Meng, Brenda Knight, JoAnn Busenbark, Tom Andrews
Members Absent: Steve Reinbolt
Staff Present: Dr. Chris McCarthy, Sue Nelson, Scott Miller, Oscar DeHaro, Faye Smyle, Erik Shearer, Greg Miraglia, Dan TerAvest, Jerry Somerville

4.2 Pledge of Allegiance
The audience recited the pledge of allegiance.

4.3 Introduction of Visitors, Guests, and New Staff

4.4 Announcement of Items from Closed Session
Board president Michael Baldini made the following announcements out of closed session.
1) Regarding the appeals of Yong Sook Seago, the Board of Trustees upheld the administrative determinations.
2) Regarding the appeal of Joan Kallaby, the Board of Trustees upheld the District’s findings and recommendations.
3) Regarding the appeal of Gregorio Uy, the Board of Trustees upheld the administrative determination.
4) The board approved a 5% increase to the 2007 – 2008 contract/regular faculty salary schedule.
5) The board approved a one-time payment of $2,000 for faculty and instructional assistants, pro-rated based on employee FTE.

4.5 Adoption of Current Agenda
M/S/C (Meng/Knight) to adopt the current agenda.

4.6 Announcement of Future Meetings (5:30 p.m. closed session, 6:30 p.m. public session)
Board president Michael Baldini announced the upcoming meetings. The board changed the date for the June 7 Special Meeting to a May 31 Special Meeting.
5.0 **PUBLIC COMMENTS — GENERAL**

Art instructor Erik Shearer thanked the NVC Board of Trustees for approving the air conditioning for the art department, which has been installed. He also thanked Dan TerAvest and his staff.

Student Isabel Hernandez, Vice President of Criminal Justice, presented an idea for the board’s consideration at a future meeting, the awarding of credit for military service. This proposal is being made by the Student Senate for the California Community Colleges and has been brought to every community college in California. The Associated Student Body is also in support. Dianna Chiabotti stated that the Academic Senate will put this on its Fall agenda for consideration.

6.0 **APPROVAL OF MINUTES**

6.1 **Approval of Minutes of April 12, 2007**

6.2 **Approval of Minutes of April 14, 2007**

M/S/C (Ketron/Busenbark) to approve minutes, with correction to April 14 Special Meeting to reflect those in attendance.

7.0 **CONSENT CALENDAR**

M/S/C (Busenbark/Andrews) to approve the following items on the consent calendar.

7.1 **Ratification of Financial Documents for April, 2007**

7.1.1 **Approval of Warrants**

- General Fund $1,201,537.48
- Child Care Fund $2,696.84
- Capital Outlay Projects Fund
- NVC Bldg. Fund/Series B (BOND) $2,933,082.86

7.1.2 **Approval of Total Gross Payroll** $2,572,561.75

7.2 **Approval of Personnel Assignments Dated May 3, 2007**

7.3 **Proposed Change Orders -- Central Chiller Plant**

The Board of Trustees ratified the acceptance of Bell Products, Inc. proposed change orders numbered 1R, 15, 16.1, and 17.1, as given in attached Proposed Change Order Log dated April 23, 2007. The net increase for these proposed change orders is $16,884.

7.4 **Proposed Change Orders – Life Science Building**

The Board of Trustees ratified the acceptance of McCrary Construction Company, Inc. proposed change orders numbered 8S, 22, 24, 25, 27, and 29 as given in attached Proposed Change Order Log dated April 23, 2007. The net increase for these proposed change orders is $7,264.00.
7.5 **Proposed Change Orders – Softball Field Parking Lot Extension**
The Board of Trustees ratified acceptance of John Benward Company proposed change orders number 8 as given in attached Proposed Change Order Log dated April 23, 2007. The net decrease for this proposed change order is ($750.00.)

7.6 **Little Theater Seat Replacement – Approve CMAS Quote from American Seating**
The Board of Trustees ratified acceptance of American Seating quote for demolition, installation and all materials to replace the seats in the Little Theater. The quote, based on existing public bids managed through the Department of General Services California Multiple Award Schedule (CMAS) Division is $70,709.76. Staff have applied for funding for this project through the Scheduled Maintenance program, which is a 50/50 split with the state ($35,354.88 net cost to the District).

7.7 **Approval of Agreement with the City of Napa for In-Service Training**
The Board of Trustees approved two agreements with the City of Napa for in-service training classes for the Napa Police Department. Under each agreement, the District will pay the City $2.00 per student per hour of credit instruction, with a not-to-exceed limit of $5,800. The District will collect all the FTES funding for the students. The term of the first agreement will be from March 1, 2007 through June 30, 2007. The term of the second agreement will be from July 2, 2007 to June 30, 2008.

8.0 **CONSTITUENT GROUP REPORTS**
- **Academic Senate Report**
  Dianna Chiabotti acknowledged retiring faculty member Gene Swann for his service, and said he was a well-loved professor who will be greatly missed. She said the Curriculum Committee has been very busy, and the Senate is working to streamline committees. She thanked the board for the approval of the negotiation outcomes.
- **Administrative Senate Report**
  Ken Arnold said the Administrative Senate was working on Mutual Gains.
- **Associated Student Body Report**
  Student Chris Hagerman reported that the student representation fee was passed. He also reported on Women’s History Month, the American Cancer Team Walk for Life, and Cure de Tour for Diabetes research. Student clubs will be active this summer in providing some food options while there is no cafeteria food service.

9.0 **INFORMATION ITEMS**
9.1 **Campus Safety**
The tragic events at Virginia Tech have underscored the need for all colleges to ensure that their campuses are safe and protected environments. Ken Arnold, College Police Chief, made a presentation to the Board of Trustees regarding the status of campus safety. He said department policy has been reviewed, and he noted the importance of providing training events. He is working on the administrative regulations for the Workplace Violence Policy passed in 2003. Charles Meng reported on the related discussion at the Annual Trustee Conference that stressed the importance of containment and also the relationship between the college and the mental health professionals in the county. Ken Arnold said the college works closely with those individuals, and it has been helpful to have Health Services located physical close to Campus...
Police. Brenda Knight voiced concern over the safety of the police officers. Ken Arnold stated that all officers are P.O.S.T. certified and they have ongoing training in the use of force. JoAnn Busenbark said there should be discussion with college constituent groups regarding the possibility of arming campus police. The board thanked Chief Arnold, and this will be agendized for future discussion.

9.2 Core Group Report
Board Member Charles Meng regularly attends meetings of the Core Group, consisting of the President, Vice Presidents, Director, Campus Planning and Construction, and Dean, Research, Planning, and Development. This group oversees the progress of the facilities projects funded by the Measure N bond passed by voters in 2002. Mr. Meng provided an update on the work of the committee and said that the North Site Development bid period was extended to May 31. He said the college will hire a construction manager for the Fine and Performing Arts Center. Bruce Ketron commended Charles for his service.

10.0 ACTION ITEMS

10.1 Performing Arts Center Phase I – North Site Development, Including Magnolia Drive, Project Bid Award
This item was postponed to a future agenda.

10.2 Five-Year Capital Outlay Construction Plan
The Chancellor’s Office required an annual review of the Five Year Capital Outlay Construction Plan by the trustees.
M/S/C (Busenbark/Meng) to approve the Five-Year Capital Outlay Construction Plan as submitted.

10.3 Adoption of 2007 – 2008 Preliminary Budget
The proposed 2007 – 2008 Preliminary Budget includes budgets for the General Fund, Capital Outlay Projects Funds, Bond Projects, Bond Redemption, Child Care Fund, Post-Retirement Fund, Bookstore Account Trust, Associated Student Body Account, and Farm Account. It is the first of the three step process, to be followed by the Tentative Budget that must be approved by June 30 and the Final budget by September 15. Scott Miller explained that this budget is based on the January budget, and may change when the May Revise comes out. He noted that the college has grown in both credit and noncredit, more than in recent years, and is a very positive budget that includes a healthy reserve.

M/S/C (Busenbark/Andres) to adopt the 2007 – 2008 Preliminary Budget.

10.4 Curriculum Approval for Spring, 2007
Many changes to the curriculum have been made during the Spring, 2007 semester. These changes have been carefully reviewed and approved by each appropriate division, division chairperson, and the Curriculum Committee. The Academic Senate and District have reached mutual agreement on the changes and recommend them for board approval. Curriculum Committee Co-chair Erik Shearer said the program evaluation process is really working, and 103 courses were reviewed by the committee this semester.
M/S/C (Meng/Busenbark) to approve the curriculum changes for Spring, 2007.

10.5 Approval of Joint Use Agreement with the Napa Valley Community College Viticulture and Winery Technology Foundation
This item was pulled from the agenda.

10.6 Adoption of a Resolution Authorizing the Issuance of NVCCCD General Obligation Bonds, Election of 2002, Series C
M/SC (Busenbark/Knight) to approve a resolution for the issuance of Napa Valley Community College District general obligation bonds Series C in an aggregate principal amount not to exceed $43,812,277.05 and authorize the superintendent/president to direct UBS Paine Webber to proceed with the sale of the bonds.

10.7 Adoption of a Resolution Authorizing the Issuance of NVCCCD General Obligation Bonds, Election of 2002, Series D
M/S/C (Busenbark/Knight) to approve a resolution for the issuance of NVCCCD general obligation bonds Series D in an aggregate principal amount not to exceed $43,812,277.05 and authorize the superintendent/president to direct UBS Paine Webber to proceed with the sale of the bonds.

10.8 Approval of Contract for Independent Pollster for Bond Campaign
M/S/C (Knight/Ketron) to approve hiring Fairbank, Maslin, Maullin & Associates as an independent pollster for the bond campaign. The costs associated with his contract are $29,750.

10.9 Approval of Proposal for a Joint Occupancy Lease Agreement for the Teaching Winery and Related Property
This item was pulled.

10.10 Approval of New Members of the Independent Citizens’ Oversight Committee
M/S/C (Ketron/Meng) to approve the following people as new members: Greg Evans, Brian Kearney, and Audrey Amundsen.

10.11 Approval of Memorandum of Understanding between Sonoma State University and Napa Valley College
Napa Valley College staff has been working with Sonoma State University to develop an agreement that allows Sonoma State to deliver a degree program to local residents. The program will lead to a Bachelor’s degree in liberal arts.
M/S/C (Ketron/Knight) to approve a memorandum of understanding between Sonoma State University and Napa Valley College.

10.12 Approval of Revision to Board Ethics Policy
The new accreditation standards developed by the Accrediting Commission for Community and Junior colleges state that the “governing board shall have a code of ethics that includes a clearly defined policy for dealing with behavior that violates its codes.
M/S/C (Busenbark/Andrews) to approve the revision to the Napa Valley College Board Ethics Policy.

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

11.1 Reports from Vice Presidents
• Sue Nelson announced the McPherson Distinguished Teaching Awards Luncheon, the Scholarship Awards Ceremony, and the Commencement Ceremony.
• Scott Miller said his office is working on the budget, and he will attend a CFO meeting. He said the Business Office has received only one viable proposal to operate food services on campus. Clubs on campus are looking at providing some food this summer as fundraisers.
• Laura Ecklin said her office is working on new hires including Dean, Instructional Services and the open enrollment period for the vision and dental programs.

11.2 Superintendent/President’s Report
• Dr. McCarthy thanked everyone for the successful Earth Day Celebration, the staff for the excellent High School Breakfast, and the Jessamyn West Event. He thanked JoAnn Busenbark for facilitating the donation to the NVC Foundation of a house currently on the market and Brenda Knight for arranging a speaking engagement for him at the American Canyon Kiwanis Club. He said the International Education fundraiser in honor of Dolores Fischer was a great success. He announced that he has been elected President for International Education and said the college would host the statewide conference next year. A Korean TV crew was on campus today filming the solar fields.

11.3 Reports from Board Members
• Chris Adams said he attended Earth Day Celebration, the High School Breakfast, and Tour de Cure. The board congratulated him on his election to the student trustee position. (He will be officially sworn in at the next meeting).
• Tom Andrews said he was once again going to Guatemala as part of Rotoplast to assist in the efforts to bring cleft palette surgery to those in need.
• JoAnn Busenbark said the spring luncheons were spectacular. She will be unable to attend commencement ceremonies this year.
• Brenda Knight congratulated Dr. McCarthy on his outstanding statewide reputation, and she thanked him for speaking at the American Canyon Kiwanis Club. She said the quality of the sessions for trustees at the CCCT Annual Conference has markedly improved. She attended the groundbreaking ceremony at American Canyon High School.
• Charles Meng said the High School Breakfast was great and the student panel excellent. He will award a West Point Scholarship at the Scholarship Awards Ceremony.
• Bruce Ketron attended the Tulucay Creek Ceremony, EOPS barbecue, Earth Day, PTEC Fast Track Graduation, High School Breakfast, MESA awards, and the CCCT Conference.
• Michael Baldini thanked everyone for attending all the recent events and said the Earth Day Celebration was excellent. He reminded everyone not to forget mothers this Mother’s Day.

12.0 ADJOURNMENT
At the request of Trustee Brenda Knight, Board president Michael Baldini adjourned the board meeting in memory of Bernice Newell. Ms. Knight described her as a household name in American Canyon, an wonderful woman who tirelessly served the community and its young people. She will be greatly missed.

The meeting was adjourned at 9:55 p.m.