1.0 CALL TO ORDER
President Bruce Ketron 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, 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, Revision of Contract
1) Secretary III (Health Occupations) (1.0 FTE)

With respect to every item of business to be discussed in closed session pursuant to Section 54956.95, LIABILITY CLAIMS
Claimant: Keith Keller
Agency Claimed Against: Napa Valley Community College District
3.0 RETURN TO PUBLIC SESSION (6:30 p.m.)

3.1 Members Present: Bruce Ketron, JoAnn Busenbark, Steve Reinbolt, Charles Meng, Brenda Knight, Tom Andrews, Chris Adams
   Staff Present: Chris McCarthy, Sue Nelson, Oscar DeHaro, Scott Miller, Betty Malmgren, Matt Christensen, Dan TerAvest
   Guests Present: Jillian Jones, Napa Valley Register

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
   Bruce Ketron announced approval or of Josephine Stubitsch, Secretary III (Health Occupations) (1.0 FTE). He announced the rejection of the claim of Keith Keller.
   He said the board would return to closed session after completion of the public session, but no action would be taken or reported.

3.5 Adoption of Current Agenda
   Busenbark/Knight to adopt current agenda, with correction to agenda item 6.5: “The net increase for those proposed change orders is $38,151.46.”

3.6 Announcement of Future Meetings (5:30 p.m. closed session, 6:30 p.m. public session)
   Mr. Ketron announced the following upcoming meetings: February 21, 2008 Rescheduled Regular Meeting; March 13, 2008 Regular Meeting; and April 10, 2008 Regular Meeting.

4.0 PUBLIC COMMENTS — GENERAL
   There were no public comments.

5.0 APPROVAL OF MINUTES OF December 13, 2007
   The minutes of December 13, 2007 will be placed on the February 21, 2007 agenda.

6.0 CONSENT CALENDAR
   M/S/C (Busenbark/Baldini) to approve the following items on the consent calendar, with correction to item 6.5, as noted below.

6.1 Ratification of Financial Documents for December, 2007
   6.1.1 Approval of Warrants
         General Fund $1,155,736.22
         Child Care Fund $3,454.37
         Capital Outlay Projects Fund $78,276.72
         NVC Bldg. Fund/Series B (BOND) $2,121,109.31
   6.1.2 Approval of Total Gross Payroll $2,472,541.37

6.2 Approval of Personnel Assignments Dated January 17, 2007
6.3 Proposed Change Orders – Life Sciences Building
The Board of Trustees ratified acceptance of McCrary Construction Company, Inc. proposed change orders numbered 83R, 84, 93, 94, 95, 98, 100, 102, and 104 as given in attached Proposed Change Order Log dated January 11, 2008. The net increase for these proposed change orders is $15,136.00.

6.4 Proposed Change Orders – Wine Storage Building
The Board of Trustees ratified acceptance of McCrary Construction Company, Inc. proposed change orders number 17, as given in attached Proposed Change Order Log dated January 11, 2008. The net increase for this proposed change order is $782.00.

6.5 Proposed Change Orders – Performing Arts Center Increment I – North Site Development
The Board of Trustees ratified acceptance of O.C. Jones & Sons, Inc. Proposed Change Order Log dated January 11, 2008. The net increase for those proposed change orders is $38,151.46 (note: corrected figure).

6.6 Proposed Change Orders – Central Chiller Plant
The Board of Trustees ratified acceptance of Bell Products, Inc. proposed change orders numbered 37 and 40, as given in attached Proposed Change Order Log dated January 11, 2008. The net increase for these proposed change orders is $82,201.00.

6.7 Approval of Agreement with the California Department of Education
The Board of Trustees approved an agreement with the California Department of Education for instructional materials for the Child Development Program. The contract number is CIMS-7357. The term of the agreement is from July 1, 2007 through June 30, 2008. The total amount available is $2,672.

7.0 APPROVAL OF QUARTERLY FINANCIAL REPORTS FOR PERIOD ENDING SEPTEMBER 30, 2007
Scott Miller noted that this was the first fiscal period of the year.

8.0 CONSTITUENT GROUP REPORTS
- Academic Senate Report
  Dianna Chiabotti said the semester was just getting started, so there was nothing to report.
- Faculty Association Report
  Diane Van Deusen said there had not yet been a meeting, so there was nothing to report.
- Administrative Senate Report
  Ken Arnold reported on the Administrative Senate’s efforts on the Measure L campaign.
- Associated Student Body Report
  Susana Ponce reported on Smart Vote 08, originally designed for representatives of presidential candidates to attend. Representatives of Measure L have also been invited.

9.0 INFORMATION ITEMS

9.1 Report on Maintenance of Outlying College Grounds
Matt Christensen reported on the maintenance and use of outlying college grounds, which includes 160 acres and 15 acres of sports turf. He said 12 acres are mowed for fire control, and mosquito abatement is done annual. He reported that the ballfields have been greatly improved by the turf maintenance, and coaches also note the improvement. His goal is to make more property usable and do make more improvements to it.

9.2 Status Report on the Governor’s Budget for 2008 – 2009
Scott Miller, Vice President, Business and Finance, provided a status report on the governor’s budget for 2008 - 2009. He reported that our strong reserve and increased enrollments for the year are positive. The outlook for upcoming years is more challenging. He reaffirmed the District’s commitment to its employees.

9.3 Update on Measure L: Napa Valley College Higher Education/Career Training Measure
Dr. McCarthy will presented information regarding Measure L activities., including mailers, phone banks, precinct walking, endorsements, letters to the editor and editorials in the Napa Valley Register. He also reported on recent fundraising efforts. He stressed the importance of getting the word out to the community and sought the help of the entire college community in the last weeks of the campaign.

10.0 ACTION ITEMS

10.1 TLCD Architecture Contract Amendment for Construction Administration Services for New Ceramics Building Project
M/S/C Busenbark/Meng to authorize acceptance of amendment from TLCD Architecture for $148,700.00. If Measure L does not pass, the amount would be pro-rated.

10.2 Establishment of the 2008 – 2009 Non-Resident Tuition Fee
Scott Miller reviewed the process to establish the non-resident tuition fee for 2008 – 2009.

M/S/C (Busenbark/Andrews) to set the District’s 2008 – 2009 Nonresident tuition fee at $181 per semester unit. In addition, foreign students should be charged an additional $11.00 per unit, pursuant to Education Code Section 76141.

10.3 Appointment of College Staff to the Napa Valley Viticulture and Winery Technology Foundation
The by-laws for the Viticulture and Winery Technology Foundation require that two members of the Board for that organization be faculty members from the Viticulture and Winery Technology Program.

M/S/C (Andrews/Baldini) to appoint Brian Avila as a member of the Viticulture and Winery Technology Foundation Board of Directors.

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 working on improving program review. She is also busy with hiring committee training.

• Scott Miller said all information for the District audit will be submitted on time. He reported on the first major Datatel Conversion, the R-18 conversation, which will mean the system will be down for three days.

• Sue Nelson praised Instructional Excellence activities. She welcomed Dr. Chris O’Hearn as the interim Dean, Instruction. She said she has enjoyed working with him and said he was very knowledgeable.

• Oscar De Haro reported on a 5–7% jump in enrollments and the February 13 American Canyon College Awareness Night.

11.2 Superintendent/President’s Report

• Dr. McCarthy congratulated Sue Nelson on the success of Instructional Excellence Day. He congratulated the campus on the fact that Napa Valley College has reached the 25% threshold to establish an Hispanic-serving institution and thanked Oscar De Haro for his outreach efforts. This means the college can qualify and apply for millions of dollars in support, all of which will strengthen the institution as a whole. He thanked Mary Shea for groundbreaking work with returning Iraq veterans and for the event held on Instructional Excellence Day. He reported on his work for the Accrediting Commission. He thanked JoAnn Busenbark for bringing a leadership group to campus for an informational meeting regarding campus facilities and Measure L bond projects. He thanked Michael Baldini and Bruce Ketron for their attendance at that informational meeting. He acknowledged Betty Malmgren’s work on an insert for the Napa Valley Register. He said he was very proud of the work the college is doing on student learning outcomes, program review, and planning, very important to the accreditation process.

11.3 Reports from Board Members

• Brenda Knight suggested that new employees be introduced to the board after they have been approved.

• Charles Meng commented on the Governor’s Budget and Proposition 92.

• Michael Baldini said his niece is on the nursing waiting list. He spoke briefly about his trip to India and a five-day wedding event, noting the positive attitude of all castes.

• Chris Adams reported on the start of the new semester and said his engineering classes were cramped with 41 students. He looked forward to the opening of the new Life Sciences building in April.

• Tom Andrews praised Brenda for her good idea about introducing new staff members to the board.

• JoAnn Busenbark said Instructional Excellence Day was informative. She said she worked on the information tables for the start of the spring semester. She looked forward to attending the board chair workshop with Bruce Ketron.

• Steve Reinbolt complimented Jillian Jones on her fine writing. He said Kiwanis has established a new college scholarship. He thanked everyone for their hard work on Measure L.

• Bruce Ketron acknowledged the 83 employees who contribute to the college through payroll contributions.

12.0 ADJOURNMENT
Bruce Ketron adjourned the meeting in acknowledgment of employees who donate through payroll Deductions. He quoted A.M. Gray: “The successful person has the habit of doing the things Failures don’t like to do. They don’t like doing them either necessarily. But their disliking is subordinated to the strength of their purpose.”

The meeting was adjourned at 7:45 p.m.