Regular meetings of the Napa Valley Community College District Board of Trustees are held the second Thursday of each month. Special meetings may be called by the president of the board, by the board at a regular meeting or by the president of the board at the request of a majority of the board members. The agenda is mailed to trustees, the news media, legal counsel, college administration, and heads of college constituent groups; it is also posted on campus and at the Upper Valley Campus. All regular and special meetings are open to the public, whose interest is encouraged and appreciated. The district adheres to the Americans with Disabilities Act. In compliance with Government code section 54954.2 (a) Napa Valley College will, on request, make this agenda available in appropriate alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact the President’s Office, 2277 Napa Vallejo Highway, Napa, California, (707) 253-3365.

In addition to time provided for public comments under Roll Call, any member of the audience wishing to address the board regarding an agenda item should go to the podium when the item is under consideration and, after being recognized by the Board President, give his/her name and address and state any comments or questions. To give all interested parties an opportunity to speak, comments should be brief and be limited to the specific subject under discussion. Time shall be limited at the discretion of the President of the Board of Trustees. Items marked with an asterisk (*) require a roll call vote. Any member of the board may request a roll call vote on any item.

1.0  CALL TO ORDER  5:30 p.m.

2.0  CLOSED SESSION  (5:30 p.m.): Following any public comments regarding closed session items, the board will go 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, Kevin Luckey, 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
   Evaluation of Superintendent/President

   With respect of every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYMENT, Contract Renewal
   Vice President, Instruction
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
Vice President, Business and Finance (Classified Administrator)

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
Health Occupations Skills Lab 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
Instructional Assistant II, Basic Police Academy

With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYMENT, Approval of 2009 Reclassification Recommendations for Classified Staff

With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYMENT, Employee Evaluation: Faculty Members (Annual Evaluation)

3.0 RETURN TO PUBLIC SESSION

3.1 Roll Call

3.2 Pledge of Allegiance

3.3 Introduction of Visitors, Guests, and New Staff

3.4 Resolution in Honor of Retiring Faculty Member
Retiring faculty member Margo Kennedy will be recognized by the Board of Trustees for her long and dedicated service to Napa Valley College. She has also been granted emeritus status by the Academic Senate’s Academic Standards and Practices Committee.

3.5 Announcement of Items from Closed Session
*As required by Government code Section 54957.1, a roll call vote is required for any personnel decision coming out of closed session to appoint, employ, or dismiss an employee.

3.6 Adoption of Current Agenda

3.7 Announcement of Future Meetings (5:30 p.m. closed session, 6:30 p.m. public session)
August 13, 2009 Regular Meeting
September 10, 2009 Regular Meeting
October 20, 2009 Regular Meeting (rescheduled to coincide with Accreditation Site Visit)

4.0 PUBLIC COMMENTS — GENERAL

At this time, the board will devote a total of up to fifteen minutes for comments to the Board of Trustees regarding any subject NOT APPEARING AS AN AGENDA ITEM FOR THIS MEETING but over which the board has jurisdiction. The public may ask the board to place an item on a future board agenda. No action or discussion will occur at this time on such items. Individuals will be limited to a five-minute presentation.
5.0 APPROVAL OF MINUTES OF MAY 14, 2009
See backup pages 1 through 13.

6.0 CONSENT CALENDAR
The following items listed on the consent calendar are considered to be routine matters requiring approval or ratification by the board. They are accepted or approved by a single motion without discussion. Any item(s) may be removed from the consent calendar for discussion or other reasons at the request of a board member.

6.1 Ratification of Financial Documents for May, 2009

6.1.1 Approval of Warrants
General Fund $1,193,712.94
Child Care Fund $5,330.80
Capital Outlay Projects Fund
NVC Bldg. Fund/Series B (BOND) $3,492,566.17

6.1.2 Approval of Total Gross Payroll
$2,591,896.68

6.2 Approval of Personnel Assignments Dated June 11, 2009

6.3 Proposed Change Orders – Library and Learning Resource Center
It is recommended that the Board of Trustees ratify acceptance of Edge Development, Inc. proposed change orders numbered 40R1, 45R1, 56, 67, 73, 76, 79, 92, 93, 97, and 99 as given in attached Proposed Change Order Log dated June 3, 2009. The net INCREASE for these proposed change orders is $29,792.00. See backup packet 14 through 20.

6.4 Proposed Change Orders – North Gym
It is recommended that the Board of Trustees ratify acceptance of Broward Buildings, Inc. proposed change order numbered 5, 8, 10, and 13 as given in attached Proposed Change Order Log dated June 3, 2009. The net INCREASE for these proposed change orders is $8,625.69. See backup page 21 and 22.

6.5 Proposed Change Orders – New Ceramics Building
It is recommended that the Board of Trustees ratify acceptance of SW Allen Construction, Inc. proposed change orders numbered 16, 21, 25, 37, 38, and 40 as given in attached Proposed Change Order Log dated June 3, 2009. The net INCREASE for these proposed change orders is $12,274.00. See backup page 23 – 25.

6.6 Proposed Change Orders – Instructional Center for the Performing Arts
It is recommended that the Board of Trustees ratify acceptance of Broward Builders, Inc. proposed change orders numbered 31, 32, and 36 as given in attached Proposed Change Order Log dated June 3, 2009. The net INCREASE for the proposed change orders is $16,918.51. See backup pages 26 – 29.

6.7 Approval of an Agreement Peralta Community College District for a Tech Prep
Regional Coordination Project
It is recommended that the Board of Trustees approve an agreement with Peralta Community College District for a Tech Prep regional coordination project. This project is part of the Bay Area Career Pathway Alliance that is a partnership among 16 community college districts in the Bay Area. Napa will be providing teaching skills training to CTE instructors. The term of this agreement is from April 1, 2009 to June 30, 2009. The maximum funding for NVC is $15,000.

6.8 Approval of Agreement with the Chancellor’s Office California Community Colleges for the Reporting Requirements of the Student-Right-to-Know Act
It is recommended that the Board of Trustees approve an agreement with the Chancellor’s Office for the reporting requirement of the Student-Right-to-Know Act. The term of this agreement is from July 1, 2009 to June 30, 2010. The cost to NVC is $3,900.

6.9 Approval of an Agreement with the Petaluma Fire Department for EMT-Paramedic Training in a Variety of Clinical and Field Settings
It is recommended that the Board of Trustees approve an agreement with the Petaluma fire Department for EMT-Paramedic training in a variety of clinical and field settings. The term of this agreement is from May 6, 2009 and will continue until terminated by either party. There is no cost to the District.

6.10 Approval of an Agreement with Napa State Hospital for the Provision of Adult Education Classes
It is recommended that the Board of Trustees approve an agreement with Napa State Hospital for the provision of adult education classes. The term of this agreement is from July 1, 2009 through June 30, 2010. NVC is responsible for providing instructors and all instructional materials for the program and can claim all FTES generated by the program.

6.11 Approval of an Agreement with Marin Community College District for Program Development related to Green Technologies
It is recommended that the Board of Trustees approve an agreement with Marin Community College District for program development related to green technologies. NVC has been awarded a community collaborative grant in conjunction with Santa Rosa Junior College, College of Marin, the Sonoma County Office of Education. NVC is acting as the fiscal agent for this grant so agreements will be generated with all the other institutions. COM will be updating the horticultural and landscape courses. The term of this agreement will be from May 12, 2009 through June 30, 2010. The maximum payment to COM will be $26,465.

6.12 Approval of a Resolution with the Commission on Peace Officer Standards and Training for Instructor Development
This agreement was approved on the May 12, 2009 Board of Trustees agenda. However, the required board resolution was not included, so it is being placed on this agenda for approval.

6.13 Approval of an Agreement with the Humboldt State University Sponsored Programs
Foundation for the 2009 SBDC Contract Number 08-1024
It is recommended that the Board of Trustees approve an agreement with the Humboldt State University Sponsored Programs Foundation for the Small Business Development Center (SBDC) Contract Number 08-1024. This is a renewal of a previous agreement. The term of this agreement is from January 1, 2009 through December 31, 2009. The maximum payment to NVC is $80,000.

6.14 Approval of Close-of-Year Transfer Resolutions
The resolution pertaining to this routine annual action appears on backup page 30.

6.15 Approval of Resolutions: Signing Authority for Dr. Chris McCarthy, Scott Miller, Daniel TerAvest, Matt Christensen and Laura Ecklin
It is recommended that the Board of Trustees approve five resolutions that authorize the following staff members to sign documents on behalf of the District from July 1, 2009 through June 30, 2010: the college president; vice president, Business and Finance; director, Campus Planning and Construction; and dean, Human Resources. The resolutions appear on backup pages 31 through 35.

6.16 Approval of 2008 – 2009 Interfund Transfer
It is recommended that the Board of Trustees approve the interfund transfer documents on backup page 36.

6.17 Approval of Agreement with Taher, Inc. for Cafeteria Food Services
It is recommended that the Board of Trustees approve an agreement with Taher, Inc. for cafeteria food services. The term of the agreement is from July 1, 2009 to June 30, 2010. This is a renewal of a prior contract. The maximum amount of District financial support has been reduced from $10,000 to $8,000, and the financial support can only be used to create a break-even situation. All other terms remain the same.

6.18 Approval of an Agreement with Vintage Academy of Hair Design, Inc. for Cosmetology Training
It is recommended that the Board of Trustees approve an agreement with Vintage Academy Of Hair Design, Inc. for cosmetology training. This is a continuation of an existing agreement with some modifications. The term has been changed from one year to six months, or July 1, 2009 to December 31, 2009. The rate of $2.51 per hour payable to the academy remains the same, but a cap has been placed on the maximum number of hours of reimbursement that can be claimed.

6.18 Emeritus Status for Retiring Faculty
The Academic Senate’s Academic Standards and Practices Committee has granted emeritus status to Margo Kennedy, retiring faculty member.

7.0 CONSTITUENT GROUP REPORTS
- Academic Senate Report
- Faculty Association Report
- Classified Association Report
- Classified Senate Report
8.0 INFORMATION ITEMS

8.1 Report on Public Property Development – North Corner
At its board meeting of October 9, 2008, the board discussed its interest in agendizing an informational item over upcoming months regarding the development of college property, including ideas for development of college property, including land at the corner of Imola and Soscol Avenues.

8.2 Report on Facilities Master Plan Volume IV Public Forum
Staff will present information on Volume IV of the Facilities Master Plan and the public forum held regarding that draft plan on April 30, 2009. The plan has been distributed to trustees and is available in the President’s Office.

9.0 ACTION ITEMS

9.1 Acceptance of Annual Report of Measure N Independent Citizens’ Oversight Committee
At its last meeting on June 1, 2009, the Measure N Independent Citizens’ Oversight Committee approved its annual report. Greg Evans, co-chair of the committee, will present the report to the Board of Trustees and answer questions. The report has been distributed to trustees and is available in the President’s Office.

Recommendation: It is recommended that the Board of Trustees accept the Annual Report of the Measure N Independent Citizens’ Oversight Committee.

9.2 Approval of Support of Community Effort Regarding Future Use of Copia Property
A number of local citizens has formed a group interested in the future use of the Copia property. The group is interested in using the facilities to benefit the community in the educational spirit that Robert and Margrit Mondavi originally proposed as the mission of Copia. John Salmon, one of the individuals involved in this effort, will make a brief presentation and answer questions from the board.

9.3 Certification of the Accreditation Self-Study
As part of the accreditation self-study, campus leadership must certify that there was broad participation by the campus community in the self-study process and that the report accurately reflects the nature and substance of the institution. Constituent groups have signed off on the certification of the document at the President’s Council meeting on May 11, 2009. The document will be presented to the board for certification and acceptance at this meeting.

Recommendation: It is recommended that the Board of Trustees accept and certify Napa Valley College’s Self-Study.
9.4 Adoption of the 2009 – 2010 Tentative Budget
The proposed 2009 – 2010 Tentative Budget includes budgets for the General Fund, Capital Outlay Projects Funds, Bond Projects, Bond Redemption, Child Care Fund, Post-Retirement Fund, Bookstore Account, Associated Student Body Account, Farm Account, and Trust Account. The Budget, as developed through the planning and budget process, has been mailed separately to the trustees. The college president has reviewed the budget and supports its adoption, as proposed by the Budget Committee. Copies are available in the Business and Finance Office.

Recommendation: It is recommended that the Board of Trustees adopt the 2009 – 2010 Tentative Budget.

9.5 Public Hearing on and Approval of Resolution Setting the Appropriates Limit for 2009 – 2010

9.5.1 Public Hearing on the 2009 – 2010 Appropriations Limit
This hearing is held to allow for public comment on the Appropriations Limit for 2009 – 2010. Government Code Section 7910 states that each year the governing body of the local jurisdiction shall, by resolution, establish its appropriations limit for the following fiscal year at its regularly scheduled or noticed special meeting.

9.5.2 Approval for Resolution Setting the Appropriations Limit for 2009 – 2010
See backup pages 37.

Recommendation: It is recommended that the Board of Trustees approve the Resolution Setting the Appropriations Limit for 2009 – 2010.

9.6 Approval of Mandatory Title V Changes to Board Policy I7320: Course Repetition Policy; Board Policy I7330: Grading Policy; and Board Policy I 7331: Withdrawal Policy
Per the directive of the Chancellor’s Office, California Community Colleges are required to have in place, by July 1, 2009, mandatory modifications to Course Repetition, Grading, and Withdrawal Policies. See backup document pages 38 – 40.

Recommendation: It is recommended that the board of Trustees approve the mandated revisions to Board policies I7320: Course Repetition; Board Policy I7330: Grading Policy; and Board Policy I7331: Withdrawal Policy.

9.7 Approval of Purchase Order for Worden Furniture for Library and Learning Resource Center
In February 2007, the District circulated a Request for Qualifications to vendors specializing in library furniture that garnered responses from four vendors. These vendors were then asked to provide budgetary pricing for various pieces of furniture in a competitive process. Worden Furniture of Holland, MI was selected based on qualifications and lowest unit pricing. Staff have worked with Worden over the last year to fine tune the design of furniture
pieces such as reading carrels, electronic reading carrels, media viewing stations, etc. The estimated cost for manufacture and installation of the library furniture is $566,292.

**Recommendation:** It is recommended that the Board of Trustees approve the cost estimate and purchase order for Worden Furniture for $566,292.

9.8 **Approval of International Education Program Offerings for 2010**
The following courses have been approved by the International Education Advisory Committee and the Office of Instruction to be offered in 2010: HEOC 360: Cross-Cultural Health Care (Philippines), January 1 to 15, 2010, taught by Noreen Martin; SPAN 110, 111, 114, 116, 130 and 131: Spanish Conversational Courses (Spain), June 30 – July 21, 2010, taught by Maria Villagomez.

**Recommendation:** It is recommended that the Board of Trustees approve the following International Education Program Offerings for 2010: HEOC 360: Cross-Cultural Health Care (Philippines) and SPAN 110, 111, 114, 116, 130 and 131: Spanish Conversational Courses (Spain).

9.9 **Approval of Resolution to Support District Participation in the California Leadership Alliance for Student Success (CLASS) Initiative**
Napa Valley College has been invited to participate in the California Leadership Alliance for Student Success (CLASS) Initiative. CLASS is supported by the William and Flora Hewlett Foundation and the James Irvine Foundation and directed by the Community College Leadership Program (CCLP) at the University of Texas in Austin. It is focused on building a cadre of leaders and colleges focused on the student success agenda. See backup page 41.

**Recommendation:** It is recommended that the Board of Trustees approve a resolution in support of the District’s participation in the California Leadership Alliance for Student Success (CLASS) Initiative.

9.10 **Approval of Resolution Reserving District’s Right to Reduce Compensation for Certificated and Classified Employee Compensation for 2009 - 2010 Academic Year**
This resolution authorizes the District to consider a reduction of compensation for the District’s represented and unrepresented certificated and classified employees for academic year 2009 – 2010. Any reduction for represented employees would be in accordance with the Educational Employment Relations Act (EERA) and subject to negotiation. Any reduction for unrepresented employees would be communicated through the Mutual Gains process. See backup pages 42 and 43.

**Recommendation:** The District recommends Board approval of this resolution as it would give the District options for addressing the current funding crisis facing California Community Colleges.
10.0 **OTHER REPORTS:** Note that no action can be taken regarding any report item.

10.1 **Staff Reports**
- Dean, Human Resources
- Vice President, Business and Finance
- Vice President, Student Services
- Vice President, Instruction

10.2 **Superintendent/President’s Report**

10.3 **Reports from Board Members**

11.0 **FUTURE AGENDA ITEMS**

11.1 **Board Listening Session**

11.2 **Update on Bonding of College Winery and Viticulture and Winery Technology Program**

11.3 **Development of Corner Property/Housing**

12.0 **ADJOURNMENT**