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 Board Chair, by the Board at a regular meeting, or by the Board Chair at the request of a majority of the board members. The agenda is distributed 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. Any member of the public in need of 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) 256-7160.

In addition to time provided for general public comment, 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 Chair, 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 Board Chair. Any member of the board may request a roll call vote on any item.

1.0 CALL TO ORDER 4:30 p.m.

1.1 Roll Call

1.2 Adopt Agenda

2.0 PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS
At this time, the board will devote a total of up to fifteen minutes for comments to the Board of Trustees regarding closed session agenda items.

3.0 CLOSED SESSION
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:
3.1 With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Titles: Superintendent/President

3.2 With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Faculty Evaluations (2012/2013)

3.3 With respect to every item of business to be discussed in closed session pursuant to Section 54956.9(b) CONFERENCE WITH LEGAL COUNSEL—PENDING LITIGATION: Fantucci vs. Napa Valley Community College District

3.4 With respect to every item of business to be discussed in closed session pursuant to Section 54957.6, CONFERENCE WITH LABOR NEGOTIATORS
Organization representing faculty: NVCFCA/CTA/NEA
Organization representing classified: NVC-ACP/SEIU
Organization representing administrative/confidential: NVC Administrative Senate

3.5 With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYMENT
Title(s):
Associate Dean, Physical Education/Athletics (academic-administrator)
Interim Dean, Instruction (academic-administrator)
Printing/Warehouse Services Technician (classified)

4.0 RETURN TO PUBLIC SESSION approximately 6:30 p.m.

4.1 Pledge of Allegiance

4.2 Announcement of Items from Closed Session

4.3 Announcement of Adopted Agenda Modifications

4.4 Announcement of Future Meetings
July 25, 2013 – Special Meeting - Board Self-Evaluation
August 8, 2013 – Regular Meeting
September 12, 2013 – Regular Meeting
October 10, 2013 – Regular Meeting
November 14, 2013 – Regular Meeting

4.5 Introduction of New Staff and Guests

5.0 PUBLIC COMMENT — 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 three minute presentation. At this time, the Board Chair will poll those in attendance regarding their intent to speak on any item on the agenda.
6.0 SUPERINTENDENT/PRESIDENT’S REPORT

7.0 STRATEGIC COMMUNICATIONS
The Director of the Office of Institutional Advancement as the public information officer will share general information with the Board of Trustees that may include topics such as grants, resource development, federal, state and local interests, a calendar of opportunities for Board Member participation at campus events, and general District information.

8.0 CONSTITUENT GROUP REPORTS
8.1 Classified Association Report
8.2 Classified Senate Report
8.3 Administrative Senate Report
8.4 Associated Students of Napa Valley College Report
8.5 Academic Senate Report
8.6 Faculty Association Report

9.0 APPROVAL OF MINUTES
9.1 May 2, 2013, Special Meeting
9.2 May 23, 2013, Special Meeting
9.3 June 13, 2013, Regular Meeting

10.0 CONSENT AGENDA
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.

10.1 Ratification of Financial Documents

10.1.1 Approval of Warrants for June 30, 2013
General Fund (Fund: 11, 12) $1,373,352.60
Child Care Fund (Fund: 33, 35) $20,716.58
Capital Outlay Projects Fund (Fund: 41) $0

10.1.2 Approval of Total Gross Payroll
June 30, 2013 $2,006,445.69

10.2 Approval of Personnel Document of July 9, 2013

10.3 Approval of Memorandum of Understanding with the Regents of the University of California for Transfer Opportunity Program with University of California, Davis and Napa Valley College
It is recommended that the Board of Trustees approve agreement #UCD13-07671 with the Regents of the University of California for the renewal of Napa Valley College District’s participation in the University of California, Davis Transfer Opportunity Program for academic year 2013-2014. Fees associated with this MOU have been waived. The term of the agreement is from July 1, 2013 through June 30, 2014.
10.4 Approval of Amendment 02 to Agreement CCTR-2160 with California Department of Education for General Child Care and Development Programs
It is recommended that the Board of Trustees approve amendment 02 to agreement CCTR-2160 with the California Department of Education for General Child Care and Development programs. The maximum contract amount has been increased to $371,450. The remaining particulars of the agreement will remain the same. The term of the agreement will continue to be from July 1, 2012 through June 30, 2013.

10.5 Approval of Amendment 02 to Agreement CSPP-2310 with California Department of Education for California State Preschool Program
It is recommended that the Board of Trustees approve amendment 02 to agreement CCTR-2310 with the California State Preschool Program. The maximum contract amount has been decreased to $224,638. The remaining particulars of the agreement will remain the same. The term of the agreement will continue to be from July 1, 2012 through June 30, 2013.

10.6 Approval of Agreement CCTR-3152 with California Department of Education for General Child Care and Development Programs
It is recommended that the Board of Trustees approve agreement CCTR-3152 with the California Department of Education for General Child Care and Development programs. The term of the agreement is from July 1, 2013 through June 30, 2014. The District will be reimbursed at a rate not to exceed $34.20 per child per day of full-time enrollment for child development programs up to the maximum contract amount of $330,450.

10.7 Approval of Agreement CSPP-3301 with California Department of Education for California State Preschool Program
It is recommended that the Board of Trustees approve agreement CSPP-3301 with the California Department of Education for California State Preschool Program. The term of the agreement is from July 1, 2013 through June 30, 2014. The District will be reimbursed at a rate not to exceed $34.16 per child per day of full-time enrollment for child development preschool programs up to the maximum contract amount of $265,638.

10.8 Approval of Agreement with John Muir Health for the Purpose of Providing Clinical Training for Napa Valley College Nursing, Paramedic And Respiratory Therapy Students
It is recommended that the Board of Trustees approve an agreement with John Muir Health for the purpose of providing clinical and community health learning experiences for students enrolled in the nursing, paramedic and respiratory therapy programs. This agreement is intended to supersede and replace the existing agreement that was fully executed by both parties effective as of January 1, 2011. The term of the agreement is from July 1, 2013 through June 30, 2016, or until terminated by either party. There are no financial obligations for either party.

10.9 Approval of Agreement with the American Medical Response, West Inc., d.b.a. AMR Napa County
It is recommended that the Board of Trustees approve an agreement with the American Medical Response/Sonoma Life Support for the purpose of providing NVC
Emergency Medical Technician, Emergency Medical Technician-Paramedic, and other, similar health care and pre-hospital providers a field internship experience by and through assignment to various mobile intensive care units. The term of the agreement is from July 1, 2013 through June 30, 2018. There are no costs to the District associated with this agreement.

10.10 Approval of Amendment #1 with Santa Rosa Memorial Hospital and SRM Alliance Hospital Services d.b.a. Petaluma Valley Hospital
It is recommended that the Board of Trustees approve Amendment #1 to the original agreement made and entered on November 19, 2012 with Santa Rosa Memorial Hospital and SRM Alliance Hospital Services d.b.a. Petaluma Valley Hospital. The amended changes are the following: the agreement will now be with Santa Rosa Memorial Hospital and SRM Alliance Hospital Services d.b.a. Petaluma Valley Hospital Queen of the Valley Medical Center, St Joseph Hospital Eureka and Redwood Memorial Hospital for the purpose of providing clinical and non-clinical training for students in the health care program(s). The term of the agreement with amended change is from June 17, 2013 through November 18, 2016. There are no costs to the District associated with this agreement.

10.11 Approval of Agreement with the City Of Vacaville for Paramedic Field Internship Program
It is recommended that the Board of Trustees approve an agreement with the City of Vacaville for field internship training program to provide pre-hospital care training to paramedic students. The term of the agreement is from July 1, 2013 until terminated by either party. There are no costs associated with this agreement.

10.12 Employee Assistance Program (EAP) Services Agreement
It is recommended that the Board of Trustees approve an agreement with Magellan Health Services for the purpose of providing Employee Assistance Program (EAP) services to eligible Napa Valley College employees. The agreement provides EAP services for a monthly fee of $1.77 per eligible employee. The term of the agreement is from September 1, 3013 through August 31, 2016.

11.0 EDUCATION TOPIC, INFORMATION/DISCUSSION ITEMS

11.1 Update on The Way Forward and Budget
President Ron Kraft will provide an update on this year’s operating budget, expectations for fiscal year 2013/2014 and The Way Forward, a comprehensive multi-year plan to achieve fiscal stability. (Kraft/Aguada)

11.2 Discussion of Board Procedures Related to Agenda Format and Communications
This item is placed on the agenda to allow discussion of general board operational procedures such as delivery methods for board agendas, backup materials, and other communications. (Kraft)

11.3 Discussion of Board Self-Evaluation
This item is placed on the agenda to allow discussion of a Board Self-Evaluation retreat scheduled for July 25, 2013. Discussion may include a review of Board Policy
BP 2745 – Board Self-Evaluation and associated administrative regulations (AR 2745), self-evaluation instruments, and the self-evaluation process.  (Kraft)

12.0 ACTION ITEMS

12.1 Trustee Email Accounts (2nd Read – Board Policy BP 2721 – Board of Trustee District Email Accounts)
The Board of Trustees has expressed interest in reinstituting college email accounts for trustees. At the February 14, 2013 Regular Meeting of the Board an ad hoc committee was formed to develop recommendations and guidelines related to trustee email accounts. Trustee Brenda Knight and Trustee Bill Blair are co-chairs of the ad hoc committee and Trustee Dan Digardi is also a member. At the March 14, 2013 meeting, the ad hoc committee requested feedback on trustee email accounts and distribution lists from campus constituency groups. President Ron Kraft sought input from the Council of Presidents, a shared governance committee with representatives from all campus constituent groups. The Board reviewed proposed policy language at its June 13, 2013 Regular Meeting and will now consider adoption of a new policy, BP 2721 – Board of Trustee District Email Accounts.  (Knight, Blair, Digardi)

12.2 Revised Board Policy
This is the second reading of the following revised board policy:

BP 1200 – Mission and Values

Last fall the Planning Committee and Board of Trustee approved a revision to the college’s mission statement. If adopted, this revision will update the associated board policy – BP 1200 – Mission and Values.

Recommendation: It is recommended that the Board of Trustee adopt revised board policy BP 1200 – Mission and Values.  (Kraft)

12.3 Memorandum of Understanding with Napa Valley Unified School District Regarding Federal TRIO Program Educational Talent Search
Napa Valley Community College District, through the Educational Talent Search (ETS) program, a federally funded TRIO program, provides student services, such as tutoring and assistance with college and financial aid applications, at select locations in the Napa Valley Unified School District. The term of this memorandum of understanding is from September 1, 2013 through August 31, 2014.

The ETS program is federally funded in fiscal year 2013/2014 at $290,709, a 5.23% decrease from fiscal year 2012/2013 ($306,752) due to sequestration. In response to the sequestration reduction in funding, the ETS program has revised its budget for fiscal year 2013/14 to reduce of the number of participants served from 668 to 633 which will maintain the per participant cost at $460. It is not anticipated that there will be any impact to the general fund.

Recommendation: It is recommended that the Board of Trustees approve the Memorandum of Understanding with Napa Valley Unified School District. (Salceda)
12.4 International Education Study Abroad Programs for Summer 2014
The following courses have been approved by the International Education Committee to be offered as part of the Summer, 2014 International Education Study Abroad Program to Italy: MUSI 160: College Chorale; MUSI 161: Vocal Ensemble —Prima Voce; and Summer 2014 International Education Study Abroad Program to Spain: SPAN 110: First Semester Spanish, Part A; SPAN 111: First Semester Spanish, Part B; SPAN 130: First Semester Spoken Spanish; SPAN 131: Second Semester Spoken Spanish; SPAN 260: Third Semester of Spoken Spanish; SPAN 261: Fourth Semester of Spoken Spanish and SPAN 282: Intro to Hispanic Literature.

Recommendation: It is recommended that the Board of Trustees approve the following courses as part of the Summer, 2014 International Education Study Abroad Programs: MUSI 160 and MUSI 161 (1 unit); SPAN 110, SPAN 111, SPAN 130; SPAN 131; SPAN 260; SPAN 261; and SPAN 282 (3 units) (Miraglia)

12.5 Resolution to Eliminate Vacant Administrative and Classified Positions
As a part of ongoing review of college staffing patterns and vacancies, several positions, most of which are vacant, are scheduled to be eliminated due to lack of funds or lack of work. The seven positions (two administrative and five classified) are in the Campus Planning & Construction (bond) office, Disabled Student Programs & Services (DSPS), Upward Bound Program, and Nursing Expansion Grant. In all cases, funds and programs have been exhausted, eliminated, or significantly reduced. These positions represent a total of 6.38 full-time equivalent (FTE) staff. A resolution authorizing elimination of the positions is included in the backup packet.

Recommendation: It is recommended that the Board of Trustees approve the resolution to eliminate two administrative and five classified positions. (Ecklin)

12.6 Discuss and Approve Future Agenda Items

12.6.1 Listing of Future Agenda Items Previously Approved

12.6.1.1 Presentation on Online Courses
12.6.1.2 Update on the Hospitality Program
12.6.1.3 Update on Accreditation Benchmarks
12.6.1.4 Update WebAdvisor/Technology Plan progress

12.6.2 Discuss and Approve Any Newly Proposed Agenda Items

13.0 BOARD OF TRUSTEES REPORTS

14.0 CONTINUANCE OF CLOSED SESSION (as needed)

15.0 ADJOURNMENT