NOTE: Closed session begins at 5:30 p.m. and
Public session begins at 6:30 p.m.

Napa Valley Community College District

THE REGULAR MEETING OF THE BOARD OF TRUSTEES
January 12, 2006
5:30 p.m. Closed Session
6:30 p.m., Return to Public Session
Room 211, McPherson Administration Building
Napa Valley College, Napa, California

AGENDA

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, Ed Shenk, Sue Nelson
**Name of organization representing employees:** NVCFA/CTA/NEA

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, Approval/Ratification of Full-Time Employment

**Title:**
1) Physical Education and Softball Coach
2) Instructor, Psychiatric Technician (two positions)
3) Instructor, Nursing (two positions)

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

Titles:
1) Dean, Human Resources (Interim)
2) Athletic Director (Interim)

3.0 RETURN TO PUBLIC SESSION (6:30 p.m.)

3.1 Roll Call

3.2 Pledge of Allegiance

3.3 Introduction of Visitors, Guests, and New Staff

3.4 Swearing-in of New Student Trustee

3.5 Resolution Honoring Felicia Shinnamon, Retiring Faculty Member

3.6 Resolution Honoring Robert Chudnofsky, Retiring Faculty Member

3.7 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.

3.8 Adoption of Current Agenda
Items will be heard following 5.0 (Public Comments). Other items may be moved, at the discretion of the board president.

3.9 Announcement of Future Meetings (5:30 p.m. closed session, 6:00 p.m. public session)
February 9, 2006, Regular Meeting
February 11, 2006, Special Meeting (Board Retreat)
March 16, 2006, Regular Meeting (Rescheduled Regular Meeting)

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 three-minute presentation.

5.0 APPROVAL OF MINUTES OF December 8, 2005
(See backup pages 1-8).

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 December, 2005
6.1.1 Approval of Warrants
General Fund $1,212,461.73
Child Care Fund $2,182.45
Capital Outlay Projects Fund
NVC Bldg. Fund/Series A (BOND) $2,225,670.45

6.1.2 Approval of Total Gross Payroll $1,948,961.98

6.2 Approval of Personnel Assignments Dated December 1, 2005

7.0 CONSTITUENT GROUP REPORTS
- Academic Senate Report
- Faculty Association Report
- Classified Association Report
- Classified Senate Report
- Administrative Senate Report
- Associated Student Body Report

8.0 FINANCIAL REPORTS
8.1 Quarterly Financial Status of Income and Expenditures for the Period Ending September 30, 2005 (will be mailed separately and distributed at the meeting)
8.2 Quarterly Financial Statement Report (CCFS311Q) (will be mailed separately and distributed at the meeting)

9.0 INFORMATION ITEMS
9.1 Update on Increasing Napa Valley College’s Presence in American Canyon
Dr. McCarthy will provide an update on increasing Napa Valley College’s presence in American Canyon in an effort to augment programs and services available to American Canyon residents, as well as to other students for whom the location is convenient. Bill Ross, City Attorney for American Canyon, and Mike Anderson, representing the developer for the American Canyon Town Center, will make brief presentations on the opportunities available to the college and its students in the new American Canyon Town Center.

9.2 Introduction of New Vice President, Student Services
Oscar de Haro was selected as new Vice President, Student Services in November, 2005. This will be his first board meeting, and he will be welcomed by the Napa Valley College Board of Trustees and college staff.

9.3 Update on New College Website
Napa Valley College recently purchased a “campus platform” product from School Web Services for use in developing a new college website. Its will allow college staff to create and
maintain content easily and provide improved research capabilities. Vanessa Mullally, Director, Information Systems Technology, Michael Henry, Webmaster, and Betty Malmgren are responsible for implementation of the new site, and they will make a presentation to the board and answer questions.

9.4 **Status Report on Governor’s Budget for 2006-2007**
Dr. McCarthy will summarize the provisions of the Governor’s spending plan for the 2006-2007 year and review its implications for Napa Valley College.

10.0 **ACTION ITEMS**

10.1 **Adoption of New College Logo and Typeface**
Ace Design, the consultant hired to develop a new Napa Valley College logo and typeface, has refined several options for a logo and typeface, based on suggestions received from college staff, the Facilities Committee and Signage Subcommittee. The board reviewed these options at the December meeting and expressed its preference for option #2, Napa Valley College in gold lettering, with the hills in green. At this meeting, the board will render its final determination on adopting the new college logo.

**Recommendation:** It is recommended that the Napa Valley College Board of Trustees approve the new college logo, as submitted in its final form.

10.2 **Approval of Agreement with TLCD Architecture for New Library and Learning Resource Center**
TLCD Architecture of Santa Rosa has submitted a proposal for programming, schematic design, and design development of plans for the new Library and Learning Resource Center for a total maximum fee of $918,609.20 plus approximately $20,000 in reimbursable expenses.

**Recommendation:** It is recommended that the Board of Trustees approve an agreement with TLCD Architecture for programming, schematic design, and design development of plans for the Library and Learning Resource Center for $938,609.20.

10.3 **Approval of Purchase Order for Emergency Care Simulators and Related Equipment**
The District has recently received grant funds that provide for the expansion of the nursing program and the establishment of a state-of-the art training lab at the Yountville Veterans’ Hospital. A critical part of their lab will be simulators, which provide an outstanding learning environment for our students. The District intends to purchase 7 simulators and the necessary related software and equipment. There will be two simulators that represent the physical characteristics of a baby, two simulators that represent a child, and three simulators that represent an adult. Bids are due by January 9, 2006. A recommendation will be presented to the Board of Trustees at the meeting.

10.4 **Approval of By-Laws for the Napa Valley College Viticulture and Winery Technology Foundation.**
At its meeting of December 8, 2005, the board authorized the superintendent/president
to establish a public benefit nonprofit corporation to function as an auxiliary organization to assist the college District in establishing and managing a bonded winery as an integral part of the college’s instructional program. The board also approved naming the corporation the Napa Valley College Viticulture and Winery Technology Foundation and agreed that its by-laws would be agendized for approval at the January board meeting. By-laws will be distributed at the meeting.

Recommendation: It is recommended that the Board of Trustees approve the by-laws for the Napa Valley College Viticulture and Winery Technology Foundation.

10.5 Establishment of the 2006 – 2007 Nonresident Tuition Fee

Education Code Section 76140 requires the governing board to establish the non-resident tuition fee for 2006 – 2007 by February 1, 2006. The fee may be established by using a variety of methods, including (1) the District’s 2005- 2006 current expense of education per FTES, adjusted for inflation, or (2) the statewide average current expense of education per FTES, adjusted for inflation, or (3) no more than the rate established by a contiguous District.

Comparison of fees per semester unit, based on the options above, is as follows:

a) District Current Expense $174.00
b) Statewide Average Expense $160.00
c) Contiguous District (Solano College) $160.00

The worksheet for the nonresident tuition fee is reprinted on the backup packet page 9. In addition to the District rate computed above, the Education Code Section 76141 authorizes each district to charge nonresident students who are both citizens and residents of a foreign country an amount not to exceed the funds expended for capital outlay in 2004-2005 divided by the actual FTES. Any fee charged for capital outlay should not exceed 50 percent of the nonresident tuition fee established by the District. In addition, any fee collected pursuant to ECS 76141 must be expended for capital outlay projects. The fee for the additional amount charged to foreign students is computed to be $6 per unit.

The fees charged by the District for 2005-2006 are as follows:

Non-resident Tuition Fee $151.00
Additional Charge for Foreign Students $7.00

Recommendation: It is recommended that the Board of Trustees set the District’s 2006 – 2007 Nonresident tuition fee at $160 per semester unit. In addition, foreign students should be charged an additional $6.00 per unit, pursuant to Education Code Section 76141.

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

11.1 Superintendent/President’s Report
11.2 Reports from Board Members