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
February 9, 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, Sue Nelson
Name of organization representing employees: NVCFA/CTA/NEA
Name of agency negotiators: Scott Miller, Bonnie Thoreen, 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, Approval/Ratification of Full-Time Employment
Titles:
1) Medical-Surgical Nursing Instructor/Regional Simulation Lab Coordinator
2) English Instructor (87% of Full-time, Leave Replacement)

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) Supervising Custodian

With respect to every item of business to be discussed in closed session pursuant to Section 54957,
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 **Resolution Honoring Felicia Shinnamon, Retiring Faculty Member**

3.5 **Resolution Honoring Michael Moore, Retiring Faculty Member**

3.6 **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.*

3.7 **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.*

3.8 **Announcement of Future Meetings**
*February 11, 2006, Special Meeting (Board Retreat)*
*March 16, 2006, Regular Meeting (Rescheduled Regular Meeting)*
*April 13, 2006, Regular Meeting*
*May 11, 2006, 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 January 12, 2006**
*(See backup pages 1-6).*

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 January, 2006**

6.1.1 **Approval of Warrants**
*General Fund $912,556.94*
*Child Care Fund $2,608.08*
*Capital Outlay Projects Fund*
*NVC Bldg. Fund/Series A (BOND) $100,515.41*
6.1.2 Approval of Total Gross Payroll
$1,635,526.00

6.2 Approval of Personnel Assignments Dated February 2, 2006

This is an annual, routine approval of the status document that lists each academic employee by contract status, salary step, and anniversary date. The document recommended for approval is printed on backup packet pages 7 through 10.

6.4 Ratification of Agreement with TLCD for Programming the Technology Building and Fieldhouse
It is recommended that the Board of Trustees ratify an agreement with TLCD Architecture for architectural services consisting of programming and needs assessment for both the Technology Building and Fieldhouse. Both new buildings will be at the north end of the mall at or near the old tennis courts. The not-to-exceed fee for programming will be $46,270, plus reimbursable expenses.

6.5 Ratification of Agreement with TLCD Architecture for Design of Athletic Field Improvements
It is recommended that the Board of Trustees ratify an agreement with TLCD Architecture for architectural services encompassing programming through design and construction documents for four new dugouts at the existing baseball and softball fields and four new storage sheds for athletic and maintenance equipment. The not-to-exceed fee for programming will be $25,340, plus reimbursable expenses.

6.6 Central Boiler Plant Change Order Two
It is recommended that the Board of Trustees ratify Central Boiler Plant Change Order Number Two for $175,138. The change order log has been provided to board members.

6.7 Approval of Contract Education Agreement with Foster’s Wine Estates Americas
It is recommended that the Board of Trustees approve an agreement with Foster’s Wine Estates Americas to provide a contract education program for Customer Service Training. The total contract amount is $2,100.

6.8 Approval of Contract for the Use of Clinical Facilities with the Veterans Home of California
It is recommended that the Board of Trustees approve a contract for furnishing clinical experience and the use of clinical facilities with the Veterans Home of California in Yountville. This is basically a renewal of an existing agreement. New language has been added to address the new simulation center. The contract is effective upon execution and continues through June, 2007.

7.0 CONSTITUENT GROUP REPORTS
• Academic Senate Report
8.0 INFORMATION ITEMS

8.1 Presentation from Napa County Assessor
John Tuteur, Napa County Assessor, will make a brief presentation on Napa County’s local assessment roll. He will also review the filing dates and trustee areas that are up for election on November 7, 2006. See backup pages 11 – 13.

8.2 Napa Valley College Students Volunteer in Flood Clean-up
In the period following the New Year Eve’s Flood in Napa, students from two Napa Valley College student clubs organized a volunteer effort to assist in flood clean-up. Student representatives will be present to receive acknowledgement from the Board of Trustees.

8.3 Proposed Building Names
As a part the signage and wayfinding project, campus buildings will be renumbered to correct inconsistencies in building adjacencies. As a part of that process, many buildings will also be given names, some of which could stem from historic Napa place and land grants. Potential names will be discussed.

8.4 California Community College Initiative
Dr. McCarthy and trustee Charles Meng will provide an update on the Community College initiative that will appear on the November ballot. Highlights of the bill include: separating from K-12 with respect to Proposition 98 funding and rolling back fees from $26 per unit to $20 per unit. Each community college is expected to contribute to the campaign effort.

8.5 Review of Information on Establishing an Outreach Location in American Canyon
The board will review the information regarding establishing an outreach location in American Canyon to further strengthen the college’s presence in American Canyon. The college is committed to strengthening its service to American Canyon residents and to others for whom the location is more convenient than the main campus.

9.0 ACTION ITEMS

9.1 ADA Handrail Replacement Project Bid Award
The adopted ADA Transition Plan called for the replacement of approximately 1,500 lineal feet of handrail on campus. This project is one of several going to bid this spring to address all Part One Transition Plan priorities.

Recommendation: It is recommended to award the handrail replacement project to the lowest bidder as presented.

9.2 Approval of Agreement with TLCD Architecture for New Life Sciences Building
**Construction Documents**
TLCD Architecture of Santa Rosa has submitted an agreement for architectural services for the new Life Sciences Building that includes construction documents through construction administration. Previous contracts with TLCD addressed programming and schematic design in conjunction with the project to modernize the existing science building. The scope of this agreement also includes construction documents for renovating the lawn near building 600 as well as final design of a new air conditioning system in Building 700. The agreement allows for a total maximum fee of $605,382 plus approximately $25,000 in reimbursable expenses.

**Recommendation:** It is recommended that the Board of Trustees approve an architectural services agreement with TLCD Architecture for $630,382 plus reimbursable expenses.

9.3 **California Community College Trustees Election, 2006**
From January 1 through February 15, nominations for membership on the CCCT board will be accepted in the Community College League Office. Nominations are to be made by a member district board of trustees. Each district may nominate only members of its board, and only one trustee per district may serve on the board.

**Recommendation:** It is recommended that the Board of Trustees nominate Charles Meng for the CCCT board to serve his second two-year term.

9.4 **Authorization to Advertise Additional Faculty Position for 2006 – 2007**
At the November 16, 2005 meeting, the board authorized advertising for 12 new, full-time tenure track positions. Subsequent to that meeting, the District was notified of a faculty retirement, creating the opportunity for an additional faculty hire. This authorization allows the Office of Human Resources to finalize job announcements, plan for job fairs, and begin advertising the following position:
1) Anthropology Instructor

**Recommendation:** It is recommended that the Board of Trustees authorize Human Resources to advertise for an anthropology instructor.

9.5 **Approval of Resolution to Lease Real Property for a Period of Five Days to Five Years**
The Viticulture and Winery Technology Program has ceased to use the vines at the Upper Valley Campus for a variety of reasons. The vines on the main part of the campus have been removed. There is a small parcel at the corner of Pope Street and College Avenue that is still planted in vines. The District would like to lease this property to eliminate the need for the District to maintain the property. This resolution is the first step in the process to lease this property. The resolution will be provided to board members.

**Recommendation:** It is recommended that the Board of Trustees approve the resolution to authorize the District to lease the property per the terms of the resolution.

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

10.1 **Superintendent/President’s Report**
10.2 **Reports from Board Members**