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

Napa Valley Community College District

THE REGULAR MEETING OF THE BOARD OF TRUSTEES  
May 11, 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

Regular meetings of the Napa Valley Community College District Board of Trustees are held the fourth 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. Should a member of the public require special accommodations or more information about accessibility, please contact the Office of Special Services, 253-3080, no later than 24 hours before the meeting. All efforts will be made for reasonable accommodation.

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, 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, Consideration of Resignation of Academic Employee

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
1) English Composition Instructor (tenure-track)
2) English Composition Instructor (full-time, temporary leave replacement for 2006-07)
3) Anthropology Instructor (tenure-track)
4) Biology Instructor (tenure-track)
5) Ceramics Instructor (tenure-track)
6) Humanities Instructor (tenure-track)
7) Respiratory Care Clinical Coordinator/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
1) Interim Basic Law Enforcement Academy Director (leave replacement)
2) Correction Academy Coordinator (grant-funded)
3) MESA Program Director (grant-funded)
4) Project Coordinator Nursing Expansion and Innovation Project (grant-funded)
5) Director, Talent Search (grant-funded)
6) Workability III Program Director (grant-funded)
7) Director, Small Business Development Center (grant-funded)
8) Director, Upward Bound (increase in FTE)

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) Accountant II
2) Custodian I
3) Police Officer
4) Secretary III, Educational Talent Search

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 Steven Reinbolt, New Provisional Trustee

3.5 Swearing-in of New Student Trustee

3.6 Resolution Commemorating National Nurses Week, May 8-14, 2006
3.7 Resolution Honoring Outgoing Student Trustee Ray Brown

3.8 Resolution Honoring Retiring Faculty Member Olga Travis

3.9 Resolution Honoring Retiring Faculty Member Rhoda Stewart

3.10 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.

3.11 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.

3.12 Announcement of Future Meetings (5:30 p.m. closed session, 6:00 p.m. public session)
May 26, Commencement Ceremony
June 9, Regular Meeting
July – No 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
5.1 Minutes of April 13, 2006 (See backup pages 1 through 7)
5.2 Minutes of April 21, 2006 (See backup pages 8 and 9)

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 April, 2006
6.1.1 Approval of Warrants
General Fund $1,281,064.41
Child Care Fund $4,022.50
Capital Outlay Projects Fund
NVC Bldg. Fund/Series A (BOND) $645,127.07

6.1.2 Approval of Total Gross Payroll $2,030,219.45

6.2 Approval of Personnel Assignments Dated May 4, 2006

6.3 Approval of Agreement with WebCT
It is recommended that the Board of Trustees approve an agreement with WebCT to provide hosting services for NVC distance education classes. The term is from April 26, 2006 to July 19, 2007. Total cost is $43,662.66.

6.4 Approval of Agreement with the Department of Education CPKR-5383
It is recommended that the Board of Trustees approve an agreement with the State of California Department of Education number CPKR-5383 for a pre-kindergarten Child Care Program. The contract is from January 1, 2006 to June 30, 2006. Total cost is $1,698.

6.5 Approval of Agreement with John Muir Health System
It is recommended that the Board of Trustees approve an agreement with John Muir Health System to provide clinical experience for Respiratory Therapy students. The agreement runs from February 19, 2006 to February 19, 2009. There is no cost.

6.6 Approval of Agreement with XAP Corporation
It is recommended that the Board of Trustees approve an agreement with the XAP Corporation for an electronic online common admission application including a Spanish language version. The contract runs from April 1, 2006 through June 30, 2007. The total cost is $17,200.

6.7 Approval of Agreement with Napa Valley Support Services
It is proposed that the Board of Trustees approve an agreement with Napa Valley Support services to provide vocational education programs for eligible students. The contract period is from July 1, 2006 through June 30, 2007. The total contract amount is $297,000.

6.8 Approval of Agreement with the Migrant Child Education Program
It is recommended that the Board of Trustees approve an agreement with the Migrant Child Education Program to provide educational programs leading to a high school diploma. The contract runs from June 12, 2006 through August 4, 2006. The total cost is $18,000.

6.9 Ratification of Agreement with VBN Architects for Building 900 (future 1200) Seating Replacement and Restroom Renovation
It is recommended that the Board of Trustees ratify an agreement with VBN Architects for architectural services to provide design services through construction documents for replacement seating and restroom that are not ADA compliant. The work and associated fees for Schematic Design, Construction Documents and agency approval, are fixed at $46,980.

6.10 Ratification of agreement with VBN Architects for Building 900 (future 1200) Final Project Proposal
It is recommended that the Board of Trustees ratify an agreement with VBN Architects for architectural design services and assistance submitting a Final Project Proposal for the completion of the renovation of the Little Theater, Building 900 (1200). The project will include repair and replacement of many building systems, such as HVAC, roof, etc., that have exceeded their useful life expectancy. The not-to-exceed fee for these services will be $31,950 plus reimbursable expenses.
6.11 **Ratification of Agreement with TLCD Architecture for New Wine Storage Building Design Services**

It is recommended that the Board of Trustees ratify an agreement with TLCD Architecture for architectural design services related to a planned new wine storage building to support wine production and the Viticulture and Winery Technology Program. The work will be billed as time and material. The not-to-exceed for these services is estimated at $95,415, including reimbursable expenses.

6.12 **Ratification of Agreement with Sandis for Bridges, Enhanced Paths of Travel, and Ballfield Parking Expansion**

It is recommended that the Board of Trustees ratify an agreement with Sandis, an engineering firm located in Oakland, CA, for preliminary design and construction documents for one new and one existing bridge to span the restored riparian corridor, paths of travel to the ballfields and an expansion of the ballfield parking lot. The not-to-exceed fee for these services will be $50,500 plus reimbursable expenses.

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 **INFORMATION ITEMS**

8.1 **Phi Theta Kappa Awards for 2005-2006**

Napa Valley College’s Beta Beta Sigma Chapter of Phi Theta Kappa earned two State awards this year. Jessica Harrington and Bethany Brown both earned All-California First Academic Team honors, placing them in the top twenty Phi Theta Kappa students in the State.

8.2 **Welcome to New Tenured Faculty**

Ten Napa Valley College faculty, having completed their probationary period, are advancing to tenured status, including: Erik Shearer, Maria Biddenback, Barbara Kraig, Maria Villagomez, Robert Freschi, John Liscano, Sheryl Fernandez, Gwen Kell, Catherine Gillis, Jeff Wachsmuth; Geraldine Ritchie has advanced from assistant professor to associate professor; and retired faculty member Felicia Shinnammon and retiring faculty member Rhoda Stewart have advanced to emeritus status.

8.3 **2005-2006 McPherson Distinguished Teaching Awards**

The award was established by founding college president Harry McPherson to recognize excellence in teaching. The recipients of the McPherson Distinguished Teaching Awards for 2005-2006 are Noreen Martin and Denise Rosselli. The awards will be presented at a luncheon held on Friday, May 12 in honor of past and current recipients.

9.0 **ACTION ITEMS**
9.1 Approval of Fiscal Year 2005-2006 Single Year Audit Report
A representative of Matson and Isom Accountancy Corporation, the district’s current auditors, will be present to answer questions about the fiscal 2005-2006 single year audit.

The Board’s Audit Committee is scheduled to meet with the auditors prior to the board meeting. Because of the limited number of copies, the audit report is distributed separately to trustees. It is available for review in the President’s Office.

Recommendation: It is recommended that the Board of Trustees approve the Fiscal Year 2005 - 2006 Single Year Audit Report, as presented.

9.2 Approval of Special Privileges for Nonresident Foreign Students
The administrative regulations to Board Policy S6210, Tuition, relate to the Non-resident Foreign Student Tuition Waiver. The regulations state that the Napa Valley College Board of Trustees can authorize tuition waivers for no more than 10 per cent of the non-resident foreign students enrolled at the college each semester. The waiver is to be used in unusual and extraordinary situations. The waiver is granted for one semester, subject to renewal each semester, up to a maximum of four semesters. The student’s circumstances must meet three criteria, including: 1) the student’s financial situation has changed because of circumstances beyond his/her control; 2) failure to grant the waiver would cause the student undue hardship; and 3) the president recommends approval of the waiver. Ms. Villegas is an international student from the Philippines and is requesting a waiver of the nonresident tuition fee for the Fall, 2006 semester. This is the second semester she is requesting a waiver. See backup page 10.

9.3 Curriculum Approval for Spring, 2006
Many changes to the curriculum have been made during the Spring, 2006 semester. These changes have been carefully reviewed and approved by each appropriate division, division chairperson, and the Curriculum committee. The Academic Senate and District have reached mutual agreement on the changes and recommend them for board approval. Copies are available in the President’s office.

Recommendation: It is recommended that the Board of Trustees approve the curriculum changes for Spring, 2006.

9.4 Approval of Division Chair Election Results
The following faculty members have been elected to serve as division chairs of their respective divisions: David Angelovich, Business and Computer Studies; Betty Hopperstad, Counseling; Agapito de la Garza, Language and Developmental Studies; and Curt Fromke, Sciences, Mathematics, and Engineering. The term for these positions will be from July 1, 2006 to June 30, 2009.

Recommendation: It is recommended that the Board of Trustees approve the following faculty as division chairpersons: David Angelovich, Business and Computer Studies; Betty Hopperstad, Counseling; Agapito de la Garza, Language and Developmental Studies, and Curt Fromke, Sciences, Mathematics, and Engineering. The term for these positions will be
from July 1, 2006 to June 30, 2009.

9.5 **ADA Ramp Replacement Project Bid Award**
The adopted ADA Transition Plan called for the replacement of several non-complying ramps. This project, the last of several going to bid this spring, will correct these deficiencies. Four contracting firms attended the mandatory job walk and were eligible to submit a bid. One bid was received from Bell Products of Napa for $339,902.

**Recommendation:** It is recommended that the Board of Trustees Award the Ramp Replacement project to Bell Products, Inc. for $339,902.

9.6 **UVC Re-cladding Project Bid Award**
The exterior building skin at the Upper Valley Center is failing, although it was installed as per the manufacturer’s specifications. As the exterior skin fails, water is entering the exterior walls and has the potential to cause significant future damage. The project will replace or re-seal the existing exterior surfacing to current building standards.

**Recommendation:** It is recommended that the Board of Trustees award the UVC re-cladding project to the lowest responsible bidder as presented.

9.7 **Authorization to Proceed – Performing Arts Center**
HGA Architectures has reached 100% completion with the design development (DD) phase of the Performing Arts Center design. The next phase of architectural design work will bring the project through construction documents (CDs) and bidding. Staff are requesting authorization to continue working with HGA Architecture toward construction documents.

**Recommendation:** It is recommended that the Board of Trustees authorize staff to continue working with HGA Architecture toward construction documents.

9.8 **Five-Year Capital Outlay Construction Plan**
The Chancellor’s Office requires an annual review of the Five-Year Capital Outlay Construction Plan by the trustees. The District’s Order of Priority, based on the Bond Implementation Plan and evolving Master Construction Schedule, appears on backup pages 11 and 12. Approval of the plan does not constitute a commitment to spend or a constraint on project development.

**Recommendation:** It is recommended that the Board of Trustees approve the Five-Year Capital Outlay Construct Plan as submitted.

9.9 **Approval of Resolution to Authorize Submission of Final Project Proposal for Bldg. 900, Little Theater**
Last year the Board of Trustees authorized staff to complete and submit a Final Project Proposal (FPP) for modernizing the Little Theater, building 900 (future 1200). Staff completed the FPP; however, the project was not approved. This year, staff will restructure the scope of the project around the several aged and failing systems in the building (HVAC, roof etc.) with the goal of gaining a better state funding ranking. The potential state funds available for this project are
approximately $2 million. The FPP is due on July 1, 2006. A resolution authorizing the application is a required element of the FPP package. See backup page 13.

**Recommendation:** It is recommended that the Board of Trustees adopt a resolution to authorize submission of a Final Plan Proposal for Building 900 modernization.

9.10 **Approval of a Resolution to Authorize Submission of Final Project Proposal for Bldg. 700 (future 1800), Science Modernization**

Last year, the Board of Trustees authorized staff to submit an Initial Project Proposal (IPP) as the first step toward receiving state funding for modernization projects in building 700. Modernizing building 700 was authorized by the Chancellor’s Office to advance to the next level of funding application, the Final Project Proposal (FPP). Staff and TLCD Architecture (proposal approved previously) are currently preparing an FPP for modernizing the existing science building. See backup page 14.

**Recommendation:** It is recommended that the Board of Trustees approve the resolution authorizing submission of Final Project Proposal for Building 700 (future 1800), Science Modernization.

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**