

Napa Valley Community College District

THE REGULAR MEETING OF THE BOARD OF TRUSTEES

October 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

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, 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, Approval/Ratification of Full-time Employment

Title:

- 1) Computer Support Technician/Network (1.0 FTE)
- 2) Teaching and Learning Center Assistant (1.0 FTE)
- 3) Instructional Computer Support Specialist (Title III) (1.0)

With respect to every item of business to be discussed in closed session pursuant to Section 54957, EMPLOYEE PERFORMANC EVALUATION: Faculty Members (Annual Evaluation)

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 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.

3.5 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.

3.6 Announcement of Future Meetings (5:30 p.m. closed session, 6:30 p.m. public session)

October 26 2006 – Regular Meeting

November 9, 2006—Regular Meeting (Upper Valley Campus)

December 14, 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 SEPTEMBER 14, 2006

(See backup pages 1 through 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 August, 2006

6.1.1 Approval of Warrants

General Fund \$937,382.03

Child Care Fund \$3,427.18

Capital Outlay Projects Fund

NVC Bldg. Fund/Series A (BOND)	\$240.00
NVC Bldg. Fund/Series B (BOND)	\$609,865.10

6.1.2 **Approval of Total Gross Payroll** \$2,143,216.76

6.2 **Approval of Personnel Assignments Dated October 5, 2006**

6.3 **Approval of Salary Advancement Projects for 2006 – 2007**

The District provides opportunities for salary advancement as an expression of its commitment to reward improved competence and/or performance of its certificated staff. Criteria are stated in order to define conditions that must be met for the approval of a salary advancement request proposal. See backup pages 9 and 10.

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 **APPROVAL OF QUARTERLY FINANCIAL STATEMENT REPORT (CCFS311Q)**

9.0 **DISCUSSION ITEMS**

9.1 **Art Department Staff Report on Program Needs**

Faculty from the Art Department have requested an opportunity to share the status of their program as well as some of the challenges the art program faces.

9.2 **Student Right to Know Report**

The Student Right to Know Report is an annual report required by the Department of Education. It outlines specific security policies and procedures and the occurrence of specified crimes. Copies are available in the President's Office.

9.3 **Napa Valley Police Department Annual Report**

The Napa Valley College Police Department Annual Report provides a summary of its activity, accomplishments, and challenges. Copies are available in the President's Office.

9.4 **Community College Initiative**

Dr. McCarthy will brief the board on progress towards gathering signatures and donations aimed at qualifying to put a community college initiative on next year's ballot. All community college governing boards are being asked to participate in these efforts.

10.0 **ACTION ITEMS**

10.1 **Approval of Midterm Report for the Accrediting Commission for Community Colleges And Junior Colleges**

Napa Valley College was evaluated by an accreditation team visiting the college in October of 2003. The midterm report is due in the third year following the evaluation team visit. The midterm report is a progress report on institutional responses to the team's recommendations and a brief summary of the activities undertaken to address issues identified by the institution in its self study. The report will be reviewed by the Commission at its next regularly scheduled meeting and must be reviewed by the governing board prior to its submission.

Recommendation: It is recommended that the Board of Trustees approve the Midterm Report for the Accrediting Commission for Community and Junior Colleges.

10.2. **Approval of Memorandum of Understanding Between Napa Valley Community College District and Solano Community College District**

This Memorandum of Understanding between Napa Valley Community College and Solano Community College Districts was drafted in response to Solano's planned new Vallejo Educational Center. Its purpose is to ensure cooperation in the development of educational programs and services in the respective services areas in Napa and Solano Counties to enhance the success of both institutions. The memorandum of understanding was an information item on the September 14, 2006 board agenda and has received input from the campus community. The final draft is included in backup pages 11 and 12.

Recommendation: It is recommended that the Board of Trustees approve the Memorandum of Understanding Between Napa Valley Community College District and Solano Community College District.

10.3 **Approval of Ballfield Dugout Renovation**

The renovation of the baseball and softball dugouts was an issue discussed at the September 14, 2006 board meeting as a project that is currently on the "approved for future funding" list. Faculty, staff and community members spoke to the board regarding baseball program needs. The board asked the administrative staff to discuss with the faculty and staff in Physical Education and Athletics whether there were any cost-saving modifications that could be made, and that information was to be brought back to a future board meeting. It was later agreed that further review of all bond projects would take place at the December board meeting, once the status of the State Facilities Bond had been decided by the November election. However, because waiting for the December meeting to discuss dugouts could preclude the District from making any improvements until after the 2007 season, the board agreed to review the request for funds at this time.

10.4 **Softball Field Parking Lot Expansion Bid Award**

This project will expand the parking lot at the college ballfields as well as modify the existing parking lot for Criminal Justice Program driving classes. Also included is a paved path from the parking lot to the main campus. Bids were opened in public on October 10, 2006.

Recommendation: It is recommended that the Board of Trustees award the Softball Field Parking Lot Expansion project to the lowest qualified bidder, as presented.

10.5 **Approval of Resolution in Support of the Kindergarten-University Public Education Facilities Bond Act of 2006**

There will be a \$10.4 billion bond measure on the November, 2006 election ballot. If passed, the bond will relieve overcrowding, make safety repairs and upgrade California's elementary, middle and high schools, community colleges and universities. For Napa Valley College, the passage of this bond measure would mean approximately \$16 million towards our proposed Library and Learning Resources Center. See backup page 13.

Recommendation: It is recommended that the Board of Trustees approve the resolution in support of the Kindergarten-University Public Education Facilities Bond Act of 2006 that is on November, 2006 ballot.

10.6 **Approval of Resolutions Authorizing Section 125 Flexible Fringe Benefits Plans for Contract/Regular Faculty Employees, Administrative/Confidential Employees, and Regular Classified Staff Employees**

In the past, all three employee groups shared the same Section 125 Flexible Fringe Benefits Plan. The District has been advised that each employee group should have its own plan, allowing for the possibility that the plan for each employee group could differ from one another. See backup pages 14, 15, and 16.

Recommendation: It is recommended that the Board of Trustees approve resolutions authorizing Section 125 Flexible Fringe Benefits Plans Nos. 501, 502, and 503 for Contract/Regular Faculty Employees, Administrative/Confidential Employees, and Regular Classified Staff Employees respectively.

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

11.1 **Reports from Vice Presidents**

11.2 **Superintendent/President's Report**

11.3 **Reports from Board Members**

12.0 **ADJOURNMENT**