THE REGULAR MEETING OF THE BOARD OF TRUSTEES
August 9, 2007
5:30 p.m. Closed Session
6:30 p.m. Return to Public Session
Room 1340 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, 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
1) Biology Instructor (Full-time, temporary leave replacement)
2) Economics Instructor (Full-time, temporary leave replacement)
3) Administration of Justice Instructor (tenure-track)
4) Photography Instructor (Full-time leave replacement for 2007 – 2008)

With respect to every item of business to be discussed in closed session pursuant to Section 54957,
PUBLIC EMPLOYMENT
1) Child Care Specialist I (5 positions. 1.0 FTE each)
2) Instructional Assistant III, Writing Center (.5 FTE)
3) Maintenance Mechanic, Carpenter (1.0 FTE)
4) Testing & Tutoring Center Technician (.80 FTE)
5) IT Support Specialist (1.0 FTE)

With respect to every item of business to be discussed in closed session pursuant to Section 54957,
PUBLIC EMPLOYMENT
1) Director, Talent Search (Grant-funded, academic administrator)

With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYMENT
Reduction in Workload under Education Code Sections 87483 and 22713

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)
   August 15, 2007 Board Study Session
   August 25, 2007 Board Retreat
   September 13, 2007 Regular Meeting
   October 11, 2007 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
5.1 Approval of Minutes of May 31, 2007 (see backup pages 1 through 3)
5.2 Approval of Minutes of June 28, 2007 (see backup pages 4 through 13)

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 June, 2007
   6.1.1 Approval of Warrants
       General Fund $1,470,500.75
       Child Care Fund $9,388.17
       Capital Outlay Projects Fund
NVC Bldg. Fund/Series B (BOND) $3,457,184.94

6.1.2 **Approval of Total Gross Payroll** $2,181,550.20

6.2 **Ratification of Financial Documents for July, 2007**

6.1.1 **Approval of Warrants**
- General Fund $750,128.72
- Child Care Fund $900.00
- Capital Outlay Projects Fund
- NVC Bldg. Fund/Series B (BOND) $1,036,868.21

6.1.2 **Approval of Total Gross Payroll** $2,196,842.89

6.2 **Approval of Personnel Assignments Dated August 2, 2007**

6.3 **Proposed Change Orders – Central Chiller Plant**
It is recommended that the Board of Trustees ratify acceptance of Bell Products, Inc., proposed change order number 18R, as given in attached Proposed Change Order Log dated July 23, 2007. The net increase for this proposed change order is $4,071.00. See backup pages 14 through 16.

6.4 **Proposed Change Orders – Life Sciences Building**
It is recommended that the Board of Trustees ratify acceptance of McCrary Construction Company, Inc. proposed change orders numbered 36, 42, 46, 47R, 48, 51 and 53 as given in attached Proposed Change Order Log dated July 23, 2007. The net increase for these proposed change orders of $20,658.00. See backup pages 17 through 22.

6.5 **Proposed Change Orders—Wine Storage Building**
It is recommended that the Board of Trustees ratify acceptance of McCrary Construction Company, Inc. proposed change order, number 4, as given in attached Proposed Change Order Log dated July 23, 2007. The net increase for this proposed change order if $1,508.00. See backup page 23.

6.6 **Notice of Completion and Project Acceptance – Athletic Field Parking Lot & Pathway Lighting**
The project to provide parking lot & pathway lighting to the expanded ballfield parking lot is complete. A Notice of Completion was filed with the County Recorder on June 26, 2007.

6.7 **Approval of Agreement with the Chancellor’s Office**
It is recommended the Board of Trustees approve an agreement with the Chancellor’s Office of the California Community Colleges for a nursing faculty recruitment and retention program. The term of the agreement is from April 25, 2007 to June 30, 2011. The total amount of the grant is $226,720.
6.8 Approval of Agreement with the State of California Department of Education
It is recommended that the Board of Trustees approve an agreement with the State of California Department of Education for an Infant and Toddler Child Care Resource Program. The grant term is from July 1, 2007 through June 30, 2008. The total amount is $3,314.

6.9 Approval of Agreement with the State of California Department of Education
It is recommended that the Board of Trustees approve an agreement with the State of California Department of Education for facilities renovation and repair projects. The grant term is from June 1, 2007 through June 30, 2009. The total amount is $18,715.

6.10 Approval of Agreement with Children’s Cottage
It is recommended that the Board of Trustees approve an agreement with the Children’s Cottage to provide students in NVC Health Occupations Programs with student experience in a clinical setting. This agreement will start July 1, 2007 and can be reviewed annually unless terminated by either party. This is a no cost agreement.

6.11 Approval of Agreement with the Products Services & Industries
It is recommended that the Board of Trustees approve an agreement with Products Services & Industries for vocational education programs to prepare students for community employment. The District agrees to pay contractor to provide instruction for college students at the PSI facilities using approved curriculum provided by the college. The contract period is from July 1, 2007 through June 30, 2008. The maximum payment is $264,000.

6.12 Approval of Agreement with Napa Valley Support Services
It is recommended that the Board of Trustees approve an agreement with Napa Valley Support Services to provide vocational education programs to prepare students for community employment. The District agrees to pay contractor to provide instruction for college students at the contractor’s facility using curriculum approved by the college. The contract period is from July 1, 2007, through June 30, 2008. The maximum payment is $297,000.

6.13 Approval of Agreement with XAP Corporation
It is recommended that the Board of Trustees approve an agreement with XAP Corporation to provide an online electronic admission application system. The agreement includes the standard application and a Spanish application. The agreement shall be in effect from July 1, 2007 through June 30, 2008. The total fee is $14,214.

6.14 Approval of Purchase Order to American Seating Company
It is recommended that the Board of Trustees approve a purchase order to American Seating Company to provide and install new theater seating the Little Theater, Building 1200. The seating is being purchased using the California Multiple Award Schedule (CMAS) pricing that eliminates the need for the District to go to formal bid. The total cost of the project is $69,617.60 and it is split between bond funds and State scheduled maintenance funds.
6.15 Approval of Agreement with the Foundation for California Community Colleges

It is recommended that the Board of Trustees approve an agreement with the Foundation for California Community Colleges to offer Independent Living Program (ILP) educational training to current and emancipated ILP – eligible foster and probation youth ages sixteen to twenty-one, as well as foster parents, kinship care providers, group home staff and social workers. The term of this agreement will be July 1, 2007 through June 30, 2008. The maximum grant amount is $10,200.

6.16 Approval of Agreement with the Chancellor’s Office California Community College

It is recommended that the Board of Trustees approve an agreement with the California Community Colleges System Office Economic and Workforce Development Program to extend the grant for the Small Business Development Center Program. The grant is extended from July 1, 2007 to June 30, 2008. The total amount of this grant is $150,000.

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 Update on State Budget

Scott Miller will provide a brief update on the State budget.

8.2 Measure N Bond Funds Audit for 2005 – 2006

Staff will review the three documents prepared by Matson & Isom, District auditors for the Measure N bond funds. The three documents are the Measure N Funds Report to the Board of Trustees, the Measure N Bond Funds Financial Statements with Independent auditors Report, and the Proposition 39 and Measure N General Obligation Bonds Performance Audit.

8.3 Presentation of Materials for Upcoming Board Study Session

The board has requested a study session scheduled for August 15, 2007 to review the scope and costs of currently unfunded bond projects. Backup materials have been prepared by college staff, and those materials will be distributed to board members for their review in preparation for the study session on August 15, 2007.

9.0 ACTION ITEMS

9.1 Approval of Contract with Taher, Inc.
The District was notified in February, 2007 that Kinyon Culinary Services, Inc., would be ending the contract to provide food services at the end of Spring, 2007 semester. A request for proposal for new cafeteria services was sent out, and several vendors were contacted by staff to try and generate interest. A cafeteria committee met with representatives from students, faculty, classified, and administration. Only one proposal was received, and it was reviewed by the committee. The committee recommended that Taher, Inc. be awarded the contract for cafeteria services. The contract is for one year starting August 1, 2007. The contract can be renewed annually. The first official day of food service will be August 20.

**Recommendation:** It is recommended that the Board of Trustees approve a contract with Taher, Inc. to provide District food services effective August 1, 2007.

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

10.1 Reports from Vice Presidents
10.2 Superintendent/President’s Report
10.3 Reports from Board Members

11.0 **ADJOURNMENT**