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, Kevin Luckey, Laura Ecklin
Name of organization representing employees: NVCFA/CTA/NEA
Name of agency negotiators: Laura Ecklin, Judie Walter-Burke, Scott Miller
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 EMPLOYEE EVALUATION: Faculty Members (Annual Evaluation)

With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYMENT, Revision of Contract
1) Business Office Clerk (.80 FTE)

With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYMENT, Consideration of Non-Renewal of Contract for Academic Administrator

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)
   March 13, 2008 Regular Meeting
   April 10, 2008 Regular Meeting
   May 8, 2008 Regular Meeting
   May 30, 2008 Commencement Ceremony

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 (will be distributed separately)
   5.1 Minutes of December 13, 2007
   5.2 Minutes of January 17, 2007
   5.3 Minutes of January 24, 2007

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.

   6.1.1 Approval of Warrants
       General Fund $1,146,850.17
       Child Care Fund $2,690.38
       Capital Outlay Projects Fund $22,797.25
       NVC Bldg. Fund/Series B (BOND) $12,080,643.80

   6.1.2 Approval of Total Gross Payroll $2,046973.78

6.2 Approval of Personnel Assignments Dated February 14, 2007

6.3 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 45, 62, 67, 82, 89, 103, 106, 107, 108, 108A, and 109 as given in attached Proposed Change Order Log dated January 11, 2008. The net increase for these proposed change orders is $12,538.

6.4 Proposed Change Orders – Performing Arts Center Increment I – North Site Development

It is recommended that the Board of Trustees ratify acceptance of O.C. Jones & Sons, Inc. Proposed Change Order Log dated January 31, 2008. The net CREDIT for those proposed change orders is ($20,969.18).

6.5 Proposed Change Orders – Central Chiller Plant

It is recommended that the Board of Trustees ratify acceptance of Bell Products, Inc. proposed change orders numbered 39, 41R, 42, 43, and 44, as given in attached Proposed Change Order Log dated January 31, 2008. The net increase for these proposed change orders is $17,633.00.

6.6 Approval of Academic Personnel Status for Academic Year 2008 – 2009

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 page 1 through 4.

7.0 APPROVAL OF QUARTERLY FINANCIAL REPORTS FOR PERIOD ENDING

7.1 Quarterly Financial Status of Income and Expenditures for the Period Ending 12/31/07

7.2 Quarterly Financial Statement Report (CCFS 311Q)

(Will be mailed separately and distributed at the meeting)

8.0 CONSTITUENT GROUP REPORTS

- Academic Senate Report
- Faculty Association Report
- Classified Association Report
- Classified Senate Report
- Administrative Senate Report
- Associated Student Body Report

9.0 INFORMATION ITEMS

9.1 Report From Athletic Director

Representatives from the Bay Valley Conference visited the campus in September to review the accuracy of the athletic department self-review (see backup page 5). Kevin Luckey, athletic director, will give a brief update on the program review and on the Napa Valley Athletic Department.
9.2 **Hospitality and Tourism Management Program Update**
Ian MacNeil, Project Coordinator for the Hospitality and Management Program, will provide an update on the program and show a promotional DVD. He and Bill Blair, interim Dean, Occupational Education and Economic Workforce Development, will answer questions.

9.3 **NVC Strategic Plan, 2006 – 2007 Progress Report**
Judie Walter-Burke will provide highlights from the 2006 – 2007 Progress Report, which includes data and activities undertaken to support the goals in the NVC Strategic Plan. See backup pages 6 through 30.

10.0 **ACTION ITEMS**

10.1 **Approval of Sabbatical Leave Recommendations**
Two faculty members have been recommended by the Academic Senate for sabbatical leaves during the 2008 – 2009 academic year. The total replacement cost for the two sabbaticals is estimated to be $51,716. One one-semester and one full-year sabbatical are recommended for approval as follows: Andrea Bewick, Fall Semester, 2008: Andrea Bewick will conduct research and complete a final draft of her novel. Lauralyn Bauer will complete the Drug and Alcohol Certificate Program, enroll in online instructor courses and develop an online course in counseling.

**Recommendation:** It is recommended that the board approve a full-year sabbatical for Lauralyn Bauer for 2008 – 2009 and a Fall, 2008 sabbatical for Andrea Bewick.

10.2 **Request for Authorization to Advertise for Academic Administrative Position**
This is a request for authorization to advertise the following position for employment beginning in 2008 – 2009: Dean, Occupational Education and Economic Workforce Development. This authorization allows the Office of Human Resources to finalize the job announcement and begin advertising the position. The anticipated start date for this position is July, 2008.

**Recommendation:** It is recommended that the Board of Trustees authorize advertising for an academic administrative position: Dean, Occupational Education and Economic Workforce Development.

10.3 **Notice of Completion and Project Acceptance – Baseball Winter Practice Field**
The project to pave one ballfield and provide winter practice space is complete. A Notice of Completion was filed with the County Recorder on January 28, 2008.

**Recommendation:** It is recommended that the Board of Trustees approve the Notice of Completion and Project Acceptance – Baseball Winter Practice Field.
Notice of Completion and Project Acceptance – Little Theater Restroom/Access Upgrade
The project to renovate and improve ADA access in the Little Theater restrooms and lobby is complete. A Notice of Completion was filed with the County Recorder on January 28, 2008.

Recommendation: It is recommended that the Board of Trustees approve the Notice of Completion and Project Acceptance – Little Theater Restroom/Access Upgrade

Notice of Completion and Project Acceptance – Central Chiller Water Plant
The project to construct a new Central Chiller Plant is complete. A Notice of Completion was filed with the County Recorder on January 15, 2008.

Recommendation: It is recommended that the Board of Trustees approve the Notice of Completion and Project Acceptance – Little Theater Restroom/Access Upgrade.

Notice of Completion and Project Acceptance – Baseball/Softball Dugouts
The project to construct new dugouts at the baseball and softball fields is complete. A Notice of Completion was filed with the County Recorder on December 21, 2007.

Recommendation: It is recommended that the Board of Trustees approve the Notice of Completion and Project Acceptance – Baseball/Softball Dugouts

Approval of an Agreement with the County of Napa for Firearms Training
It is recommended that the Board of Trustees approve an agreement with the County of Napa to provide initial firearms training and monthly firearms qualifications training. The term of the agreement is from February 21, 2008 through June 30, 2010. There is no payment required for this agreement.

Elections Office Vote Tally for Measure L
The most recent information from the Napa County Elections Office regarding the vote tally of the Measure L bond election will be presented to the Board of Trustees. The board will discuss appropriate action to be taken in light of election results.

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

Reports
- Dean, Human Resources
- Vice President, Instruction
- Vice President, Business and Finance
- Vice President, Student Services

Superintendent/President’s Report

Reports from Board Members
12.0 ADJOURNMENT