Napa Valley Community College District
REGULAR MEETING OF THE BOARD OF TRUSTEES
April 9, 2015

4:00 p.m. Call to Order & Classified Appreciation – Room 1538 – Board Room
4:30 p.m. (approximate time) Closed Session, Room 1538 – Board Room
5:30 p.m. (approximate time) Return to Public Session, Room 1538 – Board Room

Building 1500 – McPherson Administration Building
2277 Napa-Vallejo Highway
Napa, California 94558

Regular meetings of the Napa Valley Community College District Board of Trustees are held the second Thursday of each month. Special meetings may be called by the Board Chair, by the Board at a regular meeting, or by the Board Chair at the request of a majority of the board members. The agenda is distributed 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. In compliance with Government code section 54954.2 (a) Napa Valley College will, on request, make this agenda available in appropriate alternative format. Any member of the public in need of a disability-related modification or accommodation in order to participate in the meeting should contact the President’s Office, 2277 Napa-Vallejo Highway, Napa, California (707) 256-7160.

In addition to time provided for general public comment, 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 Chair, 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 Board Chair. Any member of the board may request a roll call vote on any item.

1.0 CALL TO ORDER 4:00 p.m.

1.1 Roll Call

2.0 Adopt Resolution in Honor of Napa Valley College Classified Professionals Including Those Who Have Achieved 15 or More Years of Service

At its June 16, 2006 meeting, the Board of Trustees approved designating time each April to celebrate Napa Valley College classified professionals and the contributions they make to our educational community. In addition to the reading of this resolution, there will be an appreciation luncheon on April 10, 2015. Four classified professionals, Maria Ortiz (Secretary III, CalWorks), Kathlene Franco (IT Computer Specialist), Solange Kada (Administrative Assistant, Business & Finance), and Jolie Brown (Student Services Specialist, Welcome Center), will have reached 15 years of service at Napa Valley College as of June 30, 2015. In total, since 2006, over 45 classified professionals have reached or exceeded 15 years of employment at the college. To honor these individuals, their portraits have been installed on the Classified Appreciation board outside of the Classified Staff Lounge.
3.0 PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS (approximately 4:30 p.m.)
At this time, the board will devote a total of up to fifteen minutes for comments to the Board of Trustees regarding closed session agenda items. Individuals will be limited to a three minute presentation.

4.0 CLOSED SESSION
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:

4.1 With respect to every item of business to be discussed in closed session pursuant to Section 54957.6, CONFERENCE WITH LABOR NEGOTIATORS
   Organization representing faculty: NVCFA/CTA/NEA
   Organization representing classified: NVC-ACP/SEIU
   Organization representing administrative/confidential: NVC Administrative Senate

4.2 With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYMENT
   Titles:
   - Custodian I (classified; 2 positions)
   - Veterans Services Specialist (classified)
   - Viticulture and Winery Technology Instructor (tenure-track faculty)

4.3 With respect to every item of business to be discussed in closed session pursuant to Section 54956.8: Conference with Real Property Negotiator
   Property: 1360 Menlo Avenue, Napa, CA 94558
   Napa Valley Community College District Negotiator: Ronald Kraft, Ph.D.
   Under Negotiation: Price and Terms of Payment

4.4 With respect to every item of business to be discussed in closed session pursuant to Section 54956.8: Conference with Real Property Negotiator
   Property: 6463 Dry Creek Road, Napa, CA 94558
   Napa Valley Community College District Negotiator: Ronald Kraft, Ph.D.
   Under Negotiation: Price and Terms of Payment

4.5 With respect to every item of business to be discussed in closed session pursuant to Section 54956.8: Conference with Real Property Negotiator
   Property: 2277 Napa-Vallejo Hwy, Napa, CA 94558
   Napa Valley Community College District Negotiator: Ronald Kraft, Ph.D.
   Under Negotiation: Price and Terms of Payment

4.6 With respect to every item of business to be discussed in closed session pursuant to Section 54956.8: Conference with Real Property Negotiator
   Property: 1088 College Avenue, St. Helena, CA 94574
   Napa Valley Community College District Negotiator: Ronald Kraft, Ph.D.
   Under Negotiation: Price and Terms of Payment

4.7 With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
5.0   RETURN TO PUBLIC SESSION  (approximately 5:30 p.m.)
      5.1   Announcement of Items from Closed Session
      5.2   Pledge of Allegiance
      5.3   Adoption of Agenda

6.0   PUBLIC COMMENT — 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 related to the business of the District 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. At this time, the Board Chair will poll those in attendance regarding their intent to speak on any item on the agenda.

7.0   CONSTITUENT GROUP REPORTS
      7.1   Academic Senate Report – Maria Biddenback, president
      7.2   Administrative Senate Report – Ken Arnold, president
      7.3   Associated Students of Napa Valley College Report – William Cruz, acting president
      7.4   Classified Association Report – Mark Cratty, president
      7.5   Classified Senate Report – Valerie Exum, president
      7.6   Faculty Association Report – Denise Rosselli, president

8.0   SUPERINTENDENT/PRESIDENT’S REPORT
      8.1   President’s Report
      8.2   Napa Valley College Foundation Report
      8.3   Vice Presidents’ Reports
      8.4   Accreditation Update – Accreditation Steering Committee Co-Chairs
      8.5   Strategic Communications Report

9.0   APPROVAL OF MINUTES
      9.1 March 12, 2015 Regular Meeting

10.0  INFORMATION/DISCUSSION ITEMS
      10.1  Budget Update
             Vice President Jeanine Hawk will provide an update on Napa Valley Community College District finances including current and future year budget expectations. (Hawk)
      10.2  Viticulture & Winery Technology Program Update
             Vice President Terrence Giugni will provide an update on the Napa Valley Community College District Viticulture & Winery Technology Program. Topics may include faculty hiring, winery operations, tasting room development, and timelines. (Giugni)
10.3 **Audio Streaming System for Board Meetings**
This item is placed on the agenda to allow the Board of Trustee to discuss and provide direction related to audio streaming of Board meetings. It is anticipated that this item will include a presentation by Jeff Schechtman, president of Napa Broadcasting. (Digardi/Kraft)

10.4 **1st Reading of New or Revised Board Policies**
This is the first reading of the following new or revised board policies:

Chapter 5 – Student Services
BP 5050 – Student Success and Support Programs
BP 5400 – Associated Students Organization

Chapter 7 – Human Resources
BP 7320 – Fingerprinting
BP 7330 – Medical Examinations: Tuberculosis Test
BP 7336 – Employee Identification Cards
BP 7337 – Personnel Files

In keeping with board policy D1140 – *College Governance, Decision Making, and Responsibilities*, these policies were reviewed through the Council of Presidents and, as appropriate, by the Mutual Agreement Committee. It is anticipated that the Board will take action on these policies at the April 2015 Regular meeting. (Kraft)

11.0 **CONSENT CALENDAR**
The 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.

11.1 **Ratify Financial Documents** (Hawk)

11.1.1 **Approve Warrants for March 31, 2015**
- General Fund (Fund: 11, 12) $1,315,904.67
- Child Care Fund (Fund: 33, 35) $3,671.85
- Capital Outlay Projects Fund (Fund: 41) $0.00

11.1.2 **Approve Total Gross Payroll**
- March 31, 2015 $2,306,945.25

11.2 **Personnel Document of March 31, 2015** (Ecklin)

11.3 **Agreement with On The Move (D.B.A. Napa LGBTQ Connection)**
It is recommended that the Board of Trustees approve a contract with On The Move, a non-profit organization based in Napa, that operates the LGBTQ Connection. Per the agreement, Napa Valley College will fund local workforce training, to be provided by the Napa LGBTQ Connection, on methods for public and private organizations to improve services provided to the LGBTQ community in Napa County. The college will pay $1.75 per student per contact hour up to a maximum amount of $10,000. The College will claim all contact hours for non-credit apportionment. The term of the agreement is from July 1, 2015 through June 30, 2016. (Giugni/Miraglia)
11.4 Agreement with Lodi Memorial Hospital Association, Inc.
It is recommended that the Board of Trustees approve an agreement with Lodi Memorial Hospital Association, Inc. to utilize the facilities for educational experience and observational opportunities to provide student training for Napa Valley College students. The term of the agreement is from March 1, 2015 through March 1, 2016 and will automatically renew at the conclusion of the initial period unless cancelled by either party. (Giugni/Harris)

11.5 Agreement with County of Sonoma
It is recommended that the Board of Trustees approve a license agreement for use of Sonoma County facilities by Napa Valley College’s Napa/Sonoma Small Business Development Center. The agreement is between the college and the County of Sonoma for lease of office space located at the Sonoma County Economic Development Board’s offices at 141 Stony Circle, Santa Rosa, CA. The term of the agreement is from March 19, 2015 through December 31, 2016, upon exercise of the County’s Option to extend term for a period of one year each. (Giugni/Hawk)

11.6 Proposition 39 Energy Efficiency Project - Retro-fit LED Lighting
It is recommended that the Board of Trustees accept a proposal from and award a contract to Napa Electric of Napa, CA for an LED retrofit lighting project. Proposition 39 funds, coupled with PG&E rebates, have been allocated to the District for energy efficiency projects including lighting. The District requested proposals for installing LED lighting in parking lots and walkway areas of the main campus. The project is estimated to cost approximately $150,000 and will be funded by State/Proposition 39 funds of up to $140,466, PG&E incentives of approximately $10,000, and no District General Funds. The project will result in annual savings of approximately $11,000 due to reduced electricity usage and maintenance requirements. (Hawk/Christensen)

11.7 Amendment to Agreement with Board of Governors, California Community Colleges Chancellor's Office
It is recommended that the Board of Trustees approve Amendment #1 to Grant Agreement #14-159-005 for an augmentation of $100,000 to the original $200,000 grant amount. The purpose of the augmentation is to continue and expand the Napa Valley College Youth Entrepreneurship Program. (Kraft/Pratt)

12.0 ACTION ITEMS

12.1 Changes to the Curriculum
It is recommended by the Curriculum Committee and Vice President of Instruction Terrence Giugni that the Board of Trustees approve changes to the curriculum as presented. (Giugni/Badgett)

12.2 Resolution in Support of Changes to Community College Funding – Differential Funding to Career & Technical Education
The Napa Valley College Board of Trustees will consider adoption of a resolution in support of differential funding for Career & Technical Education. (Digardi)

12.3 Resolution in Support of College & Career Access Pathways Act (AB 288)
The Napa Valley College Board of Trustees will consider adoption of a resolution in support of the College & Career Access Pathways Act (AB 288). (Digardi)
12.4 California Community College Trustee (CCCT) Election
The election of members to the CCCT Board of the Community College League will take place between March 10 and April 25. There are seven vacancies on the board. Each member community college district has one vote for each of the seven seats on the CCCT board. Only one vote may be cast for any nominee or write-in candidate. Board members will discuss and select candidates to support. Additional information is included in the backup packet. (Digardi)

12.5 New or Revised Board Policies (2nd Reading)
This is the second reading and recommended adoption of the following new or revised board policies

Chapter 4 – Academic Affairs
BP 4235 - Credit By External Examination

Chapter 5 – Student Services
BP 5015 - Residence Determination
BP 5140 - Disabled Student Programs & Services

In keeping with board policy D1140 – *College Governance, Decision Making, and Responsibilities*, these policies were reviewed through the Council of Presidents and, as appropriate, by the Mutual Agreement Committee. These policies received a first reading at the March 2015 Regular meeting. (Kraft)

13.0 BOARD REPORTS

13.1 Standing Committee & Other Appointment Reports
13.1.1 Viticulture & Winery Foundation Board of Directors (Rios)
13.1.2 McPherson Distinguished Teaching Award Selection Committee (Martenson)
13.1.3 Audit Committee (Digardi, Mancuso, Iverson)
13.1.4 Redevelopment Oversight Committee (Busenbark)
13.1.5 Legislative Committee (Digardi, Mancuso, Clary)

13.2 Ad Hoc Committee Reports
13.2.1 Communications (Baldini, Martenson)
13.2.2 Accreditation (Digardi, Baldini, Busenbark)

13.3 Trustee Reports

13.4 Board Chair Report

14.0 CONTINUANCE OF CLOSED SESSION (as needed)

15.0 ANNOUNCEMENT OF FUTURE MEETING(S)
15.1 April 30, 2015, Special Meeting (tentative)
15.2 May 14, 2015, Regular Meeting
15.3 May 21, 2015, Special Meeting – Budget Workshop (tentative)

16.0 ADJOURNMENT