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.

### Pre-Board Meeting Presentation 4:00 p.m.
Governing Board Members, staff, and the Cafeteria for a tour and presentation by Benjamin Quesada, coordinator of Student Life, and Eleni Tham, president of the Associated Students of Napa Valley College.

### 1.0 CALL TO ORDER 4:30 p.m.

1.1 Roll Call

### 2.0 PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS
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.
3.0 **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:

3.1 With respect to every item of business to be discussed in closed session pursuant to Section 54957.6, CONFERENCES WITH LABOR NEGOTIATORS

**Organization representing faculty:** NVCFA/CTA/NEA

**Organization representing classified:** NVC-ACP/SEIU

**Organization representing administrative/confidential:** NVC Administrative Senate

3.2 With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYMENT

**Titles:**
- Groundskeeper (classified)
- Interim HSI/STEM Grant-Funded Program Assistant (temporary, full-time, grant-funded classified)
- Mail and Facilities Clerk (classified)
- Interim Dean of Instruction (temporary, full-time, academic-administrator)

3.3 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

3.4 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

3.5 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

3.6 With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

4.0 **RETURN TO PUBLIC SESSION** (approximately 5:30 p.m.)

4.1 Announcement of Items from Closed Session

4.2 Pledge of Allegiance

4.3 Adoption of Agenda
5.0 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.

6.0 CONSTITUENT GROUP REPORTS
6.1 Academic Senate Report – Amanda Badgett, president
6.2 Administrative Senate Report – Ken Arnold, president
6.3 Associated Students of Napa Valley College Report – Eleni Tham, president
6.4 Classified Association Report – Jan Schardt, president
6.5 Classified Senate Report – Chris Farmer, president
6.6 Faculty Association Report – Dianna Chiabotti, president

7.0 SUPERINTENDENT/PRESIDENT’S REPORT
7.1 President’s Report
7.2 Napa Valley College Foundation Report
7.3 Vice Presidents’ Reports
7.4 Strategic Communications Report

8.0 APPROVAL OF MINUTES
8.1 May 14, 2015, Regular Meeting
8.2 May 28, 2015, Special Meeting
8.3 June 11, 2015, Regular Meeting

9.0 INFORMATION/DISCUSSION ITEMS
9.1 Accreditation Standard IV - Leadership and Governance, Section C – Governing Board
This item is placed on the agenda to allow discussion of accreditation Standard IV.C and the college’s self-evaluation response related to that standard. (Kraft)

9.2 1st Reading of New or Revised Board Policies
This is the first reading of the following new or revised board policies:

Chapter 1 – The District
• BP 1100 – Napa Valley Community College District (The Name of the District)

Chapter 2 – Board of Trustees
• BP 2720 – Communications Among Board Members

Chapter 3 – General Institutional
• BP 3100 – Organizational Structure
• BP 3225 – Institutional Effectiveness
• BP 3300 – Public Records
• BP 3310 – Records Retention & Destruction

Napa Valley College – Board of Trustees
July 9, 2015 Regular Meeting Agenda
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 August 2015 Regular meeting. (Kraft)

10.0 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.

10.1 **Ratify Financial Documents** (Hawk)

10.1.1 **Approve Warrants for June 30, 2015**

General Fund (Fund: 11, 12) $1,391,274.77  
Child Care Fund (Fund: 33, 35) $2,638.83  
Capital Outlay Projects Fund (Fund: 41) $50,515.00

10.1.2 **Approve Total Gross Payroll**

June 30, 2015 $2,276,464.61

10.2 **Personnel Document of June 30, 2015, 2015** (Ecklin)

10.3 **Ratify Institutional Effectiveness Goals**
It is recommended that the Board of Trustees ratify Institutional Effectiveness Goals as developed by the Academic Standards and Practices and Budget committees with input from the Planning Committee and submitted to the Chancellor’s Office in late June 2015. As a condition of receipt of Student Success and Support Program funds, each college is required to develop, adopt, and post a goals framework that addresses at a minimum one goal from each of four categories. Colleges/districts may choose to adopt more than one goal for each area; however, in this initial year of implementation, the Chancellor’s Office recommends that colleges/districts adopt one goal from each of the following areas:

1) Student performance and outcomes: Course Completion Rate  
2) Accreditation status: Accreditation Status  
3) Fiscal viability: Fund Balance  
4) Compliance with State/Federal guidelines: Overall Audit Opinion

Additional detail on the selected indicators and goals is included in the backup package. (Giugni)

10.4 **Agreement CCTR-5149 with California Department of Education for General Child Care and Development Programs**
It is recommended that the Board of Trustees approve agreement CCTR-5149 with the California Department of Education for General Child Care and Development programs. The term of the agreement is from July 1, 2015 through June 30, 2016. The District will be reimbursed at a rate not to exceed $35.91 per child per day of full-time enrollment for child development programs up to the maximum contract amount of $357,973. (Giugni)
10.5 Agreement CSPP-5292 with California Department of Education for General Child Care and Development Programs
It is recommended that the Board of Trustees approve agreement CCSP-5292 with the California Department of Education for California State Preschool Program. The term of the agreement is from July 1, 2015 through June 30, 2016. The District will be reimbursed at a rate not to exceed $35.87 per child per day of full-time enrollment for child development programs up to the maximum contract amount of $285,935. (Giugni)

10.6 Bid 2015-03 for Fall 2015, Spring & Summer 2016 Community Services Class Schedules
It is recommended that the Board of Trustees approve Bid 2015-03 Fall 2015, Spring & Summer 2016 Community Services Class Schedules to the lowest responsive bidder for the purpose of providing printing services of the Community Services class schedules for 2015-2016. The bid recommendation is to award the bid to Wesco Graphics, Inc. The minimum total cost to the District is $10,387.02. (Giugni)

11.0 ACTION ITEMS

11.1 Agreement 15-REC-50 with the Chancellor’s Office of the California Community Colleges for Student-Right-to-Know
It is recommended that the Board of Trustees approve an agreement with the Chancellor’s Office of the California Community Colleges for the purpose of facilitating the District’s compliance with the information reporting requirements of the Federal Student-Right-to-Know Act. The District will supply data to the Chancellor’s Office, who will then submit the data and/or generate other reports as required by federal law. The term of the agreement is from July 1, 2015 through June 30, 2017. The total cost to the District is $3,900.00. (De Haro/Kraft)

11.2 Educational Master Plan Update – Authorization to Proceed
It is recommended that the Board of Trustees grant authorization to the Superintendent/President to finalize and execute a contract with Rosenberg Consulting for an Educational Master Plan update. Contract terms and conditions, including scope of work and timeline, are to be finalized and the contract amount shall not exceed $72,200. (Hawk/Kraft)

11.3 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 4020 – Program, Curriculum, and Course Development
- BP 4040 – Library Resources
- BP 4100 – Graduation Requirements for Degrees and Certificates
- BP 4225 – Course Repetition and Withdrawal

Chapter 5 – Student Services
- BP 5700 – Athletics
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. (Kraft)

12.0 BOARD REPORTS

12.1 Board of Trustees Self-Evaluation Workshop Discussion
This item is placed on the agenda to allow continued discussion of the Board’s biennial self-evaluation. Topics may include Board Policy BP 2745 – Board Self-Evaluation, evaluation procedures (AR 2745), the self-evaluation survey instrument, and accreditation standard IV.C. – Governing Board. The self-evaluation workshop is scheduled for July 23, 2015 (9:00 a.m.). (Kraft/Baldini)

12.2 Standing Committee & Other Appointment Reports

12.2.1 Viticulture & Winery Foundation Board of Directors (Rios)
12.2.2 Redevelopment Oversight Committee (Busenbark)
12.2.3 Legislative Committee (Digardi, Mancuso, Clary)

12.3 Ad Hoc Committee Reports

12.3.1 Communications (Baldini, Martenson)
12.3.2 Accreditation (Digardi, Baldini, Busenbark)
12.3.3 BP 2720 – Communications Among Board Members Review (Digardi, Busenbark, Iverson)

12.4 Trustee Reports

12.5 Board Chair Report

13.0 CONTINUANCE OF CLOSED SESSION (as needed)

14.0 ANNOUNCEMENT OF FUTURE MEETING(S)

14.1 July 23, 2015, Special Meeting – Board Self-Evaluation
14.2 August 13, 2015, Regular Meeting

15.0 ADJOURNMENT