4:45 p.m. Call to Order & Closed Session, Room 1538 – Board Room
6:00 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 4:45 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 five 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, PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Superintendent/President
Review/Evaluation of Superintendent/President Goals

3.2 With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Faculty Evaluations (2015/2016)

3.3 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: NVFCA/CTA/NEA
Organization representing classified: NVC-ACP/SEIU
Organization representing administrative/confidential: NVC Administrative Senate

3.4 With respect to every item of business to be discussed in closed session pursuant to Government Code Section 54956.9: Conference With Legal Counsel—Potential Litigation: 2 cases

3.5 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 6:00 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 five 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 ASSOCIATED STUDENTS OF NAPA VALLEY COLLEGE – STUDENT TRUSTEE

6.1 Resolution Honoring Outgoing Student Trustee
The Board of Trustees recognizes the commendable service of Student Member Gabriel Sanchez. Mr. Sanchez served the Associated Students of Napa Valley College as a member of the Board from May 2015 to May 2016.
6.2  Annual Review and Approval of Privileges Granted to the Student Trustee and Included in Board Policy BP 2015 – Student Member
As required by Education Code Section 72023.5, the Board of Trustees shall annually approve the privileges afforded the student member of the board. Board Policy BP 2015 – Student Member identifies the following privileges of the Student Trustee; to attend student trustee orientation, to make and second motions, to attend closed session at the invitation of the board, to receive compensation for meeting attendance at a level consistent with other board members, to serve a one year term commencing on May 15 of each year, and, to cast an advisory vote, although the vote shall not be included in determining the vote required to carry any measure before the board. It is recommended that the Board of Trustees approve the privileges afforded the Student Trustee in Board Policy BP 2015 – Student Member as presented.

6.3  Swear In Student Trustee
President Ronald Kraft will administer the Oath of Office to the newly elected Student Member of the Napa Valley College Board of Trustees. The Associated Students of Napa Valley College will confirm the elected candidate on or about May 10, 2016 and his/her term will begin on May 15, 2016.

7.0  YEAR END RECOGNITION

7.1  Outstanding Napa Valley College Storm Athletes 2015/2016
Students who participate in intercollegiate athletics are required by the governing body of California Community College Athletic Association to carry a minimum load of 12 units per semester and pass a minimum of 24 units per year. Students must also maintain a minimum 2.0 GPA in order to be eligible to compete on an intercollegiate team. Of special note, 27 student athletes carry a cumulative GPA of 3.5 or higher in addition to being talented athletes and outstanding ambassadors of the best that Napa Valley College has to offer (see list in agenda backup). Seven have earned a perfect 4.0 GPA. (Dunlap /Harris)

7.2  Phi Theta Kappa Awards for 2015/2016
This year's Phi Theta Kappa board was recognized by the International Honor Society for the following regional and international awards: 5 star achievement (out of 5 stars possible) for completing all scholarship, fellowship, leadership and service activities for the year and the accompanying written essays with the topic “Borders & Boundaries Students Face When Pursing Higher Education”, which won first place and a cash award in the Honors in Action Essay contest; recognition and certificates for Make a Difference day for holding financial literacy workshops and assisting residents at The Meadows with IT issues; Lastly, honors students Serina Hartinger and Jessica Bennett-Roberts were honored at the state capital in March for their placement on the All-CA 1st Academic Team. (Kraft/Gillis)

7.3  Napa Valley College Student Ambassador Appreciation
Certificates of Appreciation are being awarded to Student Ambassadors Carmelo Ortiz and Gabriel Popescu. These students have been instrumental in promoting and representing an introduction to the college in a variety of capacities especially through our campus tours. Using a comprehensive and personal approach to assist students, Welcome Center staff and Ambassadors are committed to providing exceptional customer service. They effectively guide students through the necessary steps needed to complete their entry or re-entry to college life. Certificates of Commendation are
being awarded to Alexander Tavizon and Robert Lortz III. These two particular individuals were consistently praised throughout the fall and spring semesters for providing exceptional customer service. The caliber of their work attitude, along with their patience and sensitivity towards students of diverse cultural, social and educational backgrounds has been noteworthy, and has been instrumental in defining pathways that are clearly marked and easy for students to follow. (De Haro/Brown)

7.4 Resolutions Honoring Faculty Members Retiring in 2015/2016
Vice President of Instruction Terry Giugni and Vice President of Student Services Oscar De Haro will introduce the following distinguished faculty members who are retiring: Dave Angelovich, Dean Ehlen, Jose Hurtado, Scott Rose, Janice Whitmer and Cliff Zyskowski. It is recommended that the Board of Trustees adopt resolutions honoring the significant contributions of these dedicated educators as presented. (Giugni/De Haro)

7.5 Emeritus Status
It is recommended by the Academic Senate’s Faculty Standards and Practices Committee and Vice President of Instruction Terry Giugni that the Board of Trustees grant emeritus status to the following retiring faculty members: Dave Angelovich, Laura Ecklin, Dean Ehlen, Jose Hurtado, Scott Rose, Jan Whitmer, and Cliff Zyskowski. Emeritus status is an honorary title awarded to recognize the distinguished and honorable service of retirees and to encourage continued association with the college. Emeritus status may be granted to qualified academic, classified, and administrative staff upon retirement or other separation from the district. (Giugni)

7.6 McPherson Distinguished Teaching Awards 2015/2016
This award was established by founding college president Dr. Harry McPherson to recognize excellence in teaching. The recipients of the McPherson Distinguished Teaching Award for 2015-2016 is Daniel Clemons, professor of Biology. The recipient was recognized at a luncheon held on May 6, 2016. (Giugni/Hardy)

7.7 Administrative/Confidential Employee of the Year – 2015/2016
Ken Arnold, Director of Public Safety, has been selected as the Administrator/Confidential Employee of the Year for 2015/2016. Mr. Arnold is a longtime employee of Napa Valley College who has demonstrated leadership in public safety, the participatory governance structure for the college and the mutual gains processes. He has all of the qualities of the model public servant. Mr. Arnold’s influences make Napa Valley College a great place for students and staff. (Covington/Kraft)

7.8 Resolution in Honor of National Nurses Week
National Nurses Week is May 6 - 12, 2016 and is the annual national recognition week to honor the profession and the nurses who provide valuable care to patients throughout the world. It is recommended that the Board of Trustees adopt a resolution in honor of National Nurses Week as presented. (Harris/Biddenback)

8.0 RECESS AND BOARD RECEPTION (approximately 7:00 p.m. to 7:15 p.m.)
9.0 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 five minute presentation. At this time, the Board Chair will poll those in attendance regarding their intent to speak on any item on the agenda.

10.0 CONSTITUENT GROUP REPORTS
10.1 Academic Senate Report – Amanda Badgett, president
10.2 Administrative/Confidential Senate Report – Ken Arnold, president
10.3 Associated Students of Napa Valley College Report – Eleni Tham, president
10.4 Classified Association Report – Jan Schardt, president
10.5 Classified Senate Report – Christopher Farmer, president
10.6 Faculty Association Report – Dianna Chiabotti, president

11.0 SUPERINTENDENT/PRESIDENT’S REPORT
11.1 Napa Valley College Foundation Report
11.2 Vice Presidents’ Reports
11.3 Public Information Office Report
11.4 President’s Report

12.0 APPROVAL OF MINUTES
12.1 March 10, 2016 Regular Meeting
12.2 April 14, 2016 Regular Meeting

13.0 INFORMATION/DISCUSSION ITEMS
The 2016-2017 College Plan represents a compilation of the unit-level plans that faculty and staff across the college developed as part of the annual planning process. The plan identifies initiatives that programs and services will be promoting in 2016-2017 to help accomplish the objectives of the Institutional Strategic Plan and planning priorities. This year, the compilation of unit plans will be supplemented by information collected among the four Area Councils (Instruction, Student Services, Administrative Services, and President’s Area), describing how they will contribute to help accomplish the five established priorities in the coming year. This refinement is part of the ongoing improvement of college planning processes. (Wornall/Shea)

13.2 Accreditation Update
Based on the action letter the college received from the Accrediting Commission for Community and Junior Colleges (ACCJC) in February 2016, NVC is required to submit a follow-up report in March 2017, addressing recommendations for resolving deficiencies in three areas related to: student learning outcomes assessment, performance evaluation, and resource planning. Staff will provide an update on plans to address the three priority recommendations, including a working timeline. (Wornall)
13.3 1st Reading of New, Revised or To Be Repealed Board Policies
This is the first reading of the following new or revised board policies:

<table>
<thead>
<tr>
<th>Policy #</th>
<th>Notes/Status</th>
<th>Policy Title</th>
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<tbody>
<tr>
<td>Chapter 2 – Board of Trustees</td>
<td></td>
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<tr>
<td>BP 2715</td>
<td>Revised (proposed by Board Ad Hoc Committee)</td>
<td>Code of Ethics</td>
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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 October 2015 Regular meeting. (Kraft)

14.0 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.

14.1 Ratify Financial Documents (Parker/Aguada)

14.1.1 Approve Total Gross Payroll

April 30, 2016  $2,319,370.55

14.2 Personnel Document of May 3, 2016 (Albarran)

14.3 Ratify Agreements, Contracts & Memorandums of Understanding
Education Code 81655 stipulates that no contract is an enforceable obligation of the District until it has been approved by the Board of Trustees. Board Policy 6100 - *Delegation of Authority, Business & Fiscal Affairs* establishes the authority of certain administrators to approve contracts under the bid limit prior to formal Board approval. This consent item presents for Board approval: all Memorandums of Understanding, administratively approved contracts, as well as additional instructional contracts. (Parker/Aguada)

<table>
<thead>
<tr>
<th>Item #</th>
<th>NAME</th>
<th>TYPE &amp; TERM</th>
<th>DESCRIPTION</th>
<th>FISCAL IMPACT TO DISTRICT</th>
<th>SUBMITTED BY</th>
</tr>
</thead>
<tbody>
<tr>
<td>14.3.1</td>
<td>North Bay Healthcare via Assoc. of American Medical Colleges (AAMC)</td>
<td>Agreement 5/12/16 until terminated by either party</td>
<td>To codify clinical experience facility for nursing, paramedic and respiratory therapy students.</td>
<td>No direct cost to the District</td>
<td>Robert Harris, Dean, Health Occ., Phys. Ed. &amp; Athletics</td>
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<td>14.3.2</td>
<td>City &amp; County of San Francisco, Dept. of Public Health</td>
<td>Agreement 5/1/16 through 4/30/2021</td>
<td>Health Care facilities to serve as clinical sites for HEOC disciplines.</td>
<td>No direct cost to the District</td>
<td>Robert Harris, Dean, Health Occ., Phys. Ed. &amp; Athletics</td>
</tr>
<tr>
<td>14.3.3</td>
<td>Collabria Care (formerly known as Napa Valley Hospice &amp; Adult Day Services)</td>
<td>Contract 5/12/16 until terminated by either party</td>
<td>Internship site for Human Services Program students</td>
<td>No direct cost to the District</td>
<td>Hope Scott, Human Services Program Coordinator</td>
</tr>
<tr>
<td>14.3.4</td>
<td>Commission on Peace Officer Standards and Training</td>
<td>Agreement 7/1/16 through 6/30/17</td>
<td>To provide Emergency Vehicle Operations (EVOC) training</td>
<td>Total maximum amount to be received under this agreement $155,000</td>
<td>Greg Miraglia, Dean, Career Tech Ed and Workforce Dev</td>
</tr>
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<td>14.3.5</td>
<td>PyraMED Health Systems</td>
<td>Contract 5/12/16 through 05/11/21</td>
<td>Provide Electronic Health Record system for Student Health Services</td>
<td>$7,678.83 in year 1, $5,193.83 per year in all subsequent years. To be paid from student health fees.</td>
<td>Nancy Tamarisk, Interim Director, Student Health Services</td>
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<td>14.3.6</td>
<td>Medical Billing Technologies</td>
<td>05/12/16 through 06/30/17</td>
<td>To assist with enrollment and billing for services provided by Student Health Services to Medi-Cal eligible students</td>
<td>10% of receipts from Medi-Cal bills submitted, plus $250 annually to compile an annual report to Medi-Cal. To be paid from student health fees.</td>
<td>Nancy Tamarisk, Interim Director, Student Health Services</td>
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<td>14.3.7</td>
<td>Enterprise Fleet Management Trust</td>
<td>Agreement 7/1/16 through 6/30/21</td>
<td>Lease four (4) twelve (12) passenger vans and two (2) police vehicles</td>
<td>Annual cost of $39,988.89</td>
<td>Matt Christensen, Director of Facilities Services</td>
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<td>14.3.8</td>
<td>Lee Enterprises, Incorporated d/b/a Napa Valley Register, etc.</td>
<td>Agreement 5/1/16 – 6/30/16</td>
<td>Fall Schedule printing and insertion in county newspapers and mailed in Valley Bargain Finder. 33,000 copies. Also includes sticky ad and other services.</td>
<td>One-time cost of $45,099.25 from SSSP funds.</td>
<td>Carollee Cattolica, Spec. Asst &amp; Managing Director College Fdtns</td>
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<td>14.3.9</td>
<td>Thomas Brown &amp; Associates, LLC</td>
<td>Proposal</td>
<td>An internal feasibility study to increase international student enrollment</td>
<td>Total cost to District $6,125</td>
<td>Oscar De Haro, Vice President, Student Services</td>
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<td>14.3.10</td>
<td>Medical Device Training Institute (MDTI, LLC)</td>
<td>Contract</td>
<td>Contract Education: NVC to provide services for Contract Education in accordance with Ed. Code 78020</td>
<td>No direct cost to the District. Potential revenue generating activity.</td>
<td>Alberta Lloyd, Acting Dean EWD</td>
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### 15.0 ACTION ITEMS

#### 15.1 Institutional Effectiveness Partnership Initiative: Aspirational Goals & Partnership Resource Team

It is recommended that the Board of Trustees approve one-year and six-year aspirational goals for the Institutional Effectiveness Partnership Initiative (IEPI) measures as required for 2016 as presented. Colleges are required to establish these two sets of aspirational goals on seven IEPI measures, including: accreditation status, fund/reserve balance, audit opinion findings, successful course completion, an indicator focused on unprepared/basic skills students, and audit findings regarding compliance with state and federal guidelines. Identifying aspirational goals through IEPI is intended to promote continuous improvement in student achievement and institutional effectiveness among California community colleges. One-year and six-year goals are due to the Chancellor’s Office by June 15, 2016. NVC has requested a Partnership Resource Team to help develop a plan to strengthen the integration of planning and resource allocation processes. NVC’s request was approved, with two team visits to be scheduled for the fall 2016 semester. (Wornall/Kraft)

#### 15.2 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/Gianvecchio)

#### 15.3 Budget Update and Financial Statements

Staff will provide an update on Napa Valley Community College District finances including current and future year budget expectations as well as an overview of the financial action items below. (Parker/Aguada)

- **15.3.1** California Community College Chancellor’s Office Quarterly Financial Status Report for the period ending March 31, 2016 (CCFS-311Q)
- **15.3.2** Quarterly Financial Status of Income and Expenditures for the period ending March 31, 2016
- **15.3.3** Fiscal Health Checklist for the period ending March 31, 2016
15.4 **Napa Valley Community College District Governmental Accounting Standards Board (GASB) Actuarial Valuation and Revised Funding Plan for Other Post-Employment Benefits**

It is recommended that the Board of Trustees accept the Napa Valley Community College District GASB Actuarial Valuation Report for the Retiree Health Program as of June 30, 2015, and approve a revised Other Post Employment Benefit (OPEB) funding plan. As a result of joining the CalPERS California Employers’ Retiree Benefit Trust Program (CERBT), the District is required to provide GASB actuarial valuations on the same reporting cycle as the CalPERS CERBT program. To comply with this GASB requirement, the District is required to provide actuarial report identifying the District’s liability at June 30, 2015. The District’s total liability at June 30, 2015 is $42.7 Million, which is $3.6 Million more than what was calculated in the June 30, 2013 report. (Parker)

15.5 **Ratify Financial Documents (Parker/Aguada)**

15.5.1 **Warrants for April 30, 2016**

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<th>Amount</th>
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<tr>
<td>11</td>
<td>$1,152,893.58</td>
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<tr>
<td>12</td>
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<tr>
<td>33</td>
<td>$3,351.86</td>
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<tr>
<td>35</td>
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<tr>
<td>41</td>
<td>$10,140.10</td>
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16.0 **BOARD REPORTS**

16.1 **Standing Committee & Other Appointment Reports**

16.1.1 Viticulture & Winery Foundation Board of Directors (Rios)

16.1.2 McPherson Distinguished Teaching Award Selection Committee (Martenson)

16.1.3 Redevelopment Oversight Committee (Busenbark)

16.1.4 Legislative Affairs Committee (Digardi, Mancuso, Iverson, Sanchez)

16.1.5 Audit Committee (Digardi, Mancuso, Iverson)

16.2 **Ad Hoc Committee Reports**

16.2.1 Foundation/District Relationship Ad Hoc Committee (Digardi, Rios, Iverson, Hardy, Kraft)

16.2.2 Board of Trustees Policy Manual Chapter 2 Ad Hoc Committee (Martenson, Rios)

16.3 **Trustee Reports**

Under Section 54954.2(a)(2) of the Brown Act, trustees are permitted to make a brief announcement or to make a brief report on his or her own activities. Reports from trustees are intended to be non-controversial and used for reporting on conferences, meetings, and other activities related to District business. No action will be taken.

16.4 **Board Chair Report**

17.0 **CONTINUANCE OF CLOSED SESSION (as needed)**
18.0 ANNOUNCEMENT OF FUTURE MEETING(S)
  18.1 May 19, 2016, Special Meeting, Budget Workshop
  18.2 June 9, 2016, Regular Meeting

19.0 ADJOURNMENT