

**WEST VALLEY-MISSION
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES MEETING**

AUGUST 5, 2004

**West Valley College
14000 Fruitvale Avenue, Saratoga, CA 95070**

6:00 p.m.	Public Session	Baltic Room
6:05 p.m.	Closed Session	Baltic Room
7:00 p.m.	Public Session	Board Room

1.0	CALL TO ORDER - PUBLIC SESSION		<u>Page</u>
1.1	Roll Call		Oral
2.0	ADJOURN TO CLOSED SESSION		
	Public Employee Discipline/Dismissal/Release Pursuant to Government Code 54957		
	Public Employee Performance Evaluation Pursuant to Government Code 54957		
	• Chancellor		
3.0	RECONVENE PUBLIC SESSION		
3.1	Pledge of Allegiance		Oral
3.2	Report of Closed Session Action		Oral
3.3	Approval of the Order of the Agenda	(A)	Oral
3.4	Approval of Minutes of the July 12, 2004, Special Meeting, the Minutes of the July 15, 2004, Regular Meeting, and the Minutes of the July 22, 2004, Special Meeting	(A)	
3.5	Presentations/Recognitions	(I)	Oral
3.6	Oral Communications From The Public This portion of the meeting is reserved for persons desiring to address the Board on any matter <u>not</u> on the agenda. No action will be taken.	(I)	Oral
3.7	Written Communications From the Public	(I)	Oral
3.8	Mission College Update (Robles)	(I)	Oral
3.9	West Valley College Update (Duarte)	(I)	Oral

(A) = Action (I) = Information
*In compliance with the Americans with Disabilities Act, individuals needing special accommodations should contact the Chancellor's Office at 408-741-2011 one week prior to the meeting date.

- 3.10 Vice Chancellor's Report (**Hendrickson**) (I) Oral
- 3.11 Chancellor's Update (**Arterberry**) (I) Oral

APPROVAL OF CONSENT AGENDA ACTION ITEMS

Action items will be acted upon in one motion unless they are removed from the Consent Agenda. Information items will not be discussed unless they are removed from the Consent Agenda.

4.0 COLLEGES, PROGRAMS, AND SERVICES

- 4.1 WEST VALLEY COLLEGE ACCREDITATION MIDTERM REPORT (A)
 Recommendation: That the Board approve the final draft of the West Valley College's Accreditation Midterm Report, allowing West Valley College to submit the final report to WASC before October 15, 2004.

5.0 HUMAN RESOURCES (A)

- 5.1 PERSONNEL TRANSACTIONS TO BE ACTED UPON BY THE BOARD OF TRUSTEES
 Recommendation: That the Board of Trustees approve the following items:

Changes

- a. Sandra Carter, Administrative Services, West Valley College.
- b. Colleen Butterfield, Senior Office Coordinator, West Valley College.
- c. Sherry Montoya, Administrative Assistant, West Valley College.
- d. Establish Position ID# 139140, Office Assistant, West Valley College.
- e. Approve position changes for West Valley-Mission Community College District.
- f. Katrina Perryman, to Administrative Assistant, West Valley-Mission Community College District.
- g. Brigit Espinosa, Director, Facilities, Administrator in Charge, Facilities, West Valley-Mission Community College District.
- h. Ann Matthiessen, Director, General Services, Administrator in Charge, General Services, West Valley-Mission Community College District.

Job Description/New

- a. Approve job description for Human Resources Executive Coordinator for Human Resources, Human Resources, West Valley-Mission Community College District.

Reclassify Position

- a. Reclassify Position ID# 80210 to Executive Coordinator for Human Resources, Confidential Unit, West Valley-Mission Community College District.

Internal Classified Appointment

- a. Daniel Baldwin, Financial Aid, West Valley College.

Classified Resignation

- a. Elizabeth Techaira, Administrative Assistant, West Valley College.

Classified Administrator Leave of Absence

- a. Ian Abell, Director, Facilities, West Valley-Mission Community College District.

Hourly Classified Ratifications

Part-time, hourly student, and volunteer employees on “as needed” basis for the 2004-2005 academic year, as listed on Exhibit A.

Academic Appointment

- a. Jeff Cormier, Instructor, Psychology, Mission College.
- b. Sara Patterson, Counselor, West Valley College
- c. Jose Bautista, Instructor, Psychology

Fullbright Leave of Absence with Pay

- a. Lin Marelick, Dean, Workforce and Economic Development, Mission College

5.2 APPROVAL OF PROFESSIONAL GROWTH AND DEVELOPMENT SALARY INCREMENT AWARDS (A)

Recommendation: That the Board of Trustees award Professional Growth and Development (PG&D) increments to the listed individuals, effective July 1, 2004, on the basis that the compliance report for each of the faculty members has been submitted to the Committee prior to April 4, 2004.

5.3 CONFIDENTIAL UNIT SALARY RESTORATION (A)

Recommendation: That the Board of Trustees approve the salary restoration as specified.

5.4 SUPERVISOR’S UNIT SALARY RESTORATION (A)

Recommendation: That the Board of Trustees approve the salary restoration as specified.

6.0 BUSINESS AND FINANCE - CONSENT AGENDA

6.1 RATIFICATION OF VENDOR WARRANTS CHANCELLOR'S RECOMMENDATION: (A)

That the Board of Trustees ratify vendor payments from May 1, 2004 through June 30, 2004; Datatel warrant numbers 78105-80524 totaling \$5,786,869.64.

REGULAR ORDER OF AGENDA

COLLEGES, PROGRAMS, AND SERVICES

4.3 SUBJECT: ACCEPT CHILD DEVELOPMENT CENTER GRANT ALLOCATIONS (A)

7.2 CHILD DEVELOPMENT CENTERS STATUS REPORT (I)
Recommendation: This is an information report.

8.0 BOARD

8.1 REVISION OF DISTRICT POLICY MANUAL – CHAPTER 5 (A)
(STUDENT SERVICES) ELIGIBILITY AND ADMISSION REQUIREMENTS AND OPEN ENROLLMENT, ENROLLMENT PRIORITIES, AND REGISTRATION – SECOND READING AND APPROVAL OF RESOLUTION 04080502

Recommendation: That the Board of Trustees approves the proposed change to the eligibility and admission requirements and the open enrollment, enrollment priorities, and registration policies in Chapter 5, and adopts Resolution 04080502 regarding open enrollment in the District.

8.2 New Business – Trustees (I) Oral
The Trustees may report at this time on any item not appearing on the agenda.

8.3 New Business – Administration (I) Oral
The Administrators may report at this time on any item not appearing on the agenda.

ADJOURNMENT