

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

NOVEMBER 18, 2004

**Mission College
3000 Mission College Boulevard, Santa Clara, CA 95054
Hospitality Management Dining Room**

6:00 p.m.	Public Session
6:05 p.m.	Closed Session
7:00 p.m.	Reception for Outgoing Trustee Frank Jewett
7:15 p.m.	Public Session

1.0 CALL TO ORDER - PUBLIC SESSION

1.1 Roll Call Oral

2.0 ADJOURN TO CLOSED SESSION

Conference with Labor Negotiator Pursuant to Government Code 54957.6

- Provide direction to Sandi Dillon, negotiator, regarding negotiations with ACE, SEIU, Teamsters, POA, and unrepresented groups.

Conference with Legal Counsel – Anticipated Litigation

- Significant exposure to litigation pursuant to subdivision (b) of Government Code section 54956.9 (Two cases)

Public Employee Discipline/Dismissal/Release
(Government Code 54957)

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 the minutes of the November 4, 2004, Board Meeting (A)

3.5 Presentations/Recognitions (I) Oral

- Presentation by Trustee Frank Jewett on Resource Development (Part 2)
- Recognition of Outgoing Trustee Frank Jewett

(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.**

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|------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------|
| 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 (Chong) | (I) | |
| 3.9 | West Valley College Update (Hartley) | (I) | |
| 3.10 | Vice Chancellor's Report (Hendrickson)
- D.A. Financial Health Benefits Presentation | (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 - Consent Agenda**
There are no items.
- 5.0 HUMAN RESOURCES - Consent Agenda**

5.1 PERSONNEL TRANSACTIONS TO BE ACTED UPON BY THE BOARD (A)
OF TRUSTEES

Recommendation: That the Board of Trustees approve the following items.

Changes

- a. Approve position changes (Attachment A) for West Valley-Mission Community College District.
- b. Peter Thelin, Instructor, Economics, West Valley College.

Leaves of Absence

- a. Joan Sarlo, Instructor, Physical Education, West Valley College.
- b. Wade Ellis, Instructor, Mathematics, West Valley College.
- c. Wen-Xian Xu, Instructor, History, Mission College.
- d. Judith Smith, Librarian, Mission College.

Classified Appointments

- a. Monique Watson, Payroll, WVMCCD.
- b. Jennifer Gile, Chemistry, Mission College.
- c. Monique Reynolds, Access Program, Mission College.
- d. Lydia Medina, Child Development Center, Mission College.
- e. Karina Alvarado, Child Development Center, Mission College.
- f. Linda Hoang, Child Development Center, Mission College.

Classified Retirement

- a. Rosalija Mesaros, Marketing, Public Relations and Graphic Design Services, Mission College.

Academic Appointment

- a. Lee (Thelma) Everett, Instructor, Health Occupations, Mission College.

Temporary Student Workers, Short-term, Replacements, and Volunteers

Part-time, hourly student, and volunteer employees as listed on Exhibit A.

Associate Faculty

Emergency hire (exceptions to the regular hiring procedure) and other associate faculty as listed in Exhibit B.

5.2 COLUMN ADVANCEMENT (A)

Recommendation: That the Board of Trustees approve column advancements for the following academic employees, effective August 1, 2004: Crosby-Lundin, Anne; Davis, Heidi; Juncker, Margaret; Lowenberg, Rachel; McKay, Dianne; Meyer, Melanie; and Myint, Myo.

6.0 BUSINESS AND FINANCE - Consent Agenda

6.1 RATIFICATION OF VENDOR WARRANTS (A)

Recommendation: That the Board of Trustees ratify vendor payments from September 1, 2004 through October 31, 2004; Datatel warrant numbers 81735-87425 totaling \$6,430,565.98.

REGULAR ORDER OF AGENDA

COLLEGES, PROGRAMS, AND SERVICES

4.1 BOARD APPROVAL FOR WEST VALLEY COLLEGE (A)

INFORMATION COMPETENCY GRADUATION REQUIREMENT

Recommendation: That the Board of Trustees approve the West Valley College Graduation Requirement for Information Competency, effective Fall 2005.

HUMAN RESOURCES

There are no items.

BUSINESS AND FINANCE

- 6.2 ACCEPT BASIC CONTRACT AS COMPLETE (A)
BID #05-0304, DISTRICT FINANCE BUILDING IMPROVEMENTS

Recommendation: That the Board of Trustees accept the basic contract with Raphael Construction as complete and authorize the District to file a Notice of Completion.

- 6.3 RESCIND CONTRACT WITH MBT ARCHITECTS (A)

Recommendation: That the Board of Trustees rescind the contract with MBT Architects in the amount of \$141,251.00 for the Mission College 3rd floor remodel project.

- 6.4 RATIFICATION OF CONTRACT FOR HMC ARCHITECTS (A)

Recommendation: That the Board of Trustees ratify the contract with HMC Architects in the amount of \$204,029 for the Mission College 3rd floor remodel project.

- 6.5 BUDGET ADJUSTMENTS (A)

Recommendation: That the Board of Trustees approve the budget adjustments as specified herein.

7.0 INFORMATION REPORTS

- 7.1 SANTA CLARA COUNTY TREASURY INVESTMENT PORTFOLIO STATUS (I)

The District's funds are invested in the County treasury. Herein is their report.

8.0 BOARD

- 8.1 ESTABLISH DECEMBER 16, 2004, FOR A BUDGET WORKSHOP OF THE BOARD OF TRUSTEES (A)

Recommendation: That the Board of Trustees establish December 16, 2004, as a Budget Workshop of the Board in order to discuss Board of Trustees budget priorities for Fiscal Year 2005-2006.

- 8.2 REVISION OF DISTRICT POLICY MANUAL - CHAPTER 6 (BUSINESS OPERATIONS) - SECOND READING (A)

Recommendation: That the Board of Trustees discuss and approve the proposed revisions of Chapter 6.

- 8.3 New Business - Trustees (I) Oral

The Trustees may report at this time on any item not appearing on the agenda.

- 8.4 New Business - Administration (I) Oral

The Administrators may report at this time on any item not appearing on the agenda.

ADJOURNMENT