

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

JULY 20, 2006

**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

1.1 Roll Call Oral

2.0 ADJOURN TO CLOSED SESSION

Conference with Labor Negotiator Pursuant to Government Code 54957.6 - Provide direction to James Andrews/Deanna Mouser, negotiators, regarding negotiations with ACE, SEIU, Teamsters, and POA; and to Stan Arterberry regarding unrepresented groups.

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 June 15, 2006, Regular Meeting (A)

3.5 Presentations/Recognitions (I) Oral

3.6 Oral Communications from the Public (I) Oral

This portion of the meeting is reserved for persons desiring to address the Board on any matter not on the agenda. No action will be taken

3.7 Written Communications from the Public (I) Oral

3.8 Academic Senate Update (I) Oral

3.9 Classified Senate Update (I) Oral

3.10 Student Senate Update (I) Oral

3.11 Mission College Update **(Robles)** (I) Oral

3.12 West Valley College Update **(Hartley)** (I) Oral

3.13 Vice Chancellor's Report **(Mahrt)** (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.**

3.14 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

4.1 ACCEPT CAREER TECHNICAL EDUCATION/ECONOMIC AND WORKFORCE DEVELOPMENT PATHWAYS GRANTS (A)

Recommendation: That the Board of Trustees accept two California Community Colleges SB70 "Quick Start Partnerships" Grants for FY2005-08, one submitted by West Valley College and the other submitted by Mission College, for a total of \$889,951.

5.0 HUMAN RESOURCES - Consent Agenda

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

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

I. Position Action Request

- a. Approve position changes (Attachment A) for WVMCCD.

II. Appointments

Administrative Interim

- a. Celine Pinet, Office of Instruction, West Valley College.
- b. Helen Ostrander, DSPS, Mission College.

Academic

- c. Chau-Ngoc Nguyen, Extended Opportunity Programs and Services (EOPS), Mission College.
- d. Kelly Neary, Biological Sciences, Mission College.
- e. Samuel Liu, Economics, West Valley College.
- f. Lora Glaser, English as a Second Language (ESL), Mission College.
- g. Joseph Lough, History, Mission College.
- h. Ronnie Phillips, Real Estate, Mission College.

Internal Classified

- i. Elizabeth Pelayo, Student Activities, Mission College.
- j. Sandra Carter, President's Office, West Valley College.
- k. Geri Peterson, Office of Instruction, West Valley College.
- l. Grace Cheng, Finance, WVMCCD.

External Classified

- m. Jenny Shyu, Child Development Center, Mission College.
- n. Rebecca Rowney, Staff Development, WVMCCD.
- o. Sang Dinh, Administrative Services, West Valley College.

III. Extend Out-of-Class Assignments

- a. Rusty Hall, Facilities, WVMCCD.
- b. Kurt Hibner, Facilities, WVMCCD.
- c. Brigit Espinosa, Facilities, WVMCCD.
- d. Ann Matthiessen, General Services, WVMCCD.

- e. Kim Habian, Purchasing, WVMCCD.
- f. Calvin Baker, Facilities, WVMCCD.
- g. Ryan Macartney, Facilities, WVMCCD.
- h. Joseph Sampson, Facilities, WVMCCD.
- i. Brigit Espinosa, Facilities, WVMCCD.
- j. Li Yu, Admissions & Records, West Valley College.

Short Term Classified

- k. Tagen Ormonde, Title V Program, Mission College.
- l. Sonia McVey, Title V Program, Mission College.

IV. Leave of Absence

Classified

- a. Thuy Tran, Admissions & Records Office, West Valley College.

V. Resignations

- a. Patricia Hulin, Art, Mission College.
- b. Stephanie Conway, Advancement, WVMCCD.

VI. Academic Banked Leave

- a. Sandra LaFave, Fine Arts, West Valley College.

Hourly Classified Ratifications

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

Associate Faculty

Emergency hires and other associate faculty as listed in Exhibit B.

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 herein-listed individuals, effective July 20, 2006..

6.0 BUSINESS AND FINANCE - Consent Agenda

6.1 REVIEW OF PURCHASE ORDER TRANSACTIONS (I)

Education Code Section 81656 states that the Board of Trustees of a community college district must review the purchases of the district. Herein as Exhibit A are purchase orders that were issued that are in excess of \$10,000.

6.2 RATIFICATION OF VENDOR WARRANTS (A)

Recommendation: That the Board of Trustees ratify vendor payments from May 1, 2006 through June 30, 2006; Datatel warrant numbers 121136-123943, totaling \$8,741,656.32.

REGULAR ORDER OF AGENDA

4.0 COLLEGES, PROGRAMS, AND SERVICES

4.2 RESOLUTION NO. 06072001 IN RECOGNITION OF THE CITY OF SARATOGA (A)

Recommendation: That the Board of Trustees adopt Resolution No. 06072001 in recognition of the City of Saratoga upon its 50th Anniversary.

5.0 HUMAN RESOURCES

5.3 RATIFICATION OF THE DISTRICT AND EXECUTIVE MANAGEMENT AGREEMENT (A)

Recommendation: That the Board of Trustees approve the proposal as presented at the June 15, 2006, Board of Trustees Closed Session meeting.

5.4 2005-2006 CLASSIFIED RETIREMENTS (A)

Recommendation: That the Board of Trustees acknowledge the following classified retirements.

Classified Retirees:

- a. Louis Coscarelli, Facilities, West Valley-Mission Community College District.
Years of Service: 33 years and 8 months.
- b. Arturo Isip, Finance, West Valley-Mission Community College District.
Years of Service: 18 years and 6 months.

5.5 2005-2006 ACADEMIC RETIREMENT (A)

Recommendation: That the Board of Trustees accept the following academic retirement.

Academic Retiree:

- a. Roy Goody, Instructor, CET, Mission College.
Length of Service: 27 years.

5.6 APPROVAL OF INTERIM APPOINTMENT, PRESIDENT, MISSION COLLEGE - Dr. Harriett Robles (A)

Recommendation: That the Board of Trustees approve the appointment of Dr. Harriett Robles, Interim President, Mission College, effective July 20, 2006 through December 31, 2006.

6.0 BUSINESS AND FINANCE

6.3 ACQUISITION OF HEWLETT PACKARD HARDWARE, SOFTWARE, AND MAINTENANCE (A)

Recommendation: That the Board of Trustees ratify the acquisition of Hewlett Packard hardware, software, and maintenance (3 year support) in the amount of \$277,423.02.

6.4 AWARD CONTRACT FOR PAYROLL SERVICES (A)

Recommendation: That the Board of Trustees authorize the District to enter into a contract with the Santa Clara County Office of Education for payroll services.

6.5 APPROVAL OF CONTRACT FOR GENERAL COUNSEL SERVICES (A)

Recommendation: That the Board of Trustees approve a contract extension with Atkinson, Andelson, Loya, Ruud & Romo in the amount of \$300,000 from July 1, 2006 through June 30, 2007.

6.6 RESOLUTION NO. 06072002 TO ACCEPT STATEWIDE CAREER PATHWAYS PROJECT: CREATING SCHOOL TO COLLEGE ARTICULATION (A)

Recommendation: That the Board of Trustees approve Resolution No 06072002 to accept the Statewide Career Pathways Project Agreement #05-0632, which provides \$4,000,000 in funding to the Academic Senate for California Community Colleges during the 2006-07 and 2007-08 fiscal years, with the District acting as fiscal agent and retaining a 3% indirect cost.

6.7 APPROVE THE FACILITIES USE AGREEMENT WITH THE SARATOGA COMMUNITY CHINESE SCHOOL (A)

Recommendation: That the Board of Trustees approve the long-term facilities use agreement granting Saratoga Community Chinese School limited use of the classrooms at West Valley College for private language instruction.

6.8 APPROVE THE FACILITIES USE AGREEMENT WITH THE MADHU BHASHA KENDRA SCHOOL (A)

Recommendation: That the Board of Trustees approve the long-term facilities use agreement granting Madhu Bhasha Kendra School limited use of the classrooms at West Valley College for private Hindi language instruction.

6.9 APPROVE PURCHASE FOR RELOCATABLE BUILDINGS (A)

Recommendation: That the Board of Trustees approve the purchase of seven relocatable buildings from American Modular Systems in the amount of \$455,530.

6.10 APPROVE LIST FOR ON-GOING ARCHITECTS (A)

Recommendation: That the Board of Trustees approve an on-going architect list valid from August 1, 2006 through July 31, 2011. The list will include the following firms: BFGC*, Field Paoli, HMC*, KBZ*, Lionakis Beaumont Group Architects*, Paul Roberts & Partners, Steinberg Architect Group*, and VBN Architects. (*Firms currently doing business with the District.)

6.11 AMEND CONSTRUCTION MANAGEMENT MASTER AGREEMENTS FOR SWINERTON MANAGEMENT & CONSULTING AND CCS GROUP, INC. (A)

Recommendation: That the Board of Trustees accept the replacement of the previously approved compensation matrix for Swinerton Management & Consulting and CCS Group, Inc. (approved November 17, 2005, items 6.3 & 6.4).

6.12 AGREEMENT WITH SILICON VALLEY WORKFORCE INVESTMENT BOARD FOR A SANTA CLARA CAREER PATHWAYS PILOT PROJECT (A)

Recommendation: That the Board of Trustees authorize Mission College to enter into an agreement with the Silicon Valley Workforce Investment Board (SVWIB), to partner with San Jose City College, the Santa Clara Department of Children and Families (DCFS), and the William S. Johnson Foundation for a Santa Clara Career Pathways project.

7.0 INFORMATION REPORTS

7.1 CONSTRUCTION UPDATE (I)

This analysis has been generated to review the current projects in process. Budget development of projects will be reviewed as part of this presentation. A Power Point presentation will be presented at the Board of Trustees meeting.

- 7.2 BUDGET UPDATE OF FACILITIES PROJECTS (I)
 The Administrator-in-charge of Facilities and CCS Group, Inc., will be presenting information regarding re-baselined budgets for Measure H and Capital Outlay Projects.
- 8.0 BOARD
- 8.1 WRITTEN EVALUATION PROCEDURES FOR ADMINISTRATORS (I)
 Trustee Stampolis is requesting an update on the written evaluation procedures for administrators that exist in the District. . Specifically, he would like to know who is evaluated and the timeline for such evaluations.
- 8.2 IMPLEMENTATION OF A DISTRICT-WIDE CALENDAR (A)
 Trustee Stampolis is submitting the following suggestion for District operations: implementation of a District-wide meeting calendar, available online 24/7 with public agendas posted in a single accessible location on each campus.
- 8.3 SCAN AND UPLOAD BOARD PACKETS TO THE DISTRICT WEBSITE (A)
 Scan and upload Board packets to the District website, including all non-privileged written correspondence sent to Trustees at the District from any source (excluding personal mail).
- 8.4 FULFILL THE DISTRICT’S STATED ONLINE POLICY AND MAINTAIN A HISTORY OF BOARD AGENDAS AND MINUTES (A)
 Fulfill the District’s stated online policy and maintain a history of Board agendas and minutes on the District website in accord with current language stating “You’ll find a schedule of meeting dates, meeting agendas and summaries of past meetings.”
- 8.5 DISTRICT BUDGET ADVISORY COMMITTEE (I)
 Review and discussion of the WVMCCD District Budget Advisory Committee processes, membership, and role. (This item was tabled at the June 15, 2006, meeting.)
- 8.6 New Business – Trustees (I) Oral
 The Trustees may report at this time on any item not appearing on the agenda.
- 8.7 New Business – Administration (I) Oral
 The Administrators may report at this time on any item not appearing on the agenda.

ADJOURNMENT