

ANTELOPE VALLEY COMMUNITY COLLEGE DISTRICT
Lancaster, California
REGULAR MEETING OF THE BOARD OF TRUSTEES
September 13, 2010

I. CALL TO ORDER

The regular meeting of the Board of Trustees of Antelope Valley Community College District was held on Monday, September 13, 2010, at Antelope Valley College, 3041 West Avenue K, Lancaster, California. Mr. Steve Buffalo, President, called the meeting to order at 5:30 p.m. in Room A 140, Administration Building.

II. ATTENDANCE

Board Members Present

Steve Buffalo, President
Earl Wilson, Vice President
Betty Wienke, Clerk
Michael R. Adams
Jack Seefus

College Staff/Representatives Present

Jackie L. Fisher, Sr.
Rosa Hall
Sharon Lowry
Shane Turner
Deborah Wallace

III. COMMENTS FROM COMMUNITY GROUPS AND INDIVIDUALS REGARDING CLOSED SESSION AGENDA ITEMS ONLY – None.

IV. CLOSED SESSION - The Board of Trustees adjourned to closed session at 5:31 p.m. to consider:

- A. Appointment of academic faculty; appointment of classified personnel; and employment of student assistants and short-term hourly staff as listed on Personnel Schedule No. 4-2010/11-PS (Government Code § 54957)
- B. Consideration of public employee discipline/dismissal/release (Government Code § 54957)
- C. Conference with Mr. Turner (labor negotiator) regarding Antelope Valley College Federation of Classified Employees and Antelope Valley College Federation of Teachers negotiations (Government Code § 54957.6)
- D. Performance evaluation of Assistant Superintendent/Vice President Human Resources and Employee Relations (Government Code § 54957)
- E. Student grade appeal (Education Code § 76232)

V. Board President Buffalo reconvened the meeting in Room SSV 151, Student Services Building, at 6:37 p.m.

VI. ATTENDANCE

Board Members Present

Steve Buffalo, President
Earl Wilson, Vice President
Betty Wienke, Clerk
Michael R. Adams
Jack Seefus
Mayela Montano, Student Trustee

College Staff/Representatives Present

Jackie L. Fisher, Sr.
Rosa Hall
Sharon Lowry
Shane Turner
Deborah Wallace
John Toth (for Christos Valiotis)
Bridget Razo
Susan Lowry
Pamela Ford
Cynthia Hoover
Enrique Camacho

VII. PLEDGE OF ALLEGIANCE – Mrs. Wienke led the Board and audience in the Pledge of Allegiance.

VIII. APPROVAL OF MEETING AGENDA – On a motion by Mr. Adams, seconded by Ms. Montano, the meeting agenda was approved without changes. Motion carried unanimously (5/0).

IX. OPEN FORUM ON NON-AGENDA ITEMS – No comments.

X. RECOGNITION

Superintendent/President Dr. Jackie Fisher, Sr. and Board President Buffalo recognized:

- Stan Moore, Coordinator Warehouse and Inventory, and Teresa Cooper, Warehouse Assistant, for outstanding efforts in supporting district and bookstore deliveries during the summer construction projects;
- Anita Horner, nurse practitioner, who has provided services to students since the district began its contract with Care-A-Van in 2001;
- David Babb, Art Associate Professor, for organizing a student mural painting project at The Children’s Center;
- Employees, students, and community members who assisted with Congressman Buck McKeon’s Job Fair; and
- I’m Going to College presenters, sponsors, and committee members.

XI. PRESENTATION

A. Antelope Valley College Foundation

Bridget Razo, Executive Director Institutional Advancement and Foundation, shared information and answered questions regarding the Foundation’s 2009-2010 year. She distributed the “Statement of Ethics” and “Statement on Commission-Based Fundraising” from the Council for Advancement and Support of Education (CASE) and the fund activity and cash flow reports and grant matrix for the foundation. Ms.

Razo delineated the duties of the Advancement and Foundation Office and its staff; highlighted some of the ways in which the organization supports students, faculty, and campus events; and provided statistics regarding donations. She advised that the opportunity to purchase naming rights for theater seats is coming up as is a big push to raise matching funds for the OSHER California Community Colleges Scholarship Endowment.

XII. REPORT OF CLOSED SESSION ACTION

Board President Buffalo announced the following action taken during closed session:

- On a 5/0 vote, the Board of Trustees unanimously approved appointment and payment for supplementary services of academic faculty; request for leave without pay of classified personnel; and employment of short-term hourly staff and students as listed on Personnel Schedule No. 4-2010/11-PS pages 4.1 through addendum.
- On a 5/0 vote, the Board of Trustees unanimously denied a student appeal of grade.

***XIII. APPROVAL OF THE CONSENT AGENDA**

- * A. Minutes of the August 9, 2010, Regular Meeting of the Board of Trustees
- * B. Minutes of the August 27, 2010, Special Meeting of the Board of Trustees
- * C. Purchase Order Schedule 3-2010/11-PO
- * D. Travel Authorization No. 3-2010/11-T
- * E. Bookstore Report 3-2010/11-B
- * F. Cafeteria Report No. 3-2010/11-C
- * G. Auxiliary Services Fund Financial Statement No. 3-2010/11-AS/FS
- * H. Antelope Valley College Financial Statements 15-2009/10-F/S and 3-2010/11-F/S
- * I. Measure R – General Obligation Bond - Expenditures Recap 3-2010/11-R
- * J. Associated Student Organization Financial Report 3-2010/11-ASO
- * K. Interfund Transfer Request 2-2010/11-I/F
- * L. Consent Communication 26-2010/11-CC/AS, Authorization to File Notice of Completion and Resolution of Acceptance on the West Campus Expansion Project – Plumbing Work – J Noble Binns - Project Bid # AVC 2007/2008-8
- * M. Consent Communication 27-2010/11-CC/AS, Authorization to File Notice of Completion and Resolution of Acceptance on the West Campus Expansion Project Phase 1c – Utilities Work – Granite Construction - Project Bid # AVC 2007/2008-11
- * N. Consent Communication 28-2010/11-CC/AS, Authorization to File Notice of Completion and Resolution of Acceptance on the West Campus Expansion Project Phase 1a – Utilities Work – Granite Construction - Project Bid # AVC 2006/2007- 05
- * O. Consent Communication 29-2010/11-CC/AS, Authorization to File Notice of Completion and Resolution of Acceptance on the West Campus Expansion Project Phase 2c – Utilities Work – Granite Construction - Project Bid # AVC 2008/2009-7

- * P. Consent Communication 30-2010/11-CC/AS, Authorization to File Notice of Completion and Resolution of Acceptance on the West Campus Expansion Project – Mondo Track Surface Work – Sports Surfaces - CMAS Contract #4-07-78-0033A
- * Q. Consent Communication 31-2010/11-CC/AS, Authorization to File Notice of Completion and Resolution of Acceptance on the Auto Body Facility Project – Architectural Woodwork – C & W Custom Cabinets, Project Bid # AVC 2008/2009-6
- * R. Consent Communication 32-2010/11-CC/AS, Authorization to File Notice of Completion and Resolution of Acceptance on the Auto Body Facility Project – Asphalt Work – Hardy & Harper - Project Bid # AVC 2008/2009-6
- * S. Consent Communication 33-2010/11-CC/AS, Authorization to File Notice of Completion and Resolution of Acceptance on the Auto Body Facility Project – Doors, Frames, and Hardware Work – Inland Building - Project Bid # AVC 2008/2009-6
- * T. Consent Communication 34-2010/11-CC/AS, Ratification of Construction Change Directives per Board Resolution No. 2-2009/2010 for Campus Infrastructure Project
- * U. Consent Communication 35-2010/11-CC/AS, Ratification of Construction Change Directives per Board Resolution No. 2-2009/2010 for Theater Arts Facility Project
- * V. Consent Communication 36-2010/11-CC/AS, Ratification of Construction Change Directives per Board Resolution No. 2-2009/2010 for West Campus Expansion Project
- * W. Consent Communication 37-2010/11-CC/AS, Ratification of Construction Change Directives per Board Resolution No. 2-2009/2010 for Health and Science Building Project
- * X. Consent Communication 38-2010/11-CC/AS, Authorization to Dispose of Surplus/Obsolete Equipment
- * Y. Consent Communication 39-2010/11-CC/AS, Authorization to Renew Contract with Brink's U.S.
- * Z. Consent Communication 40-2010/11-CC/AS, Reissuance of Stale Dated Warrant

Mr. Adams moved and Mr. Seefus seconded that the Board of Trustees approve the consent agenda items. Student trustee's advisory vote: in favor. Motion carried unanimously (5/0).

XIV. ACTION ITEMS

- A. Communication No. 37-2010/11-AS, Approval of Contract Increase with NTD Architecture for Additional Architectural & Engineering Design for Theater Arts Facility Project

On a motion by Mr. Adams, seconded by Mr. Seefus, the Board of Trustees authorized the Vice President of Administrative Services to approve the contract increase to NTD Architecture. Advisory vote: in favor. Motion carried unanimously (5/0).

B. Communication No. 38-2010/11-AS, Approval of Contract Decrease with NTD Architectural & Engineering Support for Exterior Door and Lock Project

On a motion by Mr. Adams, seconded by Mr. Seefus, the Board of Trustees authorized the Vice President of Administrative Services to approve the contract decrease for NTD Architecture. Advisory vote: in favor. Motion carried unanimously (5/0).

C. Communication No. 39-2010/11-AS, Approval of Contract Increase with TBP Architecture for Additional Architectural & Engineering Design for Health and Science Building Project

On a motion by Mr. Adams, seconded by Mr. Seefus, the Board of Trustees authorized the Vice President of Administrative Services to approve the contract increase to TBP Architecture. Advisory vote: in favor. Motion carried unanimously (5/0).

D. Communication No. 40-2010/11-AS, Approval of Contract Increase with Earth Systems for Additional Material Testing and Inspection Services for West Campus Expansion Project

On a motion by Mr. Adams, seconded by Mr. Seefus, the Board of Trustees authorized the Vice President of Administrative Services to approve the contract increase to Earth Systems. Advisory vote: in favor. Motion carried unanimously (5/0).

E. Communication No. 41-2010/11-AS, Approval of Construction Change Directive with Continental Plumbing, Inc. for Additional Work on Storm Drain System for Health and Science Building Project

On a motion by Mr. Adams, seconded by Mr. Seefus, the Board of Trustees authorized the Vice President of Administrative Services to approve the construction change directive to Continental Plumbing, Inc. Advisory vote: in favor. Motion carried unanimously (5/0).

F. Communication No. 42-2010/11-S, Resolution of the Antelope Valley Community College District Board of Trustees Regarding the Community College Budget

On a motion by Mr. Adams, seconded by Mr. Seefus, the Board of Trustees adopted the resolution urging the governor and state legislators to expeditiously adopt a state budget and use the Conference Committee's spending plan as a framework for preserving state programs that have a significant effect on the operations of community colleges. Advisory vote: in favor. Motion carried unanimously (5/0).

G. Communication No. 43-2010/11-AA, Memorandum of Understanding between Antelope Valley Community College District and Inyo National Forest – Emergency Fire Crew Program

On a motion by Mr. Adams, seconded by Mr. Seefus, the Board of Trustees approved the memorandum of understanding with Inyo National Forest. Advisory vote: in favor. Motion carried unanimously (5/0).

H. Communication No. 44-2010/11-HR, Conversion of Hourly Positions/Employees

Mr. Adams moved, Mr. Seefus seconded, that the Board of Trustees approve the memorandum of understanding with Antelope Valley College Federation of Classified Employees. Mr. Adams and Mr. Seefus withdrew the motion and second after Mrs. Wienke asked that the communication be amended to include an addendum showing the full list of positions to be converted.

On a motion by Mrs. Wienke, seconded by Mr. Seefus, the board approved the memorandum of understanding with Antelope Valley College Federation of Classified Employees including the addendum listing the 12 positions to be converted. Advisory vote: in favor. Motion carried unanimously (5/0).

I. Communication No. 45-2010/11-AA, Amendment to Agreement with the Community College Foundation and Antelope Valley Community College District

On a motion by Mr. Adams, seconded by Mr. Seefus, the Board of Trustees approved the amendment with the Community College Foundation. Advisory vote: in favor. Motion carried unanimously (5/0).

J. Communication No. 46-2010/11-AA, Memorandum of Understanding between Child Care Resource Center (CCRC) and Antelope Valley College

On a motion by Mr. Adams, seconded by Mr. Seefus, the Board of Trustees approved the memorandum of understanding with Child Care Resource Center. Advisory vote: in favor. Motion carried unanimously (5/0).

K. Communication No. 47-2010/11-AA, Memorandum of Understanding between Palmdale School District Early Childhood Education Program and Antelope Valley Community College District

On a motion by Mr. Adams, seconded by Mr. Seefus, the Board of Trustees approved the memorandum of understanding with Palmdale School District. Advisory vote: in favor. Motion carried unanimously (5/0).

L. Communication No. 48-2010/11-S, Honorary Naming of Stadium – Brent Carder Marauder Stadium

On a motion by Mr. Adams, seconded by Mr. Seefus, the Board of Trustees ratified the honorary renaming of the stadium to Brent Carder Marauder Stadium. Advisory vote: in favor. Motion carried unanimously (5/0).

Mrs. Wienke made positive comments regarding the district's decision to honor Mr. Carder.

M. Communication No. 49-2010/11-HR, Ratification of Antelope Valley College Federation of Classified Employees Collective Bargaining Agreement

On a motion by Mr. Adams, seconded by Mr. Seefus, the Board of Trustees ratified the 2009-2012 Collective Bargaining Agreement between Antelope Valley Community College District and Antelope Valley College Federation of Classified Employees. Advisory vote: in favor. Motion carried unanimously (5/0).

N. Communication No. 50-2010/11-AS, Approval of Agreement between the Corporation for Education Network Initiatives in California (CENIC) and Antelope Valley Community College District

On a motion by Mr. Adams, seconded by Mr. Seefus, the Board of Trustees approved the agreement between the Corporation for Education Network Initiatives in California (CENIC) and Antelope Valley Community College District. Advisory vote: in favor. Motion carried unanimously (5/0).

XV. INFORMATION ITEMS

A. Informative Report No. 7-2010/11-IR/S, Proposed Revision of Board Policy (BP) 2720 Communications among Board Members and Revision of Administrative Procedure (AP) 7150 Evaluation

Dr. Fisher indicated that the current process for confidential/management/supervisory employee evaluation has been added to administrative procedure 7150, however, the process is undergoing assessment. He also noted that the changes to board policy 2720, including the proposed alternate language, would be presented for approval at the regular meeting in October.

B. Informative Report No. 8-2010/11-HR, Consideration and Public Notice of Antelope Valley Community College District Initial Proposal to the Antelope Valley College Federation of Teachers 2009-2012 Collective Bargaining Agreement Negotiation Reopeners

Dr. Susan Lowry, Antelope Valley College Federation of Teachers President, expressed concern that the district's proposal did not include adjunct office hours. Vice President of Human Resource Shane Turner confirmed that the district agreed to

discuss the issue, and Vice President of Administrative Services Deborah Wallace advised that it is included under the salaries and benefits item.

In response to a question from Mr. Adams concerning the issues with the Sheriff's Academy, Mr. Turner advised that evaluation, minimum qualifications, and payment of the instructor of record are the areas under negotiation.

XVI. REPORTS/ANNOUNCEMENTS

A. Academic Senate

Academic Senate First Vice President John Toth presented the accomplishments of the Academic Senate and subcommittees for 2009-2010 and the goals for 2010-2011. Mrs. Wienke commented that she is impressed with all that has been accomplished.

B. Employee Organizations

1. Antelope Valley College Federation of Teachers (AVCFT)

Dr. Lowry reported that interest-based bargaining training is being planned for November.

- Antelope Valley College Federation of Teachers Proposal for 2010-2011 Collective Bargaining Agreement

Dr. Lowry sunshined the Antelope Valley College Federation of Teachers' proposal for collective bargaining agreement negotiations and commented that the union's proposal includes many of the same items as the district's.

2. Antelope Valley College Federation of Classified Employees (AVCFCE)

Antelope Valley College Federation of Classified Employees President Pamela Ford congratulated the classified employees recognized earlier in the meeting and announced that the craft fair is being planned for November.

C. Confidential/Management/Supervisory (CMS) Employees

Confidential/Management/Supervisory (CMS) group representative Cynthia Hoover commented that CMS employees will work to revise the evaluation procedure presented earlier in the meeting.

D. Associated Student Organization (ASO)

Associated Student Organization (ASO) President Enrique Camacho reminded those present that smoking is no longer allowed on campus and that ASO stickers are available for \$10 from the Cashier's Office, thanked the Antelope Valley College Foundation for making him feel welcome at the recent Board of Directors meeting,

and invited trustees to attend meetings of the student organization Mondays at 4:00 p.m.

E. Antelope Valley College Foundation

Executive Director of Advancement and Foundation Bridget Razo announced upcoming events:

September 18, 2010 - Macy's Charity Day preview and Kiwanis Duck Race

November 20, 2010 – Storyfest

December 10 – 11, 2010 – Madrigal Dinner

March 31, 2011 – Antelope Valley College Achievement Awards Dinner

F. Office of Academic Affairs

Vice President of Academic Affairs Sharon Lowry reported that faculty member Angela Shaheen has been invited to speak in Madrid, Spain, regarding “Study Abroad Needs and Challenges from a Community College Perspective” and that faculty member Glenn Knowles has published in the *American Art Review*. Ms. Lowry provided an update regarding the accreditation process, advising that she met with the chair of the accreditation evaluation team for a pre-visit and that she was given a preliminary schedule for the October visit.

G. Office of Administrative Services

Vice President of Administrative Services Deborah Wallace had no report.

H. Office of Human Resources

Vice President of Human Resources and Employee Relations Shane Turner reported that after performing air quality testing, the district has opted to replace formaldehyde with a less noxious substitute. He also advised that Director of Human Resources Cynthia Hoover has been elected vice president of the statewide Association of Chief Human Resource Officers.

I. Office of Student Services

Dr. Rosa Hall, Vice President of Student Services, praised the Sheriff's Department, Student Services employees, and faculty for a smooth start to the fall semester.

J. Office of Superintendent

Dr. Fisher made positive comments regarding the honorary naming of the stadium.

K. Board Members

Mrs. Wienke and Mr. Buffalo echoed Dr. Hall's praise of those who worked to ensure a smooth opening of the fall semester.

XVII. DATE OF NEXT MEETING


A special meeting of the Board of Trustees to discuss future planning will be held Thursday, September 16, 2010. The next regular meeting of the Board of Trustees will be held Monday, October 11, 2010. After opening public session in Room A 140 at 5:30 p.m., the Board will adjourn to closed session until 6:30 p.m. at which time it will again reconvene to public session in Room SSV 151 (Student Services Building).

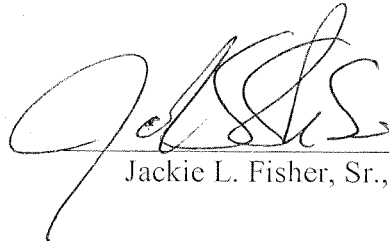
XVIII. ADJOURNMENT

President Buffalo adjourned the meeting at 7:56 p.m.

Approved by Board of Trustees
October 11, 2010

Respectfully submitted,

 President


Jackie L. Fisher, Sr., Secretary

 Clerk