

**Antelope Valley Community College District
Lancaster, California
Minutes of Regular Meeting - Board of Trustees
Monday, October 8, 2012**

I. CALL TO ORDER

The regular meeting of the Board of Trustees of Antelope Valley Community College District was held on Monday, October 8, 2012, at Antelope Valley College, 3041 West Avenue K, Lancaster, California. Mrs. Betty J. Wienke, President, called the meeting to order at 5:00 p.m. in Room A 140, Administration Building.

II. ATTENDANCE

<u>Board Members Present</u>	<u>College Staff/Representatives Present (5:33 p.m.)</u>
Betty Wienke, President	Dr. Jackie L. Fisher, Sr.
Michael R. Adams, Vice President	Newton Chelette
Jack Seefus, Clerk	Sharon Lowry
Steve Buffalo	Shane Turner
Lew Stults	

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

IV. ADJOURN TO CLOSED SESSION – The Board of Trustees adjourned to closed session at 5:01 p.m. to consider:

- A. Appointment of educational administrators; appointment of academic faculty; appointment of classified personnel; and employment of student assistants and short-term hourly staff as listed on Personnel Schedule No. 5-2011/12-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. Public employment superintendent/president, (Government Code § 54957).
- E. Conference with labor negotiator regarding unrepresented employee, superintendent/president (Government Code § 54957.6)

V. Board President Wienke reconvened the meeting in Room SSV 151, Student Services Building at 6:36 p.m.

VI. ATTENDANCE

<u>Board Members Present</u>	<u>College Staff/Representatives Present</u>
Betty Wienke, President	Dr. Jackie L. Fisher, Sr.
Michael R. Adams, Vice President	Newton Chelette

Jack Seefus, Clerk	Sharon Lowry
Steve Buffalo	Shane Turner
Lew Stults	Bridget Razo
Sandra Govin, Student Trustee	Maria Clinton
	Ann Steinberg
	Edward Oquendo (for Terrance Myers)
	Pamela Ford
	Dr. Susan Lowry

VII. PLEDGE OF ALLEGIANCE - Mr. Seefus led the Board and audience in the Pledge of Allegiance.

VIII. APPROVAL OF MEETING AGENDA – On a motion by Mr. Adams, seconded by Mr. Seefus, the meeting agenda was approved without changes. Student Trustee’s advisory vote: in favor. Motion carried unanimously (5/0).

IX. OPEN FORUM ON NON-AGENDA ITEMS

1. Pamela Ford read a letter on behalf of Antelope Valley College Federation of Classified Employees in support of a nationwide search for a permanent Superintendent/President. (Attached to original minutes)
2. Dr. Nancy Bednar, faculty member, expressed her agreement with a nationwide search for a superintendent/president, stressing the importance of understanding academic programs and the accreditation process.
3. Dr. Susan Lowry and Maria Clinton presented a letter on behalf of Antelope Valley College Federation of Teachers, which strongly supported a nationwide search for a permanent superintendent/president. (Attached to original minutes)

X. EMPLOYEE RECOGNITION

- Board President Mrs. Wienke and Superintendent/President Dr. Fisher recognized Paula Norsell, Executive Assistant to the Superintendent/President, with a gift on behalf of the Board of Trustees for all of her contributions and dedication to the Board of Trustees and to Antelope Valley College. Ms. Norsell has accepted a position in Northern California.

XI. PRESENTATIONS

- EBSCO Discovery Program

Dr. Scott Lee, library science professor, demonstrated how to access the EBSCO Discovery Program through the Library’s web page. Listings includes books, magazines, articles and other materials. It was noted that the ease of accessibility makes it user friendly, and students enjoy the program, as well as the fact that some materials can be downloaded onto Kindles, etc. Films on Demand has been made possible by the STEM grant and the ability to utilize this and other programs through EBSCO. Password will be made available to Board members so they can access the program off campus.

XII. REPORT OF CLOSED SESSION ACTION

Board President Wienke announced the approval of Personnel Schedule 5-2012-13-PS, pages 5.1- addendum, on a 5/0 vote.

XIII. APROVAL OF THE CONSENT AGENDA

- * A. Minutes of the September 10, 2012, Regular Meeting of the Board of Trustees
- * B. Minutes of the September 27, 2012 Special Meeting of the Board of Trustees
- * C. Purchase Order Schedule 4-2012/13-PO
- * D. Travel Authorization 4-2012/13-T
- * E. Auxiliary Services Fund Financial Statement 4-2012/13-AS/FS
- * F. Antelope Valley College Financial Statement 4-2012-/13-F/S
- * G. Measure R – General Obligation Bond - Expenditures Recap 4-2012/13-R
- * H. Associated Student Organization Financial Report 4-2012/13-ASO
- * I. 311 Quarterly Financial Report Q-4-3011/12
- * J. Consent Communication 11-2012/13-CC/AS ,Ratification of Construction Change Directives per Board Resolution No. 2-2009/10 for the Health and Science Building Project
- * K. Consent Communication 12-2012/13-CC/AS, Ratification of Change Directives per Board Resolution No. 2-2009/10 for the South Campus Exterior Model Project
- * L. Consent Communication 13-2012/13-CC/AS, Authorization to File Notice of Completion and Resolution of Acceptance on the Health and Sciences Building Project – Aloha Island Cable Corp. dba Cablemasters
- * M. Consent Communication 14-2012/13-CC/AS, Authorization to File Notice of Completion and Resolution of Acceptance on the Health and Sciences Building Project – Lancaster Moving & Storage
- * N. Consent Communication 15-2012/13CC/AS, Authorization to File Notice of Completion and Resolution of Acceptance on the Health and Sciences Building Project – Spitz, Inc.

Mr. Adams moved and Mr. Seefus seconded that the Board of Trustees approve the Consent Agenda items. Advisory vote: in favor. Motion carried unanimously (5/0).

XIV. ACTION ITEMS

A. Communication 41-2012/13-AA, Child Development Center Parent Handbook

Motion was made by Mr. Adams and seconded by Mr. Seefus to approve the Parent Handbook Addendum. Advisory vote: in favor. Motion carried unanimously (5/0).

B. Communication 42-2012/13-AA, Affiliation Agreement Between Antelope Valley Community College District and High Desert Medical Group

On a motion made by Mr. Seefus, seconded by Mr. Buffalo, Affiliation Agreement with High

Desert Medical Group was approved. Advisory note: in favor. Motion carried unanimously.

C. Communication 43-2012/13-AA, Clinical Affiliation Agreement Between Antelope Valley Community College District and Palmdale School District

Motion was made by Mr. Seefus and seconded by Mr. Stults to approve the clinical affiliation agreement with Palmdale School District. Advisory vote: in favor. Motion carried unanimously (5/0).

D. Communication 44-2012/13-AA, Basic Skills Committee Action Plans

Motion was made by Mr. Seefus and seconded by Mr. Buffalo to approve the Basic Skills Committee Action Plans. Advisory vote: in favor. Motion carried unanimously (5/0).

E. Communication 45-2012/13-AA, Agreement Between Antelope Valley Community College District and San Francisco Community College District for the Early Childhood Mentoring Program

On a motion made by Mr. Buffalo and seconded by Mr. Seefus, affiliation agreement was approved with San Francisco Community College District's Early Childhood Mentoring Program. Advisory vote: in favor. Motion carried unanimously (5/0).

F. Communication 46-2012/13-AA, Agreement Between Antelope Valley Community College District and Yosemite Community College District for the Child Development Training Consortium

On a motion made by Mr. Seefus, seconded by Mr. Buffalo, clinical affiliation agreement with Yosemite Community College was approved. Advisory vote: in favor. Motion carried unanimously (5/0).

G. Communication 47-2012/13-AS, Ratification of Service Agreement Between Shift4 Payment Processing and Antelope Valley Community College District

Upon brief discussion, and on a motion made by Mr. Seefus, which was seconded by Mr. Buffalo, Shift4 Secure Payment Processing System agreement was approved. Advisory vote: in favor. Motion carried unanimously (5/0).

H. Communication 48-2012/13-HR, Procedure for Search for Superintendent/President

Upon discussion between all Board members, Mr. Adams made a motion to approve hiring a permanent superintendent/president through a nationwide search using a search firm. Mr. Seefus seconded the motion. Advisory vote: in favor. Motion carried unanimously (5/0), and this will go out for bid.

Public hearing was opened by President Wienke, to consider items I and J.

I. Communication 49-2012/13-HR, Public Hearing of Antelope Valley Community College District Initial Proposal to the Antelope Valley College Federation of Classified Employees 2012-2015 Collective Bargaining Agreement Negotiation Re-openers

J. Communication 50-2012/13-HR, Public Hearing of Antelope Valley Community College District Initial Proposal to the Antelope Valley College Federation of Teachers 2012-2015 Collective Bargaining Agreement Negotiation Re-openers

There were no public comments. Mr. Adams made a motion to approve Communications 49

and 50, which Mr. Stults seconded. Advisory note: in favor. Motion carried unanimously.

K. Communication 51-2012/13-S, Resolution in Support of Palmdale School District's Bond Measure DD

On a motion made by Mr. Adams, seconded by Mr. Buffalo, approval was given to support Palmdale School District's Bond Measure DD. Advisory vote: in favor. Motion carried unanimously (5/0).

L. Communication 52-2012/13-AS, Approval of Contract with Facilities Planning for Consulting Services for Annual Facilities Planning Services

Motion was made by Mr. Seefus and seconded by Mr. Buffalo to enter into a contract with Facilities Planning Consulting Services. Advisory vote: in favor. Motion carried unanimously (5/0).

M. Communication 53-2012/13-AS, Approval of Construction Change Directive with Marina Landscape for Material and Equipment to Install Additional Landscaping – Health and Sciences Building Project

Motion was made by Mr. Stults and seconded by Mr. Buffalo to approve construction change directive with Marina Landscape. Advisory vote: in favor. Motion carried unanimously (5/0).

N. Communication 54-2012/13-AS, Approval of Construction Change Directive with Hoover Co. for Backcharge of Painting Costs Due to Damages – Health and Sciences Building Project

On a motion made by Mr. Buffalo, seconded by Mr. Stults, approval was given to approve construction change directive with Hoover Company. Advisory vote: in favor. Motion carried unanimously (5/0).

O. Communication 55-2012/13-AS, Approval of Construction Change Directive with Triumph Painting for Repair Work Due to Damages to the Health and Sciences Building Project

On a motion made by Mr. Stults and seconded by Mr. Buffalo, approval was given to approve construction change directive with Triumph Painting. Advisory vote: in favor. Motion carried unanimously (5/0).

P. Communication 56-2012/13-AS, Ratification of Change Order with Commercial Services - Structural Steel Work Credit Due to Redesign of South Screen Wall - Health and Sciences Building Project

On a motion made by Mr. Seefus, seconded by Mr. Buffalo, approval was given to ratify credit change orders to Commercial Services. Advisory vote: in favor. Motion carried unanimously (5/0).

Q. Communication 57-2012/13-AS, Approval of Construction Change Directive with Tri Power Electric for Additional work on Health and Sciences Building Project

Motion was made by Mr. Seefus and seconded by Mr. Buffalo to approve construction change directive with Tri-Power Electric. Advisory vote: in favor. Motion carried unanimously (5/0).

R. Communication 58-2012/13-AS, Ratification of Change Order with Columbia Steel, Inc. – Field Conditions Costs Related to Structural Steel Work on Health and Sciences Building Project

Motion was made by Mr. Buffalo, seconded by Mr. Stults to approve ratification of change order with Columbia Steel, Inc. Advisory vote: in favor. Motion carried unanimously (5/0).

S. Communication 59-2012/13-SSV, Jewish Vocational Services General Relief Youth Employment Pilot Program (Worksite Sponsor Agency Agreement)

On a motion made by Mr. Adams, seconded by Mr. Buffalo, motion was made to approve agreement with Jewish Vocational Services' Youth Employment Pilot Program. Advisory vote: in advisory. Motion carried unanimously (5/0).

XV. INFORMATION ITEMS

A. Informative Report 6-2012/13-IR/S, Proposed Revision of Board Policies (BP) 5130 Financial Aid and 5140 Disabled Student Services and Programs and Revision of Administrative Procedures (AP) 5130 Financial Aid and 5140 Disabled Student Services and Programs

Dr. Fisher indicated that the revisions were made to be up to date with new requirements, as directed by the California Community League of Colleges. Board Policies will be brought to the November meeting for approval.

XVI. REPORTS/ANNOUNCEMENTS

A. Academic Senate

Maria Clinton, Academic Senate President, had no report.

B. Employee Organizations

1. Antelope Valley College Federation of Teachers

Dr. Susan Lowry, Antelope Valley College Federation of Teachers President, stated faculty is helping with a voter registration drive from October 15 – October 19, 2012, and supporting Proposition 30.

2. Antelope Valley College Federation of Classified Employees

Pam Ford, President, Antelope Valley College Federation of Classified Employees, reminded that this year's craft fair is scheduled for November 10, 2012, and will raise funds for student scholarships. The Classified Union is also supporting the voter registration drive and Proposition 30. Ms. Ford was impressed with the Health and Sciences building open house and the Planetarium.

3. Confidential/Management/Supervisory Employees

No report.

C. Associated Student Organization

Edward Oquendo, filling in for Terrence Myers, Associated Student Organization President, stated that students are coming out in support of Proposition 30. Students have

Been polled to find out what their needs are and what they expect from their representation. It was noted that students are willing to help with the swimming pool if it ends up being closed down as a result of budget cuts, and a meeting is being planned with Dean Roggenstein.

D. Antelope Valley College Foundation

Bridget Razo, Executive Director, Advancement and Foundation shared dates for upcoming events, including the Old Timers Alumni event on October 13, 2012, Scholarship Donor Breakfast on October 24, 2012, and Achievement Award Dinner on March 23, 2013. There is now a new “Spirit” award which will honor veteran and prisoner of war, Dave Raymond. Gary Bryant, former Hoover Dam manager, will also be honored, amongst others.

E. Office of Academic Affairs

Sharon Lowry, Vice President, Academic Affairs, stated that Dr. O’Neil, Dr. Uhazy and Ann Steinberg will be giving a presentation on the SB 70 grant at the upcoming California Community College Association of Occupational Education. The Accreditation Committee is now working on the Mid-Term Report.

F. Office of Student Services

Interim Vice President, Student Services, Newton Chelette, stated that Student Services is holding a Halloween contest. Veterans will be honored at the home football game on October 20, 2012, with the planting of a tree for each branch of the armed services.

G. Office of Administrative Services

Shane Turner, Interim Vice President, Administrative Services, had no report.

H. Office of Human Resources

Shane Turner, Vice President, Human Resources and Employee Relations, had no report.

I. Office of Superintendent

Dr. Jackie Fisher, Superintendent/President, said that the Health and Sciences open house was an outstanding event. Performing arts tickets are still available.

J. Board Members

Sandra Govin commended the Antelope Valley College football team’s recent game which they lost in spite of high scores, and the dignity they showed in losing. Students are being encouraged to register to vote and learning that their votes do count. Upcoming Camp Coming Home, on October 18 and 19, 2012, will raise awareness about the plight of homelessness and hunger in AVC’s student population, and will include a discussion panel.

Mr. Stults thanked Mr. Chelette and football coach, Perry Jehlicka for making a presentation at the local Rotary Club. Mr. Stults asked that the sound system in the Board Room be checked, since there appears to be a lot of static. Dr. Fisher indicated he would look into it

Mr. Buffalo commented on how good the campus looks right now. He stated that Antelope Valley College is in a better financial position than many other California community colleges, due to proactivity and good planning.

Mr. Adams congratulated the members of the college's cross country team, which have been named to the All State Academic Team, and will be honored in Fresno on November 17, 2012. Those students are: Caylie Choate, Patrick Larkin, Chanel Pittsinger, Adrian Ramos, Daniel Ramos, and Charity Schroeder.

XVII. DATE OF NEXT MEETING

Mrs. Wienke announced that the next meeting of the Board of Trustees is scheduled for Monday, November 12, 2012. After opening public session in Room A 140 (Administration Building) at 5:30 p.m., the Board will adjourn to closed session until 6:30 p.m., at which time it will reconvene to public session in Room SSV 151 (Student Services Building).

XVIII. ADJOURNMENT

President Wienke adjourned the meeting at 8:03 p.m.

Approved by the Board of Trustees
October 8, 2012

Respectfully submitted,

President

Dr. Jackie L. Fisher, Sr., Secretary

Clerk