

**ANTELOPE VALLEY COMMUNITY COLLEGE DISTRICT**  
**Lancaster, California**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**April 9, 2012**

**I. CALL TO ORDER**

The regular meeting of the Board of Trustees of Antelope Valley Community College District was held on Monday, April 9, 2012, at Antelope Valley College, 3041 West Avenue K, Lancaster, California. Mrs. Betty J. Wienke, President, called the meeting to order at 5:15 p.m. in Room A 140, Administration Building.

**II. ATTENDANCE**

Board Members Present  
Betty Wienke, President  
Michael R. Adams, Vice President  
Jack Seefus, Clerk  
Steve Buffalo  
Lew Stults

College Staff/Representatives Present  
Jackie L. Fisher, Sr.  
Shane Turner

College Staff/Representatives Absent  
Tom Brundage  
Sharon Lowry

**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 5:15 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. 11-2011/12-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)

**V. Board President Wienke reconvened the meeting in Room SSV 151, Student Services Building, at 6:35 p.m.**

**VI. ATTENDANCE**

Board Members Present  
Betty Wienke, President  
Michael R. Adams, Vice President  
Jack Seefus, Clerk  
Steve Buffalo

College Staff/Representatives Present  
Jackie L. Fisher, Sr.  
Karen Cowell (for Sharon Lowry)  
Shane Turner  
Bridget Razo

Lew Stults  
Sandra Govin, Student Trustee

Christos Valiotis  
Susan Lowry  
Pamela Ford  
Cynthia Hoover  
Terrance Myers

College Staff/Representatives Absent  
Tom Brundage

**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. Buffalo, 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** – Student Sherell Comfort spoke against the possible elimination of swimming courses. She presented a petition asking that the pool remain open and told trustees of the boost in confidence she had received from swimming classes as well as the benefit the courses hold for students with disabilities or physical limitations. Mrs. Wienke advised that the pool will remain open for fall 2012 courses, but due to severe budget reductions, an evaluation of pool maintenance and restoration costs is underway and there are no guarantees that classes will be held past fall.

**X. RECOGNITION**

Dr. Jackie L. Fisher, Sr., Superintendent/President; Dr. Jill Zimmerman, Dean of Student Development and Services; and Ann Steinberg, Director of Job Placement, presented a certificate of recognition to Job Placement Specialist Wilda Wallace, the recipient of the California Placement Association's Joan Crocker Service Award. Ms. Steinberg explained that Ms. Wallace earned the statewide association's highest award due to her dedication to students and the community and her service to the California Placement Association. Dr. Zimmerman noted that the college's Job Placement Center is a leader in the state and that Ms. Steinberg won the award in 2007. Ms. Wallace thanked everyone and commented that she loves working at Antelope Valley College.

Dr. Fisher and Dean of Kinesiology, Athletics and Dance/Visual and Performing Arts Newton Chelette recognized student athlete Christen Rivers of the Track Team for her recent record-setting performance in the 400 meter.

**XI. PRESENTATIONS**

**A. Welcome and Outreach – Orientation of High School Seniors**

Director of Student Activities and Community Outreach Michelle Hernandez provided information about the role of the Information/Welcome Center and Outreach



on campus and in the community. She spoke of the connections developed between high school counselors and college faculty and staff during the annual high school counselor workshop and the improved student success and retention resulting from the annual high school student orientations

**B. Student Health Services Fee**

Dr. Jill Zimmerman, Dean of Student Development and Services, introduced Matthew Ellison, Associated Student Organization Senator of Health Sciences. Mr. Ellison gave a detailed presentation advocating for the approval of a student health services fee of \$19 per semester and \$16 for intersession and summer session that would be used to staff and operate a Student Health Center on campus. Mr. Ellison noted that health services currently offered by the college are inadequate to meet student demand, and Antelope Valley College is one of only 16 California community colleges without a Student Health Center.

**C. Citizens' Oversight Committee Annual Report**

Citizens' Oversight Committee Chair Darren Parker presented the committee's annual report and thanked Director of Facilities Services Doug Jensen and administrative assistant Erin Hitchman for their support of the committee. Mr. Parker asked that the committee be provided with a report regarding costs to refurbish the pool.

**XII. REPORT OF CLOSED SESSION ACTION**

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

- On a 5/0 vote, the Board of Trustees approved tenure and supplemental pay of academic faculty; appointment of confidential/management/supervisory employee; appointment, working out of classification, and increase in work assignment of classified personnel; and employment of short-term hourly staff, professional experts, students, and volunteers as listed on Personnel Schedule No. 11-2011/12-PS pages 11.1 through addendum.

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

- \* A. Minutes of the March 12, 2012, Regular Meeting of the Board of Trustees
- \* B. Minutes of the March 26, 2012, Special Meeting of the Board of Trustees
- \* C. Purchase Order Schedule 10-2011/12-PO
- \* D. Travel Authorization No. 10-2011/12-T
- \* E. Bookstore Reports 5-2011/12-B and 6-2011/12-B
- \* F. Cafeteria Report No. 10-2011/12-C
- \* G. Auxiliary Services Fund Financial Statement No. 10-2011/12-AS/FS
- \* H. Antelope Valley College Financial Statement 10-2011/12-F/S
- \* I. Measure R – General Obligation Bond - Expenditures Recap 10-2011/12-R
- \* J. Associated Student Organization Financial Report 10-2011/12-ASO
- \* K. Interfund Transfer Request I/F-7-2011/12

- \* L. Request for Appropriation Increase I/F-8-2011/12
- \* M. Consent Communication 74-2011/12-CC/AS, Ratification of Construction Change Directives per Board Resolution No. 2-2009/10 for the Health and Science Building Project
- \* N. Consent Communication 75-2011/12-CC/AS, Authorization to File Notice of Completion and Resolution of Acceptance on the Theatre Arts Facility Project – First Fire Systems, Inc.
- \* O. Consent Communication 76-2011/12-CC/AS, Authorization to File Notice of Completion and Resolution of Acceptance on the Theatre Arts Facility Project – Inland Building Construction Companies, Inc.
- \* P. Consent Communication 77-2011/12-CC/AS, Authorization to File Notice of Completion and Resolution of Acceptance on the Campus Waste and Recycling Project – ANM Construction & Engineering
- \* Q. Consent Communication 78-2011/12-CC/AS, Declaration of Indefinite Salaries for Retroactive Pay

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 No. 135-2011/12-S, Approval of Board Goal #1 – Minimum Eight Percent (8%) Unrestricted Reserve

Mr. Stults moved, Mr. Buffalo seconded, that the Board of Trustees adopt Board Budget Goal #1 setting the district's minimum unrestricted reserve at eight percent (8%). Advisory vote: in favor. Motion carried unanimously (5/0).

Mrs. Wienke noted that the district received unexpected cuts of more than three percent this fiscal year. She explained that the possibility such cuts might be repeated warrants the establishment of a higher reserve that will prevent the district from dropping below the legally-required minimum. Mr. Buffalo indicated that since the district may not tap into the required five percent unrestricted reserve, an eight percent reserve is really only a three percent reserve.

- B. Communication No. 136-2011/12-AA, HSI STEM and Articulation Programs (HEA, Title III, Part F, Section 371; CFDA # 84.031C) Grant Project

Mr. Seefus moved, Mr. Buffalo seconded, that the Board of Trustees accept and ratify the subcontract with California State University Long Beach Foundation on behalf of the California State University Long Beach College of Engineering. Advisory vote: in favor. Motion carried unanimously (5/0).



C. Communication No. 137-2011/12-AS, Approval of Construction Change Directive with McKenna General Engineering, Inc. for Demolition of Existing Site Lighting – Health and Science Building Project

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

D. Communication No. 138-2011/12-AS, Authorization to Approve Contract with Nebraska Book Company for Management/Accounting System

On a motion by Mr. Seefus, seconded by Mr. Stults, the Board of Trustees authorized the Vice President of Administrative Services to enter into an agreement with Nebraska Book Company. Advisory vote: in favor. Motion carried unanimously (5/0).

E. Communication No. 139-2011/12-SSV, Memorandum of Understanding between Antelope Valley Community College District and the Antelope Valley Union High School District for Students on the Academic Rise High School

On a motion by Mr. Seefus, seconded by Mr. Buffalo, the Board of Trustees approved the Students on the Academic Rise (SOAR) High School memorandum of understanding with the Antelope Valley Union High School District. Advisory vote: in favor. Motion carried unanimously (5/0).

F. Communication No. 140-2011/12-SSV, Student Health Services Fee

On a motion by Mr. Seefus, seconded by Mr. Buffalo, the Board of Trustees approved the implementation of a Student Health Fee for fall semester 2012 with a change to the background information to include a \$16 fee for summer session. Advisory vote: in favor. Motion carried unanimously (5/0).

Mr. Ellison advised in response to a question from Mr. Seefus that the indicator used to determine the maximum health services fee a college is allowed to charge increased last week, which will mean that the \$18 fee currently charged by many colleges will increase to the \$19 fee proposed for Antelope Valley College's fall and spring semesters. He confirmed in reply to Mr. Stults' query that the services of the Care-A-Van will no longer be needed once the Student Health Center is established, saving the district \$68,000 per year.

In response to questions from Mr. Seefus and Mrs. Wienke, Mr. Ellison and Dr. Zimmerman advised that once a student health fee is approved, exemptions may only be made for those who depend solely on prayer for healing and, at the Board's discretion, for Board of Governor's fee waiver recipients. Mrs. Wienke expressed concern about requiring students who already have health insurance to pay for something they do not need. Mr. Ellison stated that even though he has health

insurance, he would appreciate the convenience of accessing health care on campus without the requirement of a co-pay. Dr. Zimmerman explained that students have difficulty seeking care off campus without missing classes and also indicated that some students are reluctant to see their family doctors and use their parent's insurance for needed services, such as prescriptions for contraceptives or testing for sexually transmitted diseases.

Mrs. Wienke and Mr. Adams expressed concern about ensuring that evening students and those attending the Palmdale Center are given sufficient access to the services for which they would be paying. Ms. Govin and Mr. Buffalo spoke in favor of instituting the fee.

G. Communication No. 141-2011/12-AS, Approval of Construction Change Directive with Santa Clarita Concrete for Additional Concrete Work for New Site Lighting – Health and Sciences Building Project

On a motion by Mr. Stults, seconded by Mr. Seefus, the Board of Trustees authorized the Vice President of Administrative Services to approve the construction change directive to Santa Clarita Concrete. Advisory vote: in favor. Motion carried (4/0) with Mr. Buffalo absent for the vote.

H. Communication No. 142-2011/12-AS, Approval of Construction Change Directives with Tri-Power Electric for Additional Electrical Work for Building and Site Requirements – Health and Science Building Project

On a motion by Mr. Seefus, seconded by Mr. Stults, the Board of Trustees authorized the Vice President of Administrative Services to approve the construction change directives to Tri-Power Electric, Inc. Advisory vote: in favor. Motion carried (4/0) with Mr. Buffalo absent for the vote.

I. Communication No. 143-2011/12-AS, Approval of Construction Change Directive with Xcel Mechanical Systems, Inc. for HVAC Changes Required to Support Proposed Virtual Science Lab – Health and Sciences 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 Xcel Mechanical Systems. Advisory vote: in favor. Motion carried (4/0) with Mr. Buffalo absent for the vote.

J. Communication No. 144-2011/12-AS, Authorization to Award Contract to Aloha Cable Corporation dba Cablemasters for Wired and Wireless Network – Health and Sciences Building Project

On a motion by Mr. Seefus, seconded by Mr. Stults, the Board of Trustees authorized the Vice President of Administrative Services to award a contract to Aloha Cable Corporation dba CableMasters. Advisory vote: in favor. Motion carried (4/0) with Mr. Buffalo absent for the vote.



K. Communication No. 145-2011/12-AS, Authorization to Award Contract to First Fire Systems, Inc. for Audio Visual Systems – Health and Sciences Building Project

On a motion by Mr. Seefus, seconded by Mr. Stults, the Board of Trustees authorized the Vice President of Administrative Services to award a contract to First Fire Systems, Inc. Advisory vote: in favor. Motion carried unanimously (5/0).

L. Communication No. 146-2011/12-AS, Approval of Contract with Crowe Horwath for Auditing Services

On a motion by Mr. Seefus, seconded by Mr. Buffalo, the Board of Trustees authorized the Vice President of Administrative Services to enter into an agreement with Crowe Horwath to perform audit services for the 2011-2012 fiscal year, with four additional option years. Advisory vote: in favor. Motion carried unanimously (5/0).

M. Communication No. 147-2011/12-HR, Rescission of March 15<sup>th</sup> Notice for Specified Educational Administrator

On a motion by Mr. Stults, seconded by Mr. Buffalo, the Board of Trustees authorized the President to send a notice of layoff rescission to the employee holding the position cited in the communication. Advisory vote: in favor. Motion carried unanimously (5/0).

Antelope Valley College Foundation Director, Chief Financial Officer, and Finance Committee Chair Shirley Sayles detailed the increasing contributions of the Antelope Valley College Foundation to the district and its students. On behalf of Foundation President Lena Grand-Weber, she asked that the Board of Trustees agree to meet with the Antelope Valley College Foundation Executive Committee to conduct joint planning and to allow the Foundation to better understand the college's plan for handling budget reductions. Mrs. Wienke indicated that the Board of Trustees has asked Dr. Fisher to set up a joint meeting in response to Ms. Grand-Weber's request.

Dr. Gilbert Snow, Antelope Valley College Foundation Director, called for the Board of Trustees to have a strong, ongoing, and consistent commitment to the Antelope Valley College Foundation in order to give donors confidence that funds will be handled properly.

N. Communication No. 148-2011/12-SSV, Approval of Change of Withdrawal Date

On a motion by Mr. Adams, seconded by Mr. Seefus, the Board of Trustees approved the withdrawal date for credit course enrollment to the day before the census date. Advisory vote: in favor. Motion carried unanimously (5/0).

**XV. INFORMATIVE REPORTS**

A. Informative Report No. 11-2011/12-IR/AS, Campus Wireless Access Feasibility

Director of Information Services Calvin Madlock provided an update regarding the campus wireless project. He stated that the Health and Science Building will have wireless access when it opens, and a site survey is underway to determine the feasibility of expanding access to other buildings. Mr. Madlock advised that a full report will be available at the July 9, 2012, meeting.

B. Informative Report No. 12-2011/12-IR/AS, Proposed Revision of Board Policy 5550 Speech: Time, Place, and Manner and Revision of Administrative Procedure 2510 Participation in Local Decision Making

Dr. Fisher presented the revision to the administrative procedure regarding participatory governance and advised that the proposed changes to the board policy governing free speech will be submitted for approval at the May 14, 2012, meeting. Mr. Seefus asked that Dr. Fisher provide clarification regarding the references to hate speech in the policy prior to the next meeting.

C. Informative Report No. 13-2011/12-IR/AS, Citizens' Oversight Committee Annual Report

The report was presented earlier in the meeting (see page 111, item XI.C. Presentations).

**XVI. REPORTS/ANNOUNCEMENTS**

A. Academic Senate

Academic Senate President Christos Valiotis thanked the Board of Trustees for rescinding the March 15<sup>th</sup> letter and for supporting the student health fee. He noted that Academic Senate President Elect Maria Clinton will be attending the statewide Academic Senate's spring plenary session; invited trustees to attend the first Science, Technology, Engineering, and Math (STEM) symposium on May 11, 2012, at the John P. Eliopoulos Hellenic Center; and announced that the college will host a Science Olympiad on May 12, 2012.

B. Employee Organizations

1. Antelope Valley College Federation of Teachers (AVCFT)

Dr. Susan Lowry, Antelope Valley College Federation of Teachers President, reported that faculty members are concerned about the workload of the deans as well as supervision by deans who have no experience in the discipline they are overseeing. Mrs. Wienke responded that the deans' workload remains an area of concern to the Board, however, union salary concessions would be required to



allow any additional hiring. Dr. Lowry also reported plans to send members to the statewide convention and regional workshops.

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

Antelope Valley College Federation of Classified Employees President Pamela Ford praised the process used during mediation recently and suggested that the mediator provide training to the negotiating teams and trustees to improve communication and decision making. Ms. Ford expressed concern about whether the district is following its procedures in connection with the Vice President Administrative Services hiring committee and spoke against the Board of Trustees responding to budget reductions by cutting specific positions, rather than having all employees contribute to the solution.

▪ Consideration and Public Notice of Antelope Valley College Federation of Classified Employees Proposal to the Antelope Valley Community College District - 2011-2012 Collective Bargaining Agreement Reopeners

Mrs. Wienke announced that pursuant to administrative procedure 2610, the public shall have an opportunity to respond to the exclusive representative's initial proposal at the next Board meeting. The opportunity for public response will appear on the regular agenda and shall be taken in accordance with the Board's policies regarding speakers.

Ms. Ford "sunshined" the union's proposal for collective bargaining agreement reopeners, noting that the items are continued from last year.

C. Confidential/Management/Supervisory (CMS) Employees

Confidential/Management/Supervisory (CMS) group representative Cynthia Hoover had no report.

D. Associated Student Organization (ASO)

Associated Student Organization (ASO) President Terrance Myers thanked the Board for allowing continued operation of the pool through the fall semester, praised the students who researched the implementation of the student health fee, and announced that students attended a national leadership conference in Boston.

E. Antelope Valley College Foundation

Executive Director of Institutional Advancement and Foundation Bridget Razo thanked the Board of Trustees for rescinding the layoff notice, provided an update regarding funds raised and support provided to the college, and noted that the Antelope Valley College Foundation sponsored the VIP reception at the Jeffrey Siegel Steinway performance, arranged for a sponsor to support the Job Fair, is working on a

renewal of the Kaiser grant for mental health services, and is researching Ventura Collège's marketplace program, which produces \$1.5 million in revenue annually.

F. Office of Academic Affairs and Student Services

Dr. Karen Cowell, Dean of Health Sciences, reported that recent guest lecturers from Mercedes praised the college's Auto Body students. She also mentioned that the nursing grants will end June 30.

G. Office of Administrative Services

Interim Vice President of Administrative Services Tom Brundage was not in attendance.

H. Office of Human Resources

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

I. Office of Superintendent

Dr. Jackie L. Fisher, Sr., Superintendent/President, distributed information regarding redevelopment funding. He noted that funding will continue, but will no longer be funneled through redevelopment agencies. Dr. Fisher also advised that a town hall meeting on the budget will be held April 19, 2012, at 2:00 p.m. in the Performing Arts Theater.

J. Board Members

Ms. Govin stated that students share the belief that no particular group should suffer disproportionately due to the budget reductions, but rather that all should share the pain. She made positive comments regarding the rescission of the layoff notice and thanked the students who worked on the student health fee presentation.

Mr. Stults expressed support for the foundation and hope that the Board's action to rescind the layoff notice would reassure potential donors.

Mr. Buffalo asked that trustees receive an update regarding resolution of priority registration issues. He stated with regard to budget reductions that trustees would like to see employees absorb an across the board cut and recommended that everyone contact legislators to advocate for increased funding.

Mr. Seefus commended Mr. Ellison for the student health fee presentation and stated that he does not believe that an across the board cut is the best way to proceed. He commented that the Board at times has to make decisions that are controversial and that not everyone will support.



Mr. Adams commented that he prefers to see every group take a proportionate cut. He noted that the district has already made the easy cuts as well as the medium hard cuts, and if groups are not cut evenly, there will be protests.

1. Development of Board Goal for 2012-2013 Budget Process

Mrs. Wienke indicated that the Board of Trustees will discuss budget reduction mitigation guidelines at the next meeting.

**XVII. DATE OF NEXT MEETING**

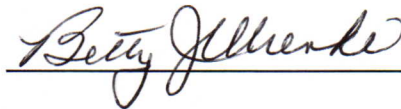
Mrs. Wienke announced that the Board of Trustees will schedule a special meeting with the Antelope Valley College Foundation Executive Committee. She stated that the next regular meeting of the Board of Trustees will be held Monday, May 14, 2012. After opening public session in Room A 140 at 5:30 p.m., 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**

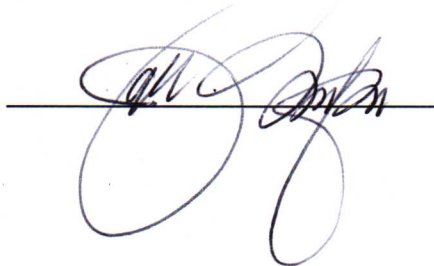
President Wienke adjourned the meeting at 8:53 p.m.

Approved by Board of Trustees  
May 14, 2012

Respectfully submitted,

  
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President

  
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Jackie L. Fisher, Sr., Secretary

  
\_\_\_\_\_  
Clerk