

**ANTELOPE VALLEY COMMUNITY COLLEGE DISTRICT
Lancaster, California
ORGANIZATIONAL AND REGULAR MEETING OF THE BOARD OF TRUSTEES
December 14, 2009**

I. CALL TO ORDER

The organizational and regular meeting of the Board of Trustees of Antelope Valley Community College District was held on Monday, December 14, 2009, at Antelope Valley College, 3041 West Avenue K, Lancaster, California. Mr. Jack Seefus, President, called the meeting to order at 5:30 p.m. in Room A140, Administration Building.

II. ATTENDANCE

Board Members Present

Jack Seefus, President
Betty Wienke, Vice President
Steve Fox, Clerk
Steve Buffalo
Earl Wilson

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 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. 6-2009/10-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 Seefus reconvened the meeting in Room SSV 151, Student Services Building, at 6:30 p.m.

VI. ATTENDANCE

Board Members Present

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

College Staff/Representatives Present

Jackie L. Fisher, Sr.
Rosa Hall
Sharon Lowry
Shane Turner
Deborah Wallace
Bridget Razo
Christos Valiotis

Board Members Absent

David Brown, Student Trustee

Heidi Preschler
Pamela Ford
Jonmmica Walter (for Curtis Smith)

- 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. Buffalo, seconded by Mrs. Wienke, the meeting agenda was approved with a correction to agenda item XI.A. to read “Election of Officers for the Period of December ~~14~~ 15, 2009, through December 15, 2010.” Motion carried unanimously (4/0).
- IX. OPEN FORUM ON NON-AGENDA ITEMS** – Gary Stephens, Sr. spoke out against the basketball program, the head basketball coach, and the dean of PE/Athletics. He alleged that his son had been subject to name calling, was denied his per diem, and was not assessed academically.
- X. ADMINISTRATION OF OATH OF OFFICE** – State Assemblymember Steve Knight administered the Oath of Office to newly elected board member Michael R. Adams and newly reelected board members Steve Buffalo and Betty Wienke.
- XI. BOARD ORGANIZATIONAL BUSINESS**

A. Election of Officers for the Period of December 14, 2009, through December 15, 2010

Mr. Wilson moved, Mrs. Wienke seconded, that Mr. Buffalo be elected to serve as President. Motion carried unanimously (5/0).

Mr. Buffalo moved, Mr. Wilson seconded, that Mr. Wilson be elected to serve as Vice President. Motion carried unanimously (5/0).

Mr. Adams moved, Mr. Buffalo seconded, that Mrs. Wienke be elected to serve as Clerk. Motion carried unanimously (5/0).

The newly elected officers will serve from December 14, 2009, until new officers are elected at the organizational meeting in December of 2010. Mr. Buffalo was seated as President. Dr. Fisher presented a gift to Mr. Seefus in appreciation of his year of service as Board President.

B. Selection of One Board Member to Represent the District in the Election of Members to the Los Angeles County Committee on School District Organization and Selection of One Board Member to Represent the District in the Los Angeles County School Trustees Association

Mr. Seefus moved, Mr. Adams seconded, that Mr. Wilson be selected to serve as the board's representative in the election of members to the Los Angeles County Committee on School District Organization and in the Los Angeles County School Trustees Association in 2010. Motion carried unanimously (5/0).

C. Selection of One Board Member to Represent the District in the Antelope Valley School Boards Association for 2010

Mrs. Wienke moved, Mr. Seefus seconded, that Mr. Wilson be selected to serve as the board's representative in the Antelope Valley School Boards Association in 2010. Motion carried unanimously (5/0).

D. Selection of Two Board Members to Represent the District on the Antelope Valley College Foundation Board of Directors for 2010

Mrs. Wienke moved, Mr. Seefus seconded, that Mr. Adams and Mr. Buffalo be selected to serve as the board's representatives on the Antelope Valley College Foundation Board of Directors for 2010. Motion carried unanimously (5/0).

E. Other Organizational Items

Dr. Jackie L. Fisher, Sr., Superintendent/President, presented the Organizational Meeting Report dated December 14, 2009. Mrs. Wienke made a motion to approve the following listed items A. through BB. The motion was seconded by Mr. Adams and carried unanimously (5/0).

A. Secretary to the Board

It is recommended that Jackie L. Fisher, Sr. be appointed Secretary to the Board for the period of December 15, 2009, through December 15, 2010. In the absence of the Superintendent/President, the administrative cabinet officers serve as acting Secretary to the Board of Trustees of the Antelope Valley Community College District in the following sequence of authority:

Rosa Hall, Sharon Lowry, Michael Shane Turner, Deborah Wallace

B. Authorization to Sign "A" and "B" Warrants and Other Documents

It is recommended that Jackie L. Fisher, Sr., District Superintendent; Deborah Wallace, Vice President Business Services; Michael Shane Turner, Vice President Human Resources; Rosa Hall, Vice President Student Services; and Sharon Lowry, Vice President Academic Affairs, be authorized to sign "A" and "B" warrants and other documents as authorized by the Board of Trustees for the

period December 15, 2009, through December 15, 2010, one signature only being required.

It is recommended that Deborah Wallace, Vice President Business Services; Diana Keelen, Director of Business Services; and Kim Carlson, Categorical Accountant, be authorized to approve “B” warrants online for the period December 15, 2009, through December 15, 2010.

C. Signing of Reports

1. Certificate of Election of Secretary
2. Certification of Signatures

D. Time, Date, and Place of Board Meetings

It is recommended that the Board hold its regular meetings on the second Monday of each month, at 6:30 p.m. in Room SSV 151, Student Services Building, on the Antelope Valley College campus. If the second Monday of the month falls on a holiday, it is recommended that the Board hold its regular meeting on the second Tuesday of the month.

E. Order of Administrative Authority and Documents Authorized for Signature in the Absence of Superintendent/President

It is recommended that the Board establish a procedure for the appointment of an administrative cabinet officer to serve as acting Superintendent/President of the Antelope Valley Community College District in the absence of the Superintendent/President and that the Acting Superintendent/President be permitted to sign those documents authorized for signature of the Superintendent/President during his/her absence; it is further recommended that the following order of authority be followed for the period of December 15, 2009, through December 15, 2010:

Rosa Hall, Sharon Lowry, Michael Shane Turner, Deborah Wallace

F. Authority to Sign Contracts

It is recommended that the Board authorize the signature of administrative personnel on service contracts and contracts approved by the Board and that Jackie L. Fisher, Sr., Superintendent; Deborah Wallace, Vice President, Business Services; Michael Shane Turner, Vice President Human Resources; Rosa Hall, Vice President Student Services; and Sharon Lowry, Vice President Academic Affairs, be authorized to sign contracts during the period December 15, 2009, through December 15, 2010, one signature only being required.

G. Authority to Sign Purchase Orders

It is recommended that Jackie L. Fisher, Sr., Superintendent/President; Deborah Wallace, Vice President Business Services; Michael Shane Turner, Vice President Human Resources; Rosa Hall, Vice President Student Services; and Sharon Lowry, Vice President Academic Affairs, be authorized to sign purchase orders

for all District funds and accounts for the period December 15, 2009, through December 15, 2010, one signature only being required.

H. Signatures and Change Orders

It is recommended that the Board authorize signatures of administrative personnel on contract change orders previously approved by the Board and that Jackie L. Fisher, Sr., Superintendent/President; Deborah Wallace, Vice President Business Services; Michael Shane Turner, Vice President Human Resources; Rosa Hall, Vice President Student Services; and Sharon Lowry, Vice President Academic Affairs, be authorized to sign contract change orders during the period December 15, 2009, through December 15, 2010, one signature only being required.

I. Signatures on Notices of Employment and Authorization for Salary Payments

It is recommended that Jackie L. Fisher, Sr., Superintendent/President; Deborah Wallace, Vice President Business Services; Michael Shane Turner, Vice President Human Resources; Rosa Hall, Vice President Student Services; and Sharon Lowry, Vice President Academic Affairs, be authorized to sign Notices of Employment and Authorize Salary Payments during the period December 15, 2009, through December 15, 2010, one signature only being required.

J. Revolving Cash Fund - Antelope Valley Community College

It is recommended that the Board authorize Jackie L. Fisher, Sr., Superintendent/President; Deborah Wallace, Vice President Business Services; Michael Shane Turner, Vice President Human Resources; Rosa Hall, Vice President Student Services; Sharon Lowry, Vice President Academic Affairs; and Diana Keelen, Director of Business Services, to draw monies from and issue checks against funds on deposit during the period December 15, 2009, through December 15, 2010, one signature only being required.

K. District Auxiliary Services Fund - Antelope Valley Community College

It is recommended that the Board authorize Jackie L. Fisher, Sr., Superintendent/President; Deborah Wallace, Vice President Business Services; Michael Shane Turner, Vice President Human Resources; Rosa Hall, Vice President Student Services; Sharon Lowry, Vice President Academic Affairs; and Diana Keelen, Director of Business Services, to draw monies from and issue checks against funds on deposit during the period December 15, 2009, through December 15, 2010, any two signatures being required.

L. Fees and Deposits Account - Antelope Valley Community College

It is recommended that the Board authorize Jackie L. Fisher, Sr., Superintendent/President; Deborah Wallace, Vice President Business Services; and Michael Shane Turner, Vice President Human Resources; Rosa Hall, Vice President Student Services; and Sharon Lowry, Vice President Academic Affairs, to draw monies from and issue checks against funds on deposit during the period December 15, 2009, through December 15, 2010, any two signatures being required.

M. Authority to Collect and Deposit Monies - General Funds

It is recommended that Deborah Wallace, Vice President Business Services, be charged with the duty of collecting all monies due to the District General Funds, Special Funds, and Accounts of the District during the period December 15, 2009, through December 15, 2010, and that all District monies be deposited to the County Treasury.

N. Authority to Collect and Deposit Monies - Student Funds

It is recommended that Jill Zimmerman, Dean of Student Services, or Rosa Hall, Vice President Student Services, be charged with the duty of collecting all monies due to the Associated Students during the period December 15, 2009, through December 15, 2010.

O. Associated Student Organization Bank Account

It is recommended that the Board authorize Jackie L. Fisher, Sr., Superintendent/President; Jill Zimmerman, Dean of Student Services; Deborah Wallace, Vice President Business Services; Rosa Hall, Vice President Student Services; and the Associated Student Organization President and Treasurer, to draw monies from and issue checks against any funds of the Associated Student Organization on deposit during the period December 15, 2009, through December 15, 2010, any one administrative officer and any one Associated Student Organization officer signature being required.

P. Authority to Collect and Deposit Monies for Bookstore and Cafeteria; and Bookstore and Cafeteria Funds

It is recommended that Deborah Wallace, Vice President Business Services; Dawn McIntosh, Auxiliary Services Director; David Moyer, Bookstore Operations Supervisor; or Debra Smith, Food Service Supervisor, be charged with the duty of collecting all monies due the Bookstore and Cafeteria during the period December 15, 2009, through December 15, 2010.

It is recommended that the Board authorize Jackie L. Fisher, Sr., Superintendent/President; Dawn McIntosh, Auxiliary Services Director; David Moyer, Bookstore Operations Supervisor; Debra Smith, Food Service Supervisor, Deborah Wallace, Vice President Business Services; Sharon Lowry, Vice President Academic Affairs; and Diana Keelen, Director of Business Services, to draw monies from and issue checks against any funds of the Marauder Bookstore and Cafeteria of Antelope Valley College on deposit during the period December 15, 2009, through December 15, 2010, any two signatures being required.

Q. Community Education Funds

It is recommended that the Board authorize Deborah Wallace, Vice President Business Services; Sharon Lowry, Vice President Academic Affairs; Louis Tom O'Neil, Dean Business, Computer Studies, and Economic Development/Social and Behavioral Sciences; and Diana Keelen, Director of Business Services, to draw monies from and issue checks against any funds of the Community

Education of Antelope Valley College on deposit during the period December 15, 2009, through December 15, 2010, any two signatures being required.

R. Authorization to Sign for Federal and State Projects

It is recommended that the Board authorize Jackie L. Fisher, Sr., Superintendent/President; Deborah Wallace, Assistant Superintendent/Vice President Business Services; Michael Shane Turner, Assistant Superintendent/Vice President Human Resources; Rosa Hall, Assistant Superintendent/Vice President Student Services; and Sharon Lowry, Assistant Superintendent/Vice President Academic Affairs, to act as the official representatives of the District to sign in the name of the Board of Trustees all documents pertaining to P.L. 88-210, 90-576 (Vocational Education and Rehab. Acts); P.L. 88-452 (Economic Opp. Act); P.L. 92-318 (Veterans); Comprehensive Employment Training Act Titles I, II, and VI; Pell Grant; Federal College Work Study, and Supplemental Education Opportunity Grant, during the period December 15, 2009, through December 15, 2010, one signature only being required.

S. Negotiating Representatives

It is recommended that Jackie L. Fisher, Sr., Superintendent/President, Deborah Wallace, Vice President Business Services; Michael Shane Turner, Vice President Human Resources; Rosa Hall, Vice President Student Services; and Sharon Lowry, Vice President Academic Affairs, be appointed as representatives of the Board for collective bargaining and in negotiations for salary, fringe benefit, and working condition sessions conducted with employees of the District for the period December 15, 2009, through December 15, 2010.

T. Student Services Scholarship and Loan Fund and EOPS/CARE Student Loan Fund

It is recommended that the Board authorize: (1) Jackie L. Fisher, Sr., Superintendent/President; Rosa Hall, Vice President Student Services; Deborah Wallace, Vice President Business Services; Jill Zimmerman, Dean of Student Development and Services; and Diana Keelen, Director of Business Services, to draw monies from and issue checks against any funds of the Student Services Scholarship and Loan Fund and Student Financial Aid Account on deposit with Bank of America for the period December 15, 2009, through December 15, 2010, any two signatures being required; and (2) Jackie L. Fisher, Sr., Superintendent/President; Rosa Hall, Vice President Student Services; and Roslyn Haley, Dean of Counseling and Matriculation, to draw monies from and issue checks against any funds of the EOPS/CARE Student Loan Fund on deposit for the period December 15, 2009, through December 15, 2010, any two signatures being required.

U. Authority to Collect and Deposit Monies - Student Financial Aid Funds (Grants)

It is recommended that the Board authorize Jackie L. Fisher, Sr., Superintendent/President; Deborah Wallace, Vice President Business Services; Rosa Hall, Vice President Student Services; and Diana Keelen, Director of

Business Services, to draw monies from and issue checks against funds of the Student Financial Aid Grant accounts during the period December 15, 2009, through December 15, 2010, one signature only being required.

V. Certification of Data Requested by Governmental Entities

It is recommended that the Board authorize Jackie L. Fisher, Sr., Superintendent/President; Deborah Wallace, Vice President Business Services; Michael Shane Turner, Vice President Human Resources; Rosa Hall, Vice President Student Services; and Sharon Lowry, Vice President Academic Affairs, to supply information, furnish documentation and certification requested by governmental entities (e.g. California Community Colleges, California Postsecondary Education Commission, Department of Finance, Legislative Analyst, California Legislature, and Los Angeles County Superintendent of Schools).

W. Presentation and Consideration of Claims

It is recommended that any claims against the District be filed with Deborah Wallace, Vice President Business Services, pursuant to Government Code Chapter 2, Article 1, Section 910 through 915.4.

X. Authorization for Board of Trustee Members to Attend Meetings and Conferences

It is recommended that the Board authorize attendance and reimbursement for travel and necessary expenses for Board of Trustee members: Michael R. Adams, Steve Buffalo, Jack Seefus, Betty J. Wienke, and Earl J. Wilson at meetings and conferences held by the following organizations, other appropriate meetings and conferences, and other related college activities for the period December 15, 2009, through December 15, 2010:

American Association of Community Colleges
Antelope Valley School Boards Association
Association of Community College Trustees
California School Boards Association
Community College League of California
Los Angeles County School Trustees Association

Y. Authorization for Superintendent to Attend Meetings and Conferences

It is recommended that the Board authorize Jackie L. Fisher, Sr., Superintendent/President, to attend meetings called by the Board of Governors or the Chancellor of the California Community Colleges, Community College League of California, Coalition of Mid-Sized Community College Districts, School Employers Association, Los Angeles County Superintendent of Schools, California School Boards Association, Association of California Community College Administrators, American Association of Community Colleges, Association of Community College Trustees, League for Innovation in the Community College, other related professional association meetings, hearings and sessions of the California Legislature related to legislation that affects the College, and Antelope Valley community and service organizations; and conduct

visits to other institutions of higher education to review programs and facilities and to meet with professional staff members regarding such activities, all such meetings with no loss of salary and necessary expenses paid, pursuant to Administrative Rules and Regulations No. 3545.3, for the period December 15, 2009, through December 15, 2010.

Z. Authorization to Approve Conference Attendance and Travel Expense

It is recommended that the Board authorize the Superintendent/President or his/her designee to approve in advance attendance and necessary travel expenses for staff members within the limits established by the operating budget for the period December 15, 2009, through December 15, 2010.

AA. Signatures on Deeds and Related Documents

It is recommended that Jackie L. Fisher, Sr., Superintendent/President, and Deborah Wallace, Vice President Business Services, be authorized to sign deeds and related documents on behalf of Antelope Valley Community College District during the period December 15, 2009, through December 15, 2010, one signature only being required.

BB. Faculty Seniority and Classified Seniority Certificate of Deposit Accounts

It is recommended that the Board authorize Deborah Wallace, Vice President Business Services, and Diana Keelen, Director of Business Services, to draw monies from and issue checks against funds on deposit during the period December 15, 2009, through December 15, 2010, one signature only being required.

XII. EMPLOYEE RECOGNITION

Board President Buffalo; Dr. Fisher; Dr. Roslyn Haley, Dean of Counseling and Matriculation; and Gary Roggenstein, Extended Opportunity Programs and Services (EOPS) Director, presented certificates of recognition to EOPS Specialist Yvette Petrin and Counselor Dietra Jackson for their dedication to EOPS students. Mr. Roggenstein noted that Ms. Petrin has served EOPS students for 23 years, while Ms. Jackson, who was once an EOPS student herself, has served 20 years. Dr. Fisher called the work of both “outstanding” and praised Ms. Jackson as a role model for students and Ms. Petrin as the linchpin of the program.

XIII. SABBATICAL LEAVE REPORT

Computer Information Systems instructor John Burns presented a report regarding his spring 2009 sabbatical. He provided an overview of the evolution of computer networks and discussed his work with allconnected.com and its technicians. Mr. Burns indicated that the sabbatical helped him to update his networking knowledge, write a new course, revise a course, and change the district’s networking certificate to be more relevant.

XIV. REPORT OF CLOSED SESSION ACTION

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

- On a 4/0 vote, the Board of Trustees approved appointment and payment for supplementary services of academic faculty; reclassification and placement on 39-month reemployment list of classified personnel; employment of student assistants and short-term hourly staff; and appointment of volunteers as listed on Personnel Schedule No. 6-2009/10-PS pages 6.1 through addendum.

***XV. APPROVAL OF THE CONSENT AGENDA**

- * A. Minutes of the November 9, 2009, Regular Meeting of the Board of Trustees
- * B. Minutes of the November 23, 2009, Special Meeting of the Board of Trustees
- * C. Purchase Order Schedule 6-2009/10-PO
- * D. Travel Authorization No. 6-2009/10-T
- * E. Cafeteria Report No. 6-2009/10-C
- * F. Bookstore Report 6-2009/10-B
- * G. Auxiliary Services Fund Financial Statement No. 6-2009/10-AS/FS
- * H. Antelope Valley College Financial Statement 6-2009-2010 F/S
- * I. Measure R – General Obligation Bond - Expenditures Recap
- * J. Interfund Transfer Request I/F-4-2009-2010
- * K. Consent Communication 38-2009/10-CC/BS, Authorization to File Notice of Completion and Resolution of Acceptance on the Agriculture Labs Project – Communication Work – Black Box Network - Project Bid # AVC 2007/2008-6
- * L. Consent Communication 39-2009/10-CC/BS, Authorization to File Notice of Completion and Resolution of Acceptance on the Agriculture Labs Project – Asphalt Paving Work – Granite Construction - Project Bid # AVC 2007/2008-6
- * M. Consent Communication 40-2009/10-CC/BS, Authorization to File Notice of Completion and Resolution of Acceptance on the Agriculture Labs Project – Janitorial Work – Quality and Maintenance - Project Bid # AVC 2007/2008-6
- * N. Consent Communication 41-2009/10-CC/BS, Authorization to File Notice of Completion and Resolution of Acceptance on the Agriculture Labs Project – Finish Carpentry Work – Raymond Cowden - Project Bid # AVC 2007/2008-6
- * O. Consent Communication 42-2009/10-CC/BS, Authorization to File Notice of Completion and Resolution of Acceptance on the Maintenance & Operations and Non-DSA Agriculture Buildings Project – Acoustical Ceilings Work – Preferred Ceilings - Project Bid # AVC 2007/2008-6
- * P. Consent Communication 43-2009/10-CC/BS, Ratification of Construction Change Directives per Board Resolution No. 2-2009/2010 for West Campus Expansion Project
- * Q. Consent Communication 44-2009/10-CC/BS, Ratification of Construction Change Directives per Board Resolution No. 2-2009/2010 for Auto Body Shop Project
- * R. Consent Communication 45-2009/10-CC/BS, Ratification of Construction Change Directives per Board Resolution No. 2-2009/2010 for Theater Arts Facility Project
- * S. Consent Communication 46-2009/10-CC/BS, Ratification of Construction Change Directives per Board Resolution No. 2-2009/2010 for Agriculture Lab Project

- * T. Consent Communication 47-2009/10-CC/BS, Ratification of Construction Change Directives per Board Resolution No. 2-2009/2010 for Campus Infrastructure Project
- * U. Consent Communication 48-2009/10-CC/BS, Ratification of Construction Change Directives per Board Resolution No. 2-2009/2010 for Radiation Technology Laboratory Project

Mrs. Wienke moved, Mr. Seefus seconded, that the Board of Trustees approve the consent agenda items. Motion carried unanimously (5/0).

XVI. ACTION ITEMS

A. Communication No. 115-2009/10-S, Accreditation – Discussion of Accreditation Standard IV.B.1.a. and b.

On a motion by Mrs. Wienke, seconded by Mr. Seefus, the Board of Trustees reaffirmed board policies related to standard IV.B.1.a. and b. Motion carried unanimously (5/0).

B. Communication No. 116-2009/10-S, Resolution of the Board of Trustees of the Antelope Valley Community College District Regarding Education Code No. 72024, Compensation for Absence – Member of the Board of Trustees

On a motion by Mrs. Wienke, seconded by Mr. Seefus, the Board of Trustees approved the resolution to compensate student trustee Brown for his absence from the November 9, 2009, meeting due to illness. Motion carried unanimously (5/0).

C. Communication No. 117-2009/10-AA, New and Revised Courses

On a motion by Mr. Seefus, seconded by Mrs. Wienke, the Board of Trustees approved the new courses as described in exhibit A. Motion carried unanimously (5/0).

D. Communication No. 118-2009/10-AA, Affiliation Agreement between Antelope Valley Community Clinic and Antelope Valley Community College District

On a motion by Mrs. Wienke, seconded by Mr. Seefus, the Board of Trustees approved the agreement with Antelope Valley Community Clinic. Motion carried unanimously (5/0).

E. Communication No. 119-2009/10-AA, Affiliation Agreement between Lancaster Adult Day Health Care and Antelope Valley Community College District

On a motion by Mr. Seefus, seconded by Mrs. Wienke, the Board of Trustees approved the agreement with Lancaster Adult Day Health Care. Motion carried unanimously (5/0).

- F. Communication No. 120-2009/10-AA, Memorandum of Understanding between SEIU-United Healthcare Workers-West and Joint Employer Education Fund and Antelope Valley Community College District

On a motion by Mrs. Wienke, seconded by Mr. Wilson, the Board of Trustees approved the memorandum of understanding between SEIU-United Healthcare Workers-West and Joint Employer Education Fund and Antelope Valley Community College District. Motion carried unanimously (5/0).

- G. Communication No. 121-2009/10-AA, Amendment to 2009/2010 Local Agreement for Child Development Services – State Preschool Program

On a motion by Mr. Seefus, seconded by Mrs. Wienke, the Board of Trustees approved the agreement amendment with the California State Department of Education. Motion carried unanimously (5/0).

- H. Communication No. 122-2009/10-HR, Documents for Classification and Permanent Destruction

On a motion by Mr. Wilson, seconded by Mrs. Wienke, the Board of Trustees agreed to the disposal of Class 3 Human Resources documents. Motion carried unanimously (5/0).

- I. Communication No. 123-2009/10-BS, Approval of Construction Change Directive for Campus Infrastructure Project – Taft Electric Co.

On a motion by Mrs. Wienke, seconded by Mr. Seefus, the Board of Trustees approved the construction change directive for the Campus Infrastructure project. Motion carried unanimously (5/0).

- J. Communication No. 124-2009/10-BS, Approval of Construction Change Directive for West Campus Expansion Project – Granite Construction

On a motion by Mr. Seefus, seconded by Mrs. Wienke, the Board of Trustees approved the construction change directive for the West Campus Expansion project. Motion carried unanimously (5/0).

- K. Communication No. 125-2009/10-HR, Approval of Memorandum of Understanding between Antelope Valley Community College District (AVCCD) and Antelope Valley College Federation of Classified Employees (AVCFCE) Regarding the December 23 Holiday and Approval of MOU between the AVCCD, the Antelope Valley College Federation of Teachers, and the AVCFCE Regarding the 2010/2011 Academic Year Calendar

On a motion by Mrs. Wienke, seconded by Mr. Wilson, the Board of Trustees agreed to the additional full day staff holiday and the 2010/2011 academic year calendar. Motion carried unanimously (5/0).

- L. Communication No. 126-2009/10-AA, Memorandum of Understanding between California Institute for Nursing and Health Care and Antelope Valley Community College District

On a motion by Mr. Seefus, seconded by Mrs. Wienke, the Board of Trustees approved the memorandum of understanding with California Institute for Nursing and Health Care. Motion carried unanimously (5/0).

- M. Communication No. 127-2009/10-AA, Affiliation Agreement between Ridgecrest Regional Hospital and Antelope Valley Community College District

On a motion by Mrs. Wienke, seconded by Mr. Seefus, the Board of Trustees approved the agreement with Ridgecrest Regional Hospital. Motion carried unanimously (5/0).

- N. Communication No. 128-2009/10-AA, Agreement with Coffee House Ideas and Antelope Valley Community College District – SB70 Grant Career Technical Education Website

On a motion by Mrs. Wienke, seconded by Mr. Seefus, the Board of Trustees approved the agreement with Coffee House Ideas. Motion carried unanimously (5/0).

- O. Communication No. 129-2009/10-SSV, CalWORKs Work Study Contract between Antelope Valley College and the South Bay Workforce Investment Board

On a motion by Mrs. Wienke, seconded by Mr. Seefus, the Board of Trustees approved the contract with the South Bay Workforce Investment Board. Motion carried unanimously (5/0).

- P. Communication No. 130-2009/10-BS, Approval of Construction Change Directive for West Campus Expansion Project – CSI Electric Contractors (Baseball Stadium – Press Box ADA Access)

On a motion by Mrs. Wienke, seconded by Mr. Seefus, the Board of Trustees approved the construction change directive for the West Campus Expansion project. Motion carried unanimously (5/0).

- Q. Communication No. 131-2009/10-BS, Approval of Construction Change Directive for West Campus Expansion Project – CSI Electric Contractors (Baseball Stadium – Utility Boxes and Electrical Services to Equipment)

On a motion by Mrs. Wienke, seconded by Mr. Adams, the Board of Trustees approved the construction change directive for the West Campus Expansion project. Motion carried unanimously (5/0).

- R. Communication No. 132-2009/10-BS, Approval of Memorandum of Understanding between Antelope Valley Community College District and the Antelope Valley College Federation of Classified Employees Regarding Suspension of the Reclassification/Salary Study for Fiscal Year 2010-2011

On a motion by Mrs. Wienke, seconded by Mr. Seefus, the Board of Trustees agreed to the suspension of the reclassification salary study for fiscal year 2010-2011. Motion carried unanimously (5/0).

XVII. INFORMATION ITEMS

- A. Informative Report No. 10-2009/10-IR/S (Superintendent), Proposed New and Revised Board Policies (BP) and Administrative Procedures (AP): AP 2510 Participation in Local Decision Making, AP 3506 Campus and Site Closures and Reopenings, BP and AP 3550 Drug Free Environment and Drug Prevention Program, BP and AP 4225 Course Repetition, and AP 4227 Repeatable Courses

Dr. Fisher presented proposed new and revised board policies and administrative procedures. He advised that the proposed changes were reviewed by the College Coordinating Council as well as administrators and other campus committees affected by the changes.

- B. Informative Report No. 11-2009/10-IR/HR (Human Resources), Transfer of Funding of the Computer Services Technician Positions in the Information Technology Services Department

Vice President of Human Resources and Employee Relations Shane Turner presented the agreement with the classified union to allow one position in the Information Technology Services Department to be reduced to half time and another to be increased to full time.

XVIII. REPORTS/ANNOUNCEMENTS

- A. Academic Senate – Academic Senate President Christos Valiotis welcomed Mr. Adams, provided information regarding issues under discussion at the recent state Academic Senate meeting, and advised that Child Development/Early Childhood Education instructor Melanie Parker has been nominated for the Hayward Award for Excellence in Education.

- B. Employee Organizations

1. Antelope Valley College Federation of Teachers (AVCFT)

Antelope Valley College Federation of Teachers President Heidi Preschler congratulated and welcomed the board members sworn in earlier in the meeting.

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

Antelope Valley College Federation of Classified Employees President Pamela Ford congratulated the newly elected and reelected trustees and announced that the union's elections have been delayed until January.

3. Confidential/Management/Supervisory (CMS) Employees

CMS group representative Terry Cleveland reported that CMS employees have selected Senior Administrative Assistant Judy Caban to serve as representative to the Strategic Planning and Budget Committee. In addition, he reported that 93.8% of CMS members have completed the professional development survey and that a subcommittee has been formed to review the board policy and administrative procedure concerning CMS employees.

C. Associated Student Organization (ASO)

ASO Vice President of Student Services Jonmmica Walter reported that two vice presidents and two senators attended the recent Student Senate for California Community Colleges Region 6 meeting.

D. Antelope Valley College Foundation

Executive Director of Advancement and Foundation Bridget Razo was not in attendance.

E. Office of Academic Affairs

Vice President of Academic Affairs Sharon Lowry made positive comments regarding the recent Madrigal dinner, presentation by Poet Laureate and Antelope Valley College graduate Kay Ryan, and nursing pinning ceremony. She announced that the Antelope Valley Symphony Orchestra and Master Chorale are scheduled to appear at the Lancaster Performing Arts Center on December 19, 2009; Dr. David Newby has been selected to receive the Louis V. Bozigian Gift of the Arts Award by the Lancaster City Council; and an Antelope Valley College student was selected for a scholarship to study abroad in Spain. Ms. Lowry encouraged trustees to respond to the draft of accreditation self study standard IV when it is sent to the campus early in January 2010.

F. Office of Business Services

Vice President of Business Services Deborah Wallace reported that the auditors indicated that the district has made great strides; the Governor will release his proposed budget on January 8, 2010; the campus is preparing for a total shutdown from December 23, 2009 – January 3, 2010; and negotiations continue with Southern California Edison to defer cash payments on the under billing.

G. Office of Human Resources

Mr. Turner advised that staff worked with the AVCFT to update the faculty seniority list. He also reported that a written combined space plan is finished and equipment ordered.

H. Office of Student Services

Dr. Rosa Hall, Vice President of Student Services, welcomed newly sworn in trustees; thanked Director of Auxiliary Services Dawn McIntosh and Dean of Student Development and Services Dr. Jill Zimmerman for their work on the employee holiday party; and made positive comments about staff donations at the party that helped several local charitable organizations.

I. Office of Superintendent

Dr. Fisher thanked union leadership for their financial support of the holiday party and announced that the women's basketball tournament will be held December 17 – 19, 2009; the college was selected for the community hero award by Valley Oasis Shelter; and the Antelope Valley Board of Trade Outlook Conference will feature commentator and columnist Dan Walters. He invited board members to tour the new additions to the district's Palmdale site and indicated that a presentation regarding Palmdale campus planning will be given at the next Board of Trustees meeting.

J. Board Members

Mr. Adams stated that he is happy to return to the board and looks forward to the challenges ahead. He thanked those who supported his campaign.

Mrs. Wienke thanked her campaign supporters and remarked that she is looking forward to the next four years.

Mr. Wilson welcomed new and returning board members, mentioned that he tries to attend as many events on campus as possible, and wished everyone happy holidays.

Mr. Buffalo commented that though the district is facing tough and trying times, this is a good Board that will do a great job by working together. He noted that almost half of the nursing students at the recent pinning ceremony hailed from the Palmdale area and complimented the Antelope Valley College Foundation holiday reception.

XIX. DATE OF NEXT MEETING

The next regular meeting of the Board of Trustees will be held Monday, January 11, 2010. After opening the public session in Room A140 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).

XX. ADJOURNMENT

President Buffalo adjourned the meeting at 7:50 p.m.

Approved by Board of Trustees
January 11, 2010

Respectfully submitted,

_____ President

Jackie L. Fisher, Sr., Secretary

_____ Clerk