

**ANTELOPE VALLEY COMMUNITY COLLEGE DISTRICT
Lancaster, California
REGULAR MEETING OF THE BOARD OF TRUSTEES
February 8, 2010**

I. CALL TO ORDER

The regular meeting of the Board of Trustees of Antelope Valley Community College District was held on Monday, February 8, 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

College Staff/Representatives Present

Jackie L. Fisher, Sr.

Rosa Hall

Sharon Lowry

Shane Turner

Deborah Wallace

Board Member Absent

Jack Seefus

**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. 8-2009/10-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 Buffalo reconvened the meeting in Room SSV 151, Student Services Building, at 6:34 p.m.

VI. ATTENDANCE

Board Members Present

Steve Buffalo, President

Earl Wilson, Vice President

Betty Wienke, Clerk

Michael R. Adams

David Brown, Student Trustee

College Staff/Representatives Present

Jackie L. Fisher, Sr.

Rosa Hall

Sharon Lowry

Shane Turner

Deborah Wallace

Board Members Absent
Jack Seefus

Bridget Razo
Christos Valiotis
Heidi Preschler
Pamela Ford
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 Mrs. Wienke, seconded by Mr. Adams, the meeting agenda was approved with a change to remove from consideration item XIII.G. Communication No. 151-2009/10-HR, Resolution Regarding Layoff of Police Officers. Student trustee’s advisory vote: in favor. Motion carried (4/0). Mr. Seefus absent.

IX. OPEN FORUM ON NON-AGENDA ITEMS – Student Shunnon Thomas expressed concern about the location planned for the permanent Palmdale campus, citing comments of community member Jason Zink at previous meetings regarding fault lines running through the site.

X. EMPLOYEE RECOGNITION

Superintendent/President Dr. Jackie L. Fisher, Sr. stated that the recognition of Counselor Dr. De’Nean Coleman-Carew would be postponed until the March meeting.

XI. PRESENTATION

A. Presentation of 2008-2009 Audit Report

Paul Messner of Messner & Hadley, LLP presented the 2008-2009 audit report. He thanked Business Services staff for their cooperation, explained the role of auditors, and highlighted the assets, revenues, expenses, liabilities, and findings detailed in the report.

Mr. Messner advised that the audit resulted in a “clean” opinion and explained that the opinion assures the board that the financial statements are materially correct. He stated that the figure for the district’s net assets is slightly lower than last year, but relatively stable. He also noted that there was only one finding this year, which was relatively minor.

Mrs. Wienke congratulated Vice President of Business Services Deborah Wallace and the Business Services staff for the best audit report she could recall.

XII. REPORT OF CLOSED SESSION ACTION

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

- On a 4/0 vote, with Mr. Seefus absent, the Board of Trustees unanimously approved appointment and payment for supplementary services of academic faculty; appointment and leave without pay of classified personnel; employment of short-term hourly staff and students; and appointment of volunteers as listed on Personnel Schedule No. 8-2009/10-PS pages 8.1 through 8.5.

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

- * A. Minutes of the January 11, 2010, Regular Meeting of the Board of Trustees
- * B. Purchase Order Schedule 8-2009/10-PO
- * C. Travel Authorization No. 8-2009/10-T
- * D. Cafeteria Report No. 8-2009/10-C
- * E. Bookstore Report 8-2009/10-B
- * F. Auxiliary Services Fund Financial Statement No. 8-2009/10-AS/FS
- * G. Antelope Valley College Financial Statement 8-2009-2010 F/S
- * H. Measure R – General Obligation Bond - Expenditures Recap
- * I. Associated Student Organization Financial Report 1-2009/10-ASO
- * J. Intrafund Transfer Request I/F-6-2009/2010
- * K. Request for Appropriation Change I/F-7-2009/10
- * L. Consent Communication 63-2009/10-CC/BS, Authorization to File Notice of Completion and Resolution of Acceptance on the Maintenance & Operations, Warehouse & Non-DSA Agriculture Buildings Project – Painting Work – Prime Painting - Project Bid # AVC 2007/2008-6
- * M. Consent Communication 64-2009/10-CC/BS, Authorization to File Notice of Completion and Resolution of Acceptance on the Maintenance & Operations, Warehouse & Non-DSA Agriculture Buildings Project – Plumbing Work – HPS Plumbing - Project Bid # AVC 2007/2008-6
- * N. Consent Communication 65-2009/10-CC/BS, Authorization to File Notice of Completion and Resolution of Acceptance on the Agriculture Labs Project – Plumbing Work – Bear State Plumbing - Project Bid # AVC 2007/2008-6
- * O. Consent Communication 66-2009/10-CC/BS, Authorization to File Notice of Completion and Resolution of Acceptance on the Agriculture Labs Project – Painting Work – Elite Painting - Project Bid # AVC 2007/2008-6
- * P. Consent Communication 67-2009/10-CC/BS, Authorization to File Notice of Completion and Resolution of Acceptance on the Agriculture Labs Project – Roofing Work – Garcia Roofing - Project Bid # AVC 2007/2008-6
- * Q. Consent Communication 68-2009/10-CC/BS, Authorization to File Notice of Completion and Resolution of Acceptance on the Agriculture Labs Project – Plumbing Work – HPS Plumbing - Project Bid # AVC 2007/2008-6
- * R. Consent Communication 69-2009/10-CC/BS, Authorization to File Notice of Completion and Resolution of Acceptance on the West Campus Expansion Project – Concrete Work – Asphalt Professionals - Project Bid # AVC 2007/2008-8
- * S. Consent Communication 70-2009/10-CC/BS, Ratification of Construction Change Directives per Board Resolution No. 2-2009/2010 for Campus Infrastructure Project
- * T. Consent Communication 71-2009/10-CC/BS, Ratification of Construction Change Directives per Board Resolution No. 2-2009/2010 for Auto Body Facility Project

- * U. Consent Communication 72-2009/10-CC/BS, Ratification of Construction Change Directives per Board Resolution No. 2-2009/2010 for Agriculture Lab Project
- * V. Consent Communication 73-2009/10-CC/BS, Authorization to File Notice of Completion and Resolution of Acceptance on the West Campus Expansion Project – Synthetic Field Turf System Work– Byrom Davey - Project Bid # AVC 2007/2008-8

Mr. Adams moved, Mr. Brown seconded, that the Board of Trustees approve the consent agenda items. Motion carried (4/0). Mr. Seefus absent.

XIV. ACTION ITEMS

A. Communication No. 145-2009/10-BS, Presentation of the 2008-2009 Audit Report

Ms. Wallace advised that the budget implications section of the communication should be corrected to reflect an audit contract cost of \$47,500, rather than \$51,000. On a motion by Mr. Adams, seconded by Mrs. Wienke, the Board of Trustees accepted the 2008-2009 Audit Report as presented for filing with the minutes of the February 8, 2010, Board of Trustees meeting with a correction to the audit contract cost. Advisory vote: in favor. Motion carried (4/0). Mr. Seefus absent.

B. Communication No. 146-2009/10-S, Accreditation – Discussion of Accreditation Standard IV.B.1.f.

On a motion by Mr. Adams, seconded by Mrs. Wienke, the Board of Trustees reaffirmed board policies related to standard IV.B.1.f. Advisory vote: in favor. Motion carried (4/0). Mr. Seefus absent.

C. Communication No. 147-2009/10-BS, Designation of Palmdale Center

On a motion by Mr. Adams, seconded by Mrs. Wienke, the Board of Trustees approved the designation of the Palmdale site as a grandfathered center. Advisory vote: in favor. Motion carried (4/0). Mr. Seefus absent.

D. Communication No. 148-2009/10-AA, Local Agreement for Child Development Services – Instructional Materials

On a motion by Mr. Adams, seconded by Mr. Brown, the Board of Trustees approved the agreement between California Department of Education and Antelope Valley College. Motion carried (4/0). Mr. Seefus absent.

E. Communication No. 149-2009/10-BS, Authorization to Renew Vending Service Agreement – First Class Vending, Inc. (Formerly Take a Break)

On a motion by Mr. Adams, seconded by Mrs. Wienke, the Board of Trustees authorized the Vice President of Business Services to renew the contract with First Class Vending, Inc. Advisory vote: in favor. Motion carried (4/0). Mr. Seefus absent.

F. Communication No. 150-2009/10-BS, Rescind Resolution Dated April 14, 2008, to Establish a Campus Police Department

Dr. Fisher introduced the Los Angeles County Sheriff's Department officers present at the meeting. Mr. Buffalo commented that he has been hearing good things about the Sheriff's Department presence on campus from students and staff.

On a motion by Mr. Adams, seconded by Mrs. Wienke, the Board of Trustees rescinded the resolution dated April 14, 2008, to establish a campus police department. Advisory vote: in favor. Motion carried unanimously (5/0).

G. Communication No. 151-2009/10-HR, Resolution Regarding Layoff of Police Officers

This item was removed from consideration (see page 88, VIII. Approval of Meeting Agenda).

David Myers, attorney for the Antelope Valley College Federation of Classified Employees (AVCFCE), expressed concern about the layoff of the district's two police officers in light of comments made at the December Board of Trustees meeting that the officers would be retained. He stated that he would continue to work with the district to resolve this issue and hoped that the removal of this item from consideration was a good sign.

Police Officer Carlo Sgroi read portions of the district's philosophy, vision and mission, values, and practices statements and questioned whether the district had applied the statements to his situation. He said he was blindsided by the layoff notice received since he felt that he played a valuable role at the college for the last six years. Mr. Sgroi thanked AVCFCE President Pamela Ford for working on his behalf.

Antelope Valley College Federation of Teachers President Heidi Preschler stated that the faculty union had concerns about this item since the district previously stated that employees would not lose jobs. She said that she hoped that removal of the item from the agenda was a sign that the change in the way the district handles security will not impact employees.

Ms. Ford questioned whether the district practiced bait and switch by assuring the police officers that they would remain employed when the Los Angeles County Sheriff's Department took over responsibility for patrolling the campus and now releasing them for lack of work. Ms. Ford asserted that several trustees gave the officers' failure to apply for positions with the Sheriff's Department as a reason for the layoffs. She stated that application to the Sheriff's Department was not made a condition of the officers' employment in negotiations regarding this matter.

H. Communication No. 152-2009/10-BS, Approval of 2009-2010 Budget Augmentations

On a motion by Mr. Adams, seconded by Mr. Brown, the Board of Trustees approved the budget augmentations as presented. Motion carried (4/0). Mr. Seefus absent.

I. Communication No. 153-2009/10-BS, Approval of Construction Change Directive for Auto Body Facility Project – T.L.C. Painting & Decorating

On a motion by Mr. Adams, seconded by Mr. Brown, the Board of Trustees approved the construction change directive for the Auto Body Facility project. Motion carried (4/0). Mr. Seefus absent.

J. Communication No. 154-2009/10-BS, Approval of Construction Change Directive for Radiation Technology Lab Project – Gary Little Construction, Inc.

On a motion by Mr. Adams, seconded by Mr. Brown, the Board of Trustees approved the construction change directive for the Radiation Technology Lab project. Motion carried (4/0). Mr. Seefus absent.

K. Communication No. 155-2009/10-BS, Approval of Construction Change Directive for Campus Infrastructure Project – Bear State Plumbing

On a motion by Mr. Adams, seconded by Mr. Brown, the Board of Trustees approved the construction change directive for the Campus Infrastructure project. Motion carried (4/0). Mr. Seefus absent.

L. Communication No. 156-2009/10-BS, Approval of Contract Increase for Quality Consulting Services for Surveying Services – Campus Infrastructure Project

On a motion by Mr. Adams, seconded by Mr. Brown, the Board of Trustees authorized the Vice President of Business Services to approve the contract increase with Quality Consulting Services. Motion carried (4/0). Mr. Seefus absent.

M. Communication No. 157-2009/10-BS, Approval of Contract Increase with Klassen Corporation for Project Management Services for Health and Science Building Project

On a motion by Mr. Adams, seconded by Mr. Brown, the Board of Trustees authorized the Vice President of Business Services to enter into a contract with Klassen Corporation. Motion carried (4/0). Mr. Seefus absent.

N. Communication No. 158-2009/10-BS, Approval of Contract Augmentation with Klassen Corporation for General Conditions Costs for West Campus Expansion Project

On a motion by Mr. Adams, seconded by Mr. Brown, the Board of Trustees authorized the Vice President of Business Services to approve the contract augmentation with Klassen Corporation. Motion carried (4/0). Mr. Seefus absent.

XV. INFORMATION ITEMS

B. Informative Report No. 12-2009/10-IR/S, Proposed New and Revised Board Policy (BP) and Administrative Procedures (AP): BP and AP 3504 Minors on Campus, AP 3570 Tobacco Use on Campus, AP 4229 Course Repetition – Variable Units, and AP 5075 Course Adds and Drops

Dr. Fisher presented the new and revised board policies and administrative procedures. He stated that the policies would be presented for approval at the March meeting and noted that the campus has been working on changes to the tobacco use procedure for a year and a half.

XVI. REPORTS/ANNOUNCEMENTS

A. Academic Senate – Academic Senate President Christos Valiotis recognized the Associated Student Organization’s valuable contribution to the revision of administrative procedure 3570. He urged the district to open communication with the classified union regarding the police officers to prevent expensive litigation.

B. Employee Organizations

1. Antelope Valley College Federation of Teachers (AVCFT)

Ms. Preschler had no report.

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

Ms. Ford announced new officers:

President – Pamela Ford
1st Vice President – Kim Fite
2nd Vice President – Scott Tuss
Treasurer – Debbie Frauli
Public Relations – Jenell Paul

C. Confidential/Management/Supervisory (CMS) Employees

CMS group representative Terry Cleveland reported that the CMS group will offer a scholarship to students again this year.

D. Associated Student Organization (ASO)

Associated Student Organization President Curtis Smith announced that students are working to establish the student court set forth in the revised administrative procedure regarding tobacco use on campus.

E. Antelope Valley College Foundation

Executive Director of Advancement and Foundation Bridget Razo provided an update on scholarships and plans for the college's 80th anniversary gala. She announced a new revenue-generating partnership with YTV Travel, grants of \$2,000 for the Child Development Center and \$5,000 for the I'm Going to College event from The Boeing Company, and a grant of \$7,000 from McDonald's for the Child Development Center.

F. Office of Academic Affairs

Vice President of Academic Affairs Sharon Lowry reported that the SB 70 grant funded recent student Customer Service Workshops and an island the college will soon occupy in the virtual reality world of Second Life. She announced that Dean of Math, Science, and Engineering Dr. Les Uhazy has been appointed honorary commander at Edwards Air Force Base.

G. Office of Business Services

Vice President of Business Services Deborah Wallace advised that debit cards are now accepted in the Cafeteria, and the Business Services Office is updating and adding forms to its page on the college web site. She thanked Mike Vasquez for great work in the painting of the Cafeteria and Business Services Office staff for great work on the audit.

H. Office of Human Resources

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

I. Office of Student Services

Dr. Rosa Hall, Vice President of Student Services, reported that Students on the Academic Rise (SOAR) high school has received an additional grant of approximately \$10,000. She noted that the district has been selected by the California Community Colleges Chancellor's Office to participate in the Early Assessment Program (EAP) first-year implementation.

J. Office of Superintendent

Dr. Fisher invited trustees to tour the Palmdale site, reported that construction of the Radiologic Technology Lab is complete, complimented the Cafeteria's new look, advised that the district is looking at the possibility of naming the internal roads on campus, and announced that former football coach and dean Brent Carder will be inducted into the California Community College Football Coaches Association Hall of Fame on March 6, 2010.

K. Board Members

Mr. Adams called the joint meeting between the district's Board of Trustees and the Palmdale City Council held on February 3, 2010, a good first step in reconnecting with the South Valley.

Mr. Buffalo spoke of a letter received from a former student that praised college faculty and staff and stated that it reflects well on the college.

Mrs. Wienke suggested that the Board consider a change to the meeting schedule to begin closed session at 5:00 p.m., rather than 5:30 p.m.

XVII. CLOSED SESSION

The Board of Trustees adjourned to closed session at 8:00 p.m. to consider public employee discipline/dismissal/release (Government Code § 54957) and to confer 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.).

XVIII. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 8:05 p.m. with no action to report.

XIX. DATE OF NEXT MEETING

A special meeting of the Board of Trustees will be held on February 26, 2010. The Board will adjourn to closed session at 9:00 a.m. in Room A 140 and public session will begin at 10:30 a.m. in Room L 201 (Library). The next regular meeting of the Board of Trustees will be held Monday, March 8, 2010. After opening public session in Room A140 at 5:00 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 8:06 p.m.

Minutes of the Regular Meeting of the Board of Trustees – February 8, 2010

Approved by Board of Trustees
March 8, 2010

Respectfully submitted,

_____ President

_____ Jackie L. Fisher, Sr., Secretary

_____ Clerk