

ANTELOPE VALLEY COMMUNITY COLLEGE DISTRICT
Lancaster, California
MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
July 13, 2009

I. CALL TO ORDER

The regular meeting of the Board of Trustees of Antelope Valley Community College District was held on Monday, July 13, 2009, at Antelope Valley College, 3041 West Avenue K, Lancaster, California. Mr. Jack Seefus, President, called the meeting to order at 5:05 p.m. in Room A140, Administration Building.

II. ATTENDANCE

Board Members Present

Jack Seefus, President
Betty Wienke, Vice President
Steve Fox, Clerk (arrived 5:50 p.m.)
Steve Buffalo
Earl Wilson (arrived 5:20 p.m.)

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 – No comments.

IV. CLOSED SESSION - The Board of Trustees adjourned to closed session at 5:06 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. 1-2009/10-PS (Government Code § 54957)
- B. Consideration of public employee discipline/dismissal/release (Government Code § 54957)
- C. Conference with Ms. Wallace (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 6:34 p.m.

VI. ATTENDANCE

Board Members Present

Jack Seefus, President
Betty Wienke, Vice President
Steve Fox, Clerk (arrived 6:50 p.m.)
Steve Buffalo
Earl J. Wilson
David Brown, Student Trustee

College Staff/Representatives Present

Jackie L. Fisher, Sr.
Rosa Hall
Sharon Lowry
Shane Turner
Deborah Wallace
Heidi Preschler
Amber Dwinell (for Pamela Ford)

Terry Cleveland
Bridget Razo
Curtis Smith

College Staff/Representatives Absent
Christos Valiotis

- VII. PLEDGE OF ALLEGIANCE** – Mr. Buffalo led the Board and audience in the Pledge of Allegiance.
- VIII. APPROVAL OF MEETING AGENDA** – On a motion by Mrs. Wienke, seconded by Mr. Buffalo, the meeting agenda was approved without changes. Student trustee’s advisory vote: in favor. Motion carried (4/0). Mr. Fox absent. In response to a question from Mr. Seefus, Antelope Valley College Federation of Teachers President Heidi Preschler asked that she be provided the opportunity to make remarks following the class schedule reduction presentation (agenda item XI.A.).
- IX. OPEN FORUM ON NON-AGENDA ITEMS** – No comments.
- X. COMMENTS FROM COMMUNITY GROUPS AND INDIVIDUALS REGARDING AGENDA ITEMS** – No comments.
- XI. PRESENTATION**
- A. Class Schedule Reduction Estimates for the 2009-2010 Year

Director of Institutional Research and Planning Theodore Younglove provided details regarding plans to reduce course sections in 2009-2010 to mitigate the substantial budget cuts anticipated. He outlined various scenarios based on student demand and advised that since the fall 2009 schedule has been set, only classes with fewer than 20 students enrolled will be canceled. He noted that the goal is to balance the fall and spring schedules, but if few classes are canceled in fall, increased reductions will be needed in spring to achieve the desired savings.

In response to a question from Mr. Buffalo, Mr. Younglove indicated that previous fee increases have reduced enrollment, however, since the past increases did not take place during times of high demand, it is difficult to predict the impact of the proposed fee increase for fall. He advised in reply to Mrs. Wienke’s questions that approximately 50 percent of the district’s students will not be impacted by the fee increase due to financial aid eligibility and that he should have a better idea about student demand once priority registration concludes. Mr. Fox suggested that the district look at creative ways to maintain classes, such as asking the community to pay for instructors.

Ms. Preschler commented that there may be additional revenue available if the district receives growth money or an increase in base funding for passing the 1,000

full time equivalent students threshold in Palmdale. She suggested that the schedule be kept as flexible as possible to allow more classes if additional revenue is received.

XII. REPORT OF CLOSED SESSION ACTION

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

- On a 3/0 vote, with Mr. Fox absent and an abstention from Mr. Wilson, the Board of Trustees approved appointment of administrator; appointment, resignation, and payment for supplementary services of academic faculty; resignation and termination of classified personnel; employment of student assistants and short-term hourly staff; and appointment of volunteer as listed on Personnel Schedule No. 1-2009/10-PS pages 1.1 through addendum.

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

- * A. Minutes of the June 8, 2009, Special Meeting of the Board of Trustees
- * B. Minutes of the June 8, 2009, Regular Meeting of the Board of Trustees
- * C. Purchase Order Schedule 1-2009/10-PO
- * D. Travel Authorization No. 1-2009/10-T
- * E. Cafeteria Report No. 1-2009/10-C
- * F. Bookstore Report 1-2009/10-B
- * G. Auxiliary Services Fund Financial Statement No. 1-2009/10-AS/FS
- * H. Antelope Valley College Financial Statements F/S-1
- * I. Measure R Expenditures Recap
- * J. Interfund Transfer Request I/F-10-2008/2009
- * K. Intrafund Transfer Request I/F-11-2008/2009
- * L. Consent Communication 1-2009/10-CC/BS, Authorization to Make End-of-Year Appropriations Transfers
- * M. Consent Communication 2-2009/10-CC/BS, Renewal of Contract with Regional Security Services

Mrs. Wienke moved, Mr. Buffalo 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. 1-2009/10-S, Approval of Revised Board Policy 1200 District Mission

On a motion by Mrs. Wienke, seconded by Mr. Buffalo, the Board of Trustees approved revised board policy 1200 District Mission. Advisory vote: in favor. Motion carried unanimously (5/0).

B. Communication No. 2-2009/10-AA, Acceptance of Antelope Valley College and Antelope Valley Regional Occupational Program AB 2448 Course Sequencing Plan

On a motion by Mr. Buffalo, seconded by Mrs. Wienke, the Board of Trustees accepted the Antelope Valley Regional Occupational Program course sequencing plan. Advisory vote: in favor. Motion carried unanimously (5/0).

C. Communication No. 3-2009/10-AA, 2009/2010 Local Agreement for Child Development Services – State Preschool Program

On a motion by Mrs. Wienke, seconded by Mr. Buffalo, the Board of Trustees approved the agreement with the California State Department of Education. Advisory vote: in favor. Motion carried unanimously (5/0).

D. Communication No. 4-2009/10-SSV, Approval of 2009-2010 Associated Student Organization Budget

On a motion by Mrs. Wienke, seconded by Mr. Buffalo, the Board of Trustees approved the 2009-2010 Associated Student Organization budget as listed on attachment A. Advisory vote: in favor. Motion carried unanimously (5/0).

E. Communication No. 5-2009/10-S, Accreditation – Results of the Accreditation Survey and Discussion of Accreditation Standard IV.A.2.a. and b.

On a motion by Mr. Buffalo, seconded by Mr. Wilson, the Board of Trustees reaffirmed board policies 2510 and 3250. Advisory vote: in favor. Motion carried unanimously (5/0). Mr. Wilson made positive comments regarding the survey summary, and Dr. Fisher reminded the Board of Trustees to provide feedback regarding the ongoing accreditation discussion.

F. Communication No. 6-2009/10-AA, New and Revised Courses

On a motion by Mrs. Wienke, seconded by Mr. Buffalo, the Board of Trustees approved the new and revised courses described in exhibits A and B. Advisory vote: in favor. Motion carried unanimously (5/0).

G. Communication No. 7-2009/10-AA, Memorandum of Understanding with the Children’s Center of the Antelope Valley and Antelope Valley College

On a motion by Mr. Fox, seconded by Mr. Buffalo, the Board of Trustees approved the memorandum of understanding with Children’s Center of the Antelope Valley. Advisory vote: in favor. Motion carried unanimously (5/0).

H. Communication No. 8-2009/10-AA, Agreement between the Community College Foundation and Antelope Valley College

On a motion by Mr. Buffalo, seconded by Mr. Brown, the Board of Trustees approved the agreement with the Community College Foundation. Motion carried unanimously (5/0).

I. Communication No. 9-2009/10-AA, Addendum to Clinical Affiliation Agreement between Antelope Valley Hospital and Antelope Valley College

On a motion by Mr. Fox, seconded by Mr. Buffalo, the Board of Trustees approved the addendum to the clinical affiliation agreement with Antelope Valley Hospital. Advisory vote: in favor. Motion carried unanimously (5/0).

J. Communication No. 10-2009/10-AA, Addendum to Clinical Affiliation Agreement between Lancaster Community Hospital and Antelope Valley College

On a motion by Mr. Buffalo, seconded by Mrs. Wienke, the Board of Trustees approved the addendum with Lancaster Community Hospital. Advisory vote: in favor. Motion carried unanimously (5/0).

K. Communication No. 11-2009/10-BS, Approval of Contract with Payphone Stations Innovations (PSI)

On a motion by Mrs. Wienke, seconded by Mr. Buffalo, the Board of Trustees approved the contract with Payphone Stations Innovations. Advisory vote: in favor. Motion carried unanimously (5/0).

In response to questions from Mrs. Wienke regarding the need for payphones and expense of the contract, Vice President of Business Services Deborah Wallace stated that the district has reduced the number of telephones and the contract cost to a minimum, but must retain the service to ensure communication options across campus during times of emergency when other systems may not be operable.

L. Communication No. 12-2009/10-SSV, Resolution in Support of Creating and Sustaining a P-16 Educational Community Grant

On a motion by Mrs. Wienke, seconded by Mr. Buffalo, the Board of Trustees approved the resolution in support of creating and sustaining a P-16 educational community grant. Advisory vote: in favor. Motion carried unanimously (5/0).

M. Communication No. 13-2009/10-BS, Approval of Renewal of Blackboard Contract for Hosted Online Learning Management System

On a motion by Mrs. Wienke, seconded by Mr. Buffalo, the Board of Trustees approved the renewal and amendment to the Blackboard contract. Advisory vote: in favor. Motion carried unanimously (5/0).

N. Communication No. 14-2009/10-BS, Approval of Contract Increase with Kruger Bensen Ziemer Architects, Inc. for Architectural and Engineering Services – T100 Modular Building

On a motion by Mrs. Wienke, seconded by Mr. Buffalo, the Board of Trustees authorized the Vice President of Business Services to increase the contract amount with Kruger Bensen Ziemer Architects, Inc. Advisory vote: in favor. Motion carried unanimously (5/0).

O. Communication No. 15-2009/10-BS, Ratification of Change Order #3 on Bid #2007/2008-13, Agriculture Lab Building Project – Site Utilities Contract

On a motion by Mrs. Wienke, seconded by Mr. Buffalo, the Board of Trustees ratified change order #3 for the Agriculture Lab Building project, site utilities contract, bid #2007/2008-13. Advisory vote: in favor. Motion carried unanimously (5/0).

P. Communication No. 16-2009/10-BS, Ratification of Change Order #2 on Bid #2008/2009-6, Auto Body Building Project – Site Utilities Contract

On a motion by Mr. Buffalo, seconded by Mrs. Wienke, the Board of Trustees ratified change order #2 for the Auto Body Building project, site utilities contract, bid #2008/2009-6. Advisory vote: in favor. Motion carried unanimously (5/0).

Q. Communication No. 17-2009/10-BS, Ratification of Change Order #1 on Bid #2007/2008-6, Maintenance & Operations/Warehouse Building Project – Fire Sprinkler Contract

On a motion by Mrs. Wienke, seconded by Mr. Buffalo, the Board of Trustees ratified change order #1 for the Maintenance & Operations/Warehouse Building project, fire sprinkler contract, bid #2007/2008-6. Advisory vote: in favor. Motion carried unanimously (5/0).

R. Communication No. 18-2009/10-BS, Ratification of Change Order #3 on Bid #2007/2008-6, Maintenance & Operations/Warehouse Building Project – Interior Finishes Contract

On a motion by Mr. Buffalo, seconded by Mrs. Wienke, the Board of Trustees ratified change order #3 for the Maintenance & Operations/Warehouse Building project, interior finishes contract, bid #2007/2008-6. Advisory vote: in favor. Motion carried unanimously (5/0).

S. Communication No. 19-2009/10-BS, Ratification of Change Order #2 on Bid #2007/2008-14, T100 Modular Building Project – Site Utilities Contract

On a motion by Mrs. Wienke, seconded by Mr. Buffalo, the Board of Trustees ratified change order #2 for the T100 Modular Building project, site utilities contract, bid #2007/2008-14. Advisory vote: in favor. Motion carried unanimously (5/0).

XV. INFORMATION ITEMS

A. Informative Report No. 1-2009/10-IR/AA, Academic Policies and Procedures Year-End Report for 2008-2009

Vice President of Academic Affairs Sharon Lowry presented the year-end report of the Academic Policies and Procedures Committee.

B. Informative Report No. 2-2009/10-IR/S, Los Angeles County Sheriff's Department Police and Security Services Proposal

Ms. Wallace summarized the proposal received from the Los Angeles County Sheriff's Department regarding campus police and security services. She noted that the proposal includes a substation on campus, emergency and disaster training, and a cadet program that could provide work experience for students in the Administration of Justice program. She indicated that there are two service level options proposed and that the district may incur start up costs for improving infrastructure.

Mr. Fox registered his opposition to the proposal, stating that he believes that the contract would be more expensive and less effective than having the district maintain its own police force. With regard to questions posed by Mr. Fox and Mr. Wilson regarding comparative costs, Ms. Wallace explained that the district currently spends about \$1.4 million per year on campus security and implementing the proposal will cost between \$1.2 and \$1.5 million.

In response to a question from Mr. Seefus, Ms. Wallace advised that the Los Angeles County Sheriff's Department has provided police and security services to the nine-campus Los Angeles Community College District for a decade and is very familiar with the campus culture.

Mr. Seefus asked trustees to thoroughly review the proposal before the next meeting.

XVI. REPORTS/ANNOUNCEMENTS

A. Academic Senate – Academic Senate President Christos Valiotis was not in attendance.

B. Employee Organizations

1. Antelope Valley College Federation of Teachers (AVCFT)

Ms. Preschler provided information regarding upcoming leadership training and announced AVCFT officers:

- President – Heidi Preschler
- First Vice President – Susan Lowry
- Second Vice President – Jessica Eaton
- Adjunct Vice President – Lisa Marie Vath
- Treasurer – Liette Bohler
- Secretary – Nancy Bednar
- Grievance Officer – Nikki Riley

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

AVCFCE Treasurer Amber Dwinell indicated that there are matters that require negotiation in connection with the Los Angeles County Sheriff's Department proposal. She shared plans for members to attend upcoming leadership and health and safety training and reported that AVCFCE President Pamela Ford is attending a conference in Washington, DC.

3. Confidential/Management/Supervisory (CMS) Employees

CMS group representative Terry Cleveland gave an update regarding the professional development workshops held for CMS members in June. He also reported that the group has voted to double the membership of its Executive Board and plans to hold monthly meetings to share information regarding committee proceedings.

C. Associated Student Organization (ASO)

New Associated Student Organization President Curtis Smith thanked everyone for the warm welcome and advised that the ASO is only three members short of a full Board.

D. Antelope Valley College Foundation

Executive Director of Advancement and Foundation Bridget Razo announced that the Osher Initiative for California Community College Students has provided an additional \$11,000 in student scholarships, but expressed concern about raising the \$475,000 in matching funds for the endowment with the current challenging economic environment. Ms. Razo advised that a Facebook page for college alumni has been created, a dedication ceremony for the new Marauder Stadium is scheduled September 12, 2009, and the annual Slam Dunk Golf Tournament will be held September 11, 2009.

E. Office of Academic Affairs

Vice President of Academic Affairs Sharon Lowry reported that about 40 people from Antelope Valley College, Antelope Valley Regional Occupational Program, and Victor Valley College attended the SB70 Strengthening the Collaborative conference, which was arranged by Dean of Counseling and Matriculation Dr. Roslyn Haley and Director of Job Placement Ann Steinberg (in her interim capacity as Dean of Business, Computer Studies, and Economic Development). Ms. Lowry also shared information received from Betsy McKinstry, Antelope Valley Union High School District Director of Career Technical Education, regarding an increase in high school student articulation applications from 488 in 2006-2007 to 1,470 in 2008-2009.

F. Office of Business Services

Ms. Wallace advised that the district's preliminary audit is underway, the final 320 report for 2008-2009 is being prepared, the Strategic Planning and Budget Council and Enrollment Management Committee are continuing weekly joint meetings to address budget reductions, and the agreement with Chevron Energy Solutions will be presented for approval at the regular meeting in August.

G. Office of Human Resources

New Vice President of Human Resources Shane Turner thanked Executive Council members, Director of Human Resources Cynthia Hoover, Director of Risk Management and Environmental Health Terry Cleveland, and the staff of the Human Resources and Payroll offices for helping him get off to a good start at the college.

H. Office of Student Services

Dr. Rosa Hall, Vice President of Student Services, announced that fall registration is underway and students with priority registration were reminded to register by telephone.

I. Office of Superintendent

Dr. Fisher thanked employees and members of the Strategic Planning and Budget Council and Enrollment Management Committee for contributing recommendations to address the budget shortfall.

J. Board Members

Mr. Brown reported that the Associated Student Organization has approved funding for his attendance at the student trustee conference being held in San Francisco in August.

Mr. Buffalo, Mr. Fox, and Mrs. Wienke welcomed Mr. Smith and Mr. Turner. Mr. Fox encouraged Mr. Smith to feel free to join in the discussions at Board of Trustees

meetings and suggested that the district consider working with the faculty union to allow qualified instructors to teach for free.

XVII. DATE OF NEXT MEETING

The next regular meeting of the Board of Trustees will be held Monday, August 10, 2009. 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).

XVIII. ADJOURNMENT

President Seefus adjourned the meeting at 7:49 p.m.

Approved by Board of Trustees
August 10, 2009

Respectfully submitted,

_____ President

Jackie L. Fisher, Sr., Secretary

_____ Clerk