

ANTELOPE VALLEY COMMUNITY COLLEGE DISTRICT
Lancaster, California
MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
May 11, 2009

I. CALL TO ORDER

The regular meeting of the Board of Trustees of Antelope Valley Community College District was held on Monday, May 11, 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
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 5:31 p.m. to consider:

- A. Public employment - Vice President Human Resources (Government Code § 54957)
- B. 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. 11-2008/09-PS (Government Code § 54957)
- C. Consideration of public employee discipline/dismissal/release (Government Code § 54957)
- D. 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 6:30 p.m.

VI. ATTENDANCE

Board Members Present

Jack Seefus, President
Betty Wienke, Vice President
Jack Seefus, Clerk
Steve Buffalo
Earl J. Wilson
Elizabeth Soos, Student Trustee

College Staff/Representatives Present

Jackie L. Fisher, Sr.
Rosa Hall
Sharon Lowry
Deborah Wallace
Patricia Márquez
Heidi Preschler
Pamela Ford
Terry Cleveland
Bridget Razo
John Cabral

VII. PLEDGE OF ALLEGIANCE – Mr. Fox led the Board and audience in the Pledge of Allegiance.

VIII. APPROVAL OF MEETING AGENDA – On a motion by Mr. Fox, seconded by Mrs. Wienke, 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 – No comments.

X. COMMENTS FROM COMMUNITY GROUPS AND INDIVIDUALS REGARDING AGENDA ITEMS – No comments.

XI. PRESENTATION

A. Student Success and Equity

Dean of Student Development and Services Dr. Jill Zimmerman and Director of Institutional Research and Planning Ted Younglove presented statistics and answered questions regarding access, course completion, degree and certificate completion, and transfers, which are detailed in the Student Equity Report available on the public web site. Information was also provided regarding how students fare in basic skills courses as well as how well students are prepared when they arrive at Antelope Valley College.

Dr. Zimmerman reported that retention and success rates dropped in the 2007-2008 year for reasons yet to be determined, and the retention and success rates of the college’s African American students are lower than those of the general student population. She also noted that assessment scores dropped in 2008 unexpectedly, an indication that students are coming to the college less prepared than in previous years. Mr. Younglove advised that students taking the math assessment test in the fall score lower than those taking the test in the spring, another trend that requires more research to explain.

Mrs. Wienke and Vice President of Academic Affairs Sharon Lowry suggested that unemployment rates could be partly responsible for the drop in assessment scores, speculating that the number of older students who have been away from the classroom for longer periods of time may be increasing. Mr. Younglove agreed to provide additional comparisons regarding unemployment rates, enrollment, and assessment. He also agreed to provide data regarding transfer rates broken down by ethnicity in response to Mr. Wilson's request.

XII. REPORT OF CLOSED SESSION ACTION

A. Approval of Contract of Assistant Superintendent/Vice President Human Resources and Employee Relations (Public session action item)

On a motion by Mr. Buffalo, seconded by Ms. Soos, the Board of Trustees approved the contract of employment with Michael "Shane" Turner for the period of July 1, 2009, through June 30, 2012. Motion carried unanimously (5/0).

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

- On a 4/0 vote with Mr. Fox absent, the Board of Trustees approved appointment of administrator; appointment, resignation, reduction in leave without pay, and payment for supplementary services of academic faculty; lateral transfer and appointment of classified personnel; employment of student assistants and short-term hourly staff; and appointment of volunteer as listed on Personnel Schedule No. 11-2008/09-PS pages 11.1 through addendum.

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

- *A. Minutes of the April 13, 2009, Regular Meeting of the Board of Trustees
- *B. Minutes of the April 22, 2009, Special Meeting of the Board of Trustees
- *C. Purchase Order Schedule 11-2008/09-PO
- *D. Travel Authorization No. 11-2008/09-T
- *E. Cafeteria Report No. 11-2008/09-C
- *F. Bookstore Report 11-2008/09-B
- *G. Auxiliary Services Fund Financial Statement No. 11-2008/09-AS/FS
- *H. Antelope Valley College Financial Statements F/S-9
- *I. Interfund Transfer Request I/F-7-2008/2009
- *J. Measure R Expenditures Recap

Ms. Soos moved, Mr. Buffalo seconded, that the Board of Trustees approve the consent agenda items. Motion carried unanimously (5/0).

XIV. ACTION ITEMS

A. Communication No. 196-2008/09-S, Approval of Revised Board Policy 3720 Computer Use

On a motion by Mrs. Wienke, seconded by Ms. Soos, the Board of Trustees approved revised board policy 3720 Computer Use. Motion carried unanimously (5/0).

B. Communication No. 197-2008/09-S, Student Trustee Privileges

Mr. Fox moved that the student trustee be permitted to make and second motions, receive compensation, and cast an advisory vote. Mrs. Wienke seconded the motion.

Mr. Fox suggested that the student trustee be allowed to attend closed session, except those concerning personnel or collective bargaining matters. Ms. Soos indicated that it would be helpful to be present during discussions concerning real estate and litigation. Mr. Fox amended his original motion to include the additional privilege of allowing the student to attend closed session, other than closed sessions involving personnel or collective bargaining matters, at the discretion of the Board President. Mrs. Wienke accepted the amendment. Advisory vote: in favor. Motion failed (2/3) with Mr. Wilson, Mrs. Wienke, and Mr. Seefus opposed.

On a motion by Mr. Fox, seconded by Mr. Buffalo, the Board of Trustees voted to allow the student trustee to make and second motions, receive compensation, and cast an advisory vote. Advisory vote: in favor. Motion carried unanimously (5/0).

C. Communication No. 198-2008/09-S, Appointment of Citizens' Oversight Committee Members

On a motion by Mrs. Wienke, seconded by Mr. Buffalo, the Board of Trustees appointed Joshua Mann to the vacant City of Lancaster position and Pamela Ward to the vacant taxpayers' organization position on the Citizens' Oversight Committee. Advisory vote: in favor. Motion carried unanimously (5/0).

D. Communication No. 199-2008/09-S, Accreditation – Board of Trustees Retreat Recommendations and Proposed Action

On a motion by Mr. Fox, seconded by Ms. Soos, the Board of Trustees appointed Mr. Buffalo and Mrs. Wienke to serve on the Self-Evaluation Process Task Force. Motion carried unanimously (5/0).

On a motion by Mrs. Wienke, seconded by Mr. Buffalo, the Board of Trustees appointed Mr. Fox and Mr. Seefus to serve on the Board Policy Review Task Force. Advisory vote: in favor. Motion carried unanimously (5/0).

E. Communication No. 200-2008/09-S, Trustee Agenda Request – Palmdale Campus

Mr. Fox indicated that he wished to replace his request to have the Board direct administration to work with the Palmdale City Manager to investigate the possibility of swapping \$16 million in redevelopment funds for \$16 million in the district's local construction bond funds with a request that administration be directed to have ongoing communication with the City of Palmdale regarding a permanent Palmdale campus.

Mr. Fox moved, Mr. Wilson seconded, that the Board of Trustees direct administration to have ongoing communication with the City of Palmdale regarding a permanent Palmdale campus. Advisory vote: opposed. Motion failed (2/3) with Mrs. Wienke, Mr. Seefus, and Mr. Buffalo opposed.

Ms. Soos noted that it would be easier to work with the City of Palmdale if they were not pursuing litigation against the district. She also noted that voting in favor of the motion presented by Mr. Fox would do nothing without needed funding.

Dr. Fisher noted that the district is working diligently to establish an educational center and permanent campus in Palmdale.

F. Communication No. 201-2008/09-AA, Antelope Valley College Photography Certificate and Degree Revisions

On a motion by Ms. Soos, seconded by Mr. Buffalo, the Board of Trustees approved the certificate and degree revisions. Motion carried unanimously (5/0).

G. Communication No. 202-2008/09-AA, Staff Development Projects for 2008-2009

On a motion by Mrs. Wienke, seconded by Ms. Soos, the Board of Trustees approved the staff development final reports. Motion carried unanimously (5/0).

H. Communication No. 203-2008/09-SSV, Approval of Agreement with SunGard Higher Education for DegreeWorks Application

On a motion by Mrs. Wienke, seconded by Ms. Soos, the Board of Trustees approved the purchase of the DegreeWorks software. Motion carried unanimously (5/0).

In response to a question from Ms. Soos, Dean of Counseling and Matriculation Dr. Roslyn Haley indicated that the DegreeWorks application will allow students to view an electronic education plan and see how well they are completing degree and/or certificate programs.

I. Communication No. 204-2008/09-AA, Third Amendment to Education Affiliation Agreement with Catholic Healthcare West

On a motion by Mrs. Wienke, seconded by Ms. Soos, the Board of Trustees approved the agreement with Catholic Healthcare West. Motion carried (4/0). Mr. Fox absent for the vote.

J. Communication No. 206-2008/09-AA, Agreement between Lancaster Community Hospital and Antelope Valley College for Emergency Medical Technician Courses

On a motion by Ms. Soos, seconded by Mr. Buffalo, the Board of Trustees approved the agreement with Lancaster Community Hospital. Motion carried (4/0). Mr. Fox absent for the vote.

K. Communication No. 207-2008/09-AA, Antelope Valley College Program Review Process Revisions and 2008-2013 Timeline

On a motion by Mrs. Wienke, seconded by Mr. Buffalo, the Board of Trustees approved the program review process revisions and timeline. Advisory vote: in favor. Motion carried (4/0). Mr. Fox absent for the vote.

L. Communication No. 208-2008/09-AA, Resolution of the Board of Trustees Regarding Emergency Closure of Campus – March 31, 2009

On a motion by Ms. Soos, seconded by Mrs. Wienke, the Board of Trustees approved the resolution with the State Department of Education. Motion carried unanimously (5/0).

M. Communication No. 209-2008/09-BS, Approval of Contract with Klassen Corporation for Project Management and General Conditions Costs for Radiologic Technology Laboratory Project

On a motion by Mr. Fox, seconded by Ms. Soos, the Board of Trustees authorized the Vice President of Business Services to award a contract with Klassen Corporation. Motion carried unanimously (5/0).

N. Communication No. 210-2008/09-BS, Authorization to Award Bid AVC 2008/2009-6, Auto Body Facility Project

On a motion by Ms. Soos, seconded by Mr. Buffalo, the Board of Trustees awarded bid 2008/2009-6, Auto Body Facility project to Maximum Equipment and Technical Services. Motion carried unanimously (5/0).

O. Communication No. 211-2008/09-BS, Ratification of Contract Award to Fence Corp, West Campus Expansion, Phase 2C, Bid AVC 2008/2009-7

On a motion by Mrs. Wienke, seconded by Ms. Soos, the Board of Trustees ratified the contract award to Fence Corp. for Bid AVC 2008/2009-7, West Campus Expansion, Phase 2C. Motion carried unanimously (5/0).

P. Communication No. 212-2008/09-BS, Approval of Contract Increase with Earth Systems-Southern California for Testing Services of SOAR High School Facility Project

On a motion by Ms. Soos, seconded by Mrs. Wienke, the Board of Trustees authorized the Vice President of Business Services to increase the contract amount with Earth Systems-Southern California. Motion carried unanimously (5/0).

Q. Communication No. 213-2008/09-BS, Delegation of Authority for Approval of Contracts for Campus Base Infrastructure Project

On a motion by Mrs. Wienke, seconded by Ms. Soos, the Board of Trustees delegated authority to the Superintendent/President to approve the Campus Base Infrastructure project contracts related to the June 2, 2009, bid opening. Motion carried unanimously (5/0).

In response to a question from Mr. Wilson, Mr. Jensen advised that since most of the infrastructure project must take place during summer to minimize the disruption to students, a week's delay in approving the contracts could cause substantial problems. Mr. Fox asked that Mr. Jensen report back regarding efforts to reach local vendors.

R. Communication No. 214-2008/09-BS, Approval to Surplus Existing Paint Spray Booth

On a motion by Mrs. Wienke, seconded by Ms. Soos, the Board of Trustees approved the surplus sale of the existing Auto Body paint spray booth. Motion carried unanimously (5/0).

S. Communication No. 215-2008/09-BS, Approval of Contract with Quality Consulting Services for Surveying Services – West Campus Expansion Project, Phase 2C

On a motion by Ms. Soos, seconded by Mrs. Wienke, the Board of Trustees authorized the Vice President of Business Services to enter into a contract with Quality Consulting Services. Motion carried unanimously (5/0).

XV. INFORMATION ITEMS

- A. Informative Report No. 19-2008/09-IR/S, Revision to Administrative Procedures 4225 Course Repetition and New Administrative Procedures 4227 Repeatable Course and 4228 Course Repetition Significant Lapse of Time

Dr. Fisher presented the new and revised procedures. He noted that the procedures have been reviewed by the Academic Policies and Procedures Committee.

- B. Informative Report No. 20-2008/09-IR/BS, Campus Infrastructure Diagram

Director of Facilities Planning and Campus Development Doug Jensen presented diagrams detailing the campus base infrastructure project slated for the summer.

- C. Informative Report No. 21-2008/09-IR/BS, Telecommunications Service and Support Agreement between Antelope Valley College and Antelope Valley Union High School District

Dr. Fisher shared the telecommunications agreement between the college and high school district for the Students on the Academic Rise (SOAR) High School facility.

XVI. REPORTS/ANNOUNCEMENTS

- A. Academic Senate

Academic Senate President Patricia Márquez reminded trustees that Faculty Recognition is planned for May 20, 2009, at 3:00 p.m.; the last senate meeting of the academic year will be held June 4, 2009; and the annual list of Academic Senate accomplishments will be provided at the June Board of Trustees meeting. She reported that the Academic Senate will meet with Walt Reno, a facility specialist at the state Chancellor's Office, on May 21, 2009, to learn details of the state's construction approval process.

- B. Employee Organizations

1. Antelope Valley College Federation of Teachers (AVCFT)

Heidi Preschler, AVCFT President, announced that members voted in favor of the memorandums of understanding between the AVCFT and the district agreed to during the last two years as well as a change in the ratification process and the establishment of a political action committee. She also spoke of plans to attend the next California Federation of Teachers (CFT) meeting and reported that the AVCFT's newsletter will be distributed next week.

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

AVCFCE President Pamela Ford announced the result of recent officer elections:

- Regina Reese, Vice President
- Jenell Paul, Secretary
- Debbie Frauli, Public Relations

Ms. Ford encouraged trustees to attend Classified Recognition Week events and thanked Dr. Fisher and Ms. Wallace for their support. She also advised that the classified union will attend the next CFT meeting as well as CFT leadership training.

3. Confidential/Management/Supervisory (CMS) Employees

CMS employee representative Terry Cleveland provided a schedule of upcoming professional development activities planned for CMS employees, which include half-day courses in time management, work/life balance and goal setting, business financial intelligence, and bridging the generation gap.

C. Associated Student Organization (ASO)

ASO President John Cabral reported that student elections will take place May 12-13, 2009, provided information regarding the recent statewide general assembly, and shared plans for the annual student leadership breakfast as well as an inspirational event at the Palmdale site. Mr. Cabral also praised Ms. Soos' work on behalf of students during her time as student trustee.

D. Antelope Valley College Foundation

Executive Director of Institutional Advancement and Foundation Bridget Razo thanked her staff, the students of Alpha Iota, and divisions that donated baskets for their work to make the recently held Antelope Valley College Achievement Awards dinner a success. She advised that this year's event drew \$11,000 more in donations than the 2008 dinner, and noted that plans are now underway for the 80th anniversary dinner. Ms. Razo reminded trustees that the groundbreaking ceremony for the Theater Arts Facility and the Scholarship Convocation will be held on May 21, 2009, and asked that they assist the Foundation in finding potential donors to help raise matching money for the Title V grant and Osher Initiative.

E. Office of Academic Affairs

Ms. Lowry announced that Antelope Valley College will receive funding for the Building the People Pipeline Water/Waterworks Technology Grant, which will provide an opportunity for the district to develop a degree and certificate program in water and waste water management. She also reported that the district has been asked to serve as the fiscal agent for the California Green Jobs Corps proposal being prepared by the High Desert Green Jobs Initiative.

F. Office of Business Services

Vice President of Business Services Deborah Wallace reported that the tentative budget will be presented to the Board of Trustees in June, expansion of the Palmdale site began May 1, 2009, and occupancy of the new Maintenance and Operations facility is scheduled for May 15, 2009.

G. Office of Human Resources

Ms. Wallace thanked the Board for approving the employment agreement for Michael “Shane” Turner, who will serve as Vice President of Human Resources starting July 1, 2009.

H. Office of Student Services

Dr. Rosa Hall, Vice President of Student Services, announced that the technical assistance team that visited the college’s categorical programs found no audit exceptions in any program. She stated that the team made a few recommendations, but also gave many positive comments. Dr. Hall encouraged trustees to attend the Students on the Move celebration planned for May 22, 2009, at 2:00 p.m. and thanked Ms. Soos and Mr. Cabral for their leadership this year.

I. Office of Superintendent

Dr. Fisher presented Ms. Soos and Mr. Cabral with gifts in recognition of their year of service on behalf of students. He reminded those present that this year’s commencement ceremony will be held June 6, 2009, at Marie Kerr Park in Palmdale and the registered nursing pinning ceremony is planned for June 7, 2009, at 1:00 p.m. at the Antelope Valley Fairgrounds. Dr. Fisher encouraged trustees to volunteer at the Classified Recognition events and announced that the state track meet will be held at Antelope Valley College next year.

J. Board Members

Ms. Soos invited trustees to attend the Honors Convocation on May 22, 2009; announced that she has been admitted to the University of California, San Diego for winter session; made positive comments about her experience as student trustee; and thanked everyone for their help. She asked that the next student trustee keep questioning and advocate on behalf of students, not themselves or anyone else.

Mr. Buffalo commented that in the ten years he has been on the Board, Ms. Soos has been the absolute best student trustee.

Mr. Fox remarked that if elected to the City Council, this may be his last Board meeting. He stated that it has not been his intent to offend anyone during his term as a board member and commended Ms. Razo, Mr. Cabral, past student trustee Michelle Ellis, Ms. Soos, Ms. Lowry, Ms. Ford, Ms. Preschler, Dr. Hall, and Ms. Wallace for their good work. He also thanked Dr. Fisher and his fellow board members.

Mrs. Wienke expressed regret that she would be unable to attend Classified Recognition, but let everyone know that she will be there in spirit.

Mr. Seefus wished Mr. Fox success in the election and commented that Ms. Soos' grandparents would be very proud of her.

XVII. DATE OF NEXT MEETING

A special meeting of the Board of Trustees to conduct the Superintendent/President's evaluation will be held at 4:00 p.m. on June 8, 2009, in Room A140 (Administration Building). The next regular meeting of the Board of Trustees will be held Monday, June 8, 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 8:08 p.m.

Approved by Board of Trustees
June 8, 2009

Respectfully submitted,

_____ President

_____ Jackie L. Fisher, Sr., Secretary

_____ Clerk