

MINUTES
Regular Board Of Trustees Meeting
Antelope Valley College
3041 W. Avenue K, Lancaster, CA 93536
Room A-140, Closed Session; Room SSV-151, Public Session
Monday, December 8, 2014

Generated by Patty McClure on Tuesday, December 9, 2014

1. CALL TO ORDER

Procedural: **1.1 Call to Order.**

2. ATTENDANCE

Procedural: **2.1 Roll Call.**

Board Members Present: Jack Seefus, President; Lew Stults, Vice President; Steve Buffalo, Clerk; Michael Adams, Member; Barbara Gaines, Member.

3. PUBLIC COMMENTS - CLOSED SESSION

Procedural: **3.1 Public Comment Announcement.**

There were no comments regarding Closed Session items.

4. ADJOURN TO CLOSED SESSION

The Board adjourned to Closed Session at 5:30 p.m. to discuss the following items:

4.1 Appointment of Personnel (Government Code Section 54957).

Discussion: **4.2 Conference with Labor Negotiator: Ed Knudson (Government Code Section 54957.6).**

5. RECONVENE TO PUBLIC SESSION

Procedural: **5.1 Reconvene to Public Session.**

The Board reconvened to Public Session at 6:30 p.m.

6. PUBLIC COMMENTS - AGENDA AND NON-AGENDA ITEMS

Procedural: **6.1 Public Comment Announcement.**

Mr. Seefus announced the procedures for public comment to the Board for agenda and non-agenda items.

7. ATTENDANCE

Procedural: **7.1 Roll Call.**

Board Members Present: Jack Seefus, President; Lew Stults, Vice President; Steve Buffalo, Clerk; Michael Adams, Member; Barbara Gaines, Member.

Staff Present: Ed Knudson, Superintendent/President; Dr. Erin Vines, Vice President of Student Services; Mark Bryant, Vice President of Human Resources; Dr. Bonnie Suderman, Asst. Supt./Vice President of Academic Affairs; Dr. Susan Lowry, AVC Federation of Teachers; Pamela Ford, AVC Federation of Classified Employees; Michelle Hernandez, Confidential/Management/Supervisory Employees Representative; Dr. Ed Beyer, Academic Senate; Bridget Razo, Institutional Advancement & Foundation; Megan Turrill, ASO Student Representative.

8. PLEDGE OF ALLEGIANCE

8.1 Pledge of Allegiance.

Mr. Stults led the Pledge of Allegiance.

9. APPROVAL OF MEETING AGENDA

9.1 Agenda Approval.

Motion made by Michael Adams, Second by Steve Buffalo.

Advisory Vote: In Favor.

Final Resolution: Motion carried (5/0/0).

Ayes: Lew Stults, Steve Buffalo, Michael Adams, Barbara Gaines, Jack Seefus.

10. OPEN FORUM ON NON-AGENDA ITEMS

10.1 Open Forum on Non-Agenda Items.

Newton Chelette, Dean of Kinesiology, Athletics and Dance, recognized Bradley Wiggs, a freshmen at the college, who finished 5th in the State of California in Cross Country. Stated that he was the first All American Athlete of the College since 2007, the highest finisher since 2003 and of the top nine finishers, he was the only freshmen.

11. PRESENTATION

11.1 Bachelor's Degree in Airframe Manufacturing Technology.

Dr. Karen Cowell, Dean of Health Services and Dr. Maria Clinton presented a PowerPoint providing background information on the application process. Stated that Lockheed Martin, Northrop Grumman and partners out at Edwards Airforce Base are very excited about the program, came up with ideas for curriculum design and course design that would be relevant to the industry. Notification of acceptance from the chancellor's office is expected by January 22, 2015.

Vicki Medina with the Antelope Valley Board of Trade spoke in support of the application of the bachelor program. She stated that the technical training is needed immediately and will aid to sustain the airframe manufacturing industry in the Antelope Valley.

Megan Turrill, ASO President spoke in support of the bachelor program, reviewing benefits to the students and to the community.

11.2 Job Placement Center - Exploring My Career Path Event.

Ann Steinberg, Job Placement Director, stated that Career Day was held on October 10, 2014 for middle school children and showed a slide show of the event. She presented appreciation certificates for those who assisted in making the event successful.

Presentation: 11.3 Presentation of Prop 39 Bond Refinancing Selected Option.

Diana Keelen, Business Services Executive Director introduced Frank Vega of Piper Jaffray as he reviewed a summary of the refunding bond analysis with the potential cost savings to the local taxpayer.

12. PUBLIC HEARING

Information: 12.1 Public Hearing to Receive Input on Antelope Valley Community College District Amended Proposal to the Antelope Valley College Federation of Teachers 2012-2015 Collective Bargaining Agreement Negotiations Re-Openers (HR).

Mark Bryant, Assistant Superintendent/Vice President of Human Resources stated that the current faculty contract is expiring in June of 2015. In anticipation of that, he is trying to sunshine items to try and address as many items in the contract as possible. He stated that there is a lot of items on the list, including cleaning up outdated language, spelling errors and number problems. He stated that he is hopeful that with the clean up of the contract, it will be user friendly and reflect the items concisely and correctly.

There were no public comments regarding the Public Hearing.

13. REPORT OF CLOSED SESSION ACTION

Report: 13.1 Report of Closed Session Action.

Mr. Seefus reported that the Board approved Personnel Schedule #6-2014-15 PS on a motion made by Michael Adams, Second by Steve Buffalo.

Final Resolution: Motion carried (5/0/0).

Ayes: Jack Seefus, Lew Stults, Steve Buffalo, Michael Adams, Barbara Gaines.

14. BOARD ORGANIZATIONAL BUSINESS

Action: 14.1 Election of Officers for the Period of December 8, 2014 through December 14, 2015.

On a motion made by Michael Adams, Second by Steve Buffalo, Lew Stults was elected **Board President**.

Advisory Vote: In Favor.

Final Resolution: Motion carried (5/0/0).

Ayes: Jack Seefus, Lew Stults, Steve Buffalo, Michael Adams, Barbara Gaines.

On a motion made by Michael Adams, Second by Barbara Gaines, Steve Buffalo was elected **Board Vice President**.

Advisory Vote: In Favor.

Final Resolution: Motion carried (5/0/0).

Ayes: Jack Seefus, Lew Stults, Steve Buffalo, Michael Adams, Barbara Gaines.

On a motion made by Lew Stults, Second by Steve Buffalo, Michael Adams was elected **Board Clerk**.

Advisory Vote: In Favor.

Final Resolution: Motion carried (5/0/0).

Ayes: Jack Seefus, Lew Stults, Steve Buffalo, Michael Adams, Barbara Gaines.

At this time the board switched chairs and assumed their new positions.

Action: 14.2 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 (One member may be selected for both responsibilities).

On a motion made by Michael Adams, Second by Steve Buffalo, Barbara Gaines was elected as the representative to the Los Angeles County Committee on School District Organization and as a representative to the Los Angeles County School Trustee Association.

Advisory Vote: In Favor.

Final Resolution: Motion carried (5/0/0).

Ayes: Lew Stults, Steve Buffalo, Michael Adams, Barbara Gaines, Jack Seefus.

Action: 14.3 Selection of One Board Member to Represent the District in the Antelope Valley School Boards Association for 2015.

On a motion made by Michael Adams, Second by Steve Buffalo, Lew Stults was elected as the representative to the Antelope Valley School Boards Association.

Advisory Vote: In Favor.

Final Resolution: Motion carried (5/0/0).

Ayes: Lew Stults, Steve Buffalo, Michael Adams, Barbara Gaines, Jack Seefus.

Action: 14.4 Selection of Two Board Members to Represent the District on the Antelope Valley College Foundation Board of Directors for 2015.

On a motion made by Lew Stults, Second by Steve Buffalo, Michael Adams and Barbara Gaines were elected to represent on the Antelope Valley College Foundation Board of Directors for 2015.

Advisory Vote: In Favor.

Final Resolution: Motion carried (5/0/0).

Ayes: Lew Stults, Steve Buffalo, Michael Adams, Barbara Gaines, Jack Seefus.

Action: 14.5 Other Organizational Items: Approval of Superintendent's Organizational Meeting Report.

On a motion made by Michael Adams, Second by Steve Buffalo.

Advisory Vote: In Favor.

Final Resolution: Motion carried (5/0/0).

Ayes: Lew Stults, Steve Buffalo, Michael Adams, Barbara Gaines, Jack Seefus.

15. CONSENT AGENDA

Action (Consent): 15.1 Approval of the Consent Agenda Items by Unanimous Consent.

Motion made by Michael Adams, Second by Steve Buffalo.

Advisory Vote: In Favor.

Final Resolution: Motion carried (5/0/0).

Ayes: Lew Stults, Steve Buffalo, Michael Adams, Barbara Gaines, Jack Seefus.

Action (Consent), Minutes: 15.2 Minutes of the Regular Meeting of the Board of Trustees of November 10, 2014.

Action (Consent): **15.3 Purchase Order Schedule 6-2014/2015-PO.**

Action (Consent): **15.4 Travel Authorization Report, T-6 (OBS).**

Action (Consent): **15.5 Auxiliary Services Financial Statements for October 2014 (OBS).**

Action (Consent): **15.6 Cafeteria October 2014 Balance Sheet and Income Statement.**

Action (Consent): **15.7 Bookstore Balance Sheet and Income Statement - October 2014 (OBS).**

Action (Consent): **15.8 Measure R Expenditures Recap Through November 24, 2014 (OBS).**

Action (Consent): **15.9 Request for Appropriation Increase (OBS).**

Action (Consent): **15.10 Uplink Communications - AV Cabling - Ratification.**

16. ACTION ITEMS

Action: 16.1 Approval of Contract with Newleaf Training & Development for the Keynote Speaker for the Spring 2015 Opening Day.

Motion made by Barbara Gaines, Second by Steve Buffalo.

Advisory Vote: In Favor.

Final Resolution: Motion carried (5/0/0).

Ayes: Lew Stults, Steve Buffalo, Michael Adams, Barbara Gaines, Jack Seefus.

Action: 16.2 Approval of Memorandum of Understanding (MOU) Between Mental Health America of Los Angeles and Antelope Valley College.

Motion made by Barbara Gaines, Second by Jack Seefus.

Advisory Vote: In Favor.

Final Resolution: Motion carried (5/0/0).

Ayes: Lew Stults, Steve Buffalo, Michael Adams, Barbara Gaines, Jack Seefus.

Action: 16.3 Approval of Resolution in Support of a Baccalaureate Degree Pilot Program.

Motion made by Michael Adams, Second by Steve Buffalo.

Advisory Vote: In Favor.

Final Resolution: Motion carried (5/0/0).

Ayes: Lew Stults, Steve Buffalo, Michael Adams, Barbara Gaines, Jack Seefus.

Action: 16.4 Approval of the 2014 & 2015 Athletic Schedules for Volleyball, Cross Country, Football, Women's Soccer, Men's Basketball, Women's Basketball, Track, Women's Tennis, Softball and Men's Golf.

Motion made by Michael Adams, Second by Steve Buffalo.

Advisory Vote: In Favor.

Final Resolution: Motion carried (5/0/0).

Ayes: Lew Stults, Steve Buffalo, Michael Adams, Barbara Gaines, Jack Seefus.

Action: 16.5 Approval of Authorization to Award Contract to CDW-G, for District Refresh of Desktop Computers and Projectors.

Motion made by Barbara Gaines, Second by Jack Seefus.

Advisory Vote: In Favor.

Final Resolution: Motion carried (5/0/0).

Ayes: Lew Stults, Steve Buffalo, Michael Adams, Barbara Gaines, Jack Seefus.

Action: 16.6 Approval of Antelope Valley Community College District's Amended Proposal to the Antelope Valley College Federation of Teachers 2012-2015 Collective Bargaining Agreement Negotiations Re-Opens 2014-2015 (HR).

Motion made by Steve Buffalo, Second by Barbara Gaines.

Advisory Vote: In Favor.

Final Resolution: Motion carried (5/0/0).

Ayes: Lew Stults, Steve Buffalo, Michael Adams, Barbara Gaines, Jack Seefus.

Action: 16.7 Approval of Consulting/Evaluation Services Provided to Antelope Valley College By Western Research and Development Inc. for the Title V Solo Grant (AA).

Motion made by Steve Buffalo, Second by Michael Adams.

Advisory Vote: In Favor.

Final Resolution: Motion carried (5/0/0).

Ayes: Lew Stults, Steve Buffalo, Michael Adams, Barbara Gaines, Jack Seefus.

Action: 16.8 Approval of Resolution of the Board of Trustees of the Antelope Valley Community College District, Los Angeles and Kern Counties, California, Authorizing the Issuance of Antelope Valley Community College District (Los Angeles and Kern Counties, California) 2015 General Obligation Refunding Bonds and Actions Related Thereto.

Motion made by Michael Adams, Second by Steve Buffalo with the amendment of the resolution of section 1 not to exceed \$ 87 million dollars.

Advisory Vote: In Favor.

Final Resolution: Motion carried (5/0/0).

Ayes: Lew Stults, Steve Buffalo, Michael Adams, Barbara Gaines, Jack Seefus.

Action: 16.9 Approval of Memorandum of Understanding with Brandman University.

Motion made by Barbara Gaines, Second by Jack Seefus.

Advisory Vote: In Favor.

Final Resolution: Motion carried (5/0/0).

Ayes: Lew Stults, Steve Buffalo, Michael Adams, Barbara Gaines, Jack Seefus.

Action: 16.10 Student Equity Plan.

Motion made by Barbara Gaines, Second by Jack Seefus.

Advisory Vote: In Favor.

Final Resolution: Motion carried (5/0/0).

Ayes: Lew Stults, Steve Buffalo, Michael Adams, Barbara Gaines, Jack Seefus.

Action: 16.11 Approval of Customer Service Training Agreement with Peter DeArmond.

Motion made by Michael Adams, Second by Steve Buffalo.

Advisory Vote: In Favor.

Final Resolution: Motion carried (5/0/0).

Ayes: Lew Stults, Steve Buffalo, Michael Adams, Barbara Gaines, Jack Seefus.

Action: 16.12 Approval of BP 4250 - Probation, Dismissal, and Readmission.

Motion made by Michael Adams, Second by Lew Stults.

Advisory Vote: In Favor.

Final Resolution: Motion carried (5/0/0).

Ayes: Lew Stults, Steve Buffalo, Michael Adams, Barbara Gaines, Jack Seefus.

Action: 16.13 Approval of BP 5010 - Admissions and Concurrent Enrollment.

Motion made by Barbara Gaines, Second by Jack Seefus.

Advisory Vote: In Favor.

Final Resolution: Motion carried (5/0/0).

Ayes: Lew Stults, Steve Buffalo, Michael Adams, Barbara Gaines, Jack Seefus.

Action: 16.14 Approval of BP 5050 - Student Success and Support Program.

The board did not vote on this item. It will be placed on the January 12, 2015 Board Meeting.

Action: 16.15 Open and Approve the Sealed Bids for the Sale of Surplus Property located at West Avenue K and 30th Street West in Lancaster, CA 93536, AP # 3112-001-902 Pursuant to Board Resolution No. 14-15/1 adopted November 10, 2014.

Motion made to open the submitted bid by Michael Adams, Second by Steve Buffalo.

Advisory Vote: In Favor.

Final Resolution: Motion carried (5/0/0)

Ayes: Lew Stults, Steve Buffalo, Michael Adams, Barbara Gaines, Jack Seefus.

The board opened and reviewed one bid that was submitted by Ben Sayani of Ariel Properties, Inc. There was a discrepancy between the written number and the numerical number on the bid. After

clarification from Mr. Sayani, the bid was in the amount of \$1.9 million. The board agreed to accept the bid, on the condition that Mr. Sayani hand write the correction on the bid.

Motion made to accept the bid by Michael Adams, Second by Jack Seefus.

Advisory Vote: In Favor.

Final Resolution: Motion carried (5/0/0).

Ayes: Lew Stults, Steve Buffalo, Michael Adams, Barbara Gaines, Jack Seefus.

17. INFORMATION ITEMS

Information: **17.1 Update on Accreditation.**

Tina McDermott, a faculty member, provided an update on the accreditation process. Stated that there is a team working on each of the standards, that she has met with each of the teams and is currently reviewing the outlines. Stated that in the Spring of 2015 she is aiming to move past the outline phase and have a rough draft completed.

Information: **17.2 Additional Career Step Certificate Online Course: Pharmacy Technician.**

Information: **17.3 AVC Foundation Financials - Oct 2014.**

18. REPORTS/ANNOUNCEMENTS

Report: **18.1 Academic Senate (Dr. Ed Beyer).**

Dr. Beyer congratulated Dr. Clinton for her recent achievement. Thanked the unions and administration for working together to set up the department chairs. Stated that the Senate is cautiously optimistic about the bachelor program and wished everyone a safe and happy holiday.

Report: **18.2 Antelope Valley College Federation of Teachers (Dr. Susan Lowry).**

Dr. Lowry congratulated SOAR High School as they were named one of the 100 top public high schools in California and proud to teach those students. Stated that she was excited about the department chairs structure. Wished everyone a happy holiday season.

Report: **18.3 Antelope Valley College Federation of Classified Employees (Pamela Ford).**

No report.

Report: **18.4 Confidential/Management/Supervisory Employees (Michelle Hernandez).**

No report. Wished everyone a happy holiday.

Report: **18.5 Associated Student Organization (Megan Turrill).**

Ms. Turrill stated that she is optimistic about the bachelor program and thanked Lew Stults for the donation to the Hearts N Hands Pantry. Stated that the next meeting will be December 16, 2014, and they hope to approve a pilot program, an academic peer success program. Stated that they are planning a retreat for January 9, 2015. Stated that she was recently sworn in as Region VI senator in Sacramento and is working on networking with other schools within the region. Stated that the Region VI meeting will be held on December 12, 2014 at 10:00 a.m. and invited the board to attend. Thanked the faculty and staff that worked with ASO this past semester. Stated that she is

looking forward to working with everyone in the Spring semester and wished everyone a happy holiday.

Report: 18.6 Antelope Valley College Institutional Advancement and Foundation (Bridget Razo).

Ms. Razo congratulated the board on their new positions and that she looks forward to working with Barbara Gaines and Michael Adams on the Foundation Board. She thanked everyone who contributed on Tuesday and their contributions to the students. Stated that the Foundation is gearing up for the end of the year giving, that it was the last chance to give for tax deduction contributions of the 2014 tax season. Stated that it was with sadness that she announced the passing of Flora Belle Reece, a donor and that it was a privilege to have known her. She wished everyone a wonderful holiday and the best for 2015.

Report: 18.7 Office of Superintendent/President (Mr. Ed Knudson).

Mr. Knudson congratulated Lew Stults as Board President and that he is looking forward to working with him closely this year and thanked Jack Seefus for his assistance this past year. Stated that he attended the Nurses Pinning Ceremony and that there were 67 nurses that were awarded their pins. Thanked Dr. Suderman, Dr. Cowell and Dr. Clinton for putting together the Bachelor application and stated that he too is cautiously optimistic about the bachelor program, but is confident in the staff's ability to pull it off. Thanked Liz Diachun and Bridget Razo for the annual report and that the information is timely. Congratulated Dr. Grado as SOAR High School was ranked number 57 in the state and that it was outstanding. He wished everyone the merriest of Christmases, a profitable new year and may God bless.

Report: 18.8 Board Member Comments.

Student Trustee, Christopher Dundee congratulated Dr. Clinton on her long time achievement and wished everyone a safe and happy holiday season and new year.

Trustee Seefus joined everyone in seasons greetings and stated that it was good to get rid of the property across the street and that it will boost the budget. Stated that he hopes that the college will get proper exposure for saving the tax payers money for the refunding of bonds that the board approved at tonight's meeting.

Trustee Gaines stated that her fingers were crossed for the bachelor program and that she is optimistic and excited for the college. She wished everyone a safe and peaceful holiday season.

Trustee Adams stated that he attended the Nurses Pinning Ceremony and that it is always wonderful to see how many nurses that are put out into the community each year. Congratulated Dr. Clinton in her accomplishment. Wished everyone a Merry Christmas.

Trustee Buffalo stated that it was a good step the college took with the Bachelors Program and that it will bring higher education closer to the community. Congratulated SOAR High School for their accomplishment. Wished everyone a Merry Christmas.

Trustee Stults congratulated Dr. Clinton on her accomplishment, congratulated Dr. Grado with SOAR High School, thanked the board for his new position as Board President, and thanked everyone for attending the meeting. Stated that he attended the Nurses Pinning Ceremony and that it was very interesting and wished everyone a wonderful holiday.

19. CLOSED SESSION CONTINUED (if necessary)

Procedural: 19.1 Closed Session Continued (if necessary).

There was no Continued Closed Session.

20. RECONVENE TO PUBLIC SESSION

Procedural: **20.1 Reconvene to Public Session.**

Not applicable.

21. REPORT OF ACTION FROM CONTINUED CLOSED SESSION (if necessary)

Report: **21.1 Report of Action from Continued Closed Session (if necessary).**

Not applicable.

22. DATE OF NEXT MEETING: January 12, 2015.

23. ADJOURNMENT

Procedural: **23.1 Meeting Adjournment.**

Lew Stults adjourned the meeting at 7:58 p.m.

Respectfully submitted,

Lew Stults, President

Edward Knudson, Secretary

Michael Adams, Clerk