

**MINUTES**  
**Regular Board Meeting**  
**Monday, March 10, 2014**

**Antelope Valley College**  
**3041 W. Avenue K**  
**Lancaster, CA 93536**

---

**1. CALL TO ORDER**

1.1 Call to Order: The meeting was called to order by Mr. Seefus at 5:30 p.m.

---

**2. ATTENDANCE**

2.1 Roll Call

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

Board Members Absent: Lew Stults, Vice President

Staff Present: Ed Knudson, Superintendent/President

---

**3. PUBLIC COMMENTS - CLOSED SESSION**

3.1 Public Comment Announcement: There were no public comments regarding Closed Session agenda 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)

4.2 Consideration of public employee discipline/dismissal/release (Government Code Section 54957)

4.3 Conference with labor negotiator (Government Code Section 54957)

4.5 Conference with legal counsel - Exposure to litigation (1) potential case, pursuant to Section 54956.9(b)

4.6 Sabbatical Leave Requests

---

**5. RECONVENE TO PUBLIC SESSION**

5.1 Reconvene to Public Session- The Board reconvened to Public Session at 6:35 p.m.

---

**6. PUBLIC COMMENTS - AGENDA AND NON-AGENDA ITEMS**

6.1 Public Comment Announcement: Mr. Seefus announced procedures for public comments to the Board of Trustees.

---

**7. ATTENDANCE**

7.1 Roll Call

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

Board Members Absent: Lew Stults, Vice President

Staff Present: Ed Knudson, Superintendent/President, Dr. Erin Vines, Vice President Student Services; Mark Bryant, Vice President Human Resources, Dr. Susan Lowry, AVC Federation of Teachers; Pamela Ford, AVC Federation of Classified Employees; Ann Steinberg, Confidential/Management/Supervisory Employees; Christopher Dundee, Associated Student Organization; Sandi Rogers, AVC Foundation.

---

**8. PLEDGE OF ALLEGIANCE**

8.1 Pledge of Allegiance- The Pledge of Allegiance was led by Board Clerk, Steve Buffalo.

## **9. APPROVAL OF MEETING AGENDA**

---

### 9.1 Agenda Approval

Approve Agenda

Motion by Mr. Buffalo, Second by Mr. Adams

Advisory Vote: In favor

Final Resolution: Motion Carried (4/1/0) Mr. Stults absent

## **10. EMPLOYEE RECOGNITION: There was no employee recognition**

---

## **11. OPEN FORUM ON NON-AGENDA ITEMS**

---

### 11.1 Open Forum on Non-Agenda Items

The following students commented on the elimination of Math 70A & 70B and Math 102A & 102B classes:

Michaasha Emerson Anderson, Ernest A. Acedo III, Tammy Cole, Susan Townsend, Jo Collins, Zachary Tyler Warren, Lori Perlin, June James, Jasmine James.

The students said that they liked the Math 70A & 70B and Math 102A & 102B classes because it is a slower pace and easier for them to understand giving them a better success rate of passing the classes. They are very helpful to students who normally do not do well in math and also those who have learning disabilities. A student stated that a petition was given to Dr. Uhazy last year to give to the President regarding keeping the Math 70A, 70B, 102A and 102B classes.

## **12. PRESENTATION**

---

### 12.1 Wells Fargo Recognition of \$10,000 gift to the Veterans Resource Center (Bridget Razo)

Bridget Razo presented a plaque to representatives from Wells Fargo, Chris Perez and Fabiola Ramirez, in appreciation of the \$10,000 gift supporting the Veterans Resource Center.

### 12.2 AVC Examiner Update- Tom Graves/Dr. Polly Robinson

Dr. Tom Graves updated the Board on the "Examiner" and the Journalism Department. During difficult economic times, at the time, the Vice President of Academic affairs suggested that the "Examiner" take a sabbatical along with other programs. Seven issues were brought forward to the Board regarding the Examiner; Faculty, Vision, Manifesto, Creating an interest in the Examiner, Online component, Equipment issues, and Funding. Presently Dr. Polly Robinson is the new advisor and with the help of Professor Hood have a new philosophical approach. Now there are newer computers and updated software. Dean Parnell has secured one time funding for the "Examiner" and the needs of the department. They have looked at collaboration with digital media and digital photography. The current website for the AVC Examiner can be accessed at [www.avcexaminer.com](http://www.avcexaminer.com). Dr. Robinson has developed in cooperation with the Journalism Association of Community Colleges a tentative 3 year plan. There will be an entirely new staff of 8. They will be setting up policies, procedures, and guidelines and will be taking their cue from the most successful community colleges in Southern California. The primary foundation of what the newspaper will keep in mind is ethical practices. She is looking at producing a print magazine at the end of the semester that highlights scholarship winners and achievements and will expand the editorial staff this Fall semester. They will eventually go back to print publication starting January 2015 which will generate income. Year 3 they would like to establish a set number of papers per semester. They now have a student copy editing plan. Dr. Graves stated to the Board that they need a full time faculty member for the Journalism department and also need to secure stable funding to move forward. The print size will be bound 10x12, color front and black & white inside (tabloid size).

## **13. REPORT OF CLOSED SESSION ACTION**

---

### 13.1 Report of Closed Session Action

Mr. Seefus reported that the Board approved Personnel Schedule #9 on a motion by Mr. Buffalo and second by Mr. Adams with a 4/0/1, Mr. Stults absent.

The Board voted to approve a Settlement Agreement between Antelope Valley College, Klassen Corporation and ISEC, Inc. in regards to the Health & Sciences Building project on a motion by Mr. Adams, second by Mr. Buffalo with a 4/1 vote, Mr. Stults absent.

The Board voted to approve Sabbatical Leaves for Employee SLR2013/14-02 for one semester, Spring 2015 with a motion by Mr. Adams, second by Mr. Buffalo with a 4/0/1 vote, Mr. Stults absent.

The Board voted to approve Sabbatical Leave for Employee SLR2013/14-03 for one semester, Fall 2014 on a motion by Mr. Adams, second by Mr. Buffalo with a 4/0/1 vote, Mr. Stults absent.

## **14. CONSENT AGENDA**

---

Motion to approve the Consent Agenda Items by Unanimous Consent:

Motion by Mr. Adams, second by Mr. Buffalo

Advisory Vote: In favor

Final Resolution: Motion carried (4/0/1) Mr. Stults absent

14.1 Approval of the Consent Agenda Items by Unanimous Consent)

14.2 Minutes of the Work Study Session of the Board of Trustees of February 10, 2014

14.3 Minutes of the Regular Meeting of the Board of Trustees of February 10, 2014

14.4 CCFS-311Q Quarterly Financial Status Report - Q2 ending December 31, 2013

14.5 ASO Financial Report

14.6 Auxiliary Services Financial Statements January 2014

14.7 Cafeteria January Balance Sheet and Income Statement (AS)

14.8 Bookstore January Income Statement (AS)

14.9 Bookstore Revised Income Statement August 2013-December 2013

14.10 Purchase Order Schedule 10-2013/2014-PO

14.11 Travel Authorization Report T-09

14.12 Authorization to File Notice of Completion and Resolution of Acceptance on the Health & Sciences Building Project - ISEC, Inc.

## **15. ACTION ITEMS**

---

15.1 Master Agreement between Allan Hancock Joint Community College District and Antelope Valley Community College District (as part of the South Central Regional Consortium)

Approve Master Agreement between Allan Hancock Joint Community College District and Antelope Valley Community College District (as part of the South Central Regional Consortium)

Motion by Mr. Adams, Second by Mr. Buffalo

Advisory Vote: In favor

Final Resolution: Motion carried (4/0/1), Mr. Stults absent

15.2 Master Agreement between Santa Clarita Community College District and Antelope Valley Community College District (as part of the South Central Regional Consortium)

Approve Master Agreement between Santa Clarita Community College District and Antelope Valley Community College District (as part of the South Central Regional Consortium)

Motion by Ms. Gaines, Second by Mr. Buffalo

Advisory Vote: In favor

Final Resolution: Motion carried (4/0/1) Mr. Stults absent

15.3 Authorization to Award the Contract to Olympus America Inc. for Health and Science Building Microscopes

Approve Authorization to Award the Contract to Olympus America Inc. for Health and Science Building Microscopes

Motion by Mr. Bierle, Second by Mr. Buffalo

Advisory Vote: In favor

Final Resolution: Motion carried (4/0/1), Mr. Stults absent

15.4 Resolution to Authorize the Issuance of 2014 General Obligation Refunding Bonds

Frank Vega from RBC Capital Markets and Ivory Lee from Piper Jaffry submitted a Public Comment Card to make a presentation regarding general obligation refunding bonds. Mr. Vega stated that today we are in a low interest rate environment. When the bonds were sold in 2007 the rates have come down today resulting in an opportunity to save tax payers money. The District has issued 139 million dollars in bonds under Measure R in 3 series. 2005- Series A; 2007-Series B & C; 2006- Refinanced a portion of the Series A bonds. Today they are talking about the outstanding bonds, the 2006 refunding bonds and the Series C bonds issued in 2007. In re-financing the bonds, they will not be extending the final maturity of the bonds. The bonds will mature in 2026 as originally designated. All the transaction costs are contingent on successful refinancing. 100% of savings will be given back to the taxpayers which is estimated at 1.5 million dollars in

total savings. It would take approximately 30 days to complete re-financing. The total estimated cost of refinancing the bond is approximately .9%.

Approve Resolution to Authorize the Issuance of 2014 General Obligation Refunding Bonds

Motion by Ms. Gaines, Second by Mr. Buffalo

Advisory Vote: In favor

Final Resolution: Motion carried (4/0/1), Mr. Stults absent

15.5 Appointment of Elected Official to Serve on the Retirement Board of Authority

Appoint Michael Adams

Motion by Mr. Buffalo, Second by Ms. Gaines

Advisory Vote: In favor

Final Resolution: Motion carried (4/0/1), Mr. Stults absent

15.6 CCCT Board Election - 2014

Vote for the 5 incumbents for the California Community College Trustees Board: Paul Gomez, Chaffey CCD; Jim Moreno, Coast CCD; Laura Casas, Foothill-DeAnza CCD; Stephan Castellanos, San Joaquin Delta CCD; Nancy C. Chadwick, Palomar CCD and Nathan Miller, Riverside CCD; Stehpen P. Blum, Ventura CCD Lorrie A. Denson, Victor Valley CCD

Motion by Mr. Adams, Second by Ms. Gaines

Advisory Vote: In favor

Final Resolution: Motion carried (4/0/1), Mr. Stults absent

15.7 APPROVAL OF CONSTRUCTION CHANGE ORDER - ISEC, INC.

Approve construction change order - ISEC, Inc.

Motion by Mr. Buffalo, Second by Ms. Gaines

Advisory Vote: In favor

Final Resolution: Motion carried (4/0/1), Mr. Stults absent

15.8 Approval of Contract with RBC Capital Markets for Measure R Refinancing Underwriting Specialized Services

Approve contract with RBC Capital Markets for Measure R Refinancing Underwriting Specialized Services

Motion by Mr. Adams, Second by Mr. Buffalo

Advisory Vote: In favor

Final Resolution: Motion carried (4/0/1), Mr. Stults absent

15.9 Approval of Course Developments, Revisions, and Deactivations

Approve Course Developments, Revisions, and Deactivations

Motion by Mr. Buffalo, Second by Mr. Adams

Advisory Vote: In favor

Final Resolution: Motion carried (4/0/1), Mr. Stults absent

15.10 Resolution in Recognition of Service- Leroy David "Lee" Baca Retired Sheriff of Los Angeles County

Approve Resolution in Recognition of Service - Leroy David "Lee" Baca Retired Sheriff of Los Angeles County

Motion by Ms. Gaines, Second by Mr. Buffalo

Advisory Vote: In favor

Final Resolution: Motion carried (4/0/1), Mr. Stults absent

---

## 16. INFORMATION ITEMS

---

The Board received the following Administrative Procedures as information items. There were no comments or questions.

16.1 AP 2712 Conflict of Interest Code

16.2 AP 3410 Nondiscrimination

16.3 AP 3501 Campus Security and Access

16.4 AP 3435 Complaint Procedure for Discrimination or Harassment

---

## 17. REPORTS/ANNOUNCEMENTS

---

#### 17.1 Academic Senate (Dr. Ed Beyer)

Dr. Beyer thanked the foundation for the Achievement Awards Dinner. He reported that the Senate is busy going through self evaluation, reviewing the Senate Constitution for ambiguities and reviewing academic rankings to include an appeal process, reviewing equivalency reviews to match the State language and is establishing a liaison to the Risk Management office.

#### 17.2 Antelope Valley College Federation of Teachers (Dr. Susan Lowry)

No report

#### 17.3 Antelope Valley College Federation of Classified Employees (Pamela Ford)

Ms. Ford thanked Bridget Razo and her staff, Classified, and CMS for putting together the Achievement Awards Dinner. She said it was a very organized and enjoyable event.

#### 17.4 Confidential/Management/Supervisory Employees (Ann Steinberg)

No report

#### 17.5 Associated Student Organization (Christopher Dundee)

Mr. Dundee reported that there will be a student event on March 28; Cosmic Bowling . They are looking forward to a leadership lunch in May.

#### 17.6 Antelope Valley College Foundation (Bridget Razo)

Sandi Rogers thanked Pamela Ford and Dr. Ed Beyer and others for kind remarks about the Achievement Awards Dinner . They were all pleased that everything thing went well that night. It is estimated that the gross income for the event is over \$102,000 which is up about \$18,000 from last year. Ms. Rogers thanked everyone for their support.

#### 17.7 Office of Superintendent/President (Mr. Ed Knudson)

Mr. Knudson congratulated the Education Foundation on a successful Achievement Awards Dinner and said that he enjoyed the evening. He reported that the WiFi is operational in the Performing Arts Theater. The major buildings on campus will have WiFi by Spring break and the project should be completed by summer for the entire campus. Mr. Knudson stated that financial aid is significantly ahead of last year in processing. This will mean more students will be ready for Fall semester earlier. He thanked Dr. Erin Vines, Sherrie Padilla and the staff for their hard work in this accomplishment. He noted that we will go to 2 Financial Aid disbursements instead of one which will help with retention and students in their transition. The men's basketball team had an outstanding season and represented the college well finishing 27-5. Coach John Taylor was selected conference coach of the year. Mr. Knudson said that he went to many games and our student athletes and coaching staff conducted themselves as professionals and sportsman throughout the season even in the face of some adversity. He thanked the staff in the Math and Sciences Division for the high school Math contest on Friday and the Science Olympiad on Saturday. Between the 2 events, there were probably over 1000 students. After hearing the update on the Examiner, he is pleased with the progress that it is making and glad that the publication is being brought back to the campus.

#### 17.8 Board Member Comments

Russell Bierle, Student Trustee: Mr. Bierle thanked everyone who made the Science Olympiad event on Saturday and all the student volunteers, some of whom stayed to help with the Achievement Award Dinner.

Barbara Gaines thanked those who put on the Science Olympiad. She congratulated the Foundation Board for a successful evening at the Achievement Awards Dinner. She is glad to hear the good news about the WiFi.

Michael Adams thanked everyone for their hard work on the Achievement Awards Dinner.

Steve Buffalo stated that he likes showcasing the college's theater. He would like to see some of the popular events (for example the recent "Back to the 80's" concert) run for 3 days versus one, i.e. Friday, Saturday and Sunday. He said it would be more exposure for the students and an opportunity for more people to see the program.

### **18. CLOSED SESSION CONTINUED (if necessary)**

---

#### 18.1 Closed Session Continued (if necessary)

Not applicable

### **19. RECONVENE TO PUBLIC SESSION**

---

#### 19.1 Reconvene to Public Session

Not applicable

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

---

20.1 Report of Action from Continued Closed Session (if necessary)

Not applicable

**21. DATE OF NEXT MEETING: The next meeting of the Board of Trustees is scheduled for April 14, 2014.**

---

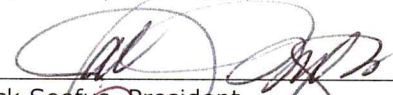
**22. ADJOURNMENT**

---

22.1 Meeting Adjournment

Mr. Seefus adjourned the meeting at 7:50 p.m.

Respectfully submitted,

  
\_\_\_\_\_  
Jack Seefus, President

  
\_\_\_\_\_  
Edward Knudson, Secretary

  
\_\_\_\_\_  
Steve Buffalo, Clerk