

**Antelope Valley Community College District**  
**3041 West Avenue K, Lancaster, California**  
**AMENDED MINUTES OF REGULAR MEETING BOARD OF TRUSTEES**  
**Monday, November 12, 2012**

I. CALL TO ORDER

The regular meeting of the Board of Trustees of Antelope Valley Community College District was held on Monday, November 12, 2012, at Antelope Valley College. Mrs. Betty J. Wienke, President, called the meeting to order at 5:00 p.m. in Room A 140, Administration Building.

II. ATTENDANCE

Board Members Present

Betty J. Wienke, President  
Michael R. Adams, Vice President  
Jack Seefus, Clerk  
Steve Buffalo  
Lew Stults

College Staff/Representatives Present

Dr. Jackie L. Fisher, Sr.  
Newton Chelette  
Sharon Lowry  
Shane Turner  
Diana Keelen (5:00 p.m. – 5:30 p.m.)  
Tom Brundage (5:00 pm. – 5:30 p.m.)

III. COMMENTS FROM COMMUNITY GROUPS AND INDIVIDUALS REGARDING CLOSED SESSION AGENDA ITEMS ONLY – None.

IV. ADJOURN TO CLOSED SESSION - The Board of Trustees adjourned to closed session at 5:01 p.m. to consider:

- A. Appointment of educational 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. 6-2011/12-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)
- D. Public employment Assistant Superintendent/Vice President Human Resources and Employee Relations (Government Code § 54957).

V. Board President Wienke reconvened the meeting in Room SSV 151, Student Services Building at 6:40 p.m.

VI. ATTENDANCE

Board Members Present

Betty Wienke  
Michael R. Adams  
Jack Seefus  
Steve Buffalo

College Staff/Representatives Present

Dr. Jackie L. Fisher, Sr.  
Newton Chelette  
Sharon Lowry  
Shane Turner

Lew Stults  
Sandra Govin, Student Trustee

Maria Clinton  
Ann Steinberg  
Pamela Ford  
Dr. Susan Lowry

- VII. PLEDGE OF ALLEGIANCE – Mr. Seefus led the Board and audience in the Pledge of Allegiance.
- VIII. APPROVAL OF MEETING AGENDA – On a motion made by Mr. Adams, seconded by Mr. Buffalo, 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
1. Student, Christina Burns asked if the pool would remain open and if evening PE classes would be added, in consideration of the passage of Proposition 30. Mrs. Wienke informed the student that the pool would not be closing. In regards to classes, Mrs. Lowry stated that the deans will commence meetings tomorrow to discuss which classes will be added.
  2. Pamela Ford requested discussion on Communication #62 at the appropriate time.
- X. EMPLOYEE RECOGNITION
- A. Ana Patin, Human Resources Benefits Technician, was recognized for all her work on the health benefits plan conversion from CVT to SISC. Dr. Fisher also recognized the following individuals who were actively involved in the transition: Shane Turner, Pamela Ford, Pat Lowry, Carmen Ayala, Rose Hook, Laurie Phillips, Kim Fite, Jenell Paul, Maria Valenzuela, Margie Chavez, and Scott Tuss.
  - B. Vicky Remp, Payroll Technician, was recognized for her hard work in implementing the recent changes to CalSTRS regulations.
- XI. REPORT OF CLOSED SESSION ACTION
- Board President Wienke announced the approval of Personnel Schedule 6-2012/13-PS, pages 6.1 – addendum, as well as unpaid leave of absence for a classified employee, beginning June 2013, on a 5/0 vote. Dr. Fisher then introduced Ms. Maxine Griffin, who will begin her duties as Executive Assistant to the Superintendent/President on December 3, 2012.
- XII. APPROVAL OF THE CONSENT AGENDA
- \* A. Minutes of the October 8, 2012 Regular Meeting of the Board of Trustees
  - \* B. Purchase Order Schedule 5-2012/13-PO
  - \* C. Travel Authorization 5-2012/13-T
  - \* D. Cafeteria Reports 4-2012/13-C and 5-2013/14-C
  - \* E. Auxiliary Services Fund Financial Statement 5-2012/13-AS/FS
  - \* F. Antelope Valley College Financial Statement 5-2012/13-F/S
  - \* G. Measure R – General Obligation Bond - Expenditures Recap 5-2012/13-R
  - \* H. Associated Student Organization Financial Report 5-2012/13-ASO
  - \* I. Consent Communication 16-2012/13-AS, Contract Renewal for 1098-T Vangent Incorporated

- \* J. Consent Communication 17-2012/13-AS, Authorizaton to Renew Mandated Cost Consultant Contract – Nichols Consulting
- \* K. Consent Communication 18-2012-13-CC/AS, Ratification of Construction Change Directive Per Board Resolution No. 2-2009/2010 for the Health and Sciences Building project
- \* L. Consent Communication 19-2012/13-CC/AS, Ratification of Construction Change Orders Per Board Resolution No. 2-2009/2010 for the Health and Sciences Building Project
- \* M. Consent Communication 20-2012/13-CC/AS, Authorization to File Notice of Completion and Resolution of Acceptance on the Theatre Arts Facility Project – Prime Painting Contractors, Inc.
- \* N. Consent Communication 21-2012/13-CC/AS, Authorization to File Notice of Completion and Resolution of Acceptance on the South Campus Exterior Renovation project – Bear State Plumbing
- \* O. Consent Communication 22-2012/13-CC/AS, Authorization to File Notice of Completion and Resolution of Acceptance on the South Campus Exterior Renovation Project – Vomar Products, Inc.

Mr. Adams moved and Mr. Seefus seconded that the Board of Trustees approve the Consent Agenda items. Advisory vote: in favor. Motion carried unanimously (5/0).

### XIII. ACTION ITEMS

#### A. Communication 60-2012/13-S), Composition of Screening Committee for the Position of Superintendent/President

Mrs. Wienke presented a list containing names of college personnel and community members to serve on the Superintendent/President Search Committee. There was much discussion regarding the composition of this committee. Board policies BP 2431 and 7120, and procedures AP 2431 and 7120 and Title 5 regulations were clarified. It was noted that the College Coordinating Council had made some revisions to the previous presidential search composition so that all constituent groups could have appropriate representation, and the list was reviewed by Board members. Motion was made by Mr. Adams and seconded by Mr. Seefus to invite four community members to be added to the Superintendent/President hiring committee. Advisory vote: in favor. Motion carried on a 4/0 vote, with Mr. Buffalo voting against the addition of community members.

#### B. Communication 61-2012/13-S Approval of Board Policies BP 5130 Financial Aid and BP 5140 Disabled Student Services

On a motion made by Mr. Adams and seconded by Mr. Buffalo, BP 5130 and BP 5140 were approved. Advisory vote: in favor. Motion carried unanimously (5/0).

#### C. Communication 62-2012/13-HR Elimination of Positions in the Classified Service – Outreach

Ms. Ford requested that, in view of the passage of Proposition 30, only one position be eliminated, that of Program Specialist, and maintain the position of Clerical Assistant III. Upon discussion, and as per the college's recommendation to reduce unrestricted funds, on a motion made by Mr. Adams and seconded by Mr. Seefus, the Board voted to eliminate the Program Specialist position in Outreach. Advisory vote: in favor. Motion carried unanimously (5/0).

D. Communication 63-2012/13-AA, Agreement Between Antelope Valley College and South Bay Workforce Investment Board, Inc.

Motion was made by Mr. Adams and seconded by Mr. Seefus to approve the agreement with South Bay Workforce Investment Board, Inc. Advisory vote: in favor. Motion carried unanimously (5/0).

E. Communication 64-2012/13-AA, Clinical Affiliation Agreement Between Antelope Valley Community College District and Westside School District

On a motion made by Mr. Adams, seconded by Mr. Seefus, clinical affiliation agreement with Westside School District was approved. Advisory vote: in favor. Motion carried unanimously (5/0).

F. Communication 65-2012/13-AA, Clinical Affiliation Agreement Between Antelope Valley Community College District and Lancaster Adult Day Care

Motion was made by Mr. Adams, seconded by Mr. Seefus to approve the agreement with Lancaster Adult Day Care. Advisory vote: in favor. Motion carried unanimously (5/0).

G. Communication 66-2012/13-AS, Approval of Antelope Valley Air Quality Management District (AVQMD) Grant Funds for Charging Stations

On a motion made by Mr. Adams, seconded by Mr. Seefus, approval of grant funds for charging stations was given. Advisory vote: in favor. Motion carried unanimously (5/0).

H. Communication 67-2012/13-AA, Academic Policies and Procedures (AP & P) Committee Course and program Approval Recommendations

Motion was made by Mr. Adams and seconded by Mr. Seefus to approve program and course revisions recommended by AP & P Committee. Advisory vote: in favor. Motion carried unanimously (5/0)

I. Communication 68-2012/13-SSV, Work Experience Cooperative Agreement between Kern County and Antelope Valley College

On motion made by Mr. Adams, seconded by Mr. Seefus, Kern County Work Experience Cooperative Agreement with Kern County was approved. Advisory vote: in favor. Motion carried unanimously (5/0).

J. Communication 69-2012/13-AS, Approval of Change Directive with Commercial Services Unlimited, Inc. for Additional Costs for Construction of New Screen Wall – Health and Sciences Building Project

Motion was made by Mr. Adams and seconded by Mr. Seefus to approve the construction change directive with Commercial Services Unlimited. Advisory vote: in favor. Motion carried unanimously (5/0).

K. Communication 70-2012/13-AS, Ratification of Change Order with Black Box Network Services for Additional Costs for Conduit and Cabling – Health and Sciences Building Project

Motion was made by Mr. Adams, seconded by Mr. Seefus, to ratify change order with Black Box Network Services. Advisory vote: in favor. Motion carried unanimously (5/0).

L. Communication 71-2012/13-AS Ratification of Change Order with Design Hardware for Additional Costs for Conduit and Wiring – Health and Sciences Building Project

Motion was made by Mr. Adams and seconded by Mr. Seefus to ratify change order with Design Hardware. Advisory vote: in favor. Motion carried unanimously (5/0).

M. Communication 72-2012/13-AS, Ratification of Change Order with Inland Building for Additional Costs for Conduit – Health and Sciences Building Project

Motion was made by Mr. Adams and seconded by Mr. Seefus to ratify change order with Inland Building. Advisory vote: in favor. Motion carried unanimously (5/0).

N. Communication 73-2012/13-AS, Ratification of Change Order with Tri Power Electric, Inc. for Relocation and Purchase of Additional Circuits – Health and Sciences Building Project

Motion was made by Mr. Adams, seconded by Mr. Seefus, to ratify change order with Tri Power Electric, Inc. Advisory vote: in favor. Motion carried unanimously (5/0).

O. Communication 74-2012/13-AS, Ratification of Change Order with Excel Mechanical for Modification of HVAC Ducting – Health and Sciences Building Project

On a motion made by Mr. Adams and seconded by Mr. Seefus, approval was given to ratify change order with Excel Mechanical. Advisory vote: in favor. Motion carried unanimously (5/0).

XIV. INFORMATION ITEM

A. Informative Report 7-2012/13-IR/S), Naming Opportunities

Board members discussed the naming of the Anatomical Preparation Laboratory in honor of Stephen W. Langjahr. Mrs. Wienke stated that due to some confusion by the family regarding the room to be named, she felt that the Anatomy Lab should be named for Mr. Langjahr for his contributions to the college, rather than the Anatomical Preparation Laboratory. Board of Trustees directed the Superintendent to submit a communication to change the naming from Anatomical Preparation Laboratory to Anatomy Lab at the December 10, 2012 Board of Trustees meeting.

XV. REPORTS/ANNOUNCEMENTS

A. Academic Senate

Maria Clinton, Academic Senate President, had no report.

B. Employee Organizations

1. Antelope Valley College Federation of Teachers

Dr. Susan Lowry, Antelope Valley College Federation of Teachers President, thanked everyone who helped register more than 400 students to vote, and for the successful passage of Proposition 30.

2. Antelope Valley College Federation of Classified Employees

Pamela Ford, Antelope Valley College Federation of Classified Employees President, thanked those that came out in support of last weekend's craft fair. She thanked everyone again for their assistance in changing over the benefits plan. Ms. Ford stated that Mr. Turner will be missed, and wished him luck on his new position in Oregon.

3. Confidential/Management/Supervisory Employees

Ann Steinberg, Confidential, Management and Supervisory staff representative, acknowledged the Veterans Day Holiday and all veterans.

C. Associated Student Organization

No report.

D. Antelope Valley College Foundation

No report.

E. Office of Academic Affairs

Sharon Lowry, Vice President, Academic Affairs, pointed out that Communication 67 includes two new transfer degree programs, Studio Arts and Kinesiology, which will now go to the Chancellor's Office for approval.

F. Office of Student Services

Interim Vice President, Student Services, Newton Chelette, announced a reception for Jayne Cwayna after Wednesday's volleyball game, which will be her last game as coach before her upcoming retirement. He stated that 430 students attended the recent financial aid workshop. Press conference is scheduled for tomorrow to address the new charging stations for electric vehicles.

G. Office of Administrative Services

Shane Turner, Interim Vice President, Administrative Services, had no report.

H. Office of Human Resources

Shane Turner, Vice President, Human Resources and Employee Relations, had no report. The Board of Trustees and administrators thanked Mr. Turner for his contributions to Antelope Valley College, during some trying times. Mr. Turner wished the college continued success.

I. Office of Superintendent

Dr. Fisher stated that Mr. Brundage, former Vice President of Administrative Services, has been assisting Diana Keelen in putting together a tentative budget, and a town hall meeting is being planned for later in the month. Details to follow.

J. Board Members

Sandra Govin noted that the recent voting drive was a good collaborative experience. Two students attended General Assembly and became certified as national leaders. Ms. Govin stated that the new class schedule will include a class for veterans as they readjust to civilian life.

All board members stated that the college still needs to be careful in budgeting, even with the passage of Proposition 30. Mrs. Wienke, on behalf of the Board of Trustees, requested that the college not deficit-spend next year, and this year is still unpredictable. Mr. Buffalo shared that he has noticed a more optimistic and collegial atmosphere on campus recently.

XVI. DATE OF NEXT MEETING

Mrs. Wienke announced that the next meeting of the Board of Trustees is scheduled for Monday, December 10, 2012. After opening public session in Room A 140 (Administration Building) at 5:30 p.m., the Board will adjourn to closed session until 6:30 p.m., at which time it will reconvene to public session in Room SSV 151 (Student Services Building).

XVII. ADJOURNMENT

President Wienke adjourned the meeting at 8:07 p.m.

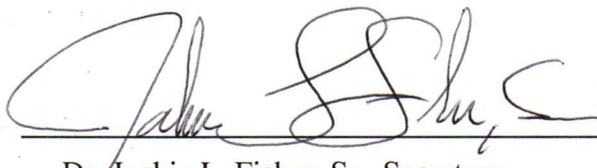
Approved by the Board of Trustees

December 10, 2012

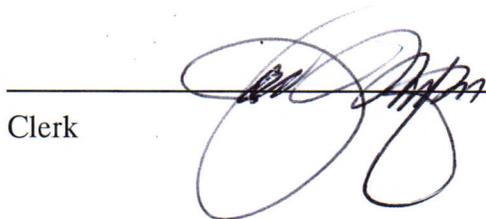
Respectfully submitted,



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President



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Dr. Jackie L. Fisher, Sr., Secretary



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Clerk

TO: BOARD OF TRUSTEES  
FROM: SUPERINTENDENT

COMMUNICATION NO. 3

Prepared by the Office of the Superintendent  
For Presentation to the Board of Trustees  
August 14, 2000

SUBJECT: COMPOSITION OF SUPERINTENDENT/PRESIDENT SEARCH COMMITTEE

A. Background

At a special meeting of the Board of Trustees on August 1, 2000, the Cabinet officers and members of the College Coordinating Council met to discuss the composition of the search committee for the permanent Superintendent/President's position. Committee members will be selected by their respective constituent groups. The search process is expected to continue throughout the academic year (2000-01) with an expectation to appoint a new superintendent/president by July 1, 2001.

B. Budget Implications

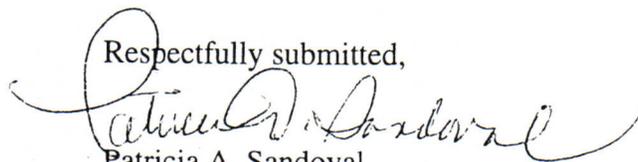
None.

C. Recommendation

IT IS RECOMMENDED THAT:

The Board of Trustees approve the attached listing of constituent representation for the 2000-01 superintendent/president search.

Respectfully submitted,



Patricia A. Sandoval  
Interim Superintendent/President