1.0 CALL TO ORDER 5:30 p.m.

1.1 Roll Call
Present: Ruscal Cayangyang; Bruce Ketron; Brenda Knight; Dan Digardi; Michael Baldini and Rafael Rios

Absent: Bill Blair; JoAnn Busenbark

1.2 Adopt Agenda
M/S/C (Rios, Knight) to adopt the agenda as presented.

2.0 PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS
Board Chair Bruce Ketron opened public comment at 5:32 p.m. and, finding none, convened to Closed Session.

3.0 CLOSED SESSION

3.1 With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYEE PERFORMANCE EVALUATION Titles: Superintendent/President

3.2 With respect to every item of business to be discussed in closed session pursuant to Section 54957.6, CONFERENCE WITH LABOR NEGOTIATORS Organization representing faculty: NVCFA/CTA/NEA
Organization representing classified: NVC-ACP/SEIU
Organization representing administrative/confidential: NVC Administrative Senate

3.3 With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
3.4 With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYMENT

Title(s):
Administrative Assistant, Upper Valley Campus (classified)
Business Services Director, Napa and Sonoma Small Business Development Centers (grant-funded, classified-administrator)
Counselor/Instructor (tenure-track faculty)

4.0 RETURN TO PUBLIC SESSION
Board Chair Bruce Ketron reconvened to Public Session at 6:45 p.m.

4.1 Pledge of Allegiance
Board Chair Bruce Ketron led the Pledge of Allegiance.

4.2 Announcement of Items from Closed Session
Board Chair Bruce Ketron announced that the Board had taken action to approve employment for Paula Angela Murray-Walker as Administrative Assistant, Upper Valley Campus (classified); Mark Engle as Business Services Director, Napa and Sonoma Small Business Development Centers (grant-funded, classified-administrator); and Jeannette McClendon as Counselor/Instructor (tenure-track faculty).

4.3 Announcement of Adopted Agenda Modifications
There were no agenda modifications.

4.4 Announcement of Future Meetings
Board Chair Bruce Ketron reviewed the upcoming meetings listed below and requested that the January meeting reflect the year 2014, not 2013.
- September 12, 2013 – Regular Meeting
- October 10, 2013 – Regular Meeting
- November 14, 2013 – Regular Meeting
- December 12, 2013 – Regular & Annual Organizational Meeting
- January 10, 2013 – Regular Meeting (tentative)

4.5 Introduction of New Staff and Guests
President Ronald Kraft introduced Marci Sanchez and others.

5.0 PUBLIC COMMENT — GENERAL
Board Chair Bruce Ketron opened public comment, and, finding none, closed public comment.

6.0 SUPERINTENDENT/PRESIDENT’S REPORT
President Ronald Kraft reviewed highlights of his written report including the nearly complete Veteran’s Center and the on-campus support it had received through donations from the Classified Senate and others.

Ben Quesada, director of Student Life, presented a video that introduced the current Associated Students of Napa Valley College board members.
7.0 STRATEGIC COMMUNICATIONS
The Director of the Office of Institutional Advancement, as public information officer, shared general information with the Board of Trustees that included information on “Party on the Plaza” (POP), scholarships received from Federacion de Michoacanos totaling $2,000, and the upcoming presidential investiture ceremony scheduled on October 2, 1013 at 4:00 p.m. in the Glade. Ms. Gibbs also reported on a grant application for workforce development for, updates to the college website, and the new campus wide alert and notification system – NVC Communicate.

8.0 CONSTITUENT GROUP REPORTS
8.1 Classified Association Report
No Report.

8.2 Classified Senate Report
Valerie Exum, president of the Classified Senate, reported that the senate is collecting donations for a Goodwill drive that is being held on September 7 from 9 a.m. – 3 p.m. Donations can be dropped off early if needed. The event is a fundraiser for the senate.

8.3 Administrative Senate Report
Ken Arnold, president of the Administrative Senate, congratulated Faye Smyle on her appointment as interim vice president of Instruction.

8.4 Associated Students of Napa Valley College Report
Stephen Nefas, Legislative Advisor for the Associated Students of NVC, reported on an upcoming retreat and plans to sell items at the bookstore. ASNVC Storm T-Shirts will be sold at the bookstore and ASNVC will receive 2% of profit ($2 per shirt).

8.5 Academic Senate Report
Maria Biddenback, president of the Academic Senate, congratulated the board president and vice president as well as Faye Smyle and Jerry Somerville on their new offices and positions.

8.6 Faculty Association Report
No Report.

9.0 APPROVAL OF MINUTES
9.1 July 18, 2013, Regular Meeting
9.2 July 25, 2013, Special Meeting – Board Self-Evaluation
Approval of minutes was deferred to a future meeting.

10.0 CONSENT AGENDA
M/S/C (Cayangyang, Baldini) to approve the Consent Agenda as presented.

10.1 Ratification of Financial Documents

10.1.1 Approval of Warrants for July 31, 2013

<table>
<thead>
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<th>Fund</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>General Fund (Fund: 11, 12)</td>
<td>$1,330,553.26</td>
</tr>
<tr>
<td>Child Care Fund (Fund: 33, 35)</td>
<td>$7,191.92</td>
</tr>
<tr>
<td>Capital Outlay Projects Fund (Fund: 41)</td>
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</tbody>
</table>
10.2 Approval of Personnel Document of July 31, 2013

10.3 Approval of Board Policy BP 2721 – Board of Trustee District Email Accounts
Board Policy 2721 was adopted at the July 18, 2013 Regular meeting after changes were made at prior presentations. This comes as the second reading and adoption in the final form.

10.4 Approval of Contract #5798 with Westminster Woods Camp and Conference Center
It is recommended that the Board of Trustees approve a contract with Westminster Woods Camp and Conference Center for the use of their facilities for the purpose of providing Associated Students of Napa Valley College students a facility for their annual Leadership Retreat 2013. The total cost to ASNVC will be $3,764. The term of the agreement is from August 12 to August 15, 2013.

10.5 Approval of Contract #9123 with Alliance Redwoods Conference Grounds, Inc.
It is recommended that the Board of Trustees approve a contract with Alliance Redwoods Conference Grounds, Inc. for the use of their facilities for the purpose of providing Associated Students of Napa Valley College a facility for a two hour paintball training workshop activity attached to their annual Leadership Retreat 2013. The total cost to ASNVC will be $600.00. The term of the agreement is from August 13 to August 13, 2013.

10.6 Approval of Agreement with University of California, San Francisco – Willed Body Program
It is recommended that the Board of Trustees approve an agreement with University of California, San Francisco Willed Body Program which provides one female and one male cadaver each to be used as educational purposes for Biology 218 (Human Anatomy) for the 2013-2014 school year. The estimated cost for this program will be $6,600.

10.7 Renewal Contract with Adobe for Creative Cloud Enterprise – FCCC ETLA Site
Renew contract with Adobe for Creative Suite site license to enhance student learning and staff/faculty productivity. The estimated cost to the District will be $18,425.

10.8 Approval of Agreement with Google, Inc. for Google Indoor Maps Project
Google Indoor Maps would allow users to search and navigate the campus virtually online, including indoor locations and points of interest such as buildings, classrooms, restrooms, café, vending and other resources. There is no cost to the District.

10.9 Approval of Agreement #13 REC-50 with the Chancellor’s Office of the California Community Colleges for Student-Right-to-Know
It is recommended that the Board of Trustees approve an agreement with the Chancellor’s Office of the California Community Colleges for the purpose of facilitating the District’s compliance with the information reporting requirements of the Federal Student-Right-to-Know Act. The District will supply data to the Chancellor’s Office, who will then submit the data and/or generate other reports as
required by federal law. The term of the agreement is from July 1, 2013 through June 30, 2015. The total cost to the District is $3,900.

10.10 Approval of the Dwight David Eisenhower Community College Transportation Fellowship Program 2013

All seven NVC/MESA students (Luis Fuentas, Pedro Gonzalez, Miguel Garibay, Donnie Valderrama, Sergio Avina, Mohammad B. Lodhi, and Victor Roque) will enroll in an Engineering Work Experience 199 during both fall and spring semester. This class is a 1 unit seminar which explores and evaluates transportation related topics. Engineering instructor, Antonio Castro will assist students in acquiring discipline awareness as well as focus on the requirements stipulated through the Dwight David Eisenhower Fellowship awarded to the MESA program. In this class, recipients prepared a research paper on a topic directly related to a relevant transportation problem or issue. Students will present their research project to the Transportation Research Board (TRB) on January 12-16, 2014 in Washington, DC. Each student will receive grant fund in the amount of a $3,500 paid stipend and a $1,500 travel stipend to attend the January 2014 conference for a total of $5,000 for the academic year.

11.0 EDUCATION TOPIC, INFORMATION/DISCUSSION ITEMS

11.1 Update on The Way Forward and Budget

President Ronald Kraft provided an update on this year’s operating budget, expectations for fiscal year 2013/2014 and The Way Forward, a comprehensive multi-year plan to achieve fiscal stability. Dr. Kraft gave a PowerPoint presentation on The Way Forward.

Glenna Aguada, director of fiscal services, reviewed revised information related to the Tentative Budget and Final Budget development. Ms. Aguada reported on a recent budget workshop that she and Oscar De Haro, vice president of Student Services, had attended. She noted that the news from the Chancellor’s Office was encouraging and reflected positive future trends in state funding levels.

Dr. Kraft concluded that the upcoming month would bring a final budget before the board that would include savings in personnel costs. Dr. Kraft reported that the institution was approaching Stability as described in The Way Forward.

11.2 Update on E-Governance

President Ronald Kraft provided an update on the implementation of e-governance solutions including timelines and costs associated with BoardDocs.

11.3 Discussion of Board Goals Developed During the Board Self-Evaluation

The Board held a Self-Evaluation retreat on July 25, 2013 where preliminary goals were reviewed. Further discussion led to revised goals and adoption is expected at the September 12, 2013 Regular meeting of the Board of Trustees.

General discussion included the Board’s role in accreditation, and a review of the draft goal language, and presentation of the goals at Flex Day. Board Chair Bruce Ketron announced that he will be out of town for Flex Day and that Bill Blair would be making the presentation.
11.4 District Auxiliary Services Foundation Bylaws & Master Agreement (1st Read)

As authorized by the Board of Trustees, staff have filed articles of incorporation for an auxiliary services foundation. This foundation, named the District Auxiliary Services Foundation or DAS, requires bylaws for its administrating board of directors as well as an agreement to establish the parameters of the relationship between the District and DAS. The intent of the auxiliary is to provide benefits, including financial resources, to the District. These bylaws and agreement will return for consideration of approval at the September 12, 2013 Regular meeting of the Board. Draft copies of the bylaws and agreement were included in the backup packet.

Lissa Gibbs, director of the Office of Institutional Advancement presented a summary of the bylaws and Master Agreement for the new District Auxiliary Services (DAS) Foundation. General discussion included a comparison between an independent foundation and an auxiliary foundation, accountability to the Board and President, and potential community advisors.

12.0 ACTION ITEMS

12.1 Special Privileges for Nonresident Foreign Student

The administrative regulations to Board Policy S6210 Tuition, relate to the non-resident Foreign Student Tuition Waiver. The regulations state that the Napa Valley College Board of Trustees authorizes tuition waivers for no more than 20 percent of the nonresident foreign students enrolled at the college each semester. The waiver is to be used in unusual and extraordinary situations. The waiver is granted for one semester, subject to renewal each semester, up to a maximum of four semesters. The student’s circumstances must meet three criteria, including: 1) the student’s financial situation has changed beyond his/her control; 2) failure to grant the waiver would cause the student undue hardship; and 3) the president recommends approval of the waiver. Ms. Yuri Soshizaki is an international student from Japan and is requesting a waiver of the nonresident foreign tuition fee for Fall, 2013 semester. This is the second semester she is requesting a waiver. Her first waiver was approved on June 9, 2011 for the Fall, 2011 semester.

M/S/C (Baldini, Cayangyang) to approve a waiver of nonresident foreign tuition fees for Fall 2013 for Ms. Yuri Soshizaki.

12.2 Agreement with the Napa Valley College Foundation

The Napa Valley College Board of Trustees last approved an agreement with the Napa Valley College Foundation in November of 2010. The terms and conditions of the agreement have been revised and a copy is included in the backup packet.

M/S/C (Baldini, Rios) by roll call vote to approve the Agreement with the Napa Valley College Foundation.

12.3 Board Appointments – Viticulture Winery Technology Foundation Board

The Board of Trustee acted to fill vacant positions on the Viticulture Winery Technology Foundation Board. Two trustee terms expired in June of 2013 (Michael Baldini, Bruce Ketron). Trustee Bill Blair’s term on the VWT Foundation Board expires in 2015.
M/S/C (Knight, Digardi) to accept Trustee Bill Blair’s resignation from the Viticulture and Winery Technology Foundation’s Board of Directors and appoint Board Chair Bruce Ketron, Trustee Michael Baldini, and Trustee Rafael Rios as Directors.

12.4 Discuss and Approve Future Agenda Items

12.4.1 Listing of Future Agenda Items Previously Approved

Board Chair Bruce Ketron and President Ronald Kraft reviewed the future agenda items below.

12.4.1.1 Presentation on Online Courses
12.4.1.2 Update on the Hospitality Program
12.4.1.3 Update on Accreditation Benchmarks
12.4.1.4 Update WebAdvisor/Technology Plan progress
12.4.1.5 Presentation on Counseling/Transfer
12.4.1.6 Presentation on SparkPoint (September)

12.4.2 Discuss and Approve Any Newly Proposed Agenda Items

Trustee Michael Baldini requested a review of the Performing Art Center usage, including performances, ticket sales, and event schedule. Mr. Baldini described the information he would like to see as a business plan.

13.0 BOARD OF TRUSTEES REPORTS

Trustee Rafael Rios apologized to Lissa Gibbs, director of the Office of Institutional Advancement, for not following up with her on a previously discussed matter and requested further discussion of student needs in the Up-valley area of the District.

Trustee Michael Baldini reported that Mr. Rios had been honored at the Hispanic Chamber of Commerce award ceremony for his work with the Napa-Sonoma Mexican Vintners Association.

Student Trustee Ruscal Cayangyang reported on an upcoming student retreat.

Board Chair Bruce Ketron announced the annual Community College League of California event and reported that he would be attending a fundraiser at Connelly Ranch on September 7th.

14.0 CONTINUANCE OF CLOSED SESSION (as needed)

None

15.0 ADJOURNMENT

Board Chair Bruce Ketron adjourned the meeting at 8:37 p.m. in memory of Carollee Cattolica’s father who passed away yesterday.