1.0 CALL TO ORDER  9:00 a.m.
Board president Charles Meng called the meeting to order at 9:00 a.m.

2.0 PUBLIC SESSION (9:00 a.m.)

2.1 Members Present:  Charles Meng, Tom Andrews, JoAnn Busenbark, Steven Reinbolt, Michael Baldini, Bruce Ketron, Brenda Knight, James Holliday
Staff Present:  Dr. Edna Baehre, Sue Nelson, John Nahlen, Oscar DeHaro, Laura Ecklin, Shawna Bynum, Judie Walter-Burke, Betty Malmgren, Sonia Wright, Dann Solomon

2.2 Pledge of Allegiance
The audience recited the pledge of allegiance.

2.3 Introduction of Visitors, Guests, and New Staff
The following guests introduced themselves:  Dorothy Salmon, Bill Blair

2.4 Adoption of Current Agenda
Busenbark/Reinbolt to adopt the current agenda.

3.0 PUBLIC COMMENTS — GENERAL
There were no public comments.

4.0 INFORMATION ITEMS

4.1 Strategic Enrollment Management (SEM):  Dr. Baehre introduced this concept and said it was one of the major issues she had identified as a college priority, along with budget and organizational matters.  She praised her administrative team for embracing the concept and enthusiastically taking on its implementation.  SEM strategically integrates business practices and processes into a coherent system of “first point of contact with a prospective student, through recruitment, admissions, advising/counseling, support, instruction, continuation, and ultimately, graduation (or goal attainment)”.  Resulting are decisions on student learning and outcomes, program relevancy and support service that are based on data and with measureable goals.  Vice President, Instruction Sue Nelson and Community Relations Officer Betty Malmgren reviewed how the concept would apply to academic programs and services, student services, and marketing and the positive impacts for the college.  Sue Nelson, Oscar DeHaro, Betty Malmgren, and Dr. Robyn Wornall will attend an SEM conference in
November. Academic Senate President Shawna Bynum stated that she anticipated strong support from faculty.

4.2 **IT Infrastructure and Datatel System and Applications**
John Nahlen introduced this item, noting that Napa Valley College’s IT infrastructure and Datatel component implementation was being overhauled and streamlined. A timetable for maximizing available capabilities of the two systems is being developed, along with the identification of appropriate technical and staffing organizational structure and needs, budgetary resource needs, and an access portal for students. He said a third party assessment, along with staff interviews, including users, IT staff, CORE members, and managers had identified a number of issues to be addressed, and that input had contributed to the planned redesign. He complimented the IT staff and recognized their efforts in facing challenges. He said the District was in good shape in terms of hardware, but advised more investment needed to be made in training.

4.3 **Napa Valley College Board Policy Review and Board of Trustee Education:**
Laura Ecklin, Dean, Human Resources explained that the cabinet will begin review of all board policies, resulting in updating, repealing and revising them while ensuring that the college is in compliance with external and internal requirements. The policy review will be completed by June 30, 2011 and a future cyclical review process will commence in 2011.

Dr. Baehre said she was proposing to develop an education agenda for the board on topics of their choosing. These education topic presentations would be scheduled during the regular monthly board meetings as part of the public agenda.

4.4 **Workforce Training Institute**
Dr. Baehre introduced this topic by underscoring the college’s need to generate alternative resources, as growth funds are sporadic, categorical and general funds have been cut, and grant funding limits how funds can be spent. Further, she said that businesses drive our economy, and the college should be working closely with the business community. She proposed plans for a Workforce Training Institute to serve the skills training needs of county businesses in current and emerging technologies for incumbent and prospective workers. This plan would include making use of, or developing where gaps exist, data bases of employer needs, partnerships with other training providers and economic development groups of the county, such as chambers and the Napa County Workforce Investment Board (WIB). Contract education would allow us to address emerging technologies and emerging needs. Dr. Baehre said she envisioned new opportunities for the Upper Valley Campus and the Community Education Center (the Armory on Menlo Avenue) to further serve our communities, one of the college’s primary goals.

4.5 **Major Gifts and Fundraising Plan (MGFP) for the Napa Valley College Foundation**
Sonia Wright, Executive Director of the Napa Valley College Foundation, said that the goals of the Major Gifts and Fundraising Plan (MGFP) for 2011 through 2014 included building on existing Foundation campaigns and reinvigorating dormant initiatives. The MGFP supports the College Strategic Plan and results in an increase of external revenues to the college for scholarship, equipment and other resource needs. She discussed building alumni loyalty to
develop their interest in becoming future donors. She announced the upcoming faculty lecture series, the first one of which will be scheduled at the Upper Valley Campus. Brenda Knight suggested providing fundraising events at reasonable prices so that more people could afford to participate and a broader segment of our community could be included in the Foundation’s efforts.

4.6 College Strategic Plan 2011-2013
Judie Walter-Burke praised the Planning Committee as energetic and engaged. She explained that this year, the committee will be working on a three-year plan, a more manageable task than the six-year plan of the past. The committee will develop a draft, then share with the college community at a campus-wide forum. The process will include an “appreciative inquiry” approach that looks at what the college is doing well. The new College Strategic Plan (CSP) will be based on internal and external environmental scans and input from all stakeholders. All goals will have measureable outcomes and assignments for implementation to appropriate personnel. Charles Meng raised the issue of coordinating the Strategic Plan cycle with the accreditation cycle. Judie Walter-Burke noted that the Strategic Plan could be extended a year at a time to address that important issue.

5.0 CLOSED SESSION (12:30 p.m.)
As there were no comments regarding closed session items, the board adjourned to closed session at 12:30 p.m.

With respect to every item of business to be discussed in closed session pursuant to Section 54956.9
CONFERECE WITH LEGAL COUNSEL: ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9: One Case

With respect to every item of business to be discussed in closed session pursuant to Section 54957,
PUBLIC EMPLOYMENT
Titles: Superintendent/President
Evaluation of the Superintendent/President (Performance Goals)

6.0 Announcement of Items from Closed Session
There were no announcements from closed session.

7.0 ADJOURNMENT
Charles Meng adjourned the meeting at 1:45 p.m.