Please note: This regular meeting will begin at 5:00 p.m. on the first Thursday of the month on September 6, 2012.

Napa Valley Community College District
REGULAR MEETING OF THE BOARD OF TRUSTEES
September 6, 2012

5:00 p.m. Closed Session, Room 1538 – Board Room
6:30 p.m. (approximate time) Return to Public Session, Room 1538 – Board Room

Building 1500 – McPherson Administration Building
2277 Napa-Vallejo Highway
Napa, California 94558

Regular meetings of the Napa Valley Community College District Board of Trustees are held the second Thursday of each month. Special meetings may be called by the Board Chair, by the Board at a regular meeting, or by the Board Chair at the request of a majority of the board members. The agenda is distributed to trustees, the news media, legal counsel, college administration, and heads of college constituent groups; it is also posted on campus and at the Upper Valley Campus. All regular and special meetings are open to the public, whose interest is encouraged and appreciated. The district adheres to the Americans with Disabilities Act. In compliance with Government code section 54954.2 (a) Napa Valley College will, on request, make this agenda available in appropriate alternative format. Any member of the public in need of a disability-related modification or accommodation in order to participate in the meeting should contact the President’s Office, 2277 Napa Vallejo Highway, Napa, California, (707) 256-7161.

In addition to time provided for general public comment, any member of the audience wishing to address the board regarding an agenda item should go to the podium when the item is under consideration and, after being recognized by the Board Chair, give his/her name and address and state any comments or questions. To give all interested parties an opportunity to speak, comments should be brief and be limited to the specific subject under discussion. Time shall be limited at the discretion of the Board Chair. Items marked with an asterisk (*) require a roll call vote. Any member of the board may request a roll call vote on any item.

1.0 CALL TO ORDER 5:00 p.m.
   1.1 Roll Call
   1.2 Adopt Agenda

2.0 PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS
   At this time, the board will devote a total of up to fifteen minutes for comments to the Board of Trustees regarding closed session agenda items.

3.0 CLOSED SESSION
   Following any public comments regarding closed session items, the board will go immediately into closed session to consider and/or take action upon any of the following items:
With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

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

With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: Interim Superintendent/President

With respect to every item of business to be discussed in closed session pursuant to Section 54956.95, CONSIDERATION OF LIABILITY CLAIM
Claimant: Massimiliano Fantucci
Agency Claimed Against: Napa Valley Community College District

4.0 RETURN TO PUBLIC SESSION  approximately 6:30 p.m.

4.1 Pledge of Allegiance

4.2 Announcement of Items from Closed Session

4.3 Announcement of Adopted Agenda Modifications

4.4 Recognition of Newly-Tenured Faculty
The following faculty members successfully completed their evaluation in spring 2012 and have achieved tenure status as of fall 2012:
Bryan Avila – Viticulture & Winery Technology
Amanda Badgett – Art History
Steve Balassi – Economics
John Dotta – Photography
Crystal Luikart – Associate Degree Nursing
Kelly McCann – Dance
Marci Sanchez – Counseling
Forest Quinlan – Chemistry

4.5 Introduction of New Staff and Guests

4.6 Announcement of Future Meetings
September 13, 2012, Special Meeting: Final Budget
October 5, 2012, Special Meeting: Planning Committee Retreat
October 9, 2012, Regular Meeting (Tuesday meeting) & Educational Master Plan Worksession
November 15, 2012, Regular Meeting (revised date)
December 5, 2012, Regular Meeting (Wednesday meeting)
5.0 PUBLIC COMMENTS — GENERAL
At this time, the board will devote a total of up to fifteen minutes for comments to the Board of Trustees regarding any subject NOT APPEARING AS AN AGENDA ITEM FOR THIS MEETING but over which the board has jurisdiction. The public may ask the board to place an item on a future board agenda. No action or discussion will occur at this time on such items. Individuals will be limited to a five-minute presentation. At this time, the Board Chair will poll those in attendance regarding their intent to speak on any item on the agenda.

6.0 SUPERINTENDENT/PRESIDENT’S REPORT

7.0 SUPERINTENDENT/PRESIDENT SELECTION COMMITTEE REPORT

8.0 CONSTITUENT GROUP REPORTS
- Classified Association Report
- Classified Senate Report
- Administrative Senate Report
- Napa Valley College Associated Students Report
- Academic Senate Report
- Faculty Association Report

9.0 APPROVAL OF MINUTES
9.1 August 9, 2012, Regular Meeting

10.0 CONSENT AGENDA
The following items listed on the consent calendar are considered to be routine matters requiring approval or ratification by the board. They are accepted or approved by a single motion without discussion. Any item(s) may be removed from the consent calendar for discussion or other reasons at the request of a board member.

10.1 Ratification of Financial Documents
10.1.1 Approval of Warrants for August 31, 2012
General Fund (Fund: 11, 12) $1,636,787.68
Child Care Fund (Fund: 33, 35) $2,118.06
Capital Outlay Projects Fund (Fund: 41) $0
NVC Bldg. Fund/Series C (BOND) (Fund: 44) $43,539.65

10.1.2 Approval of Total Gross Payroll
August 31, 2012 $1,886,767.35

10.2 Approval of Personnel Document of August 28, 2012

10.3 Approval of Agreement with San Francisco Fire Department
It is recommended that the Board of Trustees approve an agreement between Napa Valley Community College District and the San Francisco Fire Department for the purpose of providing field experiences for Ryan Hamilton, a student in the Napa Valley College Emergency Medical Technician-Paramedic program, as required by the State of California EMT-Paramedic Training program. The field experience provided pursuant to this agreement will be through an internship program with the San Francisco Fire Department. Each student participating in this program will be
required to pay $2,435 directly to the San Francisco Fire Department. The term of the
agreement is from June 8, 2012 until such time that the student named in the
agreement has accumulated a combined total of 480 hours of field experience and 40
hours of Advanced Life Support patient contact. There are no financial obligations
for the District.

10.4 Approval of Agreement with San Ramon Valley Fire Protection District for
Paramedic Field Internship
It is recommended that the Board of Trustees approve an agreement with the San
Ramon Valley Fire Protection District for the purpose of providing field experiences
for Napa Valley College Paramedic students. The agreement is from August 22, 2012
until terminated by either party. There is no cost to the District.

10.5 Approval of Memorandum of Understanding with Ukiah Ambulance
It is recommended that the Board of Trustees approve a memorandum of
understanding with Ukiah Ambulance for the purpose of providing health occupations
students experience in a variety of clinical settings. The agreement allows training for
students in Napa Valley College’s nursing, psychiatric technician, respiratory therapist
and paramedic programs. The term of this agreement is from August 14, 2012 until
terminated by either party. There are no financial obligations for either party.

10.6 Approval of Memorandum of Understanding with St. Helena Family Center to
Provide Parent Education Training to the Residents of the Upper Valley
It is recommended that the Board of Trustees approve a Memorandum of
Understanding between Napa Valley College and St. Helena Family Center to provide
funding for an instructor who will oversee the contextualization of course content for
a non-credit Family Education Class (FAMN 889) to address the specific needs of the
Calistoga community. The District will be reimbursed $50 per hour, not to exceed
$500. The term of this agreement is from July 19, 2012 through November 14, 2012.

10.7 Approval of Agreement #CB10-108 with Foundation for California Community
Colleges and Office Depot
It is recommended that the Board of Trustees approve an agreement with the
Foundation for California Community Colleges and Office Depot for the purpose of
providing Napa Valley College the opportunity to participate in a group purchasing
program through the Foundation for California Community Colleges. The agreement
provides a number of discounts, rebates and incentive programs to lower the District’s
costs for office and other supplies. The term of the agreement is from August 12,
2012 to October 31, 2013.

10.8 Approval of Contract #5357 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 facilities for an Associated Students of Napa Valley College leadership
retreat. The cost to ASNVC will be $445 for a non-refundable and non-transferable
deposit. The term of the agreement is from August 17 to August 19, 2012.
10.9 Approval of Grant Agreement #12-311-038 with Board of Governors, California Community Colleges Chancellor’s Office

It is recommended that the Board of Trustees approve an agreement between the Board of Governors, California Community Colleges Chancellors Office and Napa Valley Community College District for the purpose of providing Economic and Workforce Development funding for the Napa Valley College Business & Entrepreneurship Centers for fiscal year 2012-13.

This is the third year Napa Valley College has received Business & Entrepreneurship Center (BEC) funds in the amount of $205,000. The Napa Valley College BEC is a workforce development center providing training and resources for business and industry in the North Bay counties of Solano, Napa, Sonoma and Marin. The majority of the training and services are provided to businesses in hospitality-tourism, agribusiness, emerging green technology, and small business development. Napa Valley College also provides Entrepreneurship Certificate credit classes utilizing these funds. Of the $205,000 annual funds, $54,000 are sub-contracted to College of Marin, the Small Business Development Center at Santa Rosa Junior College, the Small Business Development Center at Solano College and Napa County Office of Education, to deliver regional services. The term of the agreement is from July 1, 2012 through June 30, 2013.

10.10 Approval of Amendment 01 CCTR-2160 with the California Department of Education for General Child Care & Development Programs

It is recommended that the Board of Trustees approve amendment 01 to agreement CCTR-2160 with the California Department of Education for General Child Care & Development programs that was approved at the July 24, 2012 Board meeting. The District will continue to be reimbursed at a rate not to exceed $34.20 per child per day of full-time enrollment, up to a maximum amended contract amount of $330,450, an increase of $37,637. The term of the agreement remains unchanged and is from July 1, 2012 through June 30, 2013.

10.11 Agreement with the State of California Psychiatric Technician Unit 18 Joint Apprenticeship Committee

It is recommended that the Board of Trustees approve an agreement with the State of California Psychiatric Technical Unit 18 Joint Apprenticeship Committee for the provision of instruction and other services to apprentices. This continues a previously established program. This agreement is from May 1, 2012 to December 31, 2014. The maximum cost is estimated at $21,402 per year and will be paid from categorical apprenticeships funds.

11.0 EDUCATION TOPIC, INFORMATION/DISCUSSION ITEMS

11.1 Accreditation Update

Staff will present information related to Accreditation requirements and deadlines including information on the Mid-Term Report, assessment, and the Educational Master Plan. (Kraft/Nelson)
11.2 **Update on 2011/2012 Budget and 2012/2013 Budget Development**
Staff will present information on the current year (2011/2012) budget as well as information on the budget development process for the 2012-2013 annual operating budget of Napa Valley College. Topics of discussion may include revenue & expenditure expectations, budget development timelines and trigger dates, and any new concerns for 2011/2012 and 2012/2013. (Nahlen)

11.3 **Distribute Student Right to Know Report and Napa Valley Police Department Annual Report**
Ken Arnold, Police Chief for the Napa Valley College Police Department, will present the Student Right to Know Report. This is an annual report required under the Clery Act and the Department of Education. It outlines specific security policies and procedures and the occurrence of specified crimes. Mr. Arnold will also present the police department’s annual report that includes a summary of activities and accomplishments. (Arnold)

11.4 **Review Board of Trustees Calendars and Upcoming Meetings**
Staff will provide information on upcoming meetings and events on campus. A revised Board of Trustees Annual Meeting Calendar and other information are included in the backup packet. (Kraft)

11.5 **Review Board Policy and Legal Mandates Related to Trustee Attendance**
At the request of Vice President JoAnn Busenbark, staff will provide information on policy language related to required Board member attendance at meetings and any requirements as set forth in Government Code 1770. Board Policies BP 2110 – Vacancies on the Board and BP 2725 - Board Member Compensation, as well a Government Code 1770, are included in the backup packet. (Kraft)

**12.0 ACTION ITEMS**

12.1 **Adopt Revised Napa Valley Community College District Mission**
As discussed in Section A of the Evaluation Report of the accreditation team that visited Napa Valley College in October of 2009, the District has undertaken an analysis of the college’s Mission. Section A (pages 16-17) of the Evaluation Report and a draft revised Mission statement were reviewed at the August 9, 2012 meeting of the Board. The draft revised Mission statement was approved by the Planning Committee on August 2, 2012 and was circulated to campus for comment. Feedback on the revised draft was also solicited at several campus forums. The existing and proposed mission statements are included in the backup packet. Following review of comments received, a final draft of the revised Mission Statement will be distributed on or about September 4, 2012. (DeHaro/Biddenback - Planning Committee)

**Recommendation**: It is recommended that the Board of Trustees adopt the revised Mission statement as presented.
12.2 Resolution in Support of Proposition 30 - Schools and Local Public Safety Protection Act
The Board will consider adoption of a resolution in support of Proposition 30 – The School and Local public Safety Protection Act, which has the official title, “Temporary Taxes to Fund Education. Guaranteed Local Public Safety Funding,” on the November 2012 ballot. Proposition 30 temporarily raises taxes to avoid eliminating 85,000 full-time equivalent students in the community college system. A draft resolution is included in the backup packet. (Baldini)

12.3 Review and Approve Future Agenda Items

12.3.1 Future Agenda Items Previously Approved

12.3.1.1 Facilities Usage Update (tentatively scheduled for October 2012)

12.3.2 Discuss and Approve of New Agenda Items

13.0 BOARD OF TRUSTEES REPORTS

14.0 CONTINUANCE OF CLOSED SESSION (as needed)

15.0 ADJOURN