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) 256-7160.

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. Any member of the board may request a roll call vote on any item.

Pre-Board Meeting Presentation 4:00 p.m.
Governing Board Members, staff, and the public are invited to gather in the Board Room, Building 1500, Room 1538 for a workshop on accreditation standards by Accreditation Committee Co-Chairs Dr. Robyn Wornall, dean of Research Planning & Institutional Effectiveness, and Erik Shearer, professor of Art.

1.0 CALL TO ORDER 4:45 p.m.

1.1 Roll Call

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. Individuals will be limited to a three minute presentation.
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:

3.1 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

3.2 With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYMENT
Titles:
- Dean, Arts and Humanities (academic-administrator)
- Dean, Counseling Services and Student Success (academic-administrator)
- Director, Child Development Center (classified-administrator)
- English Composition Instructor (temporary, full-time faculty leave replacement for spring 2015)
- Speech Communication Instructor (temporary, full-time faculty leave replacement for spring 2015)
- Instructional Assistant III, Criminal Justice Training Center (classified)

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

4.0 RETURN TO PUBLIC SESSION (approximately 5:45 p.m.)

4.1 Announcement of Items from Closed Session

4.2 Pledge of Allegiance

4.3 Adoption of Agenda

5.0 PUBLIC COMMENT — 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 related to the business of the District on a future board agenda. No action or discussion will occur at this time on such items. Individuals will be limited to a three 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 CONSTITUENT GROUP REPORTS
6.1 Academic Senate Report – Maria Biddenback, president
6.2 Administrative Senate Report – Ken Arnold, president
6.3 Associated Students of Napa Valley College Report – Angela Ituriaga, president
6.4 Classified Association Report – Mark Cratty, president
6.5 Classified Senate Report – Valerie Exum, president
6.6 Faculty Association Report – Denise Rosselli, president
7.0 SUPERINTENDENT/PRESIDENT’S REPORT
7.1 President’s Report
7.2 Napa Valley College Foundation Report
7.3 Vice Presidents’ Reports
7.4 Accreditation Update – Accreditation Steering Committee Co-Chairs
7.5 Strategic Communications Report

8.0 APPROVAL OF MINUTES
8.1 December 11, 2014, Regular Meeting

9.0 DEVELOPMENT OF CONSENT CALENDAR
At this time the Board of Trustees will identify items to be included and excluded from the calendar of general consent items. Members of the Board or the public may request that any specific item or items be removed from the Consent Calendar for discussion. Excluded items will be discussed separately under Action Items.

10.0 ADOPTION OF CONSENT CALENDAR
The 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.

OPERATIONS:

10.1 New or Revised Board Policies (2nd Reading)
This is the second reading and recommended adoption of the following new or revised board policies:

BP 6320 – Investments (New)
BP 6340 – Contracts
D 1130 – Equal Employment and Educational Opportunities and Unlawful Discrimination

In keeping with board policy D1140 – Shared Governance, these policies were reviewed by the Council of Presidents. (Kraft)

10.2 Changes to the Curriculum
It is recommended by the Curriculum Committee and Vice President of Instruction Terrence Giugni that the Board of Trustees approve changes to the curriculum as presented. (Giugni/Badgett)

10.3 Award of Contract for Audit Services
It is recommended by the Napa Valley Community College District Board of Trustees Audit Committee to approve an audit firm following a Request for Proposal process. The Audit Committee is scheduled to conduct interviews and finalize its recommendation at a meeting on January 12, 2015. The firm to be recommended will be presented at the meeting. (Kraft/Hawk)
Amendments to the District’s 2015 Section 125 Flexible Benefit Plans
Two new election plan changes have been authorized by the Internal Revenue Service. The new election change events include the opportunity for employees to revoke 125 Plan major medical plan elections prospectively to take advantage of eligibility opportunities through the state or federal exchanges established by the Healthcare Reform Act and to avoid double coverage or a gap in coverage. American Fidelity Assurance Company administers the District’s plan. (Hawk)

Agreement with Up Valley Family Center to Provide Non-Credit English as a Second Language Classes
It is recommended that the Board of Trustees approve a Memorandum of Understanding with the Up Valley Family Center for the college to provide non-credit English as a Second Language Classes at various locations provided by the Up Valley Family Center in the cities of St. Helena and Calistoga. The Up Valley Family Center will recruit students through outreach efforts, provide volunteers to assist students, and provide childcare for students. Based on class enrollment, the College will receive apportionment for the contact hours to offset the cost of instruction. This agreement runs through June 1, 2015. (Giugni)

Agreement with the City of Calistoga to Provide Non-Credit Classes
The City of Calistoga has requested that the college provide non-credit classes. The City will provide a location and community outreach to support enrollment. NVC will provide the instructor and curriculum for the class. Based on class enrollment, the College will receive apportionment for the contact hours to help offset the cost of instruction. The agreement runs through June 1, 2015. (Giugni)

BUDGET & FINANCE:
Ratify Financial Documents

Approval of Warrants for December 31, 2014
- General Fund (Fund: 11, 12) $1,161,340.23
- Child Care Fund (Fund: 33, 35) $2,808.49
- Capital Outlay Projects Fund (Fund: 41) $0

Approval of Total Gross Payroll
- December 31, 2014 $2,233,474.67

2015-2016 Nonresident Tuition
It is recommended that the Board of Trustees approve the District’s 2015-2016 non-resident tuition fee of $200 per semester unit and the 2015-2016 nonresident capital outlay fee at $1.45 per semester unit. (De Haro/Hawk)

Amendment to Increase 2014-15 Contract CSPP-4298 for California State Preschool Programs
California Department of Education contract number CSPP-4298 provides funds to the Napa Valley College Child Development Center for California State Preschool Programs. The maximum amount of this contract is increasing from $270,197 to $285,935. The Department of Education requires a board resolution to accept this contract amendment. (Giugni/Hawk)
Amendment to Increase 2014-15 Contract CCTR-4151 for California State General Child Care and Development Programs
California Department of Education contract number CCTR-4151 provides funds to the Napa Valley College Child Development Center for General Child Care and Development Programs. The maximum amount of this contract is increasing from $338,656 to $357,973. The Department of Education requires a board resolution contract adoption. (Giugni/Hawk)

2015 Napa-Sonoma Small Business Development Center Contract Letter of Intent
It is recommended that the Board of Trustees accept the Letter of Intent from Humboldt State University Sponsored Programs authorizing funding for the 2015 Napa & Sonoma Small Business Development Center contract in the amount of $215,000. (Kraft/Pratt)

Agreement with Napa Valley Grapegrowers to Provide Non-Credit English as a Second Language Classes
It is recommended that the Board of Trustees approve a Memorandum of Understanding with the Napa Valley Grape Growers for the college to provide non-credit English as a Second Language Classes at the Upper Valley Campus. The Napa Valley Grape Growers will recruit students through outreach efforts with the over 690 Napa County grape growers and vineyard owners to encourage enrollment. NVC will provide classes and modify existing curriculum for future offerings. Based on class enrollment, the College will receive apportionment for the contact hours to offset the cost of instruction. Classes that do not achieve adequate enrollment to offset expenses will be cancelled. Napa Valley Grapegrowers will directly compensate the college for curriculum development for this course in the amount of $1500. This agreement runs through June 1, 2015 and is a renewal of a past partnership. (Giugni)

PERSONNEL:

Personnel Document of January 6, 2015 (Ecklin)

Faculty Sabbatical Leave Request for 2015-2016
One faculty member has been recommended by the Academic Senate for sabbatical leave during the 2015-2016 academic year. Upon completion of a sabbatical leave the faculty member shall submit a report to the Office and Instruction and may be asked to present to the Board of Trustees. This year, a single one-semester sabbatical was recommended by the Academic Senate for approval as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Semester(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jennifer King</td>
<td>Professor of Theater Arts</td>
<td>Fall 2015</td>
</tr>
</tbody>
</table>

The Superintendent/President and the Office of Instruction support the basic tenant that sabbatical leaves provide an important mechanism for individual faculty to utilize a course of study, research, publication, or artistic performance or production as a means of expanding and/or improving the quality of an individual’s work at the institution. The Superintendent/President is forwarding the sabbatical application for the 2015-16 academic year with an unqualified recommendation for approval. (Kraft/Giugni)
INFORMATION:

10.15 Napa Valley College Bond Committee Measure E Report
Measure E campaign committee members will present a summary report on the campaign and election. (Kraft/Digardi)

11.0 ACTION ITEMS
This item is placed on the agenda to allow separate consideration and discussion of items not included on the Consent Calendar.

12.0 BOARD REPORTS
12.1 Audit Committee Report
12.2 Trustee Reports
12.3 Board Chair Report

13.0 CONTINUANCE OF CLOSED SESSION (as needed)

14.0 ANNOUNCEMENT OF FUTURE MEETING(S)
14.1 January 31, 2015, Special Meeting
14.2 February 12, 2015, Regular Meeting

15.0 ADJOURNMENT