Napa Valley Community College District
REGULAR MEETING OF THE BOARD OF TRUSTEES
March 12, 2015

4:30 p.m. Call to Order & Closed Session, Room 1538 – Board Room
5:30 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) 256-7160.

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.

1.0 CALL TO ORDER 4:30 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:
   - Child Care Food Program Assistant (classified)
   - Custodian I (classified)

3.3 With respect to every item of business to be discussed in closed session pursuant to Section 54956.8: Conference with Real Property Negotiator
   Property: 1360 Menlo Avenue, Napa, CA 94558
   Napa Valley Community College District Negotiator: Ronald Kraft, Ph.D.
   Under Negotiation: Price and Terms of Payment

3.4 With respect to every item of business to be discussed in closed session pursuant to Section 54956.8: Conference with Real Property Negotiator
   Property: 2277 Napa-Vallejo Hwy, Napa, CA 94558
   Napa Valley Community College District Negotiator: Ronald Kraft, Ph.D.
   Under Negotiation: Price and Terms of Payment

3.5 With respect to every item of business to be discussed in closed session pursuant to Section 54956.8: Conference with Real Property Negotiator
   Property: 1088 College Avenue, St. Helena, CA 94574
   Napa Valley Community College District Negotiator: Ronald Kraft, Ph.D.
   Under Negotiation: Price and Terms of Payment

3.6 With respect to every item of business to be discussed in closed session pursuant to Section 54956.8: Conference with Real Property Negotiator
   Property: 3000 Newell Drive, American Canyon, CA 94503
   Napa Valley Community College District Negotiator: Ronald Kraft, Ph.D.
   Under Negotiation: Price and Terms of Payment

3.7 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 5:30 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 – William Cruz, acting 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 January 31, 2015, Special Meeting
8.2 February 12, 2015, Regular Meeting

9.0 INFORMATION/DISCUSSION ITEMS
9.1 Institutional Effectiveness Reports
Robyn Wornall, dean of Research, Planning & Institutional Effectiveness will provide an overview of key indicators of student learning and achievement as included in two new standard reports. The Core Indicators Report compares the District’s 2013-2014 student achievement data against institution-set standards defining academic quality. The Data Aligned with Institutional Mission document presents qualitative and quantitative information to evaluate achievement of the District’s mission. (Kraft/Wornall)

9.2 Budget Update
Vice President Jeanine Hawk will provide an update on Napa Valley Community College District finances including current and future year budget expectations. (Hawk)

9.3 Career Pathways Grant Update
Beth Pratt, dean of Economic Workforce Development and District Auxiliary Services will provide an overview of Napa Valley College’s participation in two Career Pathways grants. (Kraft/Pratt)
9.4 Communications – Board of Trustees Email Accounts
This item is placed on the agenda to allow the Board of Trustees to discuss communication methods and protocols between trustees and the public. (Baldini/Martenson)

9.5 Video Streaming System for Board Meetings
This item is placed on the agenda to allow the Board of Trustee to discuss and provide direction related to broadcast and/or video streaming systems for Board meetings. It is anticipated that this item will include a presentation by Josh Hurni, sales representative with Granicus, Inc., on video streaming and archive options for governing board meetings. (Digardi/Kraft)

9.6 Syar Expansion
This item is placed on the agenda to allow the Board of Trustees to discuss a planned expansion at Syar Industries located across Highway 221 from the Napa campus. This project will be addressed at a April 1, 2015, Napa County Planning Commission Hearing. Project information is available on the Napa County website at: http://www.countyofnapa.org/syar/. (Mancuso)

9.7 1st Reading of New or Revised Board Policies
This is the first reading of the following new or revised board policies:

Chapter 4 – Academic Affairs
BP 4235 – Credit By External Examination

Chapter 5 – Student Services
BP 5015 Residence Determination
BP 5140 Disabled Student Programs & Services
BP 5400 Associated Students Organization

In keeping with board policy D1140 – Shared Governance, these policies were reviewed through the Council of Presidents. It is anticipated that the Board will take action on these policies at the April 2015 Regular meeting. (Kraft)

10.0 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.

10.1 Ratify Financial Documents (Hawk)

10.1.1 Approve Warrants for February 28, 2015
   General Fund (Fund: 11, 12) $ 1,042,460.06
   Child Care Fund (Fund: 33, 35) $ 2,728.97
   Capital Outlay Projects Fund (Fund: 41) $ 0.00

10.1.2 Approve Total Gross Payroll
   February 28, 2015 $ 2,281,026.85

10.2 Personnel Document of March 3, 2015 (Ecklin)
11.0 ACTION ITEMS

11.1 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)

11.2 Extension of Workforce & Economic Development Deputy Sector Navigator: Small Business Grant #13-159-005 - Amendment #2
It is recommended that the Board of Trustees approve an amendment to the above referenced grant agreement to extend the grant period from December 31, 2014 to June 30, 2015. The amount of the grant remains unchanged at $100,000. The grantor is the Board of Governors, California Community Colleges Chancellor’s Office. (Pratt)

11.3 Career Technical Education Enhancement Funds: Grant Sub-Agreement
It is recommended that the Board of Trustees approve a Grant Sub-Agreement for Career Technical Education Enhancement Funds with Cabrillo Community College District, the fiscal agent for the Bay Area Community College Consortium. The grant is sponsored by the California Community College Chancellor’s Office to develop, enhance, retool and expand quality Career Technical Education (CTE) offerings that build upon existing community college regional capacity to respond to regional labor market needs. Initial funding will include $144,629 CTE Enhancement 60% grant and the $46,429 from the CTE Enhancement 40% fund. (Pratt)

11.4 Lease of Real Property to Napa Valley Unified School District
It is recommended that the Board of Trustees unanimously approve a lease of real property owned by the Napa Valley Community College District’s to the Napa Valley Unified School District. The property is comprised of a portion of the District’s holdings located at 1360 Menlo Avenue in Napa, California. (Hawk/Kraft)

11.5 Resolution Eliminating Employer Paid Member Contributions for the Administrative/Confidential Group
It is recommended that the Board of Trustees adopt a resolution to eliminate a previously implemented Employer Paid Member Contribution for the Administrative/Confidential Group. This change was initiated to increase equity in the employee group following pension reform. (Ecklin/Kraft)

11.6 2nd Reading of Board Policies Recommended to be Repealed
This is the second reading of the following board policies that are recommended for repeal:

1. BP6610 - Informal Bidding
2. F3110 - Quarterly Budget Report
3. F3320 - Procedure For Consideration Of Claims
4. F3325 - Claims And Actions Against The District
5. F3330 - Personal Property Liability
6. F3340 - Mileage Reimbursement
7. F3360 - Consulting Services

In keeping with board policy D1140 – Shared Governance, these policies were reviewed through the Council of Presidents.
11.7 **New or Revised Board Policies (2nd Reading)**

This is the second reading and recommended adoption of the following new or revised board policies:

**Chapter 2 – Board of Trustees**
1. BP 2725 - Board Member Compensation
2. BP 2800 - Trustee Emeritus/Emerita

**Chapter 6 – Business and Fiscal Affairs (Finance)**
3. BP 6100 - Delegation of Authority
4. BP 6150 - Designation of Authorized Signatures
5. BP 6320 - Investments
6. BP 6330 - Purchasing
7. BP 6400 - Audits
8. BP 6500 - Property Management
9. BP 6520 - Security for District Property
10. BP 6540 - Insurance
11. BP 6550 - Disposal of Property
12. BP 6600 - Capital Construction
13. BP 6620 - Naming Facilities
14. BP 6700 - Civic Center and Other Facilities Use
15. BP 6800 - Safety
16. BP 6900 - Bookstore
17. BP 6910 - Housing

**Chapter 7 – Human Resources**
18. BP 7100 - Commitment To Diversity
19. BP 7110 - Delegation Of Authority
20. BP 7130 - Compensation
21. BP 7140 - Collective Bargaining
22. BP 7240 - Administrative Confidential Employees
23. BP 7210 - Academic Employees
24. BP 7230 - Classified Employees
25. BP 7310 - Nepotism
26. BP 7345 - Catastrophic Leave Program
27. BP 7350 - Resignations
28. BP 7360 - Discipline And Dismissal - Contract Regular Faculty
29. BP 7365 - Discipline And Dismissal - Classified
30. BP 7385 - Salary Deductions
31. BP 7600 - College Police Dept.
12.0 BOARD REPORTS

12.1 Standing Committee & Other Appointment Reports
   12.1.1 Viticulture & Winery Foundation Board of Directors (Rios)
   12.1.2 McPherson Distinguished Teaching Award Selection Committee (Martenson)
   12.1.3 Audit Committee (Digardi, Mancuso, Iverson)
   12.1.4 Napa Public Access Cable Television (Napa Valley TV) Board of Directors
       (Busenbark)
   12.1.5 Redevelopment Oversight Committee (Busenbark)
   12.1.6 Legislative Committee (Digardi, Mancuso, Clary)

12.2 Ad Hoc Committee Reports
   12.2.1 Communications (Baldini, Martenson)
   12.2.2 Accreditation (Digardi, Baldini, Busenbark)

12.3 Trustee Reports

12.4 Board Chair Report

13.0 CONTINUANCE OF CLOSED SESSION (as needed)

14.0 ANNOUNCEMENT OF FUTURE MEETING(S)
   14.1 April 9, 2015, Regular Meeting

15.0 ADJOURNMENT