ITEM 3.4 ACTION ITEM APRIL 16, 2013

PREPARED BY: TRACY JOHNSON

## 1.0 CALL TO ORDER - PUBLIC SESSION

Public session was called to order at 6:02 p.m.

1.1 Roll Call

Board President Nick Heimlich; Trustees Adrienne Grey, Jack Lucas, Bob Owens, Buck Polk, Chad Walsh, and Karl Watanabe; and Chancellor Patrick Schmitt.

Student Trustees: Nelson Pham (7:00 p.m.); David O'Shea absent

1.2 Oral Communications from the Public on Closed Session Agenda There were none.

# 2.0 ADJOURN TO CLOSED SESSION

The Board adjourned to Closed Session at 6:04 p.m. There was one agendized item:

Provide direction to Kevin Dale, Esq., Acting Director of Human Resources Operations Albert Moore, and Chancellor Patrick Schmitt, District designated representatives, regarding negotiations with ACE, WVMCEA, Teamsters, and POA (Government Code 54957.6); and to Chancellor Patrick Schmitt regarding unrepresented groups.

#### 3.0 RECONVENE PUBLIC SESSION

Public Session reconvened at 7:00 p.m.

3.1 Pledge of Allegiance

Board President Nick Heimlich led all present in the Pledge of Allegiance.

3.2 Report of Closed Session Action

Board President Heimlich reported that no action was taken in Closed Session.

3.3 Approval of the Order of the Agenda

Board President Heimlich announced that a replacement for Item 7.2, Acquisition of Fixed Seating for Mission College, page 98, had been distributed. The tax rate had changed since the original calculation and the tax had increased by about \$100.00. The replacement page lists the correct amount and is attached to these minutes under Appendix A.

Action Taken:

It was M/S/P 7/0/0 (Owens/Polk) to approve the Order of the Agenda with the replacement page. Student Trustee: One yes vote.

3.4 Approval of the Minutes of the March 5, 2013, Regular Meeting of the Board of Trustees.

Action Taken:

It was M/S/P7/0/0 (Lucas/Grey) to approve the minutes of the March 5, 2013, Regular Meeting of the Board of Trustees, as presented.

Student Trustee: One yes vote.

3.5 Presentations/Recognitions

**Educational and Student Services Presentation** 

Mission College STEM Update on FY 12-13 Strategic Goals

Mission College President Laurel Jones introduced Danny Nguyen, Dean of Science, Engineering and Mathematics, and Ken Songco, Director of Federal Student Services Grants. Mr. Nguyen and Mr. Songco provided the Board with an update on Mission College's Goal #3 of its Strategic Focus on Curriculum and Program Improvement, which is to increase the number of students who earn awards and transfer within Science, Technology, Engineering, and Mathematics (STEM) disciplines.

The presentation included an overview of:

- Mission College STEM
- AANAPISI Part F Grant
- STEM Pathway Activities & Practices
- Student Testimonials.

The College is seizing the opportunity to improve STEM education by expanding offerings, focusing on activities to increase the number of degrees and transfers, and leveraging resources and partnerships by offering effective STEM programs with a holistic approach with integrated strategies.

Mr. Nguyen noted that 21% of the degrees awarded by Mission College in 2011-12 were in the STEM area. He discussed the high retention, student success, and transfer rates of STEM students at the College.

The presenters provided information regarding the College's AANAPISI Part F Grant, which includes a STEM component. The \$2 million five-year grant is to improve the transition, progression, transfer and graduation rates of historically underrepresented and underprepared AAPI students. Its comprehensive set of best practices strategies include the following:

- Boost success rates in all levels of mathematics and transfer level English composition courses
- Centralize & strengthen academic assistance and student support services for STEM majors
- Explore and implement innovative teaching methods to improve faculty/student engagement.

Several pathways for STEM success were discussed, including:

#### Curriculum

- New Associate of Science Degrees for Transfer in Math, Biology, Chemistry, Physics
- Increase online science courses
- Focused effort on high-risk math/science courses
- New Honors Transfer Pilot Program
- Increase opportunities for learning cohort models & engagement strategies
- Smarthinking 24/7 Online Tutorial Service

## STEM Pathway: Faculty Development

- UCLA Transfer Agreement Program (TAP) Conference
- ASCCC STEM Conference
- Future PD Opportunities through AANAPISI grant funding

## STEM Pathway: Transfer & Career Pathways

- Culturally-sensitive Counseling
- Honors Transfer Pilot Program
- MentorNet Online STEM Mentorship Program
- STEM Career Speaker Series
- Internship & Service Learning Opportunities

## STEM Pathway: Partnerships

- MC2IT
- Faculty Mentorship (Stanford Post-Docs)
- HS Faculty Exchange with SCUSD, Milpitas
- MESA (PG&E, Abbott)
- NASA (Internships)
- AANAPISI Advisory Committee

# STEM Pathway: Outreach/Recruitment

- STEM Ambassadors
- STEM Summer Bridge/Math Jam

- K16 Faculty Exchange
- STEM Marketing Campaign
- STEM Career Day
- STEM Web Resource

John Doan, an AANAPISI/APASS student and Amy Snodgrass, a MESA and ACCESS student, provided the student perspective regarding the program.

Following a question and answer period, the Board thanked Mr. Songco, Mr. Nguyen, Mr. Doan, and Ms. Snodgrass for the excellent information provided.

## 3.6 Oral Communications from the Public

Michelle Geary, Chair of the Biology Department at West Valley College, indicated that her colleagues are dismayed at the administration's collective bargaining proposal, and discussed the ways that faculty is devoted to the college community and students, and sacrifices in order to provide the best possible education for students.

Mission College faculty member Cathy Cox spoke regarding the District's collective bargaining proposal and faculty salaries for several positions being advertised. She said she had compared several with other area districts' advertised starting salaries and found WVMCCD's to be lower in all cases. She said that the salary reductions being requested would put starting faculty members in the 'lower income' levels for Santa Clara County. She asked how the District can expect to hire employees who provide excellence when salaries are so far below those at other institutions.

ACE President Rod Pavao spoke regarding the faculty's concerns with the current proposals, saying that the administration is asking far more from faculty than the other units, and in addition is asking for concessions retroactively. For instance, faculty are not able to take time off or take furlough days. He urged Board members to consider ACE's serious counterproposals in collective bargaining.

### 3.7 Written Communications from the Public

Executive Assistant to the Board of Trustees Tracy Johnson indicated that communications regarding the West Valley College Planetarium were received from Mr. Robert Allgeyer.

**4.0 UNFINISHED BUSINESS** - There were no items.

# APPROVAL OF THE CONSENT AGENDA

# **Action Taken:**

It was M/S/P 7/0/0 (Owens/Polk) to approve the Consent Agenda Items as presented.

Student Trustee: One yes vote.

Consent Agenda Items are attached to these minutes under Appendix A.

## **REGULAR ORDER OF AGENDA**

## 5.0 COLLEGE PROGRAMS AND SERVICES

# 5.6 ACCEPT DONATION TO MISSION COLLEGE

A discussion was held.

#### Action Taken:

It was M/S/P7/0/0 (Owens/Walsh) to accept a \$255,000 donation to Mission College from the Don and Lorraine Freeberg Foundation.

Student Trustee: One yes vote.

## **6.0 HUMAN RESOURCES** - There were no items.

## 7.0 BUSINESS AND FINANCE

# 7.4 CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC) MEMBERSHIP

A discussion was held.

#### Action Taken:

It was M/S/P7/0/0 (Lucas/Owens) to approve the following appointments to the Citizens' Bond Oversight Committee:

Appointment to an initial two-year term:

- Paul Cavagnolo (Representative of a Senior Organization)
- Ryan Hamilton (Student Representative, WVC) (Terms to expire April 2015)

Re-appointment to a two-year term:

• Shane P. Connolly (Representative of a Taxpayer Organization) (Term to expire April 2015)

Student Trustee: One yes vote.

7.5 PROJECT ASSIGNMENT AGREEMENT WITH LPA ARCHITECTS FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR THE SWING SPACE FOR THE FACILITIES BUILDING REPLACEMENT PROJECT AT WEST VALLEY COLLEGE

# Action Taken:

It was M/S/P 7/0/0 (Owens/Polk) to approve the Project Assignment Agreement in the amount of \$90,000 with LPA Architects for architectural and engineering services for the Swing Space for the Facilities Building Replacement project at West Valley College.

Student Trustee: One yes vote.

7.6 PROJECT ASSIGNMENT AGREEMENT WITH IBI GROUP ARCHITECTS FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR THE SWING SPACE FOR BUILDING PROJECTS AT WEST VALLEY COLLEGE

# Action Taken:

It was M/S/P 7/0/0 (Grey/Owens) to approve the Project Assignment Agreement in the amount of \$147,000 with IBI Group for architectural and engineering services for the Swing Space for Building Projects at West Valley College.

Student Trustee: One yes vote.

# **8.0 BOARD** - There were no items.

#### 9.0 INFORMATION REPORTS AND ITEMS FOR FUTURE BOARD CONSIDERATION

#### 9.1 ACADEMIC SENATE UPDATE

Mission College Academic Senate President Dianne Dorian was pleased to announce that the Senate had elected a new President for the next academic year, Wael Abdeljabbar. The Senate welcomes him as the new President and he looks forward to the opportunity to serve.

Ms. Dorian reported that the Senate has formed an Academic Professional Development Subcommittee. It has met for the first time, elected a chair, and adopted a charge. The committee will survey faculty to determine professional development needs and work toward developing opportunities to provide training.

She reported on the upcoming State Academic Senate Plenary session, at which Dr. Jane Patton, who has served a number of terms as Vice President and President of the Academic Senate of California Community Colleges, will be awarded the honor of President Emeritus.

Ms. Dorian closed by reminding attendees that the Faculty/Administration/Classified Recognition Event is scheduled for April 20.

Trustee Jack Lucas and all present thanked Ms. Dorian for her service as Academic Senate President.

West Valley College Academic Senate President Lance Shoemaker reported that WVC faculty member Eric Pape, currently the Vice President of the Academic Senate, has been elected as President for the upcoming academic year. Mr. Pape has been shadowing Mr. Shoemaker for the final months of the semester and is looking forward to assuming that leadership position.

Mr. Shoemaker discussed the upcoming hiring of a number of new faculty members. He said the large number is a result of a number of unexpected faculty retirements. Although it is sad to see valued faculty members go, it is exciting to bring in new faculty members. He discussed the very deliberative process for hiring new faculty, in which the Division Chair Council and the Academic Senate consult to determine the programs to which the vacant positions will be allocated.

He informed everyone that the Academic Directions Committee is working with several programs identified by the Performance Goals Committee as in need of revitalization: Computer Applications, Digital Media, Park Management, Architecture, Photography, and Engineering. The goal is to help all of the programs emerge much stronger.

The Senate has also spent time discussing program discontinuance, in case the topic arises in the fall. It reaffirmed that the process used in the past worked well, but the Senate is struggling with the fact that, although the process allows a year for programs to improve, it is likely that programs identified in the fall will not have that year. He noted that the policy does contain a 'fiscal urgency' exception, but that the Senate is asking whether enough money will be saved to justify rushing the process.

Mr. Shoemaker closed by reporting that the Basic Skills Committee is very active. One of the topics to be discussed at its next meeting is the perception that Information Systems is not as responsive as it should be to the needs of the College. He indicated that this is a problem at all levels, from Basic Skills through the Accreditation process, and it must be addressed.

Trustee Adrienne Grey acknowledged and thanked the Academic Direction Committees of both Colleges for the thoughtful, deliberate work they do in the program revitalization process.

# 9.2 CLASSIFIED SENATE UPDATE

Mission College Classified Vice President Susan Monahan thanked Dianne Dorian for her support of the Classified Staff. She reminded Board members of the upcoming WACAC conference, and also invited them to attend the Mission College Employee Excellence Recognition event on Thursday, April 25, at 1:30 p.m.

There was no report from West Valley College.

## 9.3 STUDENT SENATE UPDATE

West Valley College Student Senate President Louis Morrone reported that:

- The Senate's vote on the Eco Pass program has not yet taken place, but he hopes to have the results for the next meeting.
- The students are still working on the Books for Food and Book Loan programs.
- The students are moving forward with the Zoom Ride program.
- The sale of personalized tiles is taking place for the Viking Grove Project.

Mission College Student Senate President Sean Peters distributed the monthly Mission College Associated Student Government Report and discussed several of the articles, including:

- The National Women's Month guest speakers, including a dramatic performance by Anntionette John of 'Incidents in the Life of a Slave Girl.'
- The special election regarding the Eco Pass program, in which students voted to levy a fee on themselves in order for students to receive VTA Eco Passes. He thanked Nelson Pham for all his hard work on this issue.

• The St. Patrick's Day Music in the Quad event, and the many wonderful performers who participated.

#### 9.4 MISSION COLLEGE UPDATE

College President Laurel Jones distributed the March Mission Board Report and discussed several items, including:

- Mission College student Abdul Banfa entered an essay contest sponsored by Congressman Mike Honda and won tickets to the Presidential Inaguration. He was able to travel to Washington, DC to attend the event.
- The Mission College Emeritus Event, held on Valentine's Day, was a well-attended, fun event. She remarked that it had been very good to see the retired staff members who attended.
- President Jones will host a luncheon with the Superintendent of Santa Clara Unified School District and other guests to discuss the proposed changes to adult education contained in the Governor's Budget. The group will discuss how adult education is currently handled and what the changes will mean.
- An article on Rick Bennett, Vice President of Administrative Services, in which Mr. Bennett shares information about himself and his experiences during his first year at the College.
- Dr. Jones has been invited to join the Silicon Valley ALLIES as a member of the Steering Committee. SV ALLIES is a cross-sector partnership whose mission is to strengthen the regional economy by helping English-learner adults enter family-sustaining pathways. The coalition includes education, labor, business, community-based organizations, and workforce development agencies.
- Mission College and the Tech Museum are collaboratively planning, scheduling, and promoting an 'App Camp' for Middle School students during spring break. This mutually-beneficial project will open Mission College to a new group of young students.

Dr. Jones encouraged attendees to read the March Board report for more information on these and other events at Mission College.

In closing, she reminded Board Members of the Mission College Best of the Best Gala event on May 2.

## 9.5 WEST VALLEY COLLEGE UPDATE

Interim College President Brad Davis reminded the Board and all attendees of the April 20 Theater Gala performance of 'Sweet Charity.' It is the College's signature event and he invited all to attend.

Mr. Davis also reminded the Board of the May 1 ribbon cutting ceremony for the Veteran's Plaza at the Viking Grove. He encouraged the purchase of personalized tiles for installation on the patio.

He said that West Valley College has called upon the Facilities Department for its assistance in helping reprioritize a number of projects to be reflective of needs that have changed since the last Facilities Master Plan developed several years ago, and he offered kudos for all the work Facilities' staff have done for the College. He discussed one of the projects, the new signage on Allendale, and indicated that when an updated bond project list comes forward to the Board, it will include the reallocation of some funds from the Vasona Creek project to pay for the signage and make track improvements.

Mr. Shoemaker echoed earlier comments and offered thanks to the Academic Directions Committee for its work as the future face of the College is reevaluated. He thanked Academic Senate President Lance Shoemaker and the Senate for their leadership.

# 9.6 ACTING DIRECTOR OF HUMAN RESOURCES OPERATIONS' REPORT

Acting Director of Human Resources Operations Albert Moore congratulated all faculty members whose contract renewals had been approved earlier on the agenda. He thanked the Board of Trustees for approving the promotional hires of internal employees. Mr. Moore noted the upcoming benefit open enrollment period taking place in April. There will be presentations on both campuses by SmartBen, the District's new benefits

providers. He discussed the May 17 Retiree/Longevity Recognition Reception, which will be held in the new Campus Center at West Valley College. The planning committee for the event looks forward to alternating campuses for the annual event in order to showcase new and renovated facilities.

## 9.7 VICE CHANCELLOR'S REPORT

Vice Chancellor of Administrative Services Ed Maduli thanked Dianne Dorian and Lance Shoemaker, whose terms as Academic Senate Presidents end at the conclusion of the semester, for their work on the Revenue Allocation Model (RAM) Task Force. He noted that the RAM Task Force's work is coming to an end and the model will soon be reviewed and accepted by District Council.

He updated the Board on the continued exploration of Project Labor Agreements. He said that he has held two lengthy meetings with Neil Struthers of the Building Trades Council, and is meeting again with him on April 3 to try to craft an agreement that is acceptable to both parties.

## 9.8 CHANCELLOR'S REPORT

Chancellor Patrick Schmitt noted the excellent presentation on STEM earlier in the meeting, and also commented on all of the outstanding work highlighted during the updates and reports from the Senates and administrative staff. He praised the dedicated faculty, staff, and administrators at the Colleges and the District, and thanked them for the excellent work they do every day to support the success of the District's students.

## 9.9 STANDING COMMITTEE REPORTS

Audit and Budget Oversight Committee

There was no report.

## Legislative Committee

Committee Chair Adrienne Grey reported that the committee had its first meeting of the year, revisited the charter, and plans to prepare and present some slight changes. She said the Committee members had a philosophical discussion regarding issues that it might take on in the future.

# 9.10 TRUSTEE COMMENTS AND ITEMS FOR FUTURE BOARD CONSIDERATION

Trustee Jack Lucas noted that the 50<sup>th</sup> anniversary of the District is upcoming and said that he would like to receive an update on planning for the celebration and what the Board can do to assist in the efforts.

Trustee Lucas and all Board members thanked Ms. Dorian and Mr. Shoemaker for their outstanding service as Academic Senate Presidents.

Trustee Polk thanked ACE President Rod Pavao for his remarks under 'Oral Communications.' He said he appreciated Mr. Pavao's measured, courteous tone. He congratulated Danny Nguyen and Kenneth Songco for the earlier STEM presentation.

Trustee Lucas thanked President Jones for the article on 'Silicon Valley Reads' that appeared in a previous Board Report. As a member of the 'Silicon Valley Reads' Advisory Board, he thanked Dr. Jones for hosting a meeting of the Advisory Board.

Trustee Owens discussed a report he had recently read regarding the dangers of concussions in athletics. He said that it is a serious topic that has not been treated seriously in the past. He expressed his interest in ensuring that those who participate in the Colleges' athletic programs have a safe environment. He encouraged the Presidents to read the article.

Board President Heimlich adjourned at the meeting at 8:44 p.m.

#### APPENDIX A

# CONSENT AGENDA ITEMS FROM THE MARCH 19, 2013, BOARD OF TRUSTEES MEETING

(For the full text of each item, please see the agenda packet for the March 19, 2013, meeting.)

5.0 COLLEGE PROGRAMS AND SERVICES - Consent Ag	genaa
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- 5.1 CONSIDER APPROVAL OF CURRICULUM CHANGES AT WEST VALLEY COLLEGE Recommendation: That the Board of Trustees approve the curriculum changes at West Valley College as presented.
- 5.2 FACULTY 3-4 YEAR CONTRACT RENEWAL WEST VALLEY COLLEGE Recommendation: That the Board of Trustees approve the faculty listed for a third contract covering two academic years, 2013-14 and 2014-15.
- 5.3 FACULTY 2ND YEAR CONTRACT RENEWAL WEST VALLEY COLLEGE
  Recommendation: That the Board of Trustees approve faculty for second year contracts for the 2013-14 academic year as outlined.
- 5.4 FACULTY CONTRACT RENEWAL, THIRD CONTRACT MISSION COLLEGE Recommendation: That the Board of Trustees approve the faculty listed for a third contract covering two academic years, 2013-14 and 2014-15.
- 5.5 FACULTY CONTRACT RENEWAL, SECOND YEAR MISSION COLLEGE
  Recommendation: That the Board of Trustees approve faculty for second year contracts for the 2013-14 academic year, as listed.
- 6.0 HUMAN RESOURCES Consent Agenda
- 6.4 PERSONNEL TRANSACTIONS TO BE ACTED UPON BY THE BOARD OF TRUSTEES Recommendation: That the Board of Trustees approve the listed personnel transactions.
- 6.5 APPROVAL OF AN ADDITIONAL PROFESSIONAL GROWTH AND DEVELOPMENT SALARY INCREMENT AWARD

  Recommendation: That the Board of Trustees award a Professional Growth and Development (PG&D)

increment to the listed individual, effective August 1, 2012, on the basis of the compliance report for the faculty member submitted to the Committee prior to June 2012.

- 7.0 BUSINESS AND FINANCE Consent Agenda
- 7.1 SANTA CLARA COUNTY TREASURY INVESTMENT PORTFOLIO STATUS

  This item is for informational purposes only. The District's funds are invested with the County Treasury. The Board will review the Santa Clara County Treasury Investment Portfolio status.
- 7.2 ACQUISITION OF FIXED SEATING FOR MISSION COLLEGE

  Recommendation: That the Board of Trustees authorize the acquisition of fixed seating from KI in the amount of \$94,242.14.
- 7.3 ACCEPT BASIC CONTRACT AS COMPLETE: BID # 02-1011 CAMPUS CENTER RENOVATION PROJECT AT WEST VALLEY COLLEGE

  Recommendation: That the Board of Trustees accept the basic construction contract with Conzalves and
  - Recommendation: That the Board of Trustees accept the basic construction contract with Gonzalves and Stronck, for the Campus Center Renovation project, as complete and authorize the District to file a Notice of Completion.

#### APPENDIX A

Replacement Page for Item 7.2, Page 98, on the March 19, 2013, Board Agenda

AMENDED ITEM 7.2 MARCH 19, 2013 ACTION ITEM CONSENT AGENDA

PREPARED BY: BRIGIT ESPINOSA

REVIEWED BY: ED MADULI

APPROVED BY: PATRICK SCHMITT

# SUBJECT: ACQUISITION OF FIXED SEATING FOR MISSION COLLEGE

## CHANCELLOR'S RECOMMENDATION:

That the Board of Trustees authorize the acquisition of fixed seating from KI in the amount of \$94,242.14 \$94,350.60.

# Funding Source/Fiscal Impact

The funding for this project is from Measure H, line item 10 of the Mission College Project Priority List.

# Reference(s)

The Board of Trustees approved a three-year contract with KI on January 18, 2011, and the District will utilize that bid to award this purchase.

# Background/Alternatives

This seating is for the lecture lab as part of the Main Building Replacement project.

# Coordination

This purchase has been reviewed by the Director of General Services; Director of Construction; Executive Director of Facilities, Maintenance and Construction; Interim Vice President of Instruction, and Vice President of Administrative Services.

## Follow-up/Outcome

Upon Board approval, a purchase order will be issued.