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**WEST VALLEY-MISSION  
COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES MEETING**

**Tuesday, August 16, 2011**

Mission College  
3000 Mission College Blvd. Santa Clara, CA 95054

6:00 p.m. Public Session Room 219, Campus Center  
6:05 p.m. Closed Session Room 219, Campus Center  
7:00 p.m. Public Session Room TAV130

**1.0 CALL TO ORDER - PUBLIC SESSION**

- 1.1 Roll Call Oral
- 1.2 Oral Communication from the Public on Closed Session Agenda
- Members of the audience may address the Board on any item listed on the Closed Session agenda. Comments will be limited to three (3) minutes per agenda item, with a total of fifteen (15) minutes of public comment on an item unless waived by the Board. Oral

**2.0 ADJOURN TO CLOSED SESSION**

Student Discipline (Education Code Sections 66300, 72122, 76030, 76243(a)(1))  
Recommended expulsion of Student #1057402

Provide direction to Todd Goluba, Esq., Associate Vice Chancellor of HR Brad Davis, and Chancellor John Hendrickson, District designated representatives, regarding negotiations with ACE, WVMCEA, Teamsters, and POA (Government Code 54957.6); and to John E. Hendrickson, Chancellor, regarding unrepresented groups.

**3.0 RECONVENE PUBLIC SESSION**

- 3.1 Pledge of Allegiance Oral
- 3.2 Report of Closed Session Action Oral
- 3.3 Approval of the Order of the Agenda (A) Oral
- 3.4 Approval of the Minutes of the August 2, 2011, Board of Trustees Meeting (A) 7
- 3.5 Presentations/Recognitions Oral  
Educational and Student Services Presentation:  
ANNAPISI, Presenter Charity Bowles
- 3.6 Oral Communications from the Public

This portion of the meeting is reserved for persons desiring to address the Board on any matter not on the agenda. No action will be taken.

**(A) = Action (I) = Information**

**\*In compliance with the Americans with Disabilities Act, individuals needing special accommodations should contact the Chancellor's Office at 408-741-2011 one week prior to the meeting date.**

3.7	Written Communications from the Public		Oral
4.0	<b>UNFINISHED BUSINESS - There is none.</b>		
	<b><u>APPROVAL OF CONSENT AGENDA ACTION ITEMS</u></b>	(A)	
	Action items will be acted upon in one motion unless they are removed from the Consent Agenda. Information items will not be discussed unless they are removed from the Consent Agenda.		
6.0	<b>HUMAN RESOURCES - Consent Agenda</b>		
6.1	PERSONNEL TRANSACTIONS TO BE ACTED-UPON BY THE BOARD OF TRUSTEES	(A)	9
	Recommendation: That the Board of Trustees approve the listed personnel transactions.		
	Appointments		
	<i>Academic</i>		
a.	Jennifer Lisses, Instructor, Foreign Languages-Spanish, Mission College, 100% of full time, 10 months per year; effective August 26, 2011. Position ID# 124330. Fund 100-General Fund.		
	<i>Classified</i>		
b.	Katrina Price, Senior Administrative Assistant, Facilities Department, WVMCEA Unit, Range 59 (\$3,792-\$4,971), West Valley-Mission Community College District, 100% of full time, 12 months per year; effective August 22, 2011. Position ID# 68010. Fund 100-General Fund.		
	<a href="#">6.1 Personnel Transactions</a>		
7.0	<b>BUSINESS AND FINANCE - Consent Agenda</b>		
7.1	REVIEW OF PURCHASE ORDER TRANSACTIONS	(I)	10
	Recommendation: This is an information item only. Attached are the May - June purchase orders issued that are in excess of \$10,000.		
	<a href="#">7.1 PO Report.May-June</a>		
	<a href="#">Attach. 7.1 - PO Report</a>		
7.2	RATIFICATION OF VENDOR WARRANTS	(A)	16
	Recommendation: That the Board of Trustees ratify vendor payments from May 1, 2011, through June 30, 2011; Datatel warrant numbers 240088-242773, totaling \$13,681,347.37.		
	<a href="#">7.2 Vendor Warrants</a>		
7.3	RECORD RETENTION - DESTRUCTION OF RECORDS	(A)	17
	Recommendation: That the Board of Trustees authorize the District to destroy the listed documents (attached).		
	<a href="#">7.3 Destruction of Records</a>		
	<a href="#">Attach. 7.3 Destruction of Records</a>		
7.4	APPROVE CONTRACT INCREASE WITH LIONAKIS FOR ARCHITECT OF RECORD SERVICES AT THE MISSION COLLEGE HOSPITALITY MANAGEMENT RENOVATION PROJECT	(A)	24
	Recommendation: That the Board of Trustees approve a contract increase in the amount of \$76,305 with Lionakis for the Mission College Hospitality Management Renovation Project.		

7.4 APPROVE CONTRACT INCREASE WITH LIONAKIS FOR ARCHITECT OF RECORD SERVICES AT THE MISSION COLLEGE HOSPITALITY MANAGEMENT RENOVATION PROJECT

- 7.5 APPROVE CONTRACT INCREASE WITH SWINERTON MANAGEMENT FOR CONSTRUCTION MANAGEMENT SERVICES AT THE MISSION COLLEGE HOSPITALITY MANAGEMENT RENOVATION PROJECT (A) 26  
Recommendation: That the Board of Trustees approve a contract increase in the amount of \$68,957 for Swinerton Management for the Mission College Hospitality Management Renovation Project.

7.5 APPROVE CONTRACT INCREASE WITH SWINERTON MANAGEMENT FOR CONSTRUCTION MANAGEMENT SERVICES AT THE MISSION COLLEGE HOSPITALITY MANAGEMENT RENOVATION PROJECT

**REGULAR ORDER OF AGENDA**

**5.0 COLLEGE PROGRAMS AND SERVICES**

- 5.1 ADOPT RESOLUTION NO. 11081601 AND ACCEPT CHILD DEVELOPMENT CENTER GRANT ALLOCATIONS (A) 28  
Recommendation: That the Board of Trustees:

- (1) accept the \$185,124 allocation from the California Department of Education, Office of Child Development, for operation of the West Valley College and Mission College General Child Care Centers;
- (2) accept the \$247,407 allocation from the California Department of Education, Office of Child Development, for operation of the Full-Day Preschool on the West Valley College and Mission College campuses;
- (3) accept the continued allocation from the U.S. Department of Agriculture for meals at the children's centers;
- (4) designate the Program Directors, Shelley Gonzales, to complete eligibility assessments, submit reports, and seek and maintain licensure requirements for the West Valley College centers; and Mary Ashley to complete eligibility assessments, submit reports, and seek and maintain licensure requirements for the Mission College centers;
- (5) adopt Resolution No. 11081601 certifying the District's acceptance of the aforementioned California Department of Education, Office of Child Development grant allocations; and authorize the administration to accept the usual adjustments and augmentations during the 2011-12 fiscal year to the Office of Child Development grant allocations.

5.1 ADOPT RESOLUTION NO. 11081601 AND ACCEPT CHILD DEVELOPMENT CENTER GRANT ALLOCATIONS

**6.0 HUMAN RESOURCES**

- 6.2 PUBLIC OPPORTUNITY FOR COMMENT AND ADOPTION OF ASSOCIATION OF COLLEGE EDUCATORS (ACE) INITIAL PROPOSALS TO THE DISTRICT (A) 31  
Recommendation: That the Board of Trustees hear public comment on the proposals, close the public comment period, and adopt the proposals.

6.2 PUBLIC OPPORTUNITY FOR COMMENT AND ADOPTION OF ASSOCIATION OF COLLEGE EDUCATORS (ACE) INITIAL PROPOSALS TO THE DISTRICT

- 6.3 CLASSIFIED ADMINISTRATIVE APPOINTMENT – ASSOCIATE VICE CHANCELLOR, HUMAN RESOURCES AND ADVANCEMENT (A) 32  
Recommendation: That the Board of Trustees ratify the Agreement of Employment for Mr. Bradley Davis and appoint him as Associate Vice Chancellor, Human Resources and Advancement.  
6.3 CLASSIFIED ADMINISTRATIVE APPOINTMENT – ASSOCIATE VICE CHANCELLOR, HUMAN RESOURCES AND ADVANCEMENT
- 7.0 BUSINESS AND FINANCE – **There are none.**
- 8.0 BOARD
- 8.1 BOARD OF TRUSTEES APPOINTMENT OF COMMUNITY REPRESENTATIVE TO THE CHANCELLOR SEARCH COMMITTEE (A) 33  
Recommendation: That the Board of Trustees appoint a community member, Len Duncan, to serve on the search committee for its next Chancellor.  
8.1 BOARD OF TRUSTEES APPOINTMENT OF COMMUNITY REPRESENTATIVE TO THE CHANCELLOR SEARCH COMMITTEE
- 9.0 INFORMATION REPORTS AND ITEMS FOR FUTURE BOARD CONSIDERATION
- 9.1 ACADEMIC SENATE UPDATE (Dorian/Cox) (I) Oral
- 9.2 CLASSIFIED SENATE UPDATE (Monahan/Kinley) (I) Oral
- 9.3 STUDENT SENATE UPDATE (Pinto/Gonzalez) (I) Oral
- 9.4 MISSION COLLEGE UPDATE (Jones) (I) Oral
- 9.5 WEST VALLEY COLLEGE UPDATE (Gaskin) (I) Oral
- 9.6 VICE CHANCELLOR’S REPORT (Maduli) (I) Oral
- 9.7 CHANCELLOR’S UPDATE (Hendrickson) (I) Oral
- 9.8 STANDING COMMITTEE REPORTS (I) Oral
- Audit and Budget Oversight Committee
  - Legislative Committee
- 9.9 TRUSTEE COMMENTS (I) Oral

ADJOURNMENT

UNAPPROVED MINUTES OF THE AUGUST 2, 2011, BOARD OF TRUSTEES MEETING

ITEM 3.4  
ACTION ITEM  
AUGUST 16, 2011  
PREPARED BY: TRACY JOHNSON

**1.0 CALL TO ORDER - PUBLIC SESSION**

Public session was called to order at 4:30 p.m.

**1.1 Roll Call**

Board President Chad Walsh; Trustees Adrienne Grey, Nick Heimlich, Jack Lucas, Bob Owens, Buck Polk, Chris Stampolis, and Chad Walsh; and Secretary to the Board Chancellor John Hendrickson. Student Trustees Bryan Dallara (7:00 p.m.); Eric Smith absent.

**1.2 Tour of Hospitality Management Building**

The Board of Trustees toured the Mission College Hospitality Management Building. At the conclusion of the tour, the Board assembled in TAV130 to conduct its self-evaluation.

**1.3 Pledge of Allegiance**

Board President Chad Walsh led the 'Pledge of Allegiance.'

**1.4 The Board of Trustees conducted its annual self-evaluation.**

A discussion was held on this information item.

**1.5 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 6:05 p.m. There were two agenda items:

Provide direction to Todd Goluba, Esq., Associate Vice Chancellor of HR Brad Davis, and Chancellor John Hendrickson, District designated representatives, regarding negotiations with ACE, SEIU, Teamsters, and POA (Government Code 54957.6); and to John E. Hendrickson, Chancellor, regarding unrepresented groups.

Public Employee Performance Evaluation: Chancellor

**3.0 RECONVENE PUBLIC SESSION**

Public Session reconvened at 7:07 p.m.

**3.1 Report of Closed Session Action**

Board President Walsh indicated that no action had been taken.

**3.2 Approval of the Order of the Agenda**

Action Taken:

It was M/S/P 7/0/0 (Owens/Stampolis) to approve the Order of the Agenda as presented.

Student Trustee: One yes vote.

**3.3 Approval of the Minutes of the July 19, 2011, Regular Meeting of the Board of Trustees**

Action Taken:

It was M/S/P 7/0/0 (Stampolis/Grey) to approve the minutes of the July 19, 2011, Meeting of the Board of Trustees.

Student Trustee: Dallara abstained.

**3.4 Oral Communications from the Public**

There were none.

**3.5 Written Communications from the Public**

There were none.

## UNAPPROVED MINUTES OF THE AUGUST 2, 2011, BOARD OF TRUSTEES MEETING

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

#### APPROVAL OF CONSENT AGENDA ACTION ITEMS

##### ACTION TAKEN:

It was M/S/P 7/0/0 (Owens/Lucas) to approve the consent agenda action item as presented.

Student Trustee: One yes vote.

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

#### REGULAR ORDER OF AGENDA

### 6.0 HUMAN RESOURCES

#### 6.2 FOCUS TOPIC

##### HUMAN RESOURCES ORGANIZATION AND SERVICES

Associate Vice Chancellor of Human Resources Brad Davis conducted an information presentation for the Board regarding the West Valley-Mission Community College District's Human Resources Department and the services it provides.

A discussion was held.

### 9.0 INFORMATION REPORTS

#### 9.1 TRUSTEE COMMENTS

Trustee Stampolis indicated that the subject of College service areas would be a valuable discussion topic for a future Board meeting. Board President Walsh said he sees this issue as tied to marketing, so perhaps it could be discussed as part of a future marketing presentation. Mr. Walsh indicated he would work with Chancellor Hendrickson to agendize this discussion at a future meeting.

#### ADJOURNMENT

Board President Walsh adjourned the meeting at 8:03 p.m.

### APPENDIX A - CONSENT AGENDA ITEMS

#### 6.1 PERSONNEL TRANSACTION TO BE ACTED UPON BY THE BOARD OF TRUSTEES

Recommendation: That the Board of Trustees approve the following item.

##### I. Administrative Appointment

- a. Stephanie Kashima, Educational Dean of Instruction, Office of Instruction, Administrative Unit, Mission College, 100% of full time, 12 months per year; effective August 3, 2011. Position ID# 139330. Fund 100-GeneralFund (0.24) and Fund 591-Community Ed (0.76).



ITEM 6.1  
AUGUST 16, 2011  
ACTION ITEM  
CONSENT AGENDA

PREPARED BY: FRANCINE CARACCILO

REVIEWED BY: BRADLEY DAVIS

APPROVED BY: JOHN E. HENDRICKSON

**SUBJECT: PERSONNEL TRANSACTIONS TO BE ACTED UPON BY THE  
BOARD OF TRUSTEES**

**CHANCELLOR'S RECOMMENDATION:**

That the Board of Trustees approve the following items.

**I. Appointments**

*Academic*

- a. Jennifer Lisses, Instructor, Foreign Languages-Spanish, Mission College, 100% of full time, 10 months per year; effective August 26, 2011. Position ID# 124330. Fund 100-General Fund.

*Classified*

- b. Katrina Price, Senior Administrative Assistant, Facilities Department, WVMCEA Unit, Range 59 (\$3,792-\$4,971), West Valley-Mission Community College District, 100% of full time, 12 months per year; effective August 22, 2011. Position ID# 68010. Fund 100-General Fund.

ITEM 7.1  
AUGUST 16, 2011  
INFORMATION ITEM  
CONSENT AGENDA

PREPARED BY: BRIGIT ESPINOSA

REVIEWED BY: ED MADULI

APPROVED BY: JOHN E. HENDRICKSON

**SUBJECT: REVIEW OF PURCHASE ORDER TRANSACTIONS**

**CHANCELLOR'S RECOMMENDATION:**

This is an information item only.

Background/ Alternatives

Attached are the purchase orders issued that are in excess of \$10,000. Purchase orders under \$10,000 are available to be reviewed in the office of the Director of General Services. A report of purchase orders in excess of \$10,000 is being provided so that larger expenditure items are separately identified for review by the Board of Trustees. Items appearing on the attached list will have, in some cases, been presented to the Board prior to issuance of a contract that was subsequently converted into a purchase order for payment purposes.

Reference(s)

Education Code Section 81656 states that the governing board of a community college district must review the purchases of the district.

Coordination

The Director of General Services has reviewed this list with the Vice Chancellor of Administrative Services.

Follow-up/Outcome

A bi-monthly information report will be generated for Board review.

PO Date	PO Number	Amount	Vendor	Description	
<u>West Valley College</u>					
5/10/2011	B0021237	\$17,500.00	Lewis Center for Educational Research	Annual fee/bridge support	
5/10/2011	B0021235	\$96,068.47	County of Santa Clara	Training Santa Clara Probation Dept.	
5/10/2011	B0021239	\$57,461.00	Santa Clara Police Department	Training Santa Clara Police Dept.	
5/10/2011	B0021240	\$177,233.84	County of Santa Clara, Office of the Sheriff	Training Santa Clara Sheriff's Dept.	
5/10/2011	B0021236	\$11,570.00	Exact Image Printing	Career Progam brochures	
5/11/2011	P0010664	\$38,562.81	KI Furniture	Furniture for DESP	
5/31/2011	B0021333	\$24,000.00	Saviano Company	Tennis Court repair	
6/6/2011	B0021395	\$15,000.00	Medina Rivera Enterprises, Inc.	Marketing consultant for ATTE	
6/8/2011	P0010754	\$13,073.85	Troxell	A/V equipment	
6/17/2011	B0021431	\$11,590.00	Colony Landscape & Maintenance, Inc.	Soccer field maintenance	
6/30/2011	P0010805	\$25,821.88	Forms+Surfaces	Recycle containers	
<u>Mission College</u>					
5/3/2011	B0021188	\$28,271.44	Folger Graphics, Inc.	Sumer/Fall 2011 Schedule of Classes and 2011/12 Catalogs	
5/4/2011	P0010621	\$17,891.11	VWR International, Inc.	Biology equipment	
5/4/2011	P0010622	\$22,926.37	Fisher Scientific Co., LLC	Biology equipment	
5/24/2011	B0021317	\$10,121.38	Sprig Electric	Electrical work to add new connections	UCCA
6/6/2011	B0021390	\$13,260.76	Valley Images	Uniforms, protective gear, softballs	
6/9/2011	B0021416	\$11,442.00	Raphael Construction	Library ductwork and fire sprinklers	UCCA
6/15/2011	P0010768	\$16,026.98	Troxell	A/V equipment	
6/27/2011	P0010796	\$60,521.57	Dell Computer Corp.	Computers	
6/28/2011	P0010801	\$12,820.20	Kurzweil Educational Systems	Upgrade software for language lab	
<u>District</u>					
5/6/2011	P0010634	\$67,628.68	Opening Technologies, Inc.	New door locks	
5/10/2011	B0021238	\$50,238.00	College Brain Trust	Strategic Plan	
5/11/2011	B0021241	\$42,850.63	ACCO Engineered Systems	HVAC service	
5/19/2011	B0021296	\$31,000.00	PeopleAdmin, Inc.	Recruitment software	
5/19/2011	B0021294	\$620,600.00	EMCOR Services	IS building MC - HVAC equipment	6/1/2011
5/19/2011	B0021291	\$208,245.00	Cupertino Electric	IS building MC - Installation of HVAC equipment	6/1/2011
5/23/2011	B0021308	\$49,927.27	Arcscale	Commvault license renewal	

PO Date	PO Number	Amount	Vendor	Description	
6/1/2011	B0021335	\$12,035.12	School Services of California, Inc.	Fact-finding/ACE	
6/1/2011	P0010733	\$55,483.38	Masco Sweepers, Inc.	Parking lot sweeper	
6/21/2011	P0010778	\$45,421.79	Turf & Industrial Equipment	Tractor	
6/21/2011	B0021450	\$32,000.00	BSE Engineering, Inc.	Engineering services - parking lot lighting	
6/28/2011	P0010797	\$13,656.25	Golf Ventures West	Turf sweeper	
<u>Measure H &amp; Construction</u>					
5/2/2011	B0021176	\$64,508.03	Jones-Campbell Co., Inc.	Furniture - Math & Science Phase II	
5/2/2011	P0010607	\$27,006.56	Wenger Corp.	Pianos	
5/9/2011	B0021202	\$17,700.00	Bfgc-IBI Group Architecture Planning	Architect - WVC kitchen/freezer design, Campus Center	
5/11/2011	B0021243	\$10,200.00	Cleary Consultants	Geotech - Campus Center Project	
5/11/2011	B0021245	\$18,604.11	Nor-Cal Moving Services	Math & Science moves	
5/11/2011	B0021242	\$19,400.00	Bfgc-IBI Group Architecture Planning	Architech - Planetarium A/V	10/1/2009
5/12/2011	B0021253	\$10,627.86	Brett Prah Sign Knowledge	Signs for Math & Science Project	
5/12/2011	B0021251	\$16,830.00	Radiant Electric, Inc.	Temporary power for MC support building	UCCA
5/17/2011	B0021267	\$16,607.92	Foundation for California	Fusion software annual license fee	
5/17/2011	B0021266	\$42,970.00	Catalyst Consulting Group, Inc.	Security consultant Math & Science project	
5/17/2011	B0021275	\$60,000.00	Gilbane Building Company	Construction Managment - ADA Barrier Removal Project	4/20/2010
5/17/2011	B0021281	\$46,440.00	Gilbane Building Company	Construction Management - AAS classroom upgrade	4/20/2010
5/17/2011	B0021282	\$72,000.00	Gilbane Building Company	Construction Management - AAS roofing	4/20/2010
5/17/2011	B0021269	\$18,251.84	Gonsalves & Stronck Construction Company, Inc.	Setting of subgrade in Planetarium	UCCA
5/17/2011	B0021276	\$18,000.00	Gilbane Building Company	Construction Mgmt. - WVC Counseling	4/20/2010
5/17/2011	B0021277	\$30,000.00	Gilbane Building Company	Construciton Mgmt. - WVC Health Serv.	4/20/2010
5/17/2011	B0021279	\$21,120.00	Gilbane Building Company	Construciton Mgmt. - Music room upgrades	4/20/2010
5/17/2011	B0021280	\$15,000.00	Gilbane Building Company	Construction Mgmt. - Restroom Upgrades	4/20/2010
5/17/2011	B0021264	\$13,970.00	Elco Electric, Inc.	Electrical work in MC Hosp. Mgmt.	UCCA
5/17/2011	B0021265	\$31,745.00	Catalyst Consulting Group, Inc.	Security consultant MC Hosp. Mgmt.	
5/17/2011	B0021270	\$15,533.00	Jones-Campbell Co., Inc.	Furniture for MC Hosp. Mgmt.	
5/17/2011	B0021271	\$52,800.00	Gilbane Building Company	Construction Mgmt. - MC MT's roof replacement	4/20/2010
5/17/2011	B0021272	\$24,000.00	Gilbane Building Company	Construction Mgmt. - MC Sorenson Hall remodel	4/20/2010

PO Date	PO Number	Amount	Vendor	Description	Board approved if necessary
5/17/2011	B0021273	\$55,800.00	Gilbane Building Company	Construction Mgmt. - MC MT classroom remodel	4/20/2010
5/17/2011	B0021274	\$71,800.00	Gilbane Building Company	Construction Mgmt. - MT Small Classrooms	4/20/2010
5/18/2011	B0021288	\$50,776.40	ONE Workplace - L. Ferrari, LLC	Furniture for Fox Center	
5/18/2011	P0010699	\$72,375.94	Apple Computer, Inc.	Computers for Math & Science renovation	
5/19/2011	B0021295	\$21,895.53	Intermountain Electric	Electrical work in classrooms	UCCA
5/19/2011	B0021299	\$16,548.00	K2A, LLP	Architect - MC Wayfinding project	10/1/2009
5/19/2011	B0021289	\$65,000.00	KRJ Design Group	Furniture consultant - MC Main Bldg. B	
5/19/2011	B0021300	\$49,111.00	K2A, LLP	Architech - MC Sorenson Hall project	
5/23/2011	B0021305	\$24,465.00	Catalyst Consulting Group, Inc.	Campus Center Security consultant	
5/23/2011	B0021303	\$21,623.64	BCI General Contractors, Inc.	Acoustical tile replacement	UCCA
5/26/2011	B0021321	\$17,672.30	Poletti Associates, Inc.	Filing cabinets Math & Science project	
5/27/2011	B0021328	\$26,496.75	Consolidated Engineering Laboratories	Solar Project testing inspection services	
6/1/2011	P0010732	\$14,499.14	Dasher Technologies	Network equipment Fox Center	
6/1/2011	B0021344	\$12,581.00	R.C. Benson & Sons, Inc.	Installation of label holders	UCCA
6/1/2011	B0021345	\$22,566.00	Pfeiffer Electric	WVC Health Services lighting upgrade	UCCA
6/1/2011	B0021346	\$17,750.00	Environmental Roofing & Waterproofing	WVC Health Services re-roofing	UCCA
6/1/2011	B0021348	\$26,485.00	Benassi's Carpet Service	Carpet upgrade music labs	UCCA
6/1/2011	B0021351	\$12,856.76	BCI General Contractors, Inc.	Sound attenuation work	UCCA
6/1/2011	B0021352	\$16,364.16	BCI General Contractors, Inc.	Raise ceilings in music classrooms	UCCA
6/1/2011	B0021356	\$20,372.00	De Martinez Painting, Inc.	Painting	UCCA
6/1/2011	B0021341	\$18,295.00	Catalyst Consulting Group, Inc.	Security Consultant for MC Childcare Center	
6/3/2011	B0021361	\$23,731.00	Integrated Door Solutions, Inc.	MC window replacement MT Project	UCCA
6/3/2011	B0021362	\$24,980.00	Integrated Door Solutions, Inc.	MC window replacement MT Project	UCCA
6/3/2011	B0021363	\$23,731.00	Integrated Door Solutions, Inc.	MC window replacement MT Project	UCCA
6/3/2011	B0021364	\$22,987.00	B.T. Mancini Co., Inc.	MC carpet replacement MT Project	UCCA
6/3/2011	B0021365	\$21,224.00	B.T. Mancini Co., Inc.	MC carpet replacement MT Project	UCCA
6/3/2011	B0021366	\$21,520.00	B.T. Mancini Co., Inc.	MC carpet replacement MT Project	UCCA
6/3/2011	B0021367	\$17,074.00	Daleys Drywall	Framing & drywall MC MT classrooms	UCCA
6/3/2011	B0021369	\$10,885.00	A&B Painting, Inc.	MC MT classroom paint project	UCCA
6/3/2011	B0021370	\$13,685.00	A&B Painting, Inc.	MC MT classroom paint project	UCCA
6/3/2011	B0021371	\$10,885.00	A&B Painting, Inc.	MC MT classroom paint project	UCCA
6/3/2011	B0021372	\$13,685.00	A&B Painting, Inc.	MC MT classroom paint project	UCCA
6/3/2011	B0021373	\$17,813.69	Sasco	MC MT classroom data line project	UCCA

Board  
approved if  
necessary

PO Date	PO Number	Amount	Vendor	Description	Board approved if necessary
6/3/2011	B0021374	\$23,419.01	Sasco	MC MT classroom data line project	UCCA
6/3/2011	B0021375	\$21,413.95	Sasco	MC MT classroom data line project	UCCA
6/3/2011	B0021376	\$21,870.07	Sasco	MC MT classroom data line project	UCCA
6/3/2011	B0021377	\$21,413.95	Sasco	MC MT classroom data line project	UCCA
6/3/2011	B0021379	\$20,725.00	Sasco	MC MT classroom data line project	UCCA
6/3/2011	B0021380	\$24,349.00	Sasco	MC MT classroom data line project	UCCA
6/3/2011	B0021381	\$21,861.00	Sasco	MC MT classroom data line project	UCCA
6/3/2011	B0021382	\$24,934.00	Sasco	MC MT classroom data line project	UCCA
6/6/2011	B0021397	\$18,440.00	Robert Half Technology	PC deployment	
6/7/2011	B0021398	\$554,000.00	Cal Coast Telecom	MC Infrastructure Upgrade, Phase II	6/1/2011
6/7/2011	B0021399	\$37,822.00	John Jackson Masonry	MC IS building electrical enclosure	UCCA
6/7/2011	B0021400	\$813,984.00	Cupertino Electric	MC IS building electrical, telecom & fire alarm	6/1/2011
6/7/2011	P0010748	\$17,704.92	Dell Computer Corp.	Computers	
6/7/2011	B0021403	\$20,746.00	B.T. Mancini Co., Inc.	MC MT carpet replacement project	
6/7/2011	B0021401	\$115,170.00	Jos J. Albanese, Inc.	MC IS building site concrete	UCCA
6/7/2011	B0021402	\$83,100.00	RLH Fire Protection	MC IS building fire suppression	UCCA
6/10/2011	B0021417	\$1,061,000.00	Pioneer Contractors, Inc.	AAS roof replacement	5/17/2011
6/10/2011	B0021418	\$560,674.00	Thermal Mechanical, Inc.	AAS piping replacemnet	5/17/2001
6/10/2011	B0021422	\$348,500.00	CCS Presentation Systems, Inc.	Campus Center AV system	5/17/2011
6/10/2011	B0021425	\$25,000.00	Ted Curtis, DSA School Inspectors Co.	Inspector of Record MC Infrastructure Project	
6/10/2011	B0021426	\$2,454,983.00	Tri-Signal Integration	Districtwide Fire Alarm Replacement Project	4/5/2011
6/13/2011	P0010763	\$33,201.30	DecoTech Systems, Inc.	Network equipment	6/21/2011
6/17/2011	B0021438	\$72,750.00	HMC Architects	Architect - ADA Barrier Removal Project	10/1/2009
6/17/2011	B0021439	\$60,750.00	HMC Architects	North Walk Bridge replacement - WVC	10/1/2009
6/17/2011	B0021437	\$114,932.00	Jet Mechanical, Inc.	MC IS building HVAC	UCCA
6/17/2011	B0021441	\$63,900.00	ACME Glass Company	MC IS building glass & glazing	UCCA
6/20/2011	B0021446	\$47,222.22	Avidex Systems, Inc.	MC MT A/V connectors	
6/20/2011	B0021449	\$70,574.76	Troxell	MC MT A/V furniture & equipment	
6/24/2011	P0010790	\$136,138.30	DecoTech Systems, Inc.	Network equipment	6/21/2011
6/24/2011	P0010793	\$44,081.19	DecoTech Systems, Inc.	Network equipment	6/21/2011
6/24/2011	P0010791	\$167,378.80	DecoTech Systems, Inc.	Network equipment	6/21/2011
6/24/2011	P0010794	\$500,719.63	DecoTech Systems, Inc.	Network equipment	6/21/2011
6/24/2011	P0010792	\$29,692.19	DecoTech Systems, Inc.	Network equipment	6/21/2011
6/24/2011	B0021468	\$62,188.96	Computer Comforts, Inc.	MC MT computer furniture	

PO Date	PO Number	Amount	Vendor	Description	
6/24/2011	P0010795	\$204,374.57	Accuvant	Routers and software support	6/21/2011
6/27/2011	B0021469	\$101,099.86	Virco	MC MT furniture	
6/28/2011	B0021490	\$27,820.00	EnviroScience, Inc.	Testing for AAS work	
6/28/2011	B0021493	\$22,176.00	CIS, Inc.	Inspector of Record AAS piping	
6/28/2011	B0021494	\$12,900.00	EnviroScience, Inc.	Testing Services of LASS	
6/28/2011	B0021489	\$19,240.00	Splicing Terminating & Testing, Inc.	High voltage electrical work	UCCA
6/30/2011	P0010805	\$20,891.88	Forms+Surfaces	Recycle containers	
6/30/2011	B0021511	\$10,200.00	Cleary Consultants	Geotech - Campus Center Viking Grove	
6/30/2011	B0021512	\$35,000.00	Bfgc-IBI Group Architecture Planning	Architech - Campus Center Viking Grove	10/1/2009
6/30/2011	B0021513	\$71,950.00	Bfgc-IBI Group Architecture Planning	Architech Campus Center Viking Grove - schematic drawings	10/1/2009
6/30/2011	B0021514	\$16,500.00	Bfgc-IBI Group Architecture Planning	Architech - Campus Center Viking Grove - construction administration	10/1/2009
6/30/2011	B0021507	\$60,610.00	SEWUP	Insurance for Fire Alarm Project	

ITEM 7.2  
AUGUST 16, 2011  
ACTION ITEM  
CONSENT AGENDA

PREPARED BY: SUSAN HUTTON

REVIEWED BY: ED MADULI

APPROVED BY: JOHN E. HENDRICKSON

**SUBJECT: RATIFICATION OF VENDOR WARRANTS**

**CHANCELLOR'S RECOMMENDATION:**

That the Board of Trustees ratify vendor payments from May 1, 2011, through June 30, 2011; Datatel warrant numbers 240088-242773, totaling \$13,681,347.37.

Funding Source/Fiscal Impact

N/A

Reference(s)

Education Code Sections 81655 and 81656, as well as District Policy 6.4.1, require the Board of Trustees to ratify the warrant list.

Background/Alternatives

The District was granted authority to prepare and release warrants as required.

Coordination

The vendor warrant list is reviewed by Trustee Adrienne Gray.

Follow-up/Outcome

No further action is required.



ITEM 7.3  
AUGUST 16, 2011  
ACTION ITEM  
CONSENT AGENDA

PREPARED BY: BRIGIT ESPINOSA

REVIEWED BY: ED MADULI

APPROVED BY: JOHN E. HENDRICKSON

**SUBJECT: RECORD RETENTION - DESTRUCTION OF RECORDS**

**CHANCELLOR'S RECOMMENDATION:**

That the Board of Trustees authorize the District to destroy the listed documents (attached).

Funding Source/Fiscal Impact

The funding for this project is budgeted within Fund 100.

Reference(s)

The parameters regarding destruction of records are outlined in Title 5 of the California Administrative Code commencing with §59020, and District Policy 6.12.

Background/Alternatives

In accordance with District policy and procedures, the District is seeking authorization to destroy, via shredding, 196 boxes of documents. The District has not been able to shred documents since 2009 due to on-going investigations. A firm, on site at the District Warehouse, located at 14000 Fruitvale Ave., Saratoga, CA 95070, will do the shredding. Upon completion, the District will receive a certificate certifying the work has been completed.

Coordination

The Director of General Services has confirmed with the Associate Vice Chancellor of Human Resources, the Budget Manager, and the Accounting Manager, that the identified records no longer need to be retained.

Follow-up/Outcome

Upon Board approval, the General Services department will arrange for the on-site destruction of records.

Box	No.	Department	Description
R	22	Account Receivable	WV Receipts 2-2005, MC receipts 2-2005
AAA	35	Accounts Payable	WV Cash Receipts
E	34	Accounts Payable	12/12/01 - 4/18/02 PAID CHECKS #20000 - 30600
F	40	Accounts Payable	CITY OF SANTA CLARA, PG&E, SPURR, CONSTELLATION NEW ENERGY, SAN JOSE WATER, AT&T, VERIZON, SPRINT
H	32	Accounts Payable	2003 - 2004 PG&E, CITY OF SANTA CLARA, SAN JOSE WATER, MISSION BOOKSTORE, VIKING BOOKSTORE
H	33	Accounts Payable	2003 - 2004 SBC, SBC LONG DISTANCE, SPRINT, SBC-MCI, SBC WORLD COM, NEXTEL, AT&T
N	33	Accounts Payable	04-05 Vouchers #131400 - 132801
N	36	Accounts Payable	04-05 Vouchers #134602 - 135900
N	37	Accounts Payable	04-05 Vouchers #133108-134538
N	38	Accounts Payable	04-05 Vouchers #120604 - 125800
O	22	Accounts Payable	04-05 Vouchers #110000-113900
O	24	Accounts Payable	04-05 Vouchers
O	26	Accounts Payable	04-05 Vouchers
O	27	Accounts Payable	04-05 Vouchers #100504 - 102500
O	30	Accounts Payable	04-05 Vouchers #125900-128901
O	31	Accounts Payable	04-05 Vouchers #116800-120500
O	32	Accounts Payable	04-05 Credit Card Statements
O	33	Accounts Payable	04-05 Office Depot Invoices
O	34	Accounts Payable	04-05 Vouchers #129001-131300
O	35	Accounts Payable	04-05 Vouchers #103069-109993
O	36	Accounts Payable	04-05 Vouchers #114000-116700
O	37	Accounts Payable	04-05 Phone Bills
P	2	Accounts Payable	AP INVOICES, I - K 1999 - 2000
Q	21	Accounts Payable	MC Cash receipts August, WV Comm Ed receipts 2004, International Study Institute 04-05, MC Comm Ed receipts 2004
Q	22	Accounts Payable	MC Receipts 2005, MC Receipts 2-2005
Q	23	Accounts Payable	WV Registration Receipts 9-2004, MC Registration Receipts 9-2004
Q	24	Accounts Payable	Checks #98300 - 107000
Q	25	Accounts Payable	Checks #68200-78400
Q	26	Accounts Payable	MC Registration Receipts 9-2004, MC Registration Receipts 10-2004
Q	27	Accounts Payable	MC Cash Receipts 10-2004 continued, WV Receipts 10-2004, MC Receipts 11-2004, MC Receipts 12-2004
Q	28	Accounts Payable	Checks #78500-88400
Q	29	Accounts Payable	MC Receipts 12-2004, WV Receipts 12-2004, WV Receipts 1-2005
Q	36	Accounts Payable	Checks #88500-98200
Q	40	Accounts Payable	Police Payroll check copies, MC receipts 1-2005, MC receipts 2-2005
R	21	Accounts Payable	WV Receipts 6-2005
R	23	Accounts Payable	MC Receipts 3-2005, MC Receipts 4-2005, WV Receipts 5-2005
R	27	Accounts Payable	MC May 2005, MC Receipts 6-2005
VV	3	Accounts Payable	PAID CHECKS #41300 - #46401 10/02/02 - 12/19/02
VV	4	Accounts Payable	4/24/02-10/02/02 PAID CHECKS #30700 - 41200
VV	18	Accounts Payable	2002 - 2003 VOUCHERS #50302 - #52700

Box	No.	Department	Description
WW	34	Accounts Payable	2003 - 2004 VOUCHERS # 96200 - 97799
V	21	Accounts Payable	2005-2006 Office Depot V134586 - 169110
V	22	Accounts Payable	2005-2006 Office Depot V169574 - 168067
V	23	Accounts Payable	2005-2006 Vouchers 136039 - 140980
V	24	Accounts Payable	2005-2006 Vouchers 141100 - 146999
V	25	Accounts Payable	2005-2006 Vouchers 147000 - 150999
V	26	Accounts Payable	2005-2006 Vouchers 151000 - 152499
V	27	Accounts Payable	2005-2006 Vouchers 152500 - 158999
V	28	Accounts Payable	2005-2006 Vouchers 159000 - 161478
V	29	Accounts Payable	2005-2006 Vouchers 161623 - 165199
V	30	Accounts Payable	2005-2006 Vouchers 165298 - 166899
V	31	Accounts Payable	2005-2006 Vouchers 166900 - 168399
V	32	Accounts Payable	2005-2006 Vouchers 168401 - 169898, Bank of West Check Cancellations 7/7/04 - 12/12/05, Team Travel Funds 8/8/02 - 4/20/06
V	33	Accounts Payable	2005-2006 Checks #107100 - 116899 9/05 - 3/06
V	34	Accounts Payable	2005-2006 Checks #116900 - 123943 3/06 - 6/06
E	35	Accounts Receivable	02 - 03 MC International study reg. receipts and deposit slips 02/03, MC Comm Ed reg. receipts and deposit slips 02/03, lock box receipts 02/03, WV reg. receipts and deposit slips 12/02, WV reg. receipts and deposit slips 2/03 Feb 1 - 13
E	36	Accounts Receivable	01/02 WVC Registration Rec. 12/01 - 2/02, WV Reg Rec Jul.01, WV Com. Ed. Reg Rec 8/01, MC Reg Rec 2/02
E	37	Accounts Receivable	01 - 02 MC Registration Rec 4/02-5/02, WV Registration Rec 01/02 - 1/16/02
UU	6	Accounts Receivable	06 -07 Foundations. Advancement: income-cash receipts & Exp-ck requests from July 06 to June 07, Colleges Foundation: income-cash receipts & exp-check requests from July 06 to June 30 2007
UU	7	Accounts Receivable	06 -07 Citation cash receipts from July 1, 06 to June 30, 07, District: cash receipts from July 01, 06 to October 31, 06
UU	8	Accounts Receivable	06 - 07 District Deposits: cash receipts from December 1, 2006 to June 30, 2007
UU	9	Accounts Receivable	06 -07 Petty Cash District: Petty Cash receipts from July 1,06 to October 31, 2006
UU	10	Accounts Receivable	06 - 07 Petty Cash District: Petty cash receipts from January 07 to June 30, 07
UU	22	Accounts Receivable	2006-07 Fiduciary Accounts WV-ASB cash receipts & check requests from 7/1/06 to 6/30/07 WV-Scholarships: Check requests
UU	23	Accounts Receivable	2006-07 Fiduciary Accounts MC-ASB, scholarship & sports activity: check requests WV-sports activity: check requests & cash receipts, WV-scholarship cash receipts 7/1/06 to 6/30/07
UU	40	Accounts Receivable	07-08 JV & Exp Transfers District's Journal Vouchers, Expense Transfers & Imports. District AR Invoices, NSF Fiduciary check and statement prior to 1997, Altrans collection & documents, Fresh & Natural documents, Colleges Foundation Investments
VV	8	Accounts Receivable	02 - 03 WV reg rec and dept slips 01/03, MC reg rec 02/03, WV reg rec and dept slips 03/03
VV	9	Accounts Receivable	02 - 03 MC reg rec 06/03, WV reg rec 06/03, dept slips 06/03, MC reg rec and dept slips 04/03
W	26	Accounts Receivable	Advancement Foundation expenses 1/1/05 - 6/30/06, financial statements for 04-05 colleges foundation and advancement, Bank reconciliation for WV-MC ASB, scholarship, sports activity and Citation for 05-06 fiscal year
W	27	Accounts Receivable	05 - 06 Colleges Foundation income and expense from 7.1.05 to 6.30.06. Advancement Foundation Income 7.1.05 to 6.30.06, 04-05 - Colleges Foundation and Advancement Foundation Income and Expense from 7.1.04 to 6.30.05

Box	No.	Department	Description
W	28	Accounts Receivable	05-06 District deposits from 7.1.05 to 4.30.06 (cash receipt inclusive of cks)
W	29	Accounts Receivable	05-06 District deposits from 5.1.06, Citation Reports, Treasury - Deposits from 7.1.01 to 6.30.02, Treasury - Deposits from 7.1.02 to 6.30.03
W	30	Accounts Receivable	05-06 WV&MC expense ASB, WV - Scholarship - expense
W	38	Accounts Receivable	05-06 MC- scholarship, sports activity & WV - sports activity expenditures, WV- ASB & sports activity income (cash receipts)
W	39	Accounts Receivable	05-06 WV - Scholarship cash receipts, MC - ASB, scholarship & sports activity income cash receipts, dist. county affidavits, district AR & printing
N	35	Finance	04-05 Utility Bills
R	24	Finance	WV Financial Aid doc, Some 03-04 WV FA Docs
R	25	Finance	JE Imports VM07-04a, vm08-04a, AA10-04A, VM10-04, VM10-04b & AA10-04b - AA11-04a, VM11-04a, vm12-04a & AA11-04b, AA12-04g, VM01-05a, VM01-05C & AA01-05a, AA0105h, VM01-05d, VM02-05b, AA01-05i, AA02-05e, VM02-05c, VM03-05e, AA02-05f, AA02-05I, VM03-05f, AA04-05a, AA0405L
R	26	Finance	JE Imports VM04-05a, VM05-05f, VM06-05a, VM06-05e, VM06-05k, VM 06-05r, VM06-05s, VM06-05ae, Datatel JV's Datatel Check Run Register
J	37	Finance	Bank reconciliations clearing acct WV & MC Comm Ed, Police, Credit card, Computer Loans
Q	35	Finance	Mission Financial aid docs
VV	10	Finance	02-03 WV, MC Reg Rec & Dep Slips 02/03, 03/03 and 05/03
U	34	Finance	2006-2007 Change of Employment Status - HR Document Copy
Z	24	Finance	1996-99 DBAC agendas and minutes
W	36	Finance	05-06 & 02-03 Closed Purchase Orders L-Z; 02-03 Electrical Bills
C	40	Finance	Cash Receipts April 2006, April & May session reports for WV & Mission
F	21	Finance	12/10/02 - 9/3/03 cancelled checks 0046500 - 0058399
F	27	Finance	9/3/03-1/7/04 cancelled cks 0058400-0068199
H	21	Finance	2003 - 2004 GREEN VALLEY DISPOSAL, KONICA - VOUCHERS & PO'S, MISC. PO'S (A - K)
H	22	Finance	2003 - 2004 CREDIT CARDS, AMERICAN EXPRESS, IMPACT
H	23	Finance	2003 - 2004 CASH RECEIPTS DEC - FEB.
H	24	Finance	2003 - 2004 VOUCHERS #79706 - #83199
H	25	Finance	2003 - 2004 OFFICE DEPOT PO'S & VOUCHERS
H	26	Finance	VOUCHERS #97800 - #99061
H	27	Finance	2003 - 2004 VOUCHERS #92500 - #69099
H	28	Finance	2003 - 2004 OFFICE DEPOT
H	29	Finance	2003 - 2004 VOUCHERS #99102 - #100494
H	30	Finance	2003 - 2004 VOUCHERS #71103 - #73197
H	31	Finance	2003 - 2004 VOUCHERS #73200 - #79691
H	34	Finance	2003 - 2004 VERIZON, SBC-MCI
H	35	Finance	2003 - 2004 VOUCHERS #83319 - 85653
H	36	Finance	2003 - 2004 VOUCHERS #85931 - #92499
J	35	Finance	2003-2004 WVC CASHIER RECEIPTS □ WVC COMM. ED
J	36	Finance	2003-2004 WVC CASHIER RECEIPTS

Box	No.	Department	Description
J	39	Finance	CLEARING ACCOUNT, CREDIT CARD RECON 02-03, REVERSED CHECKS 02-03, COMMUNITY ED 02-03 WVC, COMMUNITY ED 02-03 MC
J	40	Finance	2003-2004 CASHIER RECEIPTS MC COMM. ED., INTERNATIONAL STUDY
K	20	Finance	10/00-2/01 Cancelled Checks #373300-#383099
L	18	Finance	Datatel journal entries BOOK#1 JOO0999 - JOO1339, BOOK#2 JOO1340 - JOO1572, BOOK#3 JOO1573 - JOO1761, BOOK#4 JOO1762 - JOO1826, DATATEL check registers 2001 - 2002, student enrollment refunds 11.15.01 - 01.28.02
L	38	Finance	2003 -04 Financial Aid Check Run Reports (FY 03-04) student enrollment refund reports
M	21	Finance	03-04 Journal Entry Imports Book #1 VM08-03A-vm10-003d, Book #2 vm10-03e-vm11-03c & AA10-03a-AA11-03C, Book #3 vm11-03d-vm01-04c & Aa11-03d-AA01-04F, Book #4 vm01-04d-vm02-04a & AA01-04g-AA02-04M, Book # 5 vm02-04b-vm03-04b & AA02-04n-AA04-04a, Book # 6 vm04-04a - vm05-04a & AA 04-04b - AA 05-04f
M	23	Finance	03-04 Financial Aid check run reports WVC 7/03 - 6/04, MC 7/03 - 6/04
M	25	Finance	03-04 Journal Entry Imports Books # 7-10
OO	2	Finance	94-95 cancelled cks 9-4-94 135200 thru 146999 1-24-95
QQ	11	Finance	99-00 Bank Records; 12/9/99 to 12/16/99; 1/14/99 to 1/26/99; 5/10/00 to 6/9/00
U	35	Finance	2005-2006 West Valley & Mission Financial Aid check run reports
U	36	Finance	2005-2006 Student enrollment refund reports, Datatel check run registers for Accounts Payable & Financial Aid
U	37	Finance	2005-2006 General Ledger Reports, Journal entry postings: labor & burdens, Credit Cards, Journal Entry Imports VM07-05a-VM04-06b
U	38	Finance	2005-2006 General Ledger Reports, Journal entry postings, Journal Entry Imports VM04-06a-VM06-06aa
U	39	Finance	2005-2006 Financial Aid Documents for West Valley and Mission 05-06, FISAP documents for FY 01-02 and prior Student collections documents 05-06
V	35	Finance	2005-2006 Voucher 170436, Chevron, City of Santa Clara, Constellation, Mission College STST, PG&E, Viking Bookstore, Xerox, Vavrinek, Trine & Day
V	36	Finance	2005-2006 SBC, MCI, SBC Long Distance, A T & T, Spurr, Sprint
V	37	Finance	2005-2006 Verizon, AT & T
V	38	Finance	2005-2006 S/R District Finance January 2006 session reports for Cash receipts WVC & MC
V	39	Finance	2005-2006 S/R Finance Jan 2006 session reports for cash receipts for WV Comm Ed & MC Comm Ed Feb 2006 session reports for MC
V	40	Finance	S/R Finance March 2006 session reports for cash receipts WV Comm Ed & MC Comm Ed February 2006 session reports for WV March 2006 session reports for WV & MC
W	21	Finance	Cash receipts July 2005 session reports for WV MC, WV & MC Comm Ed, August 2005 session reports for WV
W	22	Finance	August 2005 session reports cash receipts for WV, MC & WV MC Comm Ed
W	23	Finance	September 2005 session reports Cash receipts for MC and WV MC Comm Ed
W	24	Finance	September 2005 session reports cash receipts for WV, October 2005 session reports for WV & MC, October 2005 WV & MC Comm Ed
W	25	Finance	November & December 2005 reports cash receipts for WV & MC, 2005 WV & MC Comm Ed
W	31	Finance	05-06/04-05/03-04, (05-06 Reconciliations for WV & MC community education, credit card registration, police payroll and clearing account), 04-05 & 05-06 employee computer loans 03-04 & 05-06 returned cks-reversed bounced cks, 03-04 chargebacks, 03-04 Treg (03-04 WV & MC sports activity club, WV & MC scholarship, associated students, parking citations, MC Mary Le fund, MC Bookstore, MC ASB)

Box	No.	Department	Description
W	35	Finance	05-06 closed purchase orders: A - K + office depot
WW	16	Finance	2003-2004 WVC Cashier Receipts
WW	35	Finance	2003-2004 CASH RECEIPTS MAR, APR, JUNE 04
WW	36	Finance	2003-2004 CASHIER RECEIPTS JULY, SEPT, AUG, 2003
WW	37	Finance	2003-2004 CASH RECEIPTS OCT, NOV, DEC, 2003
XX	23	Finance	05-06 May and June 06 session reports for: MC, WVC ed and Mission comm Ed June 06 session reports for WV - cash receipts
YY	27	Finance	Classif. timesheets and registers
AA	3	HR	2001 Full Time Recruitment Files: Mathematics through Photography
D	21	HR	2001 Full Time Recruitment Files: Assessment - Counselor - Director, of Access Program
GG	1	HR	2001 Recruitment Memos, Economics through Vietnamese
HH	13	HR	2001 District Recruitment Files: Community Access through Warehouse Serv. Clerk
HH	17	HR	2001 Recruitment Memos: Adaptive PE, Pool, AJ, Anthropology, Architecture, Art, Astronomy
K	13	HR	2001 Full Time Recruitment files EOPS Director through Librarian
K	19	HR	2001 Full Time Recruitment Files: Counselor - Engineering through Counselor Student Learning/Assessment
KK	1	HR	2001 District Recruitment Files: Acct. Mgr through Custodian
KK	4	HR	1999-2001 Recruitment, Vietnamese Lang/Culture Instr. Work Exp.
L	5	HR	2001 Full Time Faculty Recruitment Files: Dean, Career Educ through Economics
L	11	HR	2001 Full Time Recruitment Files: English through EOPS Counselor
PP	14	HR	2001 District Recruitment Files: Director HR through Interim Senior Acct.
RR	9	HR	2001 Recruitment F/T Files: Engineering - English
RR	13	HR	1999-2001 Assoc. Faculty Recruitment: Health Occup., History Temp, Hosp Mgmt, Humanities, Interior Design, Landscape Arch, Learn Dis, Librarian, Manufacturing, & Mathematics
RR	18	HR	1999-2001 Assoc. Faculty Recruitment: Music, Math, Park Mgmt., Photo, PE, Political Sci.
SS	19	HR	2001 District Recruitment Files: Interim Senior Acct through Comm. Access Coord
YY	21	HR	2001 Full Time Recruitment Files: PE Asst through Reading
I	24	General Services	Bids 0506 1-0506 WVC Pool Boiler, 2-0506 Exclusive pouring rights for WVC, 3-0506 Curriculum Management Sys, 5-0506 Project Inspector, 6-0506 MC 3rd flr remodel, 7-0506 IS Bld Architects, Calif Cost Acct Procedures, 11-0506 Environmental Impact Report, 10-0506 Architects
I	25	General Services	Bids 4-0506, MC 3rd flr remodel
I	26	General Services	Bids 9-0506, Benefits consultant
I	27	General Services	Bids 0506, 12-0506 Independent Audit Services, 13-0506 Fire Alarm Security, 14-0506 Printer Repair
K	14	General Services	00/01 Bid files #1-#19
L	36	General Services	2003-2004 Bid: 1-0304 WV HVAC LA/SS2-0304 WV HVAC LA/SS 4-0304, MC Main Second Floor Lights 5-0304 District Admin Improvements 6-0304 Bookstore Contract 6-0304 MC Power Plant Re-Roof 7-0304 MC Locker Room 8-0304 WV Campus Tech Center 9-0304 WV Math & Science Addition 10-0304 MC Locker Room
L	39	General Services	2002-2003 Bid: 1-0203 WV Astronomy lighting 2-0203 Student Accident Insurance 3-0203 Food Services 4-0203 Carlson House 5-0203 Astronomy
R	33	General Services	Bid 1-0405 Carpet #2-0405 Legal #3-0405 Architects #4-0405 Van Lease/Rental #5-4-5 Independent Audit
R	34	General Services	Bids 6-0405 Mission 3rd flr 7-0405 WV Infrastructure Analysis 8-0405 LA/SS Lighting Replace 9-0405 Audit Services 10-0405 Schedules/Catalogs 11-0405 Van Lease Rental 12-0405 Architect for Pool - Reconstruction

Box	No.	Department	Description
R	35	General Services	Bids Credit Card 13-0405 PM/CM 14-0405 Archt Srvc WV Aquatic RFP MC HM Space Lease 15-0405 Learning content Mgmt Srvc All Cancelled Credit Cards through 9/30/2006
R	36	General Services	05-06 Bid responses 10-0506 On-going Architectural Services Bid Responses
S	21	General Services	04-05 Bid Response Sugimura Lionakis Beaumont Design Group Pfeiffer Partners Steinberg Group Krueger Bensen Ziemer Architect CSDA Architect EHDD Architect Ratcliff VBN Architects ATI Architects Stevens & Assoc AEDIS Architect Interactive Resources WLC Architects HMC RMW Architect Terry Martin Assoc BFGC Anderson Brule Architects Anshen & Allen
S	22	General Services	03-04 Bid Response BFGC Kruger Bensen Ziemer RMW Architects & Interiors VBN Architect Paul Roberts & Partners BSA Architects Chong Partners Architects Sally Swanson Architects Phillips Metsch Sweeney Moore Sugimura & Assoc
S	24	General Services	04-05 Bid Response GKK DPR Parsons Swinerton URS CCS Group/Sundt Kitchel DMJM Managemen 3 D/I Gilbane Bovis Turner

ITEM 7.4  
AUGUST 16, 2011  
ACTION ITEM  
CONSENT AGENDA

PREPARED BY: JAVIER CASTRUITA

REVIEWED BY: ED MADULI

APPROVED BY: JOHN E. HENDRICKSON

**SUBJECT: APPROVE CONTRACT INCREASE WITH LIONAKIS FOR ARCHITECT OF RECORD SERVICES AT THE MISSION COLLEGE HOSPITALITY MANAGEMENT RENOVATION PROJECT**

**CHANCELLOR'S RECOMMENDATION:**

That the Board of Trustees approve a contract increase in the amount of \$76,305 with Lionakis for the Mission College Hospitality Management Renovation Project.

Funding Source/Fiscal Impact

The funding for this project is through Measure H, line item 8 of the Mission College Project Priority List.

Reference(s)

This item is associated with the implementation of the MC Facilities Master Plan, the WVMCCD 5-Year Construction Plan, and the Measure H Project Priority List.

Background/Alternatives

The Lionakis contract was approved by the Board at its June 19, 2009, meeting in the amount of \$611,318 for Architect of Record services. This is the first change order for this contract.

This contract amendment encompasses an increase in the architect of record services associated with extended time necessary to complete the Phase I work, and approved change orders administration. The breakdown is as follows:

- Extended time - \$31,692
- Change order administration - \$44,613.

The total new contract amount for Lionakis will be \$687,623.



Coordination

The Executive Director, Facilities, Construction and Maintenance, and Vice Chancellor of Administrative Services reviewed this proposal.

Follow-up/Outcome

Upon Board approval, a contract amendment will be executed with Lionakis in the amount of \$76,305.

PREPARED BY: JAVIER CASTRUITA

REVIEWED BY: ED MADULI

APPROVED BY: JOHN E. HENDRICKSON

**SUBJECT: APPROVE CONTRACT INCREASE WITH SWINERTON  
MANAGEMENT FOR CONSTRUCTION MANAGEMENT SERVICES  
AT THE MISSION COLLEGE HOSPITALITY MANAGEMENT  
RENOVATION PROJECT**

**CHANCELLOR'S RECOMMENDATION:**

That the Board of Trustees approve a contract increase in the amount of \$68,957 for Swinerton Management for the Mission College Hospitality Management Renovation Project.

Funding Source/Fiscal Impact

The funding for this project is through Measure H, line item 8 of the Mission College Project Priority List.

Reference(s)

This item is associated with the implementation of the MC Facilities Master Plan, the WVMCCD 5-Year Construction Plan, and the Measure H Project Priority List.

Background/Alternatives

The Swinerton contract was approved by the Board at its August 21, 2008, meeting in the amount of \$345,555 for construction management services. This is the first change order for this contract.

This contract amendment encompasses an increase in the architect of record services associated with extended time necessary to complete the Phase I work, and approved change orders administration. The breakdown is as follows:

- Extended time - \$45,000
- Change order administration - \$23,957

The total new contract amount for Swinerton will be \$414,512.

Coordination

The Executive Director, Facilities, Construction and Maintenance, and Vice Chancellor of Administrative Services reviewed this proposal.

Follow-up/Outcome

Upon Board approval, a contract amendment will be executed with Swinerton in the amount of \$68,957.

ITEM 5.1  
AUGUST 16, 2011  
ACTION ITEM  
CONSENT AGENDA

PREPARED BY: MARY ASHLEY, SHELLEY GONZALES,  
FRED PROCHASKA AND STEPHANIE KASHIMA

REVEIWED BY: LORI GASKIN

APPROVED BY: JOHN E. HENDRICKSON

**SUBJECT: ADOPT RESOLUTION NO. 11081601 AND ACCEPT CHILD  
DEVELOPMENT CENTER GRANT ALLOCATIONS**

**CHANCELLOR'S RECOMMENDATION:**

That the Board of Trustees:

- (1) accept the \$185,124 allocation from the California Department of Education, Office of Child Development, for operation of the West Valley College and Mission College General Child Care Centers;
- (2) accept the \$247,407 allocation from the California Department of Education, Office of Child Development, for operation of the Full-Day Preschool on the West Valley College and Mission College campuses;
- (3) accept the continued allocation from the U.S. Department of Agriculture for meals at the children's centers;
- (4) designate the Program Directors, Shelley Gonzales, to complete eligibility assessments, submit reports, and seek and maintain licensure requirements for the West Valley College centers; and Mary Ashley to complete eligibility assessments, submit reports, and seek and maintain licensure requirements for the Mission College centers;
- (5) adopt Resolution No. 11081601 certifying the District's acceptance of the aforementioned California Department of Education, Office of Child Development grant allocations; and
- (6) authorize the administration to accept the usual adjustments and augmentations during the 2011-12 fiscal year to the Office of Child Development grant allocations.

Funding Source/Fiscal Impact

Acceptance of this item will result in continued funding for the Child Development Centers in the amount of \$432,531. Any changes to the state budget may impact the ultimate allocation levels.

No matching funds from the District are required, although eligibility guidelines require some of the families to contribute portions of the fees based upon their income. Child Care funds in the District are maintained in Fund 330.

### References

In 2008, Assembly Bill 2759 was signed into law, consolidating all the current State Preschool, Prekindergarten Family Literacy, and General Child Care and Development programs serving preschool-aged children into the California State Preschool Program, effective July 1, 2009. This is the largest state-funded preschool program in the nation. It streamlines the administration of state preschool programs and improves the efficiency and effectiveness of program administration. Funding is provided for services to low-income families, including welfare recipients, in licensed center-based programs; licensed family child care homes; and license-exempt settings, such as a family's own home or the home of a relative or neighbor.

### Background/Alternatives

West Valley-Mission Community College District has obtained renewal funding to maintain its existing child development centers.

West Valley College's Child Development Center is administered through the Child Studies Department and consists of three classrooms with a licensed capacity of 92 children: the Acorn Room and the Oak Room are designed for children two to four years of age and the Redwood Room is designed for four to six year olds. The program operates from 8:00 a.m. to 5:15 p.m., Monday through Friday, ten months per year. Maintaining self-sufficiency is a continued goal for this program.

Mission College's Child Development Center is administered through the Child Development Department and has a potential capacity for 93 children, including nine infants aged 6 weeks to 18 months, 36 toddlers aged 18 to 36 months and 48 preschoolers aged 3 to 5 years old. Currently, the infant and toddler program operates in a state-of-the-art building, which opened in January 2003. The preschool program operates in MT-17 and MT-18, which were remodeled in 2004. A new preschool facility is scheduled to open in 2012 and the two preschool classrooms will be relocated at that time. Hours of operation are from 7:30 a.m. to 6:00 p.m., Monday through Friday, twelve months per year.

### Coordination

Shelley Gonzales coordinates the West Valley College sites under the direction of Fred Prochaska, Dean of Workforce Development and Career Education. Mary Ashley coordinates the Mission College program under the direction of the Dean of Instruction. Both college administrations support continued operation and enhancement of their child care/lab programs.

### Follow-up/Outcome

Upon Board approval of this resolution the colleges will file appropriate paperwork with the State.

**RESOLUTION**

11081601

This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Education for the purpose of providing child care and development services and to authorize the designated personnel to sign contract documents for Fiscal Year 2011-12.

RESOLUTION 11081601

BE IT RESOLVED that the Governing Board of WEST VALLEY-MISSION  
COMMUNITY COLLEGE DISTRICT

authorizes entering into local agreement number/s CCTR-1330 and CSPP-1588 and that the person/s who is/are listed below, is/are authorized to sign the transaction for the Governing Board.

<u>NAME</u>	<u>TITLE</u>	<u>SIGNATURE</u>
<u>John E. Hendrickson</u>	<u>Chancellor</u>	_____
_____	_____	_____
_____	_____	_____

PASSED AND ADOPTED THIS 16th day of August, 2011 2011-12, by the  
Governing Board of WEST VALLEY-MISSION COMMUNITY COLLEGE DISTRICT  
of Santa Clara County, California.

I, John E. Hendrickson, Clerk of the Governing Board of WEST VALLEY-MISSION  
COMMUNITY COLLEGE DISTRICT, of SANTA CLARA, County,

California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a regular meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

\_\_\_\_\_  
(Clerk's signature) (Date)

PREPARED BY: FRANCINE CARACCIOLO

REVIEWED BY: BRADLEY DAVIS

APPROVED BY: JOHN E. HENDRICKSON

**SUBJECT: PUBLIC OPPORTUNITY FOR COMMENT AND ADOPTION OF ASSOCIATION OF COLLEGE EDUCATORS (ACE) INITIAL PROPOSALS TO THE DISTRICT**

**CHANCELLOR'S RECOMMENDATION:**

That the Board of Trustees hear public comment on the proposals, close the public comment period, and adopt the proposals.

Funding Source/Fiscal Impact

N/A

Reference(s)

Government Code Section 3547 requires that all initial proposals of exclusive representatives and of public school employers, which relate to matters within the scope of representation, shall be presented at a public meeting of the public school employer and thereafter shall be public record.

Background/Alternatives

ACE proposals to the District were presented to the public at the July 19, 2011, Board Meeting.

Meeting and negotiating shall not take place on any proposal until a reasonable time has elapsed after the submission of the proposal to enable the public to become informed and the public has the opportunity to express itself regarding the proposal at a meeting of the public school employer. The public's opportunity to express itself is during the public comment period preceding the Board's consideration of this item at the August 16, 2011, Board Meeting.

Coordination

After the public has had the opportunity to express itself, the Board will, adopt the initial proposals.

Follow-up/Outcome

Upon Board adoption, District/ACE negotiations may begin.

PREPARED BY: FRANCINE CARACCILO

APPROVED BY: JOHN E. HENDRICKSON

**SUBJECT: CLASSIFIED ADMINISTRATIVE APPOINTMENT - ASSOCIATE  
VICE CHANCELLOR, HUMAN RESOURCES AND ADVANCEMENT**

**CHANCELLOR'S RECOMMENDATION:**

That the Board of Trustees ratify the Agreement of Employment for Mr. Bradley Davis and appoint him as Associate Vice Chancellor, Human Resources and Advancement, 100% of full time, 12 months per year; effective August 17, 2011. Position ID# 080100. Fund 100-General Fund.

Funding Source/Fiscal Impact

On-going funding for this position is budgeted in the General Fund.

Background/Alternatives

In 2009, Mr. Davis began as Associate Vice Chancellor of Human Resources with the District. Prior to joining the District, Mr. Davis served in senior leadership positions at San Jose State University for ten years.

Mr. Davis earned a JD from Syracuse University and a BA in Psychology from Gannon University.

Coordination

Human Resources will prepare Mr. Davis' contract under the direction of the Chancellor.

Follow-up/Outcome

No further action required.



ITEM 8.1  
AUGUST 16, 2011  
ACTION ITEM

PREPARED BY: BRADLEY DAVIS

APPROVED BY: JOHN E. HENDRICKSON

**SUBJECT: BOARD OF TRUSTEES APPOINTMENT OF COMMUNITY  
REPRESENTATIVE TO THE CHANCELLOR SEARCH  
COMMITTEE**

**CHANCELLOR'S RECOMMENDATION:**

That the Board of Trustees appoint a community member, Len Duncan, to serve on the search committee for its next Chancellor.

Funding Source/Fiscal Impact

There is no fiscal impact associated with this recommendation.

Background/Alternatives

At its Special Board of Trustees meeting of May 3, 2011, the Board of Trustees determined that one member of the community be selected to serve on the Search Committee. The West Valley-Mission Foundation Board, at its meeting on May 2, 2011, nominated Len Duncan to be considered as the community member appointment to the search committee.

Follow-up/Outcome

Upon Board approval, Len Duncan will serve on the Search Committee as a representative of the community and will participate in the interview process.