

MINUTES OF THE MAY 2, 2017, BOARD OF TRUSTEES MEETING

ITEM 3.4
ACTION ITEM
MAY 16, 2017
PREPARED BY: TRACY JOHNSON

1.0 CALL TO ORDER - PUBLIC SESSION

Public session was called to order at 6:10 p.m.

1.1 Roll Call

Present: Board President Adrienne Grey; Trustees Susan Fish, Anne Kepner, Randi Kinman; Jack Lucas, Bob Owens, and Karl Watanabe; and Chancellor Patrick Schmitt.

Student Trustees Stephanie Leal (7:00 p.m.) and Thaddious Kennedy

1.2 Oral Communications from the Public on Closed Session Agenda

There was none.

2.0 ADJOURN TO CLOSED SESSION

The Board adjourned to Closed Session at 6:10 p.m. There were two agenda items:

CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957.6, DIRECTION TO LABOR NEGOTIATORS

Provide direction to Associate Vice Chancellor of Human Resources, Albert Moore, and to Chancellor Patrick Schmitt, District-designated representatives, regarding negotiations with ACE/AFT 6554, WVMCEA, Teamsters, and POA; and to Chancellor Patrick Schmitt regarding unrepresented groups.

3.0 RECONVENE PUBLIC SESSION

Public Session reconvened at 7:15 p.m.

3.1 PLEDGE OF ALLEGIANCE

All present recited the *Pledge of Allegiance*.

3.2 REPORT OF CLOSED SESSION ACTION - Board President Grey reported that no action was taken.

3.3 APPROVAL OF THE ORDER OF THE AGENDA

Board President Grey announced that Item 5.4, Authorize a New Agreement with Santa Clara Unified School District for the Mission Early College High School, had been removed from the agenda. In addition, a portion of Item 9.7, Vice Chancellor's Report, would take place immediately following the approval of the minutes.

Action Taken:

It was M/S/P 7/0/0 (Owens/Watanabe); Ayes: Grey, Fish, Kepner, Kinman, Lucas, Owens, Watanabe; Nays: None) to approve the order of the agenda as modified.

Student Trustee: Two yes votes.

3.4 APPROVAL OF THE MINUTES OF THE MARCH 18, 2017, SPECIAL MEETING AND THE APRIL 4, 2017, REGULAR MEETING OF THE BOARD OF TRUSTEES.

Action Taken:

It was M/S/P 7/0/0 (Owens/Kepner; Ayes: Grey, Fish, Kepner, Kinman, Lucas, Owens, Watanabe; Nays: None) to approve the minutes of the March 18, 2017, Special and April 4, 2017, Regular Meetings of the Board of Trustees.

Student Trustees: Two yes votes.

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9.7 VICE CHANCELLOR'S REPORT

Vice Chancellor Ed Maduli introduced Ms. Joann Campas from the Statewide Educational Wrap Up Program Joint Powers Authority (SEWUP). SEWUP, the largest construction insurance program for schools in California, has presented the District with a Safety Recognition Award for the West Valley College Applied Arts and Sciences 26-month renovation project. During that time, there were no worker injuries, no general liability incidences, and no property incidences. Chancellor Schmitt thanked Ms. Campas for SEWUP's recognition of the excellent safety record of this project.

3.5 PRESENTATIONS AND RECOGNITIONS

Educational and Student Services Presentations:

Mission College Outreach and Marketing

Connor Keese, Outreach Program Supervisor; Katy Fitzgerald and Lucia Moreno, Financial Aid and Outreach Supervisors; and Student Ambassador Josh Zuck, presented the Board of Trustees with information regarding marketing and outreach efforts at Mission College.

A copy of the presentation is attached to these minutes following Appendix A.

West Valley College Community Grant and Mission First Scholarship Programs

Mission College President, Daniel Peck, and West Valley College President, Brad Davis, provided an update on the Mission First and West Valley College Community Grant scholarship programs.

A copy of the presentations are attached to these minutes following Appendix A.

3.6 ORAL COMMUNICATIONS FROM THE PUBLIC

Mission College students Elena Perez and Ms. Flores spoke in support of faculty and asked that the District negotiate fairly.

3.7 WRITTEN COMMUNICATIONS FROM THE PUBLIC

Executive Assistant to the Board of Trustees, Tracy Johnson, reported that there was a letter from former trustee Jeff Schwartz thanking West Valley College President Brad Davis for his excellent work, and a letter from Catherine Kendall urging the Board of Trustees to settle a fair contract with the West Valley-Mission Federation of Teachers.

4.0 UNFINISHED BUSINESS - There was none.

APPROVAL OF THE CONSENT AGENDA

A discussion was held.

Action Taken:

It was M/S/P 7/0/0 (Kinman/Lucas; Ayes: Fish, Grey, Kepner, Kinman, Lucas, Owens, Watanabe; Nays: None) to approve the Consent Agenda items.

Student Trustees: Two yes votes.

Consent Agenda Items are attached to these minutes as Appendix A

REGULAR ORDER OF AGENDA

5.0 COLLEGE PROGRAMS AND SERVICES

- 5.4 ~~AUTHORIZE A NEW AGREEMENT WITH SANTA CLARA UNIFIED SCHOOL DISTRICT FOR THE MISSION EARLY COLLEGE HIGH SCHOOL.~~ This item was removed from the agenda and will return at a future meeting.

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6.0 HUMAN RESOURCES

6.4 EQUAL EMPLOYMENT OPPORTUNITY (EEO) PLAN REVISION

A discussion was held.

Action Taken:

It was M/S/P 7/0/0 (Kepner/Owens; Ayes: Fish, Grey, Kepner, Kinman, Lucas, Owens, Watanabe; Nays: None) to adopt the revisions to the Equal Employment Opportunity Plan as presented.
Student Trustees: Two yes votes.

6.5 EQUAL EMPLOYMENT OPPORTUNITY FUND MULTIPLE METHOD ALLOCATION MODEL CERTIFICATION FORM APPROVAL, FISCAL YEAR 2016-17

A discussion was held.

Action Taken:

It was M/S/P 7/0/0 (Owens/Watanabe; Ayes: Fish, Grey, Kepner, Kinman, Lucas, Owens, Watanabe; Nays: None) to adopt the Equal Employment Opportunity (EEO) Fund Multiple Method Allocation Model Certification Report as presented.
Student Trustees: Two yes votes.

7.0 BUSINESS AND FINANCE - None.

8.0 BOARD - None.

9.0 INFORMATION REPORTS AND ITEMS FOR FUTURE BOARD CONSIDERATION

9.1 ACADEMIC SENATE UPDATE

Mission College Academic Senate President, Thais Winsome, reported that hiring committees are moving along, and the Minimum Qualifications Equivalency Committee is continuing its work.

The Classified and Academic Senates hosted their annual Awards Ceremony at which they honor all staff and faculty, and single out a few for special recognition. She thanked Tracy Johnson, Chancellor Schmitt, and Trustees Randi Kinman and Anne Kepner for attending.

Ms. Winsome reported on the Tenure Celebration event at which the College welcomed newly-tenured faculty members. Dr. Aram Shepherd, one of those who just received tenure, reminded faculty that tenure is a privilege and also a responsibility, and that faculty have a special responsibility to speak out against injustice wherever they find it.

Faculty participated in the College's STEM Week, during which a number of activities for high school students took place. A group of STEM faculty and staff represented Mission College at the March for Science in San Francisco on April 22. Another group of full-time and associate faculty attended the State Academic Senate Plenary to discuss a number of issues, including protection of DACA students, issues of equity and diversity, including the needs of LGBTQIA students, and proposals to change minimum qualifications for faculty in apprenticeship and CTE programs.

She invited all present to the Academic Senate's May 18 meeting, at which the CTE Committee and Committee on Noncredit Instruction will present updates of the year's activities.

Finally, this Friday, May 5, we will have our joint celebration of our Honors and MESA programs, where we will honor students in those programs who have completed milestones, including transfer to 4-year universities.

West Valley College Academic Senate President, Eric Pape, invited all present to the Senate's next meeting at which a topic will be a new department/program called the Social Justice Program, being presented by Leigh Burrill. It is something that seems quite relevant in today's

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environment, and the Senate is very excited by the new program. Mr. Pape attended a fascinating event earlier in the day, *The F-Word is Feminism Global Gender Symposium*. He recognized the Social Justice Studies and Women and Gender Studies Programs for their sponsorship of the event. Noting it is the next-to-the-last time he will appear before the Board as Academic Senate President, he closed by recognizing several classified staff people that have been a great support to him in his role as Academic Senate President: Brenda Rogers, Laurel Kinley, Pertilla Domingue, Elizabeth Maciel, and all Admissions and Records staff.

9.2 CLASSIFIED SENATE UPDATES

Mission College Classified Senate President, Brian Goo, thanked the Board for approving his appointment to his new position as a research analyst with the College's HSI-STEM grant initiative.

He commended Julie Vu for winning the 2017 California Community Colleges Chancellor's Office Classified Employee of the Year award. She was selected to be one of six classified staff members in the state to be recognized for their work at the May 15 Board of Governors meeting.

The joint Classified/Academic Senate awards ceremony took place on April 27. Nine outstanding classified staff members were recognized for their strong contributions to the College.

Mr. Goo commended the hard work of all classified staff in the successful implementation of the Banner student module. He thanked the College's hard working classified staff in A/R and Financial Aid, the Senior Office Coordinators, and the countless others who worked to ensure the implementation of the module in the student service areas so crucial for student success.

There was no report from West Valley College.

9.3 STUDENT SENATE UPDATES

West Valley College Student Senate President, Lili Tsurumoto, reported that the Senate is looking forward to its annual spring luncheon. It recently passed a budget for the first annual Hackathon event, and also will award scholarships to Senators who are very active on campus.

Mission College Student Trustee, Stephanie Leal, updated the Board regarding Mission Student Senate activities. She reported that the Senate had held successful elections and has a full slate of officers. In addition, the recent International Day event was very well-attended. Students are looking forward to finals and the end of the semester.

9.4 MISSION COLLEGE UPDATE

Mission College President, Daniel Peck, thanked Ms. Winsome and Mr. Goo for updating the Board on a number of upcoming events and projects at the College. He recognized Mr. Goo and wished him well in the next step of his career.

President Peck welcomed the nine newly-tenured faculty members recognized earlier in the day. He noted two classified member in particular: Daniel Espinosa who has received a scholarship to attend graduate school, and Julie Vu, who won the 2017 California Community Colleges Chancellor's Office Classified Employee of the Year award.

President Peck highlighted several events at the College, including STEM Week, International Day, the Student Leadership Engagement Institute, the WACAC College Fair, and a number of upcoming end-of-the year celebrations of various programs.

He closed by thanking Vice President Leandra Martin for her continuing work on Accreditation for the College.

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9.5 WEST VALLEY COLLEGE UPDATE

West Valley College President, Brad Davis, reported on the College's best-ever Open House, at which there were more than 1,000 attendees. He thanked all who worked so hard to make the event successful.

Mr. Davis spoke of the recent Retiree and Recognition event. He thanked all those honored for their service to the Colleges and the District.

He reported on several events:

- The West Valley College Roller Hockey Club recently won the national championship.
- The College will host the upcoming beach volleyball state championship competition.
- The footings for the Kvamme Planetarium have been poured.
- All are invited to the May 8 Scholarship Presentation Event.
- All are invited to the commencement ceremonies being held in downtown San Jose on May 25.

9.6 ASSOCIATE VICE CHANCELLOR OF HUMAN RESOURCES REPORT

Associate Vice Chancellor of Human Resources Albert Moore thanked the Board for its actions earlier in the evening to approve the Human Resources items. He congratulated Brian Goo on his promotion.

He indicated that the Human Resources Department had recently sponsored two EEO hiring seminars for staff members, one event on each campus, for employees interested on serving on hiring committees.

He reported on his participation on a panel at the Statewide Academic Senate Plenary Session on faculty working together with Human Resources Professionals.

He closed by indicating that the District had recently hosted the Bay Area Human Resources Consortium seminar on abusive conduct and bullying.

9.7 VICE CHANCELLOR'S REPORT

Vice Chancellor Ed Maduli reported on the upcoming retirement of Director of General Services, Brigit Espinosa, who has been with the District since 1978. She started as a purchasing clerk and rose to her current position quite a number of years ago. He thanked her for her service during her 40 years with the District.

9.8 CHANCELLOR'S REPORT

There was no report.

9.9 STANDING COMMITTEE REPORT

Audit and Budget Oversight Committee

Chair Bob Owens indicated that the Committee next meets on May 8.

9.10 TRUSTEE COMMENTS

Trustee Lucas reported that he attended the City of Saratoga's State of the City presentation on April 15, hosted by the Mayor and the Saratoga City Council.

He expressed his appreciation to Brenda Rogers and her team for organizing the 2017 Employee Recognition and Retirement Celebration. He thanked Associate Vice chancellor Albert Moore for inviting him to join the Human Resources Department's table. He enjoyed meeting seven of the nine staff members of the department and learning about their individual responsibilities.

Trustee Susan Fish talked about the wonderful Retiree and Recognition Reception. She particularly enjoyed sitting with Cynthia Harrison and learning more about the Health Studies program at Mission.

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Trustee Randi Kinman informed all present that there are well-paying summer internship opportunities available with the Metropolitan Transportation Commission, and she asked that the news be shared with anyone interested.

Board President Grey adjourned the meeting at 9:45 p.m.

APPENDIX A

**CONSENT AGENDA ITEMS FROM THE MAY 2, 2017, BOARD OF TRUSTEES MEETING
(For the reports accompanying the items, please see the agenda packet for the meeting.)**

5.0 COLLEGE PROGRAMS AND SERVICES – Consent Agenda

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. The curriculum packet can be found on the Board of Trustees website under the “Documents” link and is available in the Chancellor’s Office.

5.2 ADDENDUM TO THE LEASE AGREEMENT FOR THE CAMPBELL CENTER

Recommendation: That the Board of Trustees’ approve the addendum to the lease agreement between West Valley College and the City of Campbell for use of the Center at One West Campbell Avenue as an off-site teaching space.

5.3 CONSIDER APPROVAL OF CURRICULUM CHANGES AT MISSION COLLEGE

Recommendation: That the Board of Trustees approve the curriculum changes at Mission College as presented. The curriculum packet can be found on the Board of Trustees website under the “Documents” link and is available in the Chancellor’s Office.

6.0 HUMAN RESOURCES – Consent Agenda

6.1 PERSONNEL TRANSACTIONS TO BE ACTED UPON BY THE BOARD OF TRUSTEES

Recommendation: That the Board of Trustees approve the listed personnel transactions.

I. Appointment(s)

Academic

- a. Danielle Shaw, Instructor, English, West Valley College, 100% of full time, 10 months per year; effective August 25, 2017.

Classified

- b. Karen Okamoto, Senior Administrative Assistant, WVMCEA Unit, Office of Instruction, West Valley College, 100% of full time, 12 months per year; effective May 15, 2017.
- c. Spencer Maltbie, Physical Education & Athletic Operations Coordinator, WVMCEA Unit, Athletics, Mission College, 53.3% of full time, 12 months per year; effective May 8, 2017.
- d. Brian Goo, Research Analyst, WVMCEA Unit, HSI-STEM, Mission College, 100% of full time, 12 months per year; effective May 8, 2017.

Supervisory

- e. Teresa Vaiasicca, Supervisor, Payroll, Supervisors Unit, Payroll, West Valley-Mission Community College District, 100% of full time, 12 months per year; effective May 15, 2017.

II. Position Change

- a. Willette Strickland, Office Assistant, WVMCEA Unit, CalWORKs, Mission College, *from* 72% of full time *to* 80% of full time, 12 months per year; effective July 1, 2017.

6.2 PEACE OFFICERS ASSOCIATION’S (POA) INITIAL PROPOSALS FOR SUCCESSOR

NEGOTIATIONS WITH THE WEST VALLEY-MISSION COMMUNITY COLLEGE DISTRICT

Government Code Section 3547 requires that all initial proposals in collective bargaining must be presented at a public meeting of the public school employer. The POA’s initial proposals to the District for successor negotiations are being released as a public document.

At the Board of Trustees’ meeting on May 16, 2017, the public, having had a reasonable time to inform itself regarding the provisions of the initial proposals, will have an opportunity to express itself regarding the proposals in the form of public comments. Having received the public comment, the Board will vote to “adopt” the initial proposals.

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6.3 DISTRICT'S INITIAL PROPOSALS FOR SUCCESSOR NEGOTIATIONS WITH THE PEACE OFFICERS ASSOCIATION (POA)

Government Code Section 3547 requires that all initial proposals in collective bargaining must be presented at a public meeting of the public school employer. The District's initial proposals to the POA for successor contract negotiations are being released as a public document.

At the Board of Trustees' meeting on May 16, 2017, the public, having had a reasonable time to inform itself regarding the provisions of the initial proposals, will have an opportunity to express itself regarding the proposals in the form of public comments. Having received the public comment, the Board will vote to "adopt" the initial proposals.

7.0 **BUSINESS AND FINANCE – Consent Agenda**

7.1 SANTA CLARA COUNTY TREASURY INVESTMENT PORTFOLIO STATUS

Recommendation: That the Board of Trustees review the Santa Clara County Treasury Investment Portfolio status. The document can be found on the Board of Trustees website under the "Documents" link and is available in the Chancellor's Office.

7.2 APPROVAL OF BID #16-1617, BID PACKAGE 31A – EARTHWORK & UNDERGROUND UTILITIES, FOR THE STUDENT SERVICES BUILDING PROJECT AT WEST VALLEY COLLEGE

Recommendation: That the Board of Trustees approve the lowest responsive and responsible bid received from Teichert Construction for Bid Package 31A – Earthwork & Underground Utilities in the amount of \$1,229,500 and reject all other bids. The award of the contract is based on the Base Bid plus allowances and alternates.