UNAPPROVED MINUTES OF THE DECEMBER 12, 2017, BOARD OF TRUSTEES MEETING

ITEM 3.4.
JANUARY 23, 2018
ACTION ITEM

PREPARED BY: TRACY JOHNSON

1.0 CALL TO ORDER - PUBLIC SESSION
Public session was called to order at 6:01 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.
Present: Student Trustees Cade Story-Yetto and Lani Yoshimoto (7:00 p.m.)

1.2 Oral Communications from the Public on Closed Session Agenda

2.0 ADJOURN TO CLOSED SESSION
The Board adjourned to Closed Session at 6:01 p.m. There were three agendized items:

CONFERENCE WITH LEGAL COUNSEL PURSUANT TO GOV. CODE 54956.9(D) (2) - ANTICIPATED LITIGATION.
One potential case; facts and circumstances are unknown to potential plaintiff(s) under Govt. Code 54956.9(e)(1)

CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957
i. Public Employee Discipline/Dismissal/Release

DIRECTION TO LABOR NEGOTIATORS PURSUANT TO GOVERNMENT CODE 54957.6
Provide direction to Associate Vice Chancellor of Human Resources, Albert Moore, and Chancellor Patrick Schmitt, District-designated representatives, regarding negotiations with WVMFT/AFT Local 6554, WVMCEA, Teamsters, and POA; 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
All present recited the Pledge of Allegiance.

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

3.3 APPROVAL OF THE ORDER OF THE AGENDA
Action Taken:
It was M/S/P 7/0/0 (Watanabe/Lucas; Ayes: Fish, Grey, Kepner, Kinman, Lucas, Owens, Watanabe; Nays: None) to approve the order of the agenda.
Student Trustees: Two yes votes.

3.4 ELECTION OF 2018 BOARD PRESIDENT
A discussion was held.

Action Taken:
It was M/S/P 7/0/0 (Lucas/Watanabe; Ayes: Fish, Grey, Kepner, Kinman, Lucas, Owens, Watanabe; Nays: None) to elect Trustee Anne Kepner as Board President for 2018.
Student Trustees: Two yes votes.
3.5 ELECTION OF 2018 BOARD VICE PRESIDENT, APPOINTMENT OF SECRETARY, AND ELECTION OF TRUSTEE REPRESENTATIVE TO THE SANTA CLARA COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION

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 elect Trustee Susan Fish as 2018 Board Vice President.

Student Trustees: Two yes votes.

Action Taken:
It was M/S/P 7/0/0 (Owens/Lucas; Ayes: Fish, Grey, Kepner, Kinman, Lucas, Owens, Watanabe; Nays: None) to appoint Chancellor Patrick Schmitt as Secretary to the Board of Trustees.

Student Trustees: Two yes votes.

Action Taken:
It was M/S/P 7/0/0 (Owens/Fish; Ayes: Fish, Grey, Kepner, Kinman, Lucas, Owens, Watanabe; Nays: None) to elect Trustee Karl Watanabe as Trustee Representative to the Santa Clara County Committee on School District Organization.

Student Trustees: Two yes votes.

3.6 APPROVE PROPOSED 2018 BOARD OF TRUSTEES’ MEETING SCHEDULE

Action Taken:
It was M/S/P 7/0/0 (Owens/Lucas; Ayes: Fish, Grey, Kepner, Kinman, Lucas, Owens, Watanabe; Nays: None) to approve the 2018 Board of Trustees’ meeting schedule.

Student Trustees: Two yes votes.


Action Taken:
It was M/S/P 7/0/0 (Owens/Lucas; Ayes: Fish, Grey, Kepner, Kinman, Lucas, Owens, Watanabe; Nays: None) to approve the minutes of the November 14, 2017, meeting of the Board of Trustees.

Student Trustees: Two yes votes.

3.8 PRESENTATIONS AND RECOGNITIONS

Recognition of Outgoing Board President Adrienne Grey

The Board of Trustees recognized Trustee Adrienne Grey for her outstanding service as President of the Board of Trustees during 2016 and 2017. New Board President Anne Kepner presented Ms. Grey with a plaque and expressed the Board’s appreciation for her strong leadership.

Educational and Student Services Presentation

WVC Title III Grant

Rebecca Wong provided information regarding the West Valley College Title III Grant.

Title III is a U.S. Department of Education Strengthening Institutions grant. West Valley College’s Title III grant project tag line is From Application to Graduation, Supporting Students in the Digital Age.

The grant’s three major components are:
1. Increasing access to student services
2. Improving distance education student success and access to academic support services
3. Increasing the college’s ability to make data driven decisions

Ms. Wong discussed how the grant supports, enhances, and improves each of these components at West Valley College.

Projects at West Valley College funded by the grant include:
Video Production Project: Videos to inform students about services and help them navigate the college, posted on the West Valley College website and YouTube channel. Title III videos have already had almost 3,000 views, with the most popular title "How to Apply to West Valley College."

Go2Orientation: An online platform that enables new West Valley students to attend orientation anytime, anywhere, there is an internet connection. Go2Orientation helps students have a positive orientation experience and a successful start in college and will launch in Fall 2017.

Virtual Classroom and Recording Studio: Two new resources for WVC faculty. The Virtual Classroom is equipped with the latest technology for creating instructional videos and screencasts. The Recording Studio has advanced video recording capability for creating high quality instructional videos. Orientation to these new resources will be held in Fall or can be arranged by contacting Whitney Clay.

NetTutor: Online tutoring is all subject areas, accessed through a link in Canvas, was piloted in Spring 2017 and will continue in the 2017–2018 academic year.

Professional Development: A variety of professional development activities focused on educational technology. Offerings included EdTech (content from the Krause Center for Innovation), screen casting, and using Adobe Spark.

DL Webpage Redesign: Revising the Distance Learning webpage to make resources more readily available for both DL students and instructors. Anticipated launch of revised site is Spring 2018.

Presentation Regarding the California Community College's Classified Senate Leadership Academy Project – West Valley College Professional Development Plan.

West Valley College Classified Senate President, Cheryl Massa, recently attended the CCC Classified Senate Leadership Academy. She has since been working on a follow-up project - the West Valley College Professional Development Plan. Michelle Francis and Stephanie Kashima, who are also on the team, joined her for the presentation.

Ms. Massa noted that one recommendation of the State Chancellor’s Student Success Task Force was “Community Colleges will create a continuum of strategic professional development opportunities for all faculty, staff, and administrators to be better prepared to respond to the evolving student needs and measures of student success.” In addition, AB 2558 established the Community College Professional Development Program, administered by the Board of Governors, the purpose of which is to provide state general funds to community colleges for supporting locally developed and implemented faculty and staff development programs.

A professional development plan would provide the District with a better-trained workforce, less staff turnover, and higher student success and retention numbers.

A survey of the professional development needs of staff at West Valley College was conducted, with the following outcomes:

Classified Staff Professional Development Needs:

- Management and Leadership skills
- Technological skills
- Communication and Conflict Management training
- Wellness and Stress Management
- Emergency Preparedness Instruction
- Diversity Training
- Budget training

Faculty Professional Development Needs:

- Technology in Teaching and Learning
- Management and Leadership
- Teaching and Learning Methods
- Statewide and local initiatives
As part of the process, the group also:

- Researched Professional Development Practices at over 20 California CC
- Established Staff PD Goals
- Created a Timeline
- Conducted multiple staff surveys
- Analyzed our current college practices, resources & challenges

The planning and surveys led to the recommendation to establish an Office of Professional Development. This would be a dedicated area within the College, available to staff during work hours, for workshops and online learning. It would include a central area to monitor and help employees find funding for workshops, conferences, and higher education learning, and to track staff learning hours for incentives.

The next steps to make an Office of Professional Development a reality would be to advocate for a dedicated space, develop more teaching and learning workshops, work with other college groups to develop cross trainings, and create more opportunities for training.

3.9 ORAL COMMUNICATIONS FROM THE PUBLIC
There were none.

3.10 WRITTEN COMMUNICATIONS FROM THE PUBLIC
Executive Assistant to the Board of Trustees, Tracy Johnson, reported that the Board was copied on communications to Cheryl Miller and Brad Davis from a number of individuals regarding the need at West Valley College for a full time instructor in Adapted PE.

4.0 UNFINISHED BUSINESS - There was none.

APPROVAL OF THE CONSENT AGENDA
Trustee Bob Owens removed Item 7.5 for discussion and action.

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

Student Trustees: Two yes votes.

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

7.5 CONTRACT INCREASE TO DLR GROUP, INC. FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR THE ATHLETIC FIELD TURF RESTORATION PROJECT AT WEST VALLEY COLLEGE
A discussion was held.

Action Taken:
It was M/S/P 6/0/1 (Grey/Kinman; Ayes: Fish, Grey, Kepner, Kinman, Lucas, Watanabe; Nays: Owens) to approve the contract increase in the amount of $983,400 with DLR Group, Inc. for architectural and engineering services for the Athletic Field Turf Restoration project at West Valley College.

Student Trustees: Two yes votes.

REGULAR ORDER OF AGENDA

5.0 COLLEGE PROGRAMS AND SERVICES

5.4 APPROVAL OF WVC GUIDED PATHWAYS SELF-ASSESSMENT
A discussion was held.

Action Taken:
It was M/S/P 7/0/0 (Owens/Lucas; Ayes: Fish, Grey, Kepner, Kinman, Lucas, Owens, Watanabe; Nays: None) to approve the final draft of West Valley College’s Guided Pathways Self-Assessment allowing West Valley College to submit the final Self-Assessment to the California Community College’s Chancellor’s Office.

Student Trustees: Two yes votes.
5.5 APPROVAL OF MISSION COLLEGE GUIDED PATHWAYS SELF-ASSESSMENT
Action Taken:
It was M/S/P 7/0/0 (Owens/Grey; Ayes: Fish, Grey, Kepner, Kinman, Lucas, Owens, Watanabe; Nays: None) to approve the final draft of Mission College’s Guided Pathways Self-Assessment, allowing Mission College to submit the final Self-Assessment to the California Community College’s Chancellor’s Office. Student Trustees: Two yes votes.

5.6 WEST VALLEY-MISSION COMMUNITY COLLEGE DISTRICT (WVMCCD) BOARD ACCEPTANCE OF THE $425,000-DONATION TO WEST VALLEY COLLEGE (WVC) AND MISSION COLLEGE (MC) FROM THE SISTERS OF THE HOLY FAMILY
Action Taken:
It was M/S/P 7/0/0 (Lucas/Owens; Ayes: Fish, Grey, Kepner, Kinman, Lucas, Owens, Watanabe; Nays: None) to authorize the WVMCCD Foundation and the District administration to accept the donation to West Valley College and Mission College of $425,000 from the Sisters of the Holy Family. Student Trustees: Two yes votes.

6.0 HUMAN RESOURCES

6.2 ADMINISTRATIVE PERSONNEL TRANSACTIONS TO BE ACTED UPON BY THE BOARD OF TRUSTEES
Per Government Code section 54953(c)(3) prior to final Board action, Chancellor Schmitt orally reported a summary of all recommendations for final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of administrators, as defined in subdivision (d) of Section 3511.1, during the open meeting. Subsequent to the report, the Board approved the following transactions.
A discussion was held.
Action Taken:
It was M/S/P 7/0/0 (Fish/Owens; Ayes: Fish, Grey, Kepner, Kinman, Lucas, Owens, Watanabe; Nays: None) to approve the following transactions:
Appointment(s)
   a. Raymond Gamba, to Dean, Social Science, West Valley College, Range 25 ($10,967.67-$13,673.25/per month); effective January 8, 2018. Compensation paid in the form of fringe benefits shall be limited per the coverage selected ranging from $11,741-$28,270 on an annual basis.
   b. Renee Paquier, to Dean, Professional Studies, West Valley College, Range 25 ($10,967.67-$13,673.25/per month); effective January 8, 2018. Compensation paid in the form of fringe benefits shall be limited per the coverage selected ranging from $11,741-$28,270 on an annual basis.
   c. Peter Vakunta, to Dean, Language Arts, West Valley College, Range 25 ($10,967.67-$13,673.25/per month); effective January 16, 2018. Compensation paid in the form of fringe benefits shall be limited per the coverage selected ranging from $11,741-$28,270 on an annual basis.
   d. Laura Hyatt, to Dean, Science & Math, West Valley College, Range 25 ($10,967.67-$13,673.25/per month); effective January 8, 2018. Compensation paid in the form of fringe benefits shall be limited per the coverage selected ranging from $11,741-$28,270 on an annual basis.
Student Trustees: Two yes votes.

6.3 RENEW ADMINISTRATOR CONTRACTS
Per Government Code section 54953(c)(3) prior to final Board action, Chancellor Schmitt orally reported a summary of all recommendations for final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of administrators, as defined in subdivision (d) of Section 3511.1, during the open meeting. Subsequent to the report, the Board approved the following transactions.
Action Taken:
It was M/S/P 7/0/0 (Owens/Kepner; Ayes: Fish, Grey, Kepner, Kinman, Lucas, Owens, Watanabe; Nays: None) to renew the contracts of the following administrators for two years, effective 7/1/18:

<table>
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<tr>
<th>NAME</th>
<th>TITLE</th>
<th>RANGE</th>
<th>SALARY (as of 07/01/18)*</th>
<th>Additional Compensation</th>
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<tr>
<td>Ngoc Chim</td>
<td>Executive Director, Financial Services</td>
<td>28</td>
<td>$176,695</td>
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<tr>
<td>Gaye Dabalos</td>
<td>Director, Facilities Construction</td>
<td>22</td>
<td>$152,363</td>
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<tr>
<td>Mina Hernandez</td>
<td>Executive Director, General Services</td>
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<tr>
<td>Cheryl Ryan</td>
<td>Manager, Construction Finance</td>
<td>11</td>
<td>$116,124</td>
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<tr>
<td>Ron Smith</td>
<td>Executive Director, Information Technology</td>
<td>30</td>
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</tr>
</tbody>
</table>

* Salary is subject to change pending any salary enhancements for fiscal year 2018-2019. Administrators are also eligible for compensation in the form of fringe benefits, which are limited by the coverage selected from $11,741-$28,270 on an annual basis.

Student Trustees: Two yes votes.

7.0 BUSINESS AND FINANCE

7.6 ACTUARIAL STUDY OF RETIREE HEALTH LIABILITIES UNDER GASB 74/75 CERBT STRATEGY 3
Action Taken:
It was M/S/P 7/0/0 (Owens/Lucas; Ayes: Fish, Grey, Kepner, Kinman, Lucas, Owens, Watanabe; Nays: None) to accept the Actuarial Study of Retiree Health Liabilities under GASB 74/75.
Student Trustees: Two yes votes.

7.7 RESOLUTION NO. 17121201 REGARDING VOLUNTEER PERSONNEL AND WORKERS’ COMPENSATION COVERAGE
Action Taken:
It was M/S/P 7/0/0 (Owens/Fish; Fish, Aye; Grey, Aye; Kepner, Aye; Kinman, Aye; Lucas, Aye; Owens, Aye; Watanabe, Aye) to authorize Resolution No. 17121201 regarding volunteer personnel and workers’ compensation coverage.
Student Trustees: Two yes votes.

8.0 BOARD – There were no items.

9.0 INFORMATION REPORTS AND ITEMS FOR FUTURE BOARD CONSIDERATION

9.1 ACADEMIC SENATE UPDATE
West Valley College Academic Senate President, Gretchen Ehlers, reported that the Academic and Classified Senates recently joined forces to host a Holiday Potluck attended by approximately 60 people. She thanked Susan Fish, Jack Lucas and Adrienne Gray for attending the party, and especially thanked Board President Grey for staying late to help clean up.

Ms. Ehlers welcomed two Associate Faculty Senators just elected to the final open seats on the Senate: Outreach Counselor Amy Gutierrez and Adapted PE instructor Christel Ligocki.

The Senate has been working with Professional Development Coordinator Michelle Francis to schedule an All College Day session on First Amendment issues and how they relate to freedom of speech, to be presented by an attorney.

She discussed the College’s moving forward with use of high school transcript information to place students, and other uses of captured data.

Ms. Ehlers closed by thanking President Davis for hosting the West Valley College Holiday Party, a wonderful event that was thoroughly enjoyed by everyone who attended.
Mission College Academic Senate President, Thais Winsome, thanked Trustee Grey for her leadership over the past two years, and congratulate Anne Kepner on her election as Board President.

She reported that new faculty have completed the first semester of the ‘Newbie Mentoring and Professional Development Program.’ These new faculty members reported that they enjoyed the training sessions and look forward to next semester. The feedback provided regarding what worked and what did not work would enable the program to be improved and fine-tuned.

Ms. Winsome discussed her recent visit to another College as part of a peer review team. She expressed her appreciation of Ed Maduli’s leadership in the financial area and of our District and Colleges’ willingness to invest in their people.

She indicated that a team is going to a conference to provide training to the ‘folks in the middle’ regarding Guided Pathways.

The Senate received an outstanding presentation on ‘Multiple Measures.’ The College building a model to lend some predictive capability of Student Success. In addition, the CTE Committee gave a report regarding Strong Workforce funding, which will enable new populations of students to be served.

She wished everyone a happy holiday.

9.2 CLASSIFIED SENATE UPDATES
Mission College Classified Senate President, Brian Goo, reported on the annual holiday party jointly sponsored by the two Senates and the Office of the President. It was a great way to come together and to celebrate accomplishments and raise morale at the College. He thanked outgoing Board President Grey for attending and participating in the voting for the ugly sweater categories.

He reported that the first occupants of the new Student Engagement Center are moving in this week. He thanked the Educational Technology Services staff, District IS, facilities team, and all of Mission’s classified staff for coordinating a smooth transition as the move takes place.

The Classified Senate is holding its annual professional development day on Friday, January 19, at which there will be two speakers focused on organizational change and student equity. Both are very timely topics given the passage of the College’s integrated plan and Guided Pathways self-assessment earlier on the agenda. He thanked president-elect of the WVMCEA Lori Hampton for her hard work in organizing this day.

Finally, the Board approved tonight the Basic Skills Integrated Plan and Guided Pathways Self-Assessment. The Classified Senate would like to thank the campus administration, including President Peck and Director of Student Equity, Ken Songco, for thoroughly including the classified voice, participation, and at times leadership in creating the plans and initiatives. The Senate is looking forward to a very collaborative process for student equity work and for guided pathways.

West Valley College – There was none.

9.3 STUDENT SENATE UPDATES
West Valley College Student Senate President, Mikela Lazari, congratulated Anne Kepner for her election as Board President. She thanked past President Adrienne Grey for her leadership and advice.

She reported on the Senate’s last meeting at the end of November. President Davis attended and addressed the group regarding the College.

She closed by noting that there are three incoming senators and that there is an increasing student government presence throughout the campus. It is great to know that student government is on the go and she appreciates the opportunity to be part of it.
Mission College Student Senate President, Navsan Sharma, reported on the Senate’s last event of the year, ‘Winter Wonderland,’ which was a smashing success.

The Senate is planning the ASG Winter Retreat a two-day event to initiate newcomers to student government and to refresh those returning. Also, they expect to approve three Senators at the retreat.

Mr. Sharma closed by reporting on the ASG’s college-wide survey to get student input regarding what they would like to see from student government.

9.4 WEST VALLEY COLLEGE UPDATE
West Valley College President, Brad Davis, thanked Trustee Grey for her leadership as Board President. Her warm heart and steady hand guided the District through a tough time.

He thanked those who attended the holiday celebrations, including the dedications of the Veteran’s Flight Deck and the College’s annual Holiday Celebration.

He reported that he has been meeting with Northeast University to discuss potential master’s degree curriculum and will have more to report after the first of the year.

President Davis closed by highlighting the many holiday and end of the year events, and said how much he appreciates the efforts of all the campus community in service of public higher education and support of student.

9.5 MISSION COLLEGE UPDATE
Mission College President, Daniel Peck, welcomed Ms. Anne Kepner as the Board’s new President and thanked past President Grey for her thoughtful leadership during difficult times.

He discussed the many events taking place in December. Winter Wonderland was a signature event in ending the time, and he recognized the leadership of student government in the event. He thanked Rachael Goldberg and Liz Pelayo for their hard work. The recent heartfelt Pinning Ceremony was the last large event in Center Space.

President Peck discussed the College’s code alignment project, which has to do with how curriculum is sequenced and making sure all is aligned among the disciplines.

The College’s Dean hiring process has been very successful and President Peck looks forward to bringing these new hires to the Board.

He reported on the amazing amount of work taking place as part of the move the Student Engagement Center. He thanked Gaye Dabalos, Javier Castruita, and the outstanding work of the classified and administrative leads in coordinating the huge team effort.

President Peck closed by wishing everyone a happy holiday and thanked all faculty, staff, and administrators for their continued dedication to students.

9.6 ASSOCIATE VICE CHANCELLOR OF HUMAN RESOURCES REPORT
Associate Vice Chancellor, Albert Moore, thanked the Board for its earlier action on personnel matters. He welcomed new Board President Kepner and thanked outgoing President Grey for her strong leadership over the past two years.

Mr. Moore discussed a number of recent Human Resources accomplishments:

A screening committee training in EEO for hiring committees was created and animated.

HR was a cosponsor of the recent Black Minds Matter event that stretched over several weeks.

Mr. Moore serves on the Statewide EEO Committee. West Valley-Mission CCDs recently reviewed and revised plan was selected as a best practice for its longitudinal analysis. The EEO Plan and screening committee training have been selected for inclusion on the CCC Professional Learning Network (PLN) site.

Mr. Moore extended wishes to all present for a happy holiday season.
VICE CHANCELLOR’S REPORT

Vice Chancellor Ed Maduli reported that the Community College Facility Coalition awarded a Professional Design Award to the Cilker School of Art and Design.

Mr. Maduli distributed the results of the bond survey.

CHANCELLOR’S REPORT

Chancellor Schmitt reported on a recent dinner with Mayor Sam Licardo, Foothill De Anza CCD Chancellor Deborah Budd, and San Jose Evergreen CCD Chancellor Judy Minor to discuss the Silicon Valley Promise to discuss a unified approach. He noted that tuition is not an issue with most our students, it is books, transportation, housing, and food that are the difficulties. He indicated that the City of Santa Clara should be brought into the promise also, to truly be an allied effort for the County.

He wished all a happy holiday season.

STANDING COMMITTEE REPORT

Audit and Budget Oversight Committee

There was no report.

TRUSTEE COMMENTS

Trustee Lucas reported that he joined Trustees Grey, Kepner, and Kinman, Chancellor Schmitt, President Peck, Executive Assistant to the Chancellor Brenda Rogers, and Trustee Ed Maduli from Chabot-Las Positas CCD at the Community College League of California’s Annual Convention. He distributed surplus conference programs to those who did not attend. He acknowledged the announcement of Trustees Kinman and Maduli’s graduations from the 2017 Excellence in Trusteeship Program, as was reported at the convention.

He commented that he had lunch with Deputy Counsel Jacob Knapp from the California Community College Chancellor’s office. He forwarded Mr. Knapp’s best regards to Associate Vice Chancellor Albert Moore.

Trustee Lucas reported that he had attended the following College events: the WVC Veteran’s Luncheon, the WVC Holiday Reception, the MC Vocational Nursing and Psychiatric Technician Pinning Ceremony, and the WV Classified/Academic Senate Holiday Luncheon.

Trustee Kinman suggested that other institutions would be interested in our knowledge and expertise regarding our VTA apprenticeship programs. She reported on her attendance at the CCLC Conference. She was impressed with a session regarding the San Jose Evergreen CCD Board self-evaluation process and the metrics and other systems they employ. She was also excited the work being done with formerly incarcerated students, a population that exists on every community college campus. Such programs assist in giving these students usable and workable skills. Trustee Kinman thanked the groups from West Valley and from Mission for providing entertainment.

Trustee Grey thanked everyone for his or her warm thoughts. She felt honored to have served as President for two years in a row; she enjoyed it very much. She reminded the new President and Vice President about the excellent Board Chair workshop at the January Effective Trusteeship Conference.

Board President Anne Kepner reminded Board members that the Financing Corporation meeting would immediately follow the Board meeting.

ADJOURNMENT

Board President Kepner adjourned the meeting at 9:45 p.m.
5.0 COLLEGE PROGRAMS AND SERVICES – Consent Agenda

5.1 CONSIDER APPROVAL OF CURRICULUM CHANGES AT MISSION COLLEGE
Recommendation: That the Board of Trustees approve the curriculum changes at Mission College as presented.

5.2 ACCEPT CONTRACT INCREASE WITH THE SANTA CLARA VALLEY TRANSIT AUTHORITIES FOR THE VTA LEADERSHIP ACADEMY
Recommendation: That the Board of Trustees accept an increase of $157,060.00 to a contract from the Santa Clara Valley Transportation Authority (VTA) to Mission College Corporate Education Department for the delivery of a second round of the VTA Leadership Academy.

5.3 MISSION COLLEGE BASIC SKILLS INITIATIVE/STUDENT EQUITY/STUDENT SUCCESS AND SUPPORT PROGRAM 2017 – 2019 INTEGRATED PLAN
Recommendation: That the Board of Trustees approve the final draft of the Mission College 2017 - 2019 Basic Skill Initiative (BSI) / Student Equity / Student Success and Support Program (SSSP) Integrated Plan, allowing Mission College to submit the final report to the California Community Colleges 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 items.

Appointment(s)

a. Kristal Dela Cruz, Management Assistant, WVMCEA Unit, Administrative Services, Mission College, 100% of full time, 12 months per year; effective December 18, 2017.
b. Karen Macfarlane, Financial Technician, WVMCEA Unit, Payroll, WVMCCD, 100% of full time, 12 months per year; effective December 18, 2017.

II. Interim Appointment(s)

Temporary Academic

a. Pooi-See Chan, temporary appointment, Spring 2018 semester. Instructor, Biological Sciences, MC, 100% of full time, 10 months, effective January 26, 2018, through May 31, 2018.

III. Temporary Assignments

Classified

a. Saul Zendezjas, temporary increase for additional duties assigned, Athletic Trainer, WVMCEA Unit, Kinesiology, Mission College, 100% of full time, 10 months per year; effective August 10, 2015 through December 31, 2017 extend through April 13, 2018

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.

7.2 REVIEW OF PURCHASE ORDER TRANSACTIONS
Recommendation: That the Board of Trustees review purchase order transactions.

7.3 ACQUIRE SERVICES PROVIDED BY MODO LABS TO DEVELOP AND SUPPORT MOBILE APP
Recommendation: That the Board of Trustees authorize West Valley College to enter into an agreement with Modo Labs, Inc., for three years at a total cost of $151,616.

7.4 APPROVAL OF BID #06-1718; BOILER REPLACEMENT AT MISSION COLLEGE
Recommendation: That the Board of Trustees approve the lowest responsive and responsible bid received from Environmental Systems, Inc. (ESI) in the amount of $267,400 and reject all other bids.

7.5 CONTRACT INCREASE TO DLR GROUP, INC. FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR THE ATHLETIC FIELD TURF RESTORATION PROJECT AT WEST VALLEY COLLEGE
Recommendation: That the Board of Trustees approve the contract increase in the amount of $983,400 with DLR Group, Inc. for architectural and engineering services for the Athletic Field Turf Restoration project at West Valley College. (This item was removed at the meeting from the Consent Agenda for discussion and action.)