WEST VALLEY – MISSION COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES
MEETING

AGENDA

VIA ZOOM MEETING: https://zoom.us/j/4087419000
TELEPHONE: DIAL 1 669 900 6833, MEETING ID 408 741 9000

6:00 PM PUBLIC SESSION, 6:01 PM CLOSED SESSION, 7:00 PM PUBLIC SESSION

OCTOBER 6, 2020

BOARD OF TRUSTEES

Susan Fish ∙ President
Randi Kinman ∙ Vice President
Trustees
Adrienne Grey
Anne Kepner
Jack Lucas
Robert Owens
Karl Watanabe

Lesley Geronimo ∙ MC Student Trustee
Tisha Hartman ∙ WVC Student Trustee

Bradley J. Davis ∙ Chancellor
GUIDELINES FOR PUBLIC PARTICIPATION IN BOARD OF TRUSTEES MEETINGS

Public Comments:
Public comment requests may be submitted electronically by emailing brenda.rogers@wvm.edu or via phone by calling the Board Clerk, Brenda Rogers, at 408-741-2072 no later than 5:00 p.m. on the Monday before the meeting. Members of the public may also request to speak by raising their hand during “Oral Communication from the Public” at the meeting. Requests to speak will be prioritized in the order they are received.

Please include the following information in your public comment request:

SUBJECT: COMMENTS FOR THE MEETING DATE OF:_____________
AGENDA ITEM NUMBER OR TOPIC: _____________________________
NAME: __________________________________________
TITLE: ____________________________________________________
ORGANIZATION (optional): ___________________________________
ADDRESS (optional): ________________________________________

How to address the Board (Speaking):
When it is your turn to address the Board, the Board Clerk will call your name based on the information provided above in the Public Comment Request.

Please note:
Per Board Policy 2345, three minutes may be allotted to each speaker with a maximum of 30 minutes per subject. No action or discussion shall be undertaken on any public comments except that members of the Board or its staff may briefly respond to or ask a question for clarification regarding statements made or questions posed by persons addressing the Board under this agenda item. The Board President may adjust the individual’s allotted speaking time when multiple persons want to speak on the same subject.

Adjournment Time
Pursuant to District Policy, Regular Board meetings will be adjourned not later than 11:00 p.m. unless continued by a majority vote of the Board members present.

Documents Provided to the Board of Trustees
In accordance with the Ralph M. Brown Act, copies of the staff reports and other materials provided to the Board of Trustees in connection with this agenda are available in the Chancellor’s Office, 14000 Fruitvale Avenue, Saratoga, CA, 95070, at the time they are distributed to the Board.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations should contact the Chancellor’s Office at 408-741-2011. Notification 24 hours prior to the meeting will allow the District to make reasonable arrangements to ensure accessibility.

(A) = Action    (I) = Information
Tuesday, October 6, 2020
WVMCCD Board of Trustees Regular Meeting, Comments

Via Zoom Meeting: https://zoom.us/j/4087419000

6:00 p.m. Public Session
6:01 Closed Session
7:00 Public Session

1. Meeting Opening
   1.1 Roll Call
   1.2 Call to Order
   1.3 Oral Communication from the Public on Closed Session Agenda

2. Closed Session
   2.1 Adjourn to Closed Session

3. Opening Items
   3.1 Pledge of Allegiance
   3.2 Reconvene Public Session
   3.3 Report of Closed Session Action
   3.4 Approval of the Order of the Agenda
   3.5 Approval of Minutes
   3.6 Presentations/Recognitions: First Focus Topic: Final Budget 2020-2021 Presentation, Second Focus Topic: Presentation and Discussion of Measure W Project Status, Costs and Priorities
   3.7 Oral Communication from the Public
   3.8 Report of the Audit and Budget Oversight Committee (ABOC)
   3.9 Report of the Legislative and Policy Oversight Committee (LAPOC)

4. Unfinished Business
   4.1 There is none.

5. Consent Agenda
   5.1 Approval of Consent Agenda
   5.2 CONSIDER APPROVAL OF CURRICULUM CHANGES AT WEST VALLEY COLLEGE - Recommendation: The Board of Trustees approve the curriculum changes at West Valley College as presented.
   5.3 CONSIDER APPROVAL OF CURRICULUM CHANGES AT MISSION COLLEGE - Recommendation: The Board of Trustees approve the curriculum changes at Mission College as presented.
5.4 PERSONNEL TRANSACTIONS TO BE ACTED UPON BY THE BOARD OF TRUSTEES - Recommendation: The Board of Trustees approve the listed items.

5.5 NEW AGREEMENT WITH THE JOINT APPRENTICESHIP & TRAINING COMMITTEE OF THE SANTA CLARA COUNTY VALLEY TRANSPORTATION AUTHORITY (VTA) AND THE ANNUAL AGREEMENT FOR THE REGISTERED APPRENTICESHIP PROGRAM IN FISCAL YEAR 2020-2021 - Recommendation: The Board of Trustees authorize the administration to enter into a new agreement with the Joint Apprenticeship & Training Committee at Santa Clara County Valley Transportation Authority in FY2020-2021. Mission College would serve as the Local Education Agency (LEA) for Valley Transportation Authority.

5.6 APPROVAL FOR PROCUREMENT OF SITE FURNISHINGS FOR MISSION COLLEGE’S INTERDISCIPLINARY PLAZA - Recommendation: The Board of Trustees approve the procurement of site furnishings from Landscape Forms Inc. in the amount of $21,645.08 for the site furniture at Mission College’s Interdisciplinary Plaza.

5.7 APPROVAL OF BID CA07-2021 ELECTRICAL VEHICLE CHARGING STATIONS AT WEST VALLEY COLLEGE - Recommendation: The Board of Trustees approve the lowest responsive and responsible bid received from California Plus Engineering in the amount of $1,300,000 and reject all other bids. The award of the contract is based on the base bid plus allowance and alternates.

5.8 PROJECT ASSIGNMENT AGREEMENT WITH WRNS STUDIO FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR THE LIBRARY RENOVATION PROJECT AT MISSION COLLEGE - Recommendation: The Board of Trustees approve the Project Assignment Agreement with WRNS Studio for architectural and engineering services in the amount of $1,764,000 for the Library Renovation project at Mission College.

5.9 PROJECT ASSIGNMENT AGREEMENT WITH GILBANE BUILDING COMPANY FOR DESIGN AND CONSTRUCTION MANAGEMENT SERVICES FOR THE LIBRARY RENOVATION SWING SPACE PROJECT AT MISSION COLLEGE - Recommendation: The Board of Trustees approve the project assignment agreement with Gilbane Building Company for design and construction management services in the amount of $300,000 for the Library Renovation Swing Space project at Mission College.

5.10 PROJECT ASSIGNMENT AGREEMENT WITH KITCHELL FOR DESIGN AND CONSTRUCTION MANAGEMENT SERVICES FOR THE POLICE BUILDING PROJECT AT WEST VALLEY COLLEGE - Recommendation: The Board of Trustees approve the project assignment agreement with Kitchell for design and construction management services in the amount of $390,000 for the Police Building project at West Valley College.

5.11 PROJECT ASSIGNMENT AGREEMENT WITH KITCHELL FOR DESIGN AND CONSTRUCTION MANAGEMENT SERVICES FOR THE FINE ARTS AND MUSIC BUILDING PROJECT AT WEST VALLEY COLLEGE: Recommendation: The Board of Trustees approves the Project Assignment Agreement with Kitchell for design and construction management services in the amount of $1,353,600 for the Fine Arts and Music Building project at West Valley College.

5.12 APPROVAL FOR PROCUREMENT OF ELECTRIC VEHICLE SUPPLY EQUIPMENT (EVSE) FROM POWERFLEX SYSTEMS, LLC FOR ELECTRIC VEHICLE CHARGING AT WEST VALLEY COLLEGE - Recommendation: The Board of Trustees approve the procurement of EVSE for West Valley College in the form of electric vehicle charging stations and controllers from PowerFlex Systems, LLC, in the amount of $255,169.

5.13 APPROVAL OF UPDATED MEASURE W PROJECT PRIORITY LIST - Recommendation: The Board of Trustees approve the updated and rebase of the Measure W project priority lists (attached).

6. College, Programs, and Services

6.1 WEST VALLEY-MISSION COMMUNITY COLLEGE DISTRICT (WVMCCD) BOARD ACCEPTANCE OF THE GIFT OF $100,000 TO WVMCCD FOUNDATION FROM ALICE CARROLL - Recommendation: The Board of Trustees authorize the West Valley-Mission Community College District (WVMCCD) Foundation and the District administration to accept the gift of $100,000 to the WVMCCD Foundation from Ms. Alice (Dede) Carroll.

7. Human Resources

7.1 ADMINISTRATIVE PERSONNEL TRANSACTIONS TO BE ACTED UPON BY THE BOARD OF TRUSTEES - Recommendation: The Board of Trustees, per Government Code section 54953(c)(3) and prior to taking final action, orally report 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, that the Board approve the following transactions.
7.2 RENEW ADMINISTRATOR CONTRACTS - Recommendation: The Board of Trustees, per Government Code section 54953(c)(3) and prior to taking final action, orally report 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, that the Board approve the following transactions.

8. Business and Finance

8.1 2020/2021 FINAL BUDGET - Recommendation: 1. The Board of Trustees conduct a Public Hearing on October 6, 2020, as part of consideration of this item in order to receive comments on the Final Budget, and 2. The Board of Trustees adopt the FY 2020/2021 Final Budget.

9. Board

9.1 FIRST READING – ADOPTING BOARD POLICY 2220 COMMITTEES OF THE BOARD - Recommendation: The Board of Trustees conduct a first reading of the board policy on Committees of the Board.

9.2 FIRST READING – ADOPTING BOARD POLICY 3433 PROHIBITION OF SEXUAL HARASSMENT UNDER TITLE IX - Recommendation: That the Board of Trustees conduct a first reading of the board policy on Prohibition of Sexual Harassment under Title IX.

9.3 WEST VALLEY-MISSION COMMUNITY COLLEGES DISTRICT RESOLUTION 20100601 SUPPORTING PROPOSITION 15, KNOWN AS THE SCHOOLS AND COMMUNITY FIRST INITIATIVE - Recommendation: The Board of Trustees adopt Resolution No. 20100601 supporting Proposition 15.

10. Information Reports and Items for Future Board Consideration

10.1 Academic Senate Update (Aram Shepherd) (Gretchen Ehlers)

10.2 Classified Senate Update (Ana Lobato) (Kristal Dela Cruz)

10.3 Student Senate Update (Maddy Mandarelli) (Alondra Martinez-Medina)

10.4 West Valley College Update (Stephanie Kashima)

10.5 Mission College Update (Daniel Peck)

10.6 Chancellor's Report (Bradley Davis)

10.7 Trustee Comments

11. Continuation of Closed Session, If Necessary

12. Reconvene Public Session, If Necessary

12.1 Report of Closed Session Action

13. Meeting Closing

13.1 Adjournment
1. Call to Order
   The meeting was called to order at 6:05 p.m. by President Fish.

1.1 Roll Call
   Members Present: Adrienne Grey, Anne Kepner, Randi Kinman, Jack Lucas, Robert Owens, Karl Watanabe and Susan Fish.

   Student Trustees Lesley Geronimo and Student Trustee Tisha Hartman were both absent. Lesley was excused due to illness.

1.2 Oral Communication from the Public on Closed Session Agenda
   There was none.

2.1 Adjourn to Closed Session
   There were three items:

   DIRECTION TO LABOR NEGOTIATORS (Government Code 54957.6)
   Provide direction to Associate Vice Chancellor of Human Resources, Eric Ramones, and Chancellor Bradley Davis, District-designated representatives, regarding negotiations with WVMFT/AFT Local 6554, WVMCEA, Teamsters, and POA; and to Chancellor Bradley Davis regarding unrepresented groups.

   PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Government Code Section 54957)
   One item.

   LITIGATION CASE REVIEW/PLANNING (Government Code 54957.8)
   Update by Associate Vice Chancellor of Human Resources, Eric Ramones and Chancellor, Bradley Davis.

3.1 Reconvene Public Session
   Public session was reconvened at 7:05 p.m.

3.2 Pledge of Allegiance
   President Fish led the Pledge of Allegiance.

3.3 Report of Closed Session Action
   President Fish reported that no action was taken during closed session.

3.4 Approval of the Order of the Agenda
   Motion to approve the agenda with item 5.9: Approval of Updated Measure W Project Priority List tabled until the next Board meeting on October 6, 2020.
   Motion by Jack Lucas, second by Robert Owens. Final Resolution: Motion Carries

3.5 Approval of Minutes
   Motion to approve the August 4, 2020, meeting minutes presented.
   Motion by Robert Owens, second by Anne Kepner. Final Resolution: Motion Carries

3.6 Presentations/Recognitions
   Focus Topic: Staff Development and Trainings Update
   Presented By: Associate Vice Chancellor of Human Resources, Eric Ramones and Director, Compliance, Training & Employee Relations, Paul Williams

   Associate Vice Chancellor Ramones defined his four top priorities as the leader of the HR department: 1) deliver a better relationship experience, 2) support institutional effectiveness, 3) develop a culture of equity, inclusion and employee engagement, and 4) foster HR team efficiency and productivity.

   The current assistance HR is focused on now is providing resources for those employees affected by the wildfires, COVID-19 training, defining HR’s role in creating a social justice framework, and Advocate for Simplicity in GME update. HR organized a fund where employees can donate sick leave to give as catastrophic leave for the three employees who have lost their homes to the fire and so far 450 hours have been donated by generous coworkers. Thanks to Quyen Lenshoek for managing this fund. Employee Assistant Program (EAP) also has many resources. Chris Rolen chairs the COVID-19 response committee and HR plays a key Professional Development role by providing COVID-19 trainings through Keenan
Safe Colleges for COVID-19 awareness, cleaning your workplace and household, CDC guidelines, transitioning to working remotely from home, and managing stress and anxiety.

Regarding HR's commitment to social justice work, the department will focus on policy review, enhancing diversity and professional development. They will be reviewing all HR policies and procedures, looking for structural and systematic barriers to recruitment, hiring, onboarding, evaluations and promotion of historically underrepresented and marginalized communities of color. Paul Williams serves as a member of the Equal Employment Opportunity Advisory Council, which Eric Ramones now chairs. Mr. Williams reported that they will meet monthly instead of quarterly, they want to expand membership of the EEO committee and increase its visibility and collaboration while complying with the State Chancellor's EEO requirements and Multiple Methods.

The District is in its second year of the faculty internship program, with mentors and mentees matched by disciplines. The program had to move online last March due to COVID-19, and they are taking the feedback of the Interns from spring and using that to improve the online experience this fall. There are 11 new interns who attended the August 13 orientation.

HR has also created a Social Justice resource page where employees can take a bias assessment test, read a book, blog or article, watch a video or podcast, and explore cultural competency. In collaboration with the Academic Senates, HR will create a professional development program to promote and enhance cultural competency, provide training and ongoing assessment around diversity, equity, equitable teaching practices, implicit biases, micro- and macro-aggressions, anti-racist behaviors and others. The first meeting will be September 16 @ 3:30-4:30.

The HR department is implementing Advocate Simplicity GME, which is the case management edition for incidents of concern regarding abuse, care and Title IX grievances. This system will be administered by the HR department staff members Paul Williams, Prachi Samant, Ryan Ng and Sean McGowan, managed at the college level by VPs of Student Services Murillo and Griffith, and is open to students, staff and members of the community for reporting concerns. It makes mandatory reporting to the state easier, enhances communication and timely information in case management on issues of behavioral management, student discipline, and Title IX violations. It also helps improve campus safety and security. Webinar Trainings have been scheduled on how to use Advocate Simplicity GME for September 21-23 that are open to all staff.

Trustee Grey asked Mr. Williams to send the information on the internship program, so she can share with her statewide committees.

3.7 Oral Communication from the Public
There were no public comment requests received within the submission deadline.

One written communication was received from Robert Allgeyer. The Board Clerk will share it with the Board President after the meeting.

3.8 Report of the Audit and Budget Oversight Committee (ABOC)
ABOC Chair Robert Owens said the focus of their next meeting on September 28 at 5:00 p.m. will be the final budget for 2020-2021.

I3.9 Report of the Legislative Oversight Committee (LOC)
LOC Chair Anne Kepner said their next meeting will be on September 23 at 5:30 p.m., and she will give a report at the October meeting.

4. Unfinished Business
There was none.

5.1 Approval of Consent Agenda
Motion to approve the consent agenda, with item 5.9: Approval of Updated Measure W Project Priority List tabled by administration until the October 6, 2020, meeting.

Motion by Robert Owens, second by Anne Kepner. Final Resolution: Motion Carries

5.2 MISSION COLLEGE-SANTA CLARA VALLEY TRANSPORTATION AUTHORITY (VTA) AGREEMENT RENEWAL - Recommendation: That the Board of Trustees approve the agreement with Santa Clara Valley Transportation Authority (VTA) to continue the Mission College Smart Pass 2019-2020 program for Academic year 2020-2021.

5.3 MEMORANDUM OF UNDERSTANDING BETWEEN WEST VALLEY COLLEGE AND THE FEDERAL AVIATION ADMINISTRATION UNMANNED AIRCRAFT SYSTEMS COLLEGE TRAINING INITIATIVE - Recommendation: That the board approve the three-year Memorandum of Understanding (MOU) between West Valley College and the Federal Aviation Administration (FAA) Unmanned Aircraft Systems (UAS) College Training Initiative.

5.4 PERSONNEL TRANSACTION TO BE ACTED UPON BY THE BOARD OF TRUSTEES - Recommendations: That the Board of Trustees approve the listed item.

5.5 REVIEW OF PURCHASE ORDER TRANSACTIONS - Recommendation: This is an information item only.

5.6 APPROVAL FOR PROCUREMENT OF ELECTRIC TRANSFORMER & SWITCHING EQUIPMENT FROM GRAYBAR ELECTRICAL COMPANY, INC. FOR THE ELECTRIC VEHICLE CHARGING PROJECT AT WEST VALLEY COLLEGE - Recommendation: That the
Board of Trustees approve the procurement of electric transformer and switching equipment for West Valley College in the amount of $136,483 in order to facilitate the interface of the new electric vehicle charging stations with West Valley College’s existing infrastructure.

5.7 PROJECT ASSIGNMENT AMENDMENT TO ANDERSON BRULE ARCHITECTS FOR THE CHILD DEVELOPMENT CENTER RENOVATION PROJECT AT MISSION COLLEGE - Recommendation: That the Board of Trustees approve the project assignment amendment in the amount of $155,510 with Anderson Brule Architects (ABA) for the Child Development Center (CDC) Renovation project at Mission College.

5.8 PROJECT ASSIGNMENT AMENDMENT WITH GILBANE BUILDING COMPANY FOR DESIGN AND CONSTRUCTION MANAGEMENT SERVICES FOR THE CHILD DEVELOPMENT CENTER RENOVATION PROJECT AT MISSION COLLEGE - Recommendation: That the Board of Trustees approve the project assignment amendment with Gilbane Building Company for design and construction management services in the amount of $105,530 for the Child Development Center (CDC) Renovation project at Mission College.

6. College, Programs, and Services
   There was none.

7. Human Resources

7.1 PUBLIC OPPORTUNITY FOR COMMENT AND ADOPTION OF DISTRICT INITIAL PROPOSALS TO WEST VALLEY-MISSION CLASSIFIED EMPLOYEE ASSOCIATION (WVMCEA) - Recommendation: That the Board of Trustees hear public comment on the proposals, close the public comment period, and adopt the proposals.

   President Fish opened the floor to public comment and discussion on the District’s proposals to WVMCEA. Comments were received from Kate Disney and Karen Chan regarding the process for oral communication from the public. Chancellor Davis said that the process would be re-evaluated.

   Motion to approve the District’s initial proposals to WVMCEA.

   Motion by Jack Lucas, second by Robert Owens. Final Resolution: Motion Carries

   Aye: Adrienne Grey, Anne Kepner, Randi Kinman, Jack Lucas, Robert Owens, Karl Watanabe, and Susan Fish

   Student Trustees advisory vote: Absent.

7.2 ADMINISTRATIVE PERSONNEL TRANSACTIONS TO BE ACTED UPON BY THE BOARD OF TRUSTEES - Recommendation: That the Board of Trustees, per Government Code section 54953(c)(3) and prior to taking final action, orally report 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, that the Board approve the following transactions.

   Motion to approve the Administrative Personnel Transactions as presented.

   Motion by Robert Owens, second by Anne Kepner. Final Resolution: Motion Carries

   Aye: Adrienne Grey, Anne Kepner, Randi Kinman, Jack Lucas, Robert Owens, Karl Watanabe, and Susan Fish

   Student Trustees advisory vote: Absent.

8. Business and Finance
   There was none.

9. Board
   There was none.

10. Information Reports and Items for Future Board Consideration

10.1 Trustee Comments

   Trustee Lucas shared a greeting from former Trustee Chad Walsh to the Board expressing his gratitude that Bradley Davis had been chosen as Chancellor. Jack’s daughter, Kathy is really enjoying her West Valley College Landscape Architecture courses, taught by two excellent instructors, Fred Javan and Soroush Gahramani. She plans to earn her landscape architecture certificate and redesign her backyard landscaping.

   Adrienne Grey reminded Board members of two webinars sponsored by the League’s government relations team. The first is for Proposition 16 at 2:00-3:00 p.m. on September 16th and the second is for Proposition 15 on September 23 at 2:00-3:00 p.m. Both of these propositions are very important to CA Community Colleges and our students. She reported that the CCCT Board voted online voicing their support of Proposition 16 passage. Anyone wishing to know receive the links to these webinars can contact Board Clerk Rogers for the information.

11. Continuation of Closed Session, If Necessary
   It was not necessary.

3.1 Adjournment
   The meeting was adjourned at 8:05 p.m.
Tuesday, October 6, 2020
WVMCCD Board of Trustees Regular Meeting, Comments

Via Zoom Meeting: https://zoom.us/j/4087419000

6:00 p.m. Public Session
6:01 Closed Session
7:00 Public Session

1. Meeting Opening

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<th>1.1 Roll Call</th>
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### 1. Meeting Opening

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1. Meeting Opening

Subject | 1.3 Oral Communication from the Public on Closed Session Agenda

Meeting | Oct 6, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments
Access | Public
Type | Information

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.
### 2. Closed Session

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**DIRECTION TO LABOR NEGOTIATORS (Government Code 54957.6)**

Provide direction to Associate Vice Chancellor of Human Resources, Eric Ramones, and Chancellor Bradley Davis, District-designated representatives, regarding negotiations with WVMFT/AFT Local 6554, WVMCEA, Teamsters, and POA; and to Chancellor Bradley Davis regarding unrepresented groups.
### 3. Opening Items

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### 3. Opening Items

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3. Opening Items

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<td>Recommended Action</td>
<td>Motion to approve agenda as presented.</td>
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3. Opening Items

Subject 3.5 Approval of Minutes

Meeting Oct 6, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access Public

Type Action, Minutes

Recommended Action Approve the minutes of the September 15, 2020, Board of Trustees Meeting as attached.

The approved minutes for the August 15, 2020, Special Meeting of the Board of Trustees is attached as Appendix A.

The approved minutes of the September 1, 2020, Regular Board of trustees meeting is attached as Appendix B.
3. Opening Items

Subject 3.6 Presentations/Recognitions: First Focus Topic: Final Budget 2020-2021 Presentation, Second Focus Topic: Presentation and Discussion of Measure W Project Status, Costs and Priorities

Meeting Oct 6, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access Public

Type Information, Recognition

First Focus Topic: Final Budget 2020-2021 Presentation

Presented by: Ngoc Chim, Associate Vice Chancellor of Finance and Administration

Second Focus Topic: Presentation and Discussion of Measure W Project Status, Costs and Priorities

Presented by: Javier Castruita, Associate Vice Chancellor of Facilities Development and Operations
We welcome comments from the public. The following instructions are intended as a guide for members of the public who wish to address the Board of Trustees. These guidelines are in the interest of giving the Board a fair opportunity to hear a diversity of viewpoints. If you wish to speak, you are respectfully asked to provide a completed form to the Board Clerk, but you are not required to do so. Please limit your comments to three (3) minutes. In fairness to those who wish to speak and as a courtesy to those who have come to listen, we request that you adhere to the following guidelines:

**Oral Communications from the Public on Items Not on the Agenda**
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. When you make your comments, approach the podium. When the Board President recognizes you, please identify yourself and the topic you wish to discuss. Limit your comments to three (3) minutes. A total of 20 minutes is allowed for total public comment, unless waived by the Board.

Public comments on items on the agenda will be taken at the time the item is discussed by the Board.

**Oral Communications from the Public on Items on the Agenda**
When the Board President opens an item for discussion and calls for speakers, approach the podium, identify yourself, and limit your comments to three (3) minutes. The President may impose additional time limitations on any major discussions involving multiple speakers. If you wish to give an opinion which has already been expressed by others, please do not be repetitive. The President may impose additional time limitations on any major discussions involving multiple speakers.

**Public Comments:**
Public comment requests may be submitted electronically by emailing brenda.rogers@wvm.edu or via phone by calling Board Clerk, Brenda Rogers at 408-741-2072 no later than 5:00 p.m. on Monday, the day prior to the Board meeting. If you are unable to submit your public comment request in written form, you may simply raise your hand and the Board President will call on you to speak. It is preferred that you submit your public comment request in writing as it helps us identify speakers and estimate the time needed to hear all the public comments.

Please include the following information in your public comment request:

**SUBJECT:** COMMENTS FOR THE MEETING DATE:__________
**AGENDA ITEM NUMBER OR TOPIC:** __________________________
**NAME:** ________________________________________________
**TITLE:** _________________________________________________
**ORGANIZATION (optional):** ______________________________
**ADDRESS (optional):** ____________________________________

How to address the Board (Speaking):
When it is your turn to address the Board, the Board President or Board Clerk will call your name based on the information provided above in the Public Comment Request.

Please use the “raise hand” feature provided in Zoom, and you will be unmuted and able to speak.
If you are dialing in via phone, please press *9 to raise your hand when your name is called and you will be unmuted.

Please note:
Per Board Policy 2345, three minutes may be allotted to each speaker with a maximum of 30 minutes per subject. The Board President has the discretion to shorten the time for each speaker if multiple public comment requests have submitted. No action or discussion shall be undertaken on any public comments except that members of the Board or its staff may briefly respond to or ask a question for clarification regarding statements made or questions posed by persons addressing the Board under this agenda item.
<table>
<thead>
<tr>
<th>Subject</th>
<th>3.8 Report of the Audit and Budget Oversight Committee (ABOC)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Oct 6, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments</td>
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<tr>
<td>Access</td>
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<td>Type</td>
<td>Information</td>
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</tbody>
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### 3. Opening Items

<table>
<thead>
<tr>
<th>Subject</th>
<th>3.9 Report of the Legislative and Policy Oversight Committee (LAPOC)</th>
</tr>
</thead>
<tbody>
<tr>
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<td>Information</td>
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</tbody>
</table>
### 4. Unfinished Business

<table>
<thead>
<tr>
<th>Subject</th>
<th>4.1 There is none.</th>
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<tbody>
<tr>
<td>Meeting</td>
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<td>Type</td>
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5. Consent Agenda

<table>
<thead>
<tr>
<th>Subject</th>
<th>5.1 Approval of Consent Agenda</th>
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<tbody>
<tr>
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<td>Public</td>
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<td>Type</td>
<td>Action (Consent)</td>
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Recommended Action  Motion to Approve Consent Agenda Items as Presented.

*Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.*
Subject: 5.2 CONSIDER APPROVAL OF CURRICULUM CHANGES AT WEST VALLEY COLLEGE
- Recommendation: The Board of Trustees approve the curriculum changes at West Valley College as presented.

Meeting: Oct 6, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access: Public

Type: Action (Consent)

Recommended Action: The Board of Trustees approve the curriculum changes at West Valley College as presented.

Prepared By: Paulette Boudreaux, Stacy Gleixner, Chris Dyer, Luis Portillo and Doonu Barife

Reviewed By: Stephanie Kashima

Approved By: Bradley Davis

Funding Source/Fiscal Impact
The General Fund is the major source for the cost of instruction, which pertains to the offering of approved courses. These costs are offset, to varying degrees, by apportionment received for credit-based instruction and other associated fees.

Reference(s)
Curriculum development and recommendation is an ongoing activity overseen by the Academic Senate, and its subordinate Curriculum Committee, and the Office of Instruction as per District Policy 4020. It is integrated into the West Valley College Program Review process. It is emphasized in many sections of Standard II of the Accreditation Standards of the Accrediting Commission for Community and Junior Colleges. Likewise, it is regulated through Title 5 and WVMCCD District Policy 4020.

Background/Alternatives
As per District policy, the curriculum changes to programs and courses described herein have been considered and recommended by the Curriculum Committee and the Articulation Officer. Each of the curriculum changes and the foregoing recommendations has been further reviewed by the Chief Instructional Officer, the College President, and the District Chancellor. The Office of Instruction further certifies that the programs and courses described herein satisfy all applicable requirements of Title 5 and have also been submitted to the Associated Students Government of West Valley College. Degrees developed in compliance with State-approved Transfer Model Curricula (TMC) pursuant to SB-1440 (Padilla, 2010) have already been approved by the District Chancellor acting as designee for the Board of Trustees, and are being presented here as information items.

Coordination
Offerings have been coordinated between Mission College and West Valley College through a process of consultation.

Follow-up/Outcome
Following Board approval of the curriculum changes, updates to catalogs and class schedules will be made, and campus marketing communications will reflect the changes, as appropriate. Courses which are archived will be removed from the College catalog; courses which are deleted will be removed both from the College catalog and from the state Curriculum Inventory.

File Attachments
Attach 5.2 WVC Curriculum Summary.docx (33 KB)

Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.
## SUMMARY OF CURRICULUM CHANGES – 10/06/2020

### NEW CREDIT COURSES
NONE

### CREDIT COURSE REVISIONS
<table>
<thead>
<tr>
<th>Course Code</th>
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<tbody>
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<td>BIOL045</td>
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### DISTANCE EDUCATION
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<tr>
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<tr>
<td>FRNC001A</td>
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<tr>
<td>COURSE DEACTIVATIONS</td>
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<tr>
<td>NEW NONCREDIT/CONTINUING EDUCATION COURSES</td>
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<tr>
<td>NONCREDIT/CONTINUING EDUCATION COURSE REVISIONS</td>
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<tr>
<td>REQUISITE APPROVALS</td>
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<td>PROGRAM DEACTIVATIONS</td>
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<tr>
<td>NEW NONCREDIT PROGRAMS</td>
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<tr>
<td>PROGRAM REVISIONS</td>
</tr>
</tbody>
</table>
**CREDIT COURSE REVISIONS**

**BIOL045**

**Course Title:** Microbiology  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. The lab portion of the class should only be offered online in an emergency. Also updated the Methods of Instruction, Methods of Evaluation, Assignments, textbooks, and added content review for prerequisites.

**Units:** 5  
Lecture: 3  
Laboratory: 2  
Work Experience: 0

**Grade Options:** Letter Grade methods

**Advisory:** NONE  
**Prerequisite:** BIOL 010 OR BIOL 011 OR CHEM 001A OR CHEM 002 OR CHEM 030A  
**Co-requisite:** NONE

**Course Description:** This course is designed for nursing and other majors in life science. This serves as an introduction to microorganisms and the laboratory techniques employed in their study. The characteristics, particularly of bacteria, but also including viruses, algae, fungi, and protozoa will be studied with emphasis on their relationship to human life. Laboratory work includes studying morphology, culturing methods, and biochemical characteristics of microorganisms. The student has the opportunity to gain experience with basic laboratory skills common in the field of microbiology.

**BIOL047**

**Course Title:** Human Anatomy  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This is a revision to add Distance Education as a modality (in response to Covid-19 shelter in place restrictions). Also updated the Methods of Instruction and added the content review information for the prerequisites.

**Units:** 5  
Lecture: 3  
Laboratory: 2  
Work Experience: 0
**Grade Options:** Letter Grade methods

**Advisory:** NONE

**Prerequisite:** BIOL 010 OR BIOL 011

**Co-requisite:** NONE

**Course Description:** This course for health professionals covers the principles and concepts of human anatomy through the comprehensive study of the gross and microscopic structure of the human body. Lab consists of human cadaver examination, specimen dissection, and microscopic examination of human tissues.

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**BIOL048**

**Course Title:** Human Physiology

**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This is a revision to add Distance Education as a modality (in response to Covid-19 shelter in place restrictions).

**Units:** 5

- Lecture: 3
- Laboratory: 2
- Work Experience: 0

**Grade Options:** Letter Grade methods

**Advisory:** NONE

**Prerequisite:** BIOL 047 OR CHEM 001A OR CHEM 002 OR CHEM 030A

**Co-requisite:** NONE

**Course Description:** Physiology is the study of the organ systems of the human body and the physiological principles involved in normal function. Emphasis is upon cellular and organ system function, integration and homeostasis, and regulatory mechanisms. The laboratory includes experiments stressing function of the body systems. Some experiments will be carried out on the students themselves.

---

**ECON001AH**

**Course Title:** Honors Principles of Macroeconomics

**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** Add Distance Education

**Units:** 3

- Lecture: 3
Laboratory: 0
Work Experience: 0

**Grade Options:** Letter Grade methods

**Advisory:** NONE

**Prerequisite:** MATH 903 OR MATH 903R OR LRSV 945

**Co-requisite:** ECON 002AH

**Course Description:** Honors Principles of Macroeconomics uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. The course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course is an introduction to aggregate economic analysis of market systems; aggregate measures of the economy; macroeconomic equilibrium; money, the banking system and role of central banks; monetary and fiscal policy; international trade and exchange rates; and macroeconomic growth. This class must be taken concurrently with online laboratory Econ 2AH.

**ENGL099X**

**Course Title:** Supplemental English Composition

**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being updated to include the DE component.

**Units:** 2
- Lecture: 2
- Laboratory: 0
- Work Experience: 0

**Grade Options:** Pass/No Pass

**Advisory:** NONE

**Prerequisite:** ENGL 903 OR LRSV 941B OR READ 961 OR LRSV 942

**Co-requisite:** ENGL 001A

**Course Description:** This course is intended for students eligible for English 905 but who wish to enroll in a designated co-requisite English 1A section to complete the sequence in one intensive semester. This course is part of a learning community that provides supplemental instruction through targeted practice on the techniques of critical reading, analysis of texts, essay writing processes, research skills, and the campus resources that enhance student success in English 1A. This course is not designed to meet the needs of ESL students. This course does not fulfill the English requirement for the Associate’s degree and is not a baccalaureate level course.
ENGR025
Course Title: Introduction to Materials
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This course is being revised to add Distance Education and to update it for recency. Areas updated are the description, textbooks and Methods of Instruction.

Units: 3
Lecture: 2
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade methods

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course is an introduction to engineering materials, including pure metals, binary alloys, steels, semiconductors, plastics and polymers. The course also provides an introduction into the mechanics of materials including basic material failure mechanisms.

FRNC001A
Course Title: Beginning French
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: An emergency addition of DE due to the pandemic COVID19.

Units: 5
Lecture: 5
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade methods, Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course is designed to teach the fundamentals of French grammar and pronunciation, basic skills in speaking, writing and understanding the spoken and written word, and to introduce Francophone cultures.
**FRNC001B**

**Course Title:** Beginning French  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** An emergency addition of DE due to the pandemic COVID19.  

**Units:** 5  
Lecture: 5  
Laboratory: 0  
Work Experience: 0  

**Grade Options:** Letter Grade methods, Pass/No Pass  

**Advisory:** NONE  
**Prerequisite:** FRNC 001A  
**Co-requisite:** NONE  

**Course Description:** This course continues development of the language skills in speaking, writing and understanding the spoken and written French, and further explores cultures of the Francophone world begun in French 001A.

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**FRNC002A**

**Course Title:** Intermediate French  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** An emergency addition of DE due to the pandemic COVID19.  

**Units:** 5  
Lecture: 5  
Laboratory: 0  
Work Experience: 0  

**Grade Options:** Letter Grade methods, Pass/No Pass  

**Advisory:** NONE  
**Prerequisite:** FRNC 001B  
**Co-requisite:** NONE  

**Course Description:** FRNC 002A is designed to further develop and expand upon the proficiency acquired in the first-year French in four areas of French language skills - speaking, listening, reading, and writing - through mastering new and more complex grammar concepts and tenses such as indicative and subjunctive. This course also covers vocabulary-building exercises, culturally relevant
dialogues and discussions, viewing and analyzing authentic short-subject films, and readings by writers from diverse francophone countries.

**FRNC002B**

**Course Title:** Intermediate French  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** An emergency addition of DE due to the pandemic COVID19.

**Units:** 5  
Lecture: 5  
Laboratory: 0  
Work Experience: 0  

**Grade Options:** Letter Grade methods, Pass/No Pass  

**Advisory:** NONE  
**Prerequisite:** FRNC 002A  
**Co-requisite:** NONE  

**Course Description:** French 002B is designed as a continuation of French 002A. This course reviews and further develops grammatical structures with emphasis on past tenses and past subjunctive. This course also emphasizes building communicative competence, expanding high-order vocabulary and idiomatic usage, analyzing authentic short-subject films, and reading materials by writers from diverse francophone countries.

**FRNC003A**

**Course Title:** Advanced French Oral and Written Composition  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** An emergency addition of DE due to the pandemic COVID19.

**Units:** 5  
Lecture: 5  
Laboratory: 0  
Work Experience: 0  

**Grade Options:** Letter Grade methods, Pass/No Pass  

**Advisory:** NONE  
**Prerequisite:** FRNC 002B  
**Co-requisite:** NONE
**Course Description:** This course centers on the intensive use of the French language for the enrichment of oral and written proficiency. Students in this course have the opportunity to enhance their knowledge of French grammar, expand abstract vocabulary, and develop idiomatic expression while emphasizing written and oral composition. The course includes an analysis of short works of French literature and selected contemporary publications.

**FRNC003B**

**Course Title:** Advanced French Oral and Written Composition  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** An emergency addition of DE due to the pandemic COVID19.

**Units:** 5  
Lecture: 5  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Letter Grade methods, Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** FRNC 003A  
**Co-requisite:** NONE

**Course Description:** This course is designed as a continuation of French 3A. This course focuses on extensive reading and analysis of francophone literature and non-literary sources, as well as discussions and writing based on these readings. It also focuses on the comprehension and use of complex grammar structures.

**ITAL001A**

**Course Title:** Beginning Italian  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** An emergency addition of DE due to the pandemic COVID19.

**Units:** 5  
Lecture: 5  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Letter Grade methods, Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** NONE
**Co-requisite:** NONE

**Course Description:** This course develops the fundamentals of the Italian language within a communicative and cultural context. This is a proficiency-based course that emphasizes the acquisition and development of communicative skills (comprehension, speaking, reading, and writing) and the understanding of Italian culture.

<table>
<thead>
<tr>
<th>ITAL001B</th>
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<tbody>
<tr>
<td><strong>Course Title:</strong> Beginning Italian</td>
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<tr>
<td><strong>Effective Term:</strong> Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
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<td><strong>Justification:</strong> An emergency addition of DE due to the pandemic COVID19.</td>
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<tr>
<td><strong>Units:</strong> 5</td>
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<td>Lecture: 5</td>
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<td>Laboratory: 0</td>
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<td>Work Experience: 0</td>
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<td><strong>Grade Options:</strong> Letter Grade methods, Pass/No Pass</td>
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<td><strong>Advisory:</strong> NONE</td>
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<tr>
<td><strong>Prerequisite:</strong> ITAL 001A</td>
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<tr>
<td><strong>Co-requisite:</strong> NONE</td>
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</tbody>
</table>

**Course Description:** This course continues the development of basic skills for communication in Italian - listening, speaking, reading, writing - and offers further exploration of the Italian culture begun in Italian 001A. It covers more complex grammar and communicative functions, such as narrating an event in the past, expressing one's opinions using subjunctive, and giving formal and informal commands.

<table>
<thead>
<tr>
<th>ITAL002A</th>
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<tbody>
<tr>
<td><strong>Course Title:</strong> Intermediate Italian</td>
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<tr>
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<tr>
<td><strong>Grade Options:</strong> Letter Grade methods, Pass/No Pass</td>
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</tbody>
</table>
**Advisory:** NONE  
**Prerequisite:** ITAL 001B  
**Co-requisite:** NONE

**Course Description:** ITAL 002A is designed as a continuation of ITAL 001B. This course covers culture and facilitates language acquisition through high-level listening, speaking, reading, and writing. Content is expanded beyond “survival” needs of the immediate environment and covers intermediate linguistic functions such as expressing personal opinions, making suggestions on familiar topics, and making plans, as well as on some abstract issues. High frequency structures and high level vocabulary are covered in the course as more complex discourse is presented.

**ITAL002B**  
**Course Title:** Intermediate Italian  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** An emergency addition of DE due to the pandemic COVID19.

**Units:** 5  
Lecture: 5  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Letter Grade methods, Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** ITAL 002A  
**Co-requisite:** NONE

**Course Description:** ITAL 002B is a continuation of ITAL 002A. It covers culture and facilitates language acquisition through listening, speaking, reading, and writing on complex topics. It emphasizes interaction with authentic language in context in complex circumstances. Relying on the language foundations acquired in the previous levels, the course expands vocabulary and analyzes grammar topics in depth. Critical thinking and analysis of linguistic structures and techniques for reflecting on and making cross-cultural comparisons are also emphasized in the course.

**LRSV943A**  
**Course Title:** Learning Strategies for Writing  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add distance education.

**Units:** 1  
Lecture: 0
Course Description: This is a lab course designed to support students enrolled in English composition courses. Designed to meet the educational needs of students with disabilities, it stresses the practical application of strategies to compensate for the disability and its effect on reading and writing. Topics covered include: learning strategies such as time management and test taking; reading comprehension strategies; evaluation of assigned essays for unity, support, coherence and sentence skills; and researching and writing research papers.

PARA027
Course Title: Corporate Law
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This course is being revised to meet the current standards of Title 5 and to incorporate Distance Learning. The following areas were updated: Methods of Instruction, textbooks, SAM code

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade methods

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course offers an overview of the substantive law regarding corporations and other business entities. The course also provides an introduction to the requirements for compliance with regulations of the SEC and various state agencies as well as tax issues as they relate to different business entities.

PARA030
Course Title: Business Contract Law
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes
**Justification:** This course is being revised to meet the standards of Title V and to add Distance Education. The SAM code for this course was updated.

**Units:** 1.5  
Lecture: 1.5  
Laboratory: 0  
Work Experience: 0  

**Grade Options:** Letter Grade methods  

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** This course introduces the student to the fundamentals of contract law. The student is introduced to issues of contract formation, breach of contract, and contractual remedies. The course also provides the opportunity to gain experience in the drafting of agreements.

---

**PARA068**  
**Course Title:** Computer Assisted Legal Research  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This course is being revised to add distance education.

**Units:** 1.5  
Lecture: 1.5  
Laboratory: 0  
Work Experience: 0  

**Grade Options:** Pass/No Pass  

**Advisory:** PARA 019  
**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** This course covers the basic skills needed to do effective legal research online using either the Internet or a fee-based legal research service, such as Westlaw or LEXIS.

---

**PMGT012A**  
**Course Title:** Basic Outdoor Skills  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes
Justification: This course is being revised to meet Title 5 standards and to add distance education per Covid-19. The course description and SAM code were updated.

Units: 2
Lecture: 1
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade methods

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course introduces the student to those skills necessary to camp and backpack using environmentally sensitive methods. Topics include equipment selection and use, wilderness medicine, navigation, planning and those skills necessary for the backcountry traveler. Field trips will be completed based on the current health and safety requirements at the time of the trips.

PMGT015A
Course Title: Duties of the Park Professional
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This submission is the required mandatory revision that is to be completed every two years for CTE programs. Also, this includes the required Distance Education Addendum due to the Covid-19 requirements. Updates include changes to the course description and SAM code.

Units: 3
Lecture: 2
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade methods

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course addresses contemporary topics and issues pertinent to the operation and management of public lands. This is accomplished through direct contact with public land professionals. The topics discussed include but are not limited to: Ranger Operations, Visitor Services, Maintenance Operations, Research and Resource Management and Administration.
PMGT015B
Course Title: Natural and Cultural Resource Interpretation
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This a mandatory revision with the addition of distance education due to the Covid-19 requirements.

Units: 3
Lecture: 2
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade methods

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course provides students with the opportunity to increase confidence in their public speaking abilities as they explore the interpretive approach to communication. In this hands-on learning environment, students gain the knowledge and skills necessary to develop and conduct guided walks, children’s programs and campfire presentations. Students have opportunities to learn the fundamentals of creating interpretive media such as brochures, displays, and exhibits. Field trips and professional presentations provide students with exemplary interpretive experiences.

PMGT020A
Course Title: Employment Preparation
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a mandatory revision with the addition of distance education due to the Covid-19 requirements. A co-requisite was added to the course.

Units: 1
Lecture: 1
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade methods

Advisory: NONE
**Prerequisite:** [PMGT 015A AND 015B AND 015C for Park Management students] OR [AVIA 030A AND 030B AND 030C AND 030D for UAS Technology students] OR [GIST 016A AND 016C AND 016E for Geospatial Technology students]

**Co-requisite:** PMGT 020B

**Course Description:** This course is designed to provide students with the requisite experience in the development of resumes, background investigations, digital portfolio and interviewing skills and grant writing.

**PMGT020B**

**Course Title:** Internship

**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This is a mandatory course revision that also includes the addition of distance education due to the Covid-19 requirements.

**Units:** 2

- Lecture: 0
- Laboratory: 0
- Work Experience: 2

**Grade Options:** Letter Grade methods

**Advisory:** NONE

**Prerequisite:** NONE

**Co-requisite:** PMGT 020A

**Course Description:** In this course, students have the opportunity to apply the knowledge and skills acquired in either the Park Management, Geospatial or UAS Technology Programs. The students, supervisor, and faculty agree upon and establish objectives that students are to achieve during this practical experience in Park Management, Geospatial or UAS Technology. Students have the opportunity to focus on the benchmarks specific to their discipline of choice. A minimum of 120 unpaid or 150 paid internship hours are required.

**SPAN001A**

**Course Title:** Beginning Spanish

**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** The course is being revised to add Distance Education.

**Units:** 5

- Lecture: 5
Course Description: This course introduces the fundamentals of Spanish grammar, vocabulary and pronunciation to communicate about topics of everyday life. Emphasis is placed on communication and cultural relevancy. The student has the opportunity to study various aspects of the culture of the Spanish-speaking world.

SPAN001B
Course Title: Beginning Spanish
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: An emergency addition of DE due to the pandemic COVID19.

Units: 5
Lecture: 5
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade methods, Pass/No Pass

Advisory: NONE
Prerequisite: SPAN 001A
Co-requisite: NONE

Course Description: This course continues the development of basic skills for communication in Spanish - listening, speaking, reading, writing - and offers further exploration of the cultures of the Spanish-speaking world that was begun in Spanish 001A. Students have the opportunity to approach more complex grammar and communicative functions, such as narrating an event in the past, expressing one's opinions using subjunctive, and giving formal and informal commands.

SPAN002A
Course Title: Intermediate Spanish
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: An emergency addition of DE due to the pandemic COVID19.
Course Description: SPAN 002A is designed as a continuation of SPAN 001B. This course covers culture and facilitates language acquisition through listening, speaking, reading, and writing. Content is expanded beyond “survival” needs of the immediate environment and covers linguistic functions such as expressing personal opinions, making suggestions on familiar topics, as well as on some abstract issues. High frequency structures and high level vocabulary are covered in the course as more complex discourse is presented.

SPAN003A
Course Title: Advanced Spanish Oral and Written Composition
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: An emergency addition of DE due to the pandemic COVID19.

Course Description: This course is a continuation of SPAN 002B. It is designed to enrich oral and written proficiency, enhance the knowledge of Spanish grammar, develop idiomatic expression, and to prepare students for skilled communication and cultural understanding of the Spanish-speaking world. Students in the course are expected to discuss topics such as culture, tradition, education, and ethics in the target language.
SPAN003B

Course Title: Advanced Spanish Oral and Written Composition

Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: An emergency addition of DE due to the pandemic COVID19.

Units: 5
Lecture: 5
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade methods, Pass/No Pass

Advisory: NONE
Prerequisite: SPAN 003A
Co-requisite: NONE

Course Description: This course is designed as a continuation of Span 003A. It centers on the intensive use of the Spanish language to further oral and written proficiency. Students have an opportunity to enhance their knowledge of Spanish grammar and develop detailed specialized vocabulary while emphasizing written and oral composition. The course includes an analysis of short works of literature from the Spanish-speaking world and selected contemporary publications.
5. Consent Agenda

Subject 5.3 CONSIDER APPROVAL OF CURRICULUM CHANGES AT MISSION COLLEGE -
Recommendation: The Board of Trustees approve the curriculum changes at Mission College as presented.

Meeting Oct 6, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access Public

Type Action (Consent)

Recommended Action The Board of Trustees approve the curriculum changes at Mission College as presented.

Prepared By: Linping Yu, Carla Breidenbach and Leandra Martin

Reviewed By: Daniel Peck

Approved By: Bradlely Davis

Funding Source/Fiscal Impact
The General Fund is the major source for the cost of instruction, which pertains to the offering of approved courses. These costs are offset, to varying degrees, by apportionment received for credit-based instruction and other associated fees.

Reference(s)
Curriculum development and recommendation is an ongoing activity overseen by the Academic Senate, and its subordinate Curriculum Committee, and the Office of Instruction as per District Policy 4020. It is integrated into the Mission College Program Review process. It is emphasized in many sections of Standard II of the Accreditation Standards of the Accrediting Commission for Community and Junior Colleges. Likewise, it is regulated through Title 5 and WVMCCD District Policy 4020.

Background/Alternatives
As per District policy, the curriculum changes to programs and courses described herein have been considered and recommended by the Curriculum Committee and the Articulation Officer. Each of the curriculum changes and the foregoing recommendations has been further reviewed by the Chief Instructional Officer, the College President, and the District Chancellor. The Office of Instruction further certifies that the programs and courses described herein satisfy all applicable requirements of Title 5 and have also been submitted to the Associated Students Government of Mission College. Degrees developed in compliance with State-approved Transfer Model Curricula (TMC) pursuant to SB-1440 (Padilla, 2010) have already been approved by the District Chancellor acting as designee for the Board of Trustees, and are being presented here as information items.

Coordination
Offerings have been coordinated between Mission College and West Valley College through a process of consultation.

Follow-up/Outcome
Following Board approval of the curriculum changes, updates to catalogs and class schedules will be made, and campus marketing communications will reflect the changes, as appropriate. Courses which are archived will be removed from the College catalog; courses which are deleted will be removed both from the College catalog and from the state Curriculum Inventory.

File Attachments
Attach 5.3 MC Curriculum Summary.docx (21 KB)

Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.
Curriculum Summary

New Course - Credit
None

New Course - Noncredit
None

Credit Course Revision
None

Non-credit Course Revision
None

Administrative Change
None

Prerequisites
None

Distance Education
None

Credit Course Deletion
ACC 022        CIS 082        CIT 060        MUS 005A
ART 020A       CIS 086        COU 051A       MUS 090
ART 020B       CIS 088        ESL 930LS      REA 983
ART 091        CIT 025        HUM 013
CIS 046        CIT 026        KIN 024A
CIS 048        CIT 027        MAT 900

Non-credit Course Deletion
NCE 910L       NCE 920L

New Program - Credit
None

New Program – Non-Credit
None
Program Revision - Credit
None

Program Deletion
None
CREDIT COURSE DELETION

ACCOUNTING

ACC 022 – Basic Accounting Principles and Procedures
5.00 Unit(s)

Rationale for ACC 022 – Basic Accounting Principles and Procedures – 5.00 Unit(s)
This course is no longer being offered and has been replaced with new course ACC 023.

ART

ART 020A – Museum/Gallery Internship
1.00 Unit(s)

Rationale for ART 020A – Museum/Gallery Internship – 1.00 Unit(s)
This course is no longer being offered.

ART 020B – Museum/Gallery Internship
2.00 Unit(s)

Rationale for ART 020B – Museum/Gallery Internship – 2.00 Unit(s)
This course is no longer being offered.

ART 091 – Directed Studies
1.00 Unit(s)

Rationale for ART 091 – Directed Studies – 1.00 Unit(s)
This course is no longer being offered.

COMPUTER INFORMATION SYSTEMS

CIS 046 – Linux Essentials II (Shell Programming)
3.00 Unit(s)

Rationale for CIS 046 – Linux Essentials II (Shell Programming) – 3.00 Unit(s)
This course is no longer being offered.
CIS 048 – Advanced Linux System Administration
3.00 Unit(s)

Rationale for CIS 048 – Advanced Linux System Administration – 3.00 Unit(s)
This course is no longer being offered.

CIS 082 – Ruby and Ruby on Rails
4.00 Unit(s)

Rationale for CIS 082 – Ruby and Ruby on Rails – 4.00 Unit(s)
This course is no longer being offered.

CIS 086 – Web Development with PHP and MySQL
3.00 Unit(s)

Rationale for CIS 086 – Web Development with PHP and MySQL – 3.00 Unit(s)
This course is no longer being offered.

CIS 088 – Advanced JavaScript for Web Developers
4.00 Unit(s)

Rationale for CIS 088 – Advanced JavaScript for Web Developers – 4.00 Unit(s)
This course is no longer being offered.

COMPUTER INFORMATION TECHNOLOGY

CIT 025 – Cisco 5 – Implementing Cisco IP Routing
4.00 Unit(s)

Rationale for CIT 025 – Cisco 5 – Implementing Cisco IP Routing – 4.00 Unit(s)
This course is no longer being offered.

CIT 026 – Cisco 6 – Implementing Cisco IP Switched Networks
4.00 Unit(s)

**Rationale for CIT 026 – Cisco 6 – Implementing Cisco IP Switched Networks – 4.00 Unit(s)**
This course is no longer being offered.

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**CIT 027 – Cisco 7 – Troubleshooting Cisco IP Switched Networks**
4.00 Unit(s)

**Rationale for CIT 027 – Cisco 7 – Troubleshooting Cisco IP Switched Networks – 4.00 Unit(s)**
This course is no longer being offered.

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**CIT 060 – Netware Administration**
3.00 Unit(s)

**Rationale for CIT 060 – Netware Administration – 3.00 Unit(s)**
This course is no longer being offered.

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**COUNSELING**

**COU 051A – Personal Growth-increasing Self-esteem**
1.00 Unit(s)

**Rationale for COU 051A – Personal Growth-increasing Self-esteem – 1.00 Unit(s)**
This course is no longer being offered.

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**ENGLISH AS A SECOND LANGUAGE**

**ESL 930LS – High Beginning Listening and Speaking**
3.50 Unit(s)

**Rationale for ESL 930LS – High Beginning Listening and Speaking – 3.50 Unit(s)**
This course is no longer being offered.
HUMANITIES

HUM 013 – Creativity and Visual Communication
3.00 Unit(s)

Rationale for HUM 013 – Creativity and Visual Communication – 3.00 Unit(s)
This course is no longer being offered.

KINESIOLOGY

KIN 024A – Bowling Introduction
1.50 Unit(s)

Rationale for KIN 024A – Bowling Introduction – 1.50 Unit(s)
This course is no longer being offered.

MATHEMATICS

MAT 900 – Arithmetic Functions
3.00 Unit(s)

Rationale for MAT 900 – Arithmetic Functions – 3.00 Unit(s)
This course is no longer being offered.

MUSIC

MUS 005A – Fundamentals of Music
3.00 Unit(s)

Rationale for MUS 005A – Fundamentals of Music – 3.00 Unit(s)
This course is no longer being offered.

MUS 090 – Music Laboratory
0.50 Unit(s)

Rationale for MUS 090 – Music Laboratory – 0.50 Unit(s)
This course is no longer being offered.
READING

REA 983 – Reading Classroom Texts
1.00 Unit(s)

Rationale for REA 983 – Reading Classroom Texts – 1.00 Unit(s)
This course is no longer being offered.

NON-CREDIT COURSE DELETION

NONCREDIT ENGLISH AS A SECOND LANGUAGE

NCE 910L – Foundations in ESL Lab
Total: 54 Hours

Rationale for NCE 910L – Foundations in ESL Lab – 54 Hours
This course is no longer being offered.

NCE 920L – Beginning ESL Lab
Total: 54 Hours

Rationale for NCE 920L – Beginning ESL Lab – 54 Hours
This course is no longer being offered.
5. Consent Agenda

Subject  5.4 PERSONNEL TRANSACTIONS TO BE ACTED UPON BY THE BOARD OF TRUSTEES - Recommendation: The Board of Trustees approve the listed items.

Meeting  Oct 6, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access  Public

Type  Action (Consent)

Recommended Action  The Board of Trustees approve the listed items.

Prepared By:  Rose Jackson

Reviewed By:  Eric Ramones

Approved By:  Bradley Davis

I. Temporary Assignment

Classified

a. Behindokht Noormanesh, temporary increase for additional duties assigned, Financial Aid Advisor, WVMCEA Unit, Range 57 ($5,176.75-$6,791.08), Financial Aid, West Valley College, 100% of full time, 12 months per year; effective July 1, 2020 through August 1, 2020 extend through December 13, 2020. Position ID# WC1059. Fund 120054 - TRiO Grant Fund and 133005 – SEAP Student Equity & Achievement 19/20 Fund.

Rationale: To continue providing direction for the TRiO program during the recruitment process to fill the newly created Director position.

II. Temporary Position Change

Classified

a. Vianey Topete, Program Specialist, WVMCEA Unit, Range 64 ($6,024.00-$7,927.50), TRiO, Mission College, 100% of full time, from 11 months to 12 months per year; effective September 1, 2020 through August 31, 2025. Position ID# MC1026. Fund 120050-TRiO Grant Fund and 120055-TRiO Grant Fund (0.50).

Rationale: To provide additional support during the summer months that will allow for more services to students and to prepare the program for the beginning of each Fall semester, for the length of the grant funding.

Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.
Subject: 5.5 NEW AGREEMENT WITH THE JOINT APPRENTICESHIP & TRAINING COMMITTEE OF THE SANTA CLARA COUNTY VALLEY TRANSPORTATION AUTHORITY (VTA) AND THE ANNUAL AGREEMENT FOR THE REGISTERED APPRENTICESHIP PROGRAM IN FISCAL YEAR 2020-2021 - Recommendation: The Board of Trustees authorize the administration to enter into a new agreement with the Joint Apprenticeship & Training Committee at Santa Clara County Valley Transportation Authority in FY2020-2021. Mission College would serve as the Local Education Agency (LEA) for Valley Transportation Authority.

Meeting: Oct 6, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access: Public

Type: Action (Consent)

Recommended Action: The Board of Trustees authorize the administration to enter into a new agreement with the Joint Apprenticeship & Training Committee at Santa Clara County Valley Transportation Authority in FY2020-2021. Mission College would serve as the Local Education Agency (LEA) for Valley Transportation Authority.

Prepared By: David E. Ellis

Reviewed By: Daniel Peck

Approved By: Bradley Davis

Funding Source/Fiscal Impact:
Funds are allocated each year by the California Community Colleges Chancellor’s Office (CCCCO) through the Budget Act for Related & Supplemental Instruction (RSI)-Montoya Fund for CA registered apprenticeships. In FY 2020-2021, the program will utilize the funds allocated to Mission College from the Chancellor’s Office to reimburse VTA’s apprenticeship program for Related and Supplemental Instruction (RSI) classroom training. The current hourly rate of reimbursement is $6.44 per classroom hour. The Mission College program has been allocated at total of 61,783 hours @ $6.44 per hour totaling $397,885. Funds are used to help offset instructional costs for faculty teaching in the program. The West Valley-Mission Community College District (WVMCCD) will retain its percentage of 20% to cover administration and overhead expenses. The remainder or 80% will be used to reimburse VTA. Neither Mission College nor WVMCCD will be required to expend additional funds.

The program will require limited time from Mission College staff and faculty, including administrative coordination, admissions and records, and related academic duties such as curriculum approval and the hiring and evaluation of instructors. These costs are covered by this RSI funding.

Reference(s):
This agreement utilizes the standardized template provided by the California Community Colleges Chancellor’s Office for apprenticeship programs and has been reviewed by college administration and the District Director of General Services.

Section 8152 of the Education Code on Apprenticeship states the reimbursement rate shall be $6.44 per hour in 2020-2021. Section 6870-488: Appropriation, Board of Governors of the California Community Colleges.

Background/Alternatives:
In April 2018, the California Community College Chancellor’s Office approved Certificates of Achievement in Coach Operator, Service Mechanic, Track Worker, Overhead Line Worker and Public Transit Leadership. Mission anticipates approximately 70-100 students will be enrolled in the VTA apprenticeship program in 2020-2021. This is just an estimate as the Santa Clara County program has been significantly impacted by the COVID-19 virus.

Mission College students will register for Transit (TRN) courses in the Banner registration system and receive college credit. They will also work full-time in their respective field of study at VTA in permanent jobs. Students may also register for Work Experience courses (WRK 300TN), as appropriate, and receive credit hours while working.

Since the apprenticeship programs began in 2017, Mission College has been funded: $420,000 in 2018-19; $389,000 in 2019-20 and $397,000 2020-21. The outcomes for these apprenticeships include:

- Continuous enrollment of approximately 200-250 students in the Valley Transportation Authority Apprenticeship Program annually.
• Students earning college credit while taking Transit (TRN) and Work Experience (WRK) abbreviated courses each semester at Mission College.
• Approximately 100 Certificate of Achievement are earned each year.
• Student apprentices employed full-time in their respective field of study and earning a livable wage.
• Mission’s VTA Apprenticeship Program has set a standard as a model for transportation programs in California and is being recognized across the U.S.

Coordination
The program will be directed at Mission College by David Ellis, who will oversee the administration of the program. Director Ellis will oversee tracking and reporting of all apprentice hours and other program administration duties within the district. Academic and curriculum aspects will be overseen by Department Chair, Chris Zilg, within the Mission College Business Division.

Follow-up/Outcome
Mission College reports all apprenticeship hours each reporting period on the P320/P321 District Accounting Report and furthermore send them to the State Chancellor’s Office. David Ellis, Director, and Ngoc Chim, Vice Chancellor, are responsible for submitting the P320/P321 Reports.

This is an annual agreement. Both parties will need to sign an agreement each year to ensure program deliverables will be met throughout the year and financial agreements are in place.

File Attachments
Attach 5.4 MC - VTA RSI Agreement 2020-21.docx (27 KB)

Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.
Agreement between West Valley-Mission Community College District and the Santa Clara Valley Transportation Authority (VTA)

a. Parties

This Agreement is made and entered into by and between Mission College, hereafter referred to as the EDUCATIONAL ENTITY, and Santa Clara Valley Transportation Authority, hereafter referred to as PROGRAM SPONSOR, who will be collectively referred to as the PARTIES. The period coverage is from July 1, 2020 to June 30, 2021.

b. Purpose

Pursuant to Labor Code section 3074 and Education Code sections 8152 and 79149.3, the PARTIES to this Agreement wish to provide related and supplemental instruction (RSI) for the apprentices enrolled in the apprenticeship program administered by the PROGRAM SPONSOR, and to ensure their mutual compliance with the provisions of Labor Code sections 3070 et seq., and Education Code sections 850 et seq. and Education Code sections 79140 et seq.

c. Addresses

All written notices, reports and other written communications under this Agreement shall be deemed effective upon their deposit in the U.S. mail, postage prepaid, and addressed as follows:

EDUCATIONAL ENTITY:

West Valley-Mission Community College District
Administrative Services
14000 Fruitvale Ave
Saratoga, CA 95070
(408) 741-2085

PROGRAM SPONSOR:

Santa Clara Valley Transportation Authority
3331 N. First Street
San Jose, CA 95134
(408) 321-7002

d. Term

The Agreement shall be in effect for the period beginning July 1, 2020 and ending June 30, 2021, and shall renew up to four additional one-year periods (not to exceed five years) unless either party gives the other written notice of termination at least (30) days prior to expiration of the current term, or there is a termination for cause as described herein.
Article II. Rights and Responsibilities of Educational Entity

a. Payments

EDUCATIONAL ENTITY shall pay PROGRAM SPONSOR based on the total RSI hours completed reported monthly by PROGRAM SPONSOR pursuant to Article III, section (a) below.

i. Percentage

EDUCATIONAL ENTITY shall pay PROGRAM SPONSOR an amount equal to eighty percent (80%) of the amount specified as state aid in section 8152 or 79149.3 of the Education Code for each clock hour of teaching time per apprentice. Mission College will retain 20% for its overhead and administrative expenses associated with this program.

ii. Timing

Payment under this section shall be made within 45 days of receipt of a monthly report of RSI hours completed as detailed in Article III, section (a) below.

iii. Appropriations

The responsibility of EDUCATIONAL ENTITY for making the payments under this Article is contingent upon the establishment of an appropriation as specified in section 8150 or 79149 of the Education Code for each fiscal year that this Agreement is in effect, and is limited to the funds appropriated for the purpose of the program covered by this Agreement. EDUCATIONAL ENTITY has no liability for payment for any RSI hours provided by PROGRAM SPONSOR once such funds are exhausted, or if such funds are not appropriated and allocated for use by the EDUCATIONAL ENTITY for the purpose of the program covered by this Agreement. EDUCATIONAL ENTITY shall notify PROGRAM SPONSOR as soon as possible when it becomes apparent that appropriations may be exhausted or that EDUCATIONAL ENTITY may incur excess costs under Labor Code section 3074.

b. Site Visits

EDUCATIONAL ENTITY recognizes that joint oversight of the apprenticeship program administered by PROGRAM SPONSOR is essential to ensuring a productive and effective program, and will undertake to visit the site of PROGRAM SPONSOR at least twice a year, once on an announced basis, and once unannounced.
c. Meeting and Event Attendance

Participation by EDUCATIONAL ENTITY in PROGRAM SPONSOR’s events and governance is important. EDUCATIONAL ENTITY will attend at least one meeting of PROGRAM SPONSOR’s joint apprenticeship trust committee, unilateral apprenticeship trust committee, or other governing committee per year, more if resources permit, and will make all reasonable effort to attend any events (i.e. Competitions or Graduations) held by PROGRAM SPONSOR.

d. Data Collection and Processing

i. RSI Hours and Attendance

EDUCATIONAL ENTITY shall maintain records of all reports of RSI hours and attendance from PROGRAM SPONSOR. EDUCATIONAL ENTITY shall maintain such records for a period of no less than 5 years, and be periodically reviewed to identify issues with attendance or fluctuations in RSI hours reported. EDUCATIONAL ENTITY shall have the right to request and review additional documents from PROGRAM SPONSOR in order to verify RSI hours, reported attendance, or clarify any potential issues.

ii. Program Completion

EDUCATIONAL ENTITY shall have the right to approve the graduation of apprentices from the program, and may review academic records of apprentices in addition to the documents in section (d)(i) of this Article for this purpose. EDUCATIONAL ENTITY shall maintain records on the rate of program completion by enrolled apprentices and may request such documents as are necessary to obtain this information. EDUCATIONAL ENTITY shall maintain Program completion records for no less than 5 years.

iii. Educational Reports

EDUCATIONAL ENTITY shall have primary responsibility for preparing reports required by law to state educational oversight bodies, including the California Community College Chancellor’s Office, but may require PROGRAM SPONSOR to submit program statistics and supporting documentation to aid in the preparation of such reports.

e. Support for Program

i. Instructor oversight

EDUCATIONAL ENTITY commits to participation in the hiring, retention, and professional development of program instructors. To this end, EDUCATIONAL ENTITY will evaluate prospective hires selected by the PROGRAM SPONSOR to determine whether they meet the Minimum Qualifications for Apprenticeship Instructors approved by the California Apprenticeship Council, review and provide comment on any instructor evaluation metrics
prepared by the PROGRAM SPONSOR, send a representative once per year to conduct an in-
class evaluation of each program instructor to be included in the annual evaluation of the
instructor by the PROGRAM SPONSOR, and shall assist the PROGRAM SPONSOR in
providing professional development opportunities for instructors as discussed in Article IV,
section (d) below.

ii. Curriculum Review

EDUCATIONAL ENTITY, having expertise in classroom methods and educational theory, shall
engage in periodic review of the program curriculum at least once every two years, and shall
provide comments and suggestions to PROGRAM SPONSOR for improving and updating the
program to comport with the latest teaching methods and practices.

iii. Co-Governance

EDUCATIONAL ENTITY shall have a responsibility for advice on oversight and co-
governance of the program, and shall make use of at least one of its annual meetings with
PROGRAM SPONSOR to discuss issues with apprentice completion rates, the estimated RSI
hours for the upcoming year, classroom techniques, professional development for instructors,
instructor evaluations, and diversity recruitment goals and efforts. Participation in these meetings
shall be limited to advice and comment, and shall not make EDUCATIONAL ENTITY a trustee
or fiduciary of the program, nor shall EDUCATIONAL ENTITY have voting rights on any
program committees.

f. Publicity

Pursuant to Labor Code section 3074.1, EDUCATIONAL ENTITY shall make available to all of
its student information regarding the apprenticeship programs administered by PROGRAM
SPONSOR.

g. CAC participation

At least once per year, EDUCATIONAL ENTITY will send a representative to attend a meeting
of the California Apprenticeship Council.

Article III. Rights and Responsibilities of Program Sponsor

a. RSI Hours and Attendance

i. Number of RSI Hours

PROGRAM SPONSOR shall provide each apprentice with a maximum of 1600 hours of
instruction per year. PROGRAM SPONSOR may provide additional hours of instruction if
approved by EDUCATIONAL ENTITY.
ii. Reporting

PROGRAM SPONSOR shall submit to EDUCATIONAL ENTITY monthly reports of RSI hours supported by attendance records for each apprentice showing the names, addresses, dates, and clock hours of attendance for each apprentice and derived from PROGRAM SPONSOR’s sign-in sheets. PROGRAM SPONSOR shall comply with requests by EDUCATIONAL ENTITY for additional supporting documentation as necessary for EDUCATIONAL ENTITY to perform its RSI Hour and Attendance oversight function under this Agreement.

b. Excess Costs

PROGRAM SPONSOR shall be responsible for payment of all excess costs not covered by the appropriations discussed in Article II, section (a)(iii) above. Where such costs are incurred by PROGRAM SPONSOR, they may be paid from any source of income to PROGRAM SPONSOR other than EDUCATIONAL ENTITY (including training fund contributions by journeypersons, grants, donations, and income from other sources). Where such costs are incurred by EDUCATIONAL ENTITY, pursuant to Labor Code section 3074, PROGRAM SPONSOR shall reimburse EDUCATIONAL ENTITY for such costs within 45 days of a receipt of a claim for excess costs and supporting documentation.

c. Advertising & Recruitment

Pursuant to Labor Code section 3074.1, PROGRAM SPONSOR shall publicize the availability of its apprenticeship program to potential enrollees and engage in recruitment efforts with a goal of increasing the program’s diversity in keeping with California’s plan for equal opportunity in apprenticeship.

d. Facilities

PROGRAM SPONSOR shall have primary responsibility for the ownership and maintenance of acceptable off-campus facilities, pursuant to Labor Code section 3074, where it conducts apprenticeship training. Such facilities shall at all times be in compliance with the applicable state and local laws governing commercial structures, fire, and workplace safety. PROGRAM SPONSOR shall maintain adequate work space at its facilities for each apprentice participating in the program, and shall in addition provide all necessary parking, utilities, and equipment for the use of its facilities.

e. Instructors

i. Hiring

PROGRAM SPONSOR shall hire instructors knowledgeable and experienced in the field to teach each class, and provide all RSI hours, in its apprenticeship program. All instructors are subject to review by EDUCATIONAL ENTITY to ensure that the instructor meets the Minimum
Qualifications for Apprenticeship Instructors promulgated by the California Apprenticeship Council. However, initial recruitment, selection, and recommendation for hire are the primary responsibilities of PROGRAM SPONSOR.

ii. Evaluation

PROGRAM SPONSOR will annually evaluate instructors on performance and efficacy based on evaluation metrics developed in collaboration with EDUCATIONAL ENTITY. Instructor evaluations must include feedback from an in-class evaluation conducted by EDUCATIONAL ENTITY.

iii. Payment

PROGRAM SPONSOR shall have sole responsibility for payment of wages and benefits to program instructors.

iv. Professional Development

PROGRAM SPONSOR will work with EDUCATIONAL ENTITY to provide opportunities for instructor professional development as discussed in Article IV, section (d) below.

f. Training

i. Curriculum

PROGRAM SPONSOR shall have initial responsibility for curriculum content, based on its experience and expertise in the field. Selection of necessary courses, subject matter, and information is the exclusive purview of the PROGRAM SPONSOR. However, PROGRAM SPONSOR must collaborate with and accept the advice of EDUCATIONAL ENTITY on classroom methods and educational techniques.

ii. Materials

PROGRAM SPONSOR shall be responsible for providing or obtaining all materials necessary for its apprenticeship training and hands-on courses from sources other than EDUCATIONAL ENTITY.

iii. Lesson Plans/ Teacher’s Aids

PROGRAM SPONSOR may require instructors to develop their own lesson plans and teacher’s aids or may develop these materials itself. All lesson plans and teaching aids are subject to review by EDUCATIONAL ENTITY.

g. Data Collection and Reporting

i. Apprentice Grades
Grading of apprentices is the sole purview of the course instructors and must not be interfered with by PROGRAM SPONSOR or EDUCATIONAL ENTITY. PROGRAM SPONSOR shall maintain records of all apprentice grades for a period of not less than 5 years and shall provide grading records to EDUCATIONAL ENTITY if requested.

ii. Attendance

PROGRAM SPONSOR shall create and maintain a system for recording class attendance, at minimum a sign in sheet monitored by an instructor or an electronic sign in that uses a unique identifier for each apprentice with a passcode. Records of attendance shall be used by PROGRAM SPONSOR to generate RSI hours’ report, maintained for a period of not less than 5 years, and provided to EDUCATIONAL ENTITY upon request to verify RSI hours or to address issues with program performance or apprentice attendance.

iii. Completion

PROGRAM SPONSOR shall initially assess program completion based upon its apprenticeship standards and shall recommend apprentices to EDUCATIONAL ENTITY for approval of completion. PROGRAM SPONSOR shall maintain enrollment, drop out, termination, and completion records sufficient to ascertain the completion rate for every class year of the program and shall provide such records to EDUCATIONAL ENTITY upon request.

iv. Assistance with State Reports

PROGRAM SPONSOR shall provide all necessary assistance to EDUCATIONAL ENTITY in preparing the reports discussed in Article II, section (d)(iii), above. Reporting periods shall conform with the State Chancellor’s Office reporting periods for P320/321 District Reports.

Period 1 RSI Report Due: Jan 15
Period 2 RSI Report Due: May 15
Period 3 RSI Report Due: July 15

h. Notice to Educational Entity of all Events and Meetings

PROGRAM SPONSOR shall provide notice and invitations to Educational Entity of the meetings of its Joint Apprenticeship Trust Committee, Unilateral Training Committee, any other governing committee, as well as any events held by the program (i.e. Competitions, Graduations).

i. CAC Participation

At least once per year, PROGRAM SPONSOR will send a representative to attend a meeting of the California Apprenticeship Council.

Article IV. Joint Responsibilities
a. Indemnity

Neither PROGRAM SPONSOR nor any officer or employee thereof shall be responsible for any damage or liability arising out of or relating to EDUCATIONAL ENTITY’s negligence, recklessness, or willful misconduct under or in connection with any work, authority or jurisdiction associated with this Agreement. In addition, pursuant to Government Code §895.4, EDUCATIONAL ENTITY shall fully indemnify and hold PROGRAM SPONSOR harmless from any liability imposed for injury (as defined by Government Code §810.8) arising out of or relating to EDUCATIONAL ENTITY’s negligence, recklessness, or willful misconduct under or in connection with any work, authority or jurisdiction delegated to EDUCATIONAL ENTITY under this Agreement.

Neither EDUCATIONAL ENTITY nor any officer or employee thereof shall be responsible for any damage or liability arising out of or relating to PROGRAM SPONSOR’s negligence, recklessness, or willful misconduct under or in connection with any work, authority or jurisdiction associated with this Agreement. In addition, pursuant to Government Code §895.4, PROGRAM SPONSOR shall fully indemnify and hold EDUCATIONAL ENTITY harmless from any liability imposed for injury (as defined by Government Code §810.8) arising out of or relating to PROGRAM SPONSOR’s negligence, recklessness, or willful misconduct under or in connection with any work, authority or jurisdiction delegated to PROGRAM SPONSOR under this Agreement.

b. Curriculum Review

The PARTIES recognize that, while the PROGRAM SPONSOR has expertise in the subject matter taught, the EDUCATIONAL ENTITY has expertise in educational theory and classroom methods and techniques. The PARTIES will perform curriculum review, make comments, and propose corrections based on their own expertise, and shall make corrections and respond to comments based in the expertise of the other party. Curriculum review will be performed at a minimum of once every two years.

c. Instructor Evaluation

The PARTIES recognize that instructor evaluation is a collaborative process designed to ensure the best possible training for the apprentices in the program. The expertise of each party, as laid out in Article IV, section (b) above, shall be employed in evaluating the instructors. Since the instructors are the employees of PROGRAM SPONSOR, final decision on questions of termination or discipline lies with PROGRAM SPONSOR.

d. Instructor Professional Development
The PARTIES recognize that for instructors to be most effective in training apprentices, they must have opportunities for professional development. The PARTIES agree to work collaboratively to identify opportunities for better instructor professional development through education or training provided by EDUCATIONAL ENTITY or an affiliated organization and to find or conduct at least one annual training event for instructors.

e. **EEO Recruitment and Participation**

Neither PROGRAM SPONSOR nor EDUCATIONAL ENTITY will discriminate in the performance of this Agreement against any employee, applicant, or apprentice because of a protected status: race, color, sex, gender, religion, age, national origin, ancestry, handicap, medical condition, veteran status, political affiliation, or marital status. The PARTIES will take affirmative action to ensure that applicants, apprentices, and employees are recruited, retained, evaluated, and promoted without regard to a protected status listed above, and to foster a diverse community of applicants, apprentices, and employees. Such action may include recruitment in markets that tend to increase the diversity of the program, assistance for individuals struggling with discrimination, and a method for reporting and addressing discrimination complaints. The PARTIES shall post in conspicuous places, available to all applicants, employees, and apprentices, notices provided by the State setting forth fair employment and equal employment practices and requirements.

f. **Disabled Accessibility and Electronic and Information Technologies.**

Parties hereby warrants that any goods or services, including any hardware or software products or services, to be provided under the Agreement comply with the accessibility requirements of section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794d), and its implementing regulations set forth at Title 36, Code of Federal Regulations, part 1194. Parties agree to promptly respond to and resolve any complaint regarding accessibility of its products or services which is brought to its attention and will designate a contact person for expediting any complaints applicable to California Government Code §11135. Parties further agree to indemnify, defend, and hold harmless the District, the Chancellor's Office of the California Community Colleges, and any California community college using the Party’s products or services under the terms of this Agreement from any claim arising out of its failure to comply with these requirements. Failure to comply with these requirements shall constitute a breach and be grounds for termination of the Agreement. Parties and any of their Subcontractors shall provide credible, third-party verification demonstrating compliance of product accessibility per current requirements of the revised US Section 508 Standards or Web Content Accessibility Guidelines 2.0, Level AA (WCAG 2.0, AA) upon initial deployment and with each major subsequent release prior to production use by faculty, staff, or students. Appropriate documentation detailing the testing, including evaluation results, will be current and maintained.
Article V. General Terms

a. Insurance

The PARTIES agree to structure a mutually-agreeable arrangement for insurance that ensures all apprentices are covered by the statutory limits for workers’ compensation insurance, at least $1,000,000 in general liability insurance and $2,000,000 general aggregate, and $1,000,000 automobile liability at all times that they are engaged in related and supplemental instruction activities.

b. Termination

i. Cause

Material breach of any term of this Agreement is grounds for its termination. Any party seeking termination must serve notice of the grounds for termination and provide 90 days to cure the breach. If the alleged breach is not resolved to the satisfaction of both PARTIES in that time, the Agreement may be terminated.

ii. Mutual Agreement

The PARTIES may terminate this Agreement at any time by mutual agreement memorialized in a signed writing. EDUCATIONAL ENTITY shall pay PROGRAM SPONSOR all amounts owed for RSI hours completed up to and including the date of termination.

iii. Notice

At the end of any period specified by Article I, section (d) above, either party may terminate with or without cause by providing to the other a 30-day notice of intent to terminate. EDUCATIONAL ENTITY shall pay PROGRAM SPONSOR all amounts owed for RSI hours completed up to and including the date of termination.

c. California Law

This contract is governed, construed, and enforced in accordance with the laws of the State of California. The PARTIES consent to the jurisdiction of the courts of the State of California to resolve any disputes arising from this Agreement.

d. Whole Agreement

This Agreement represents the complete expression of the terms of the agreement between the PARTIES. There are no extrinsic or collateral conditions. It is the intent of the PARTIES that any prior agreements, promises, negotiations, or representations not memorialized herein are to have no force, effect, or consequence during the term of this Agreement. This Agreement may only be amended by a writing signed by both PARTIES.
SIGNATURES

For EDUCATIONAL ENTITY:

Initiated:  David E. Ellis
Director, Apprenticeships & Workforce Partnerships

District: Ngoc Chim
Vice Chancellor, Business Services
Signed: _________________      Date: ________

For PROGRAM SPONSOR:

Valley Transportation Authority
Nuria I. Fernandez
General Manager
Signed: _________________      Date: ___________

Valley Transportation Authority
David Hill
Chief Operating Officer
Signed: _________________      Date: ___________
Subject: 5.6 APPROVAL FOR PROCUREMENT OF SITE FURNISHINGS FOR MISSION COLLEGE’S INTERDISCIPLINARY PLAZA - Recommendation: The Board of Trustees approve the procurement of site furnishings from Landscape Forms Inc. in the amount of $21,645.08 for the site furniture at Mission College’s Interdisciplinary Plaza.

Meeting: Oct 6, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access: Public

Type: Action (Consent)

Recommended Action: The Board of Trustees approve the procurement of site furnishings from Landscape Forms Inc. in the amount of $21,645.08 for the site furniture at Mission College’s Interdisciplinary Plaza.

Prepared By: Mina Hernandez and Susan Rittel

Reviewed By: Javier Castruita

Approved By: Bradley Davis

Funding Source/Fiscal Impact
The funding for this project is through Measure C, line item MC-04 on the Mission College project priority list.

Reference(s)
Public Contract Code Section 20653 states that nothing shall preclude the governing board of any community college district from purchasing materials, equipment or supplies through the State of California’s Department of General Services (DGS) pursuant to Section 14814 of the Government Code. DGS’s California Multiple Award Schedules (CMAS) offers a wide variety of commodities, non-IT services and information technology products and services at prices which have been assessed to be fair, reasonable and competitive. This purchase will be procured pursuant to DGS’s CMAS Contract #4-16-78-0082A. Said CMAS contract expires on September 31, 2021.

Background/Alternatives
On June 2, 2020, the Board approved agenda item 5.15 for the acquisition of furniture for the Mission College Interdisciplinary Plaza in the amount of $192,789.61. After further review of the college program, it was determined that additional furniture was needed. The new total cost for the acquisition of furniture from Landscape Forms Inc. will be $214,434.69.

Coordination
The district bond buyer, the executive director of general services, the director of facilities construction, and the associate vice chancellor of facilities development and operations have reviewed this purchase.

Follow-up/Outcome
Upon Board approval, a purchase order will be issued to Landscape Forms, Inc.

Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.
Subject 5.7 APPROVAL OF BID CA07-2021 ELECTRICAL VEHICLE CHARGING STATIONS AT WEST VALLEY COLLEGE - Recommendation: The Board of Trustees approve the lowest responsive and responsible bid received from California Plus Engineering in the amount of $1,300,000 and reject all other bids. The award of the contract is based on the base bid plus allowance and alternates.

Meeting Oct 6, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access Public

Type Action (Consent)

Recommended Action The Board of Trustees approve the lowest responsive and responsible bid received from California Plus Engineering in the amount of $1,300,000 and reject all other bids. The award of the contract is based on the base bid plus allowance and alternates as follows:

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Base Bid</th>
<th>Allowance</th>
<th>Alternates</th>
<th>Total Award</th>
</tr>
</thead>
<tbody>
<tr>
<td>California Plus Eng.</td>
<td>$1,250,000</td>
<td>$50,000</td>
<td>$0</td>
<td>$1,300,000</td>
</tr>
</tbody>
</table>

The District received five other bids:

- Strawn Construction $1,447,000 $50,000 $0 $1,497,000
- Lewis and Tibbitts $1,526,350 $50,000 $0 $1,576,350
- Rodan Builders $1,603,320 $50,000 $0 $1,653,320
- South Bay Builders $1,666,499 $50,000 $0 $1,716,499
- Integra Construction $1,000,000 $50,000 $0 $1,050,000 **

** Withdrew bid due to error.

Prepared By: Javier Castruita
Reviewed By: Bradley Davis
Approved By: Bradley Davis

Funding Source/Fiscal Impact
The funding for this project comes from Measure W, line item DS-03 of the District Services project priority list.

Reference(s)
This item is associated with the implementation of the WVC and MC Facilities Master Plans, the WVMCCD 5-Year Construction Plan and the Measure W bond program.

Background/Alternatives
A notice to bidders was advertised and bids were solicited from twenty-one (21) prime contractors. A pre-bid meeting was held, via Zoom, on September 2, 2020, and six bids were received. Bids were submitted through PlanetBids on September 14, 2020, 11:00 AM.

This project will provide seventy-four electric vehicle charging stations (EVCS) at West Valley College. This will be phase one of meeting the new California Green Building Standard Code. This code mandates that 6% of total parking spaces should be EVCS.

Coordination
This project includes the work of the associate vice chancellor of facilities development and operations, the director of construction, and the executive director of general services.

Follow-up/Outcome
This project includes the work of the associate vice chancellor of facilities development and operations, the director of construction, and the executive director of general services.

Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.
Subject 5.8 PROJECT ASSIGNMENT AGREEMENT WITH WRNS STUDIO FOR
ARCHITECTURAL AND ENGINEERING SERVICES FOR THE LIBRARY RENOVATION
PROJECT AT MISSION COLLEGE - Recommendation: The Board of Trustees
approve the Project Assignment Agreement with WRNS Studio for architectural
and engineering services in the amount of $1,764,000 for the Library Renovation
project at Mission College.

Meeting Oct 6, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access Public

Type Action (Consent)

Recommended Action The Board of Trustees approve the Project Assignment Agreement with WRNS Studio for architectural and engineering services in the amount of $1,764,000 for the Library Renovation project at Mission College.

Prepared By: Javier Castruita

Reviewed By: Bradley Davis

Approved By: Bradley Davis

Funding Source/Fiscal Impact
This project is funded by Measure W, item MC-6 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 W Bond Program.

Background/Alternatives
On February 18, 2020, the Board of Trustees approved a contract with WRNS in the amount of $272,000 for pre-design services for the Library Renovation project at Mission College. Work included development of an architectural program, conceptual design documents, and budget cost estimating. Under this new contract, the architect will complete the preliminary design, working drawings and specification, Division of the State Architect approval, bid and award, and construction administration.

The total architectural services for this contract will be a lump sum fee as follows:

Basic Services: $1,400,000
Specialty Consultants: $364,000
Total Contract Amount: $1,764,000

This represents a fee of 12.6% based on a construction budget of $14,000,000.

Coordination
The associate vice chancellor of facilities development and operations, and the director of construction, worked together in developing this Project Assignment Agreement.

Follow-up/Outcome
Upon Board approval, a Project Assignment Agreement will be executed for WRNS Architects in the amount of $1,764,000.

Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.
5. Consent Agenda

Subject: 5.9 PROJECT ASSIGNMENT AGREEMENT WITH GILBANE BUILDING COMPANY FOR DESIGN AND CONSTRUCTION MANAGEMENT SERVICES FOR THE LIBRARY RENOVATION SWING SPACE PROJECT AT MISSION COLLEGE - Recommendation:
The Board of Trustees approve the project assignment agreement with Gilbane Building Company for design and construction management services in the amount of $300,000 for the Library Renovation Swing Space project at Mission College.

Meeting: Oct 6, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access: Public

Type: Action (Consent)

Recommended Action: The Board of Trustees approve the project assignment agreement with Gilbane Building Company for design and construction management services in the amount of $300,000 for the Library Renovation Swing Space project at Mission College.

Prepared By: Javier Castruita

Reviewed By: Bradley Davis

Approved By: Bradley Davis

Funding Source/Fiscal Impact: This project will be funded by Measure W, line item MC-11 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 Measure W Bond program.

Background/Alternatives: On August 6, 2019, the Board of Trustees approved the master agreement with Gilbane Building Company for ongoing design and construction management services. The table below details the project assignment agreement contract price for the Library Renovation project at Mission College. The fee is based on the construction budget and the negotiated fee percentage for design and construction management.

<table>
<thead>
<tr>
<th>Project and Fee Description</th>
<th>Construction Budget</th>
<th>Fee %</th>
<th>Contract Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>MC Library Renovation Swing Space</td>
<td>$3,000,000</td>
<td>10%</td>
<td></td>
</tr>
<tr>
<td>Design Management Fee</td>
<td></td>
<td>2.3%</td>
<td>$69,000</td>
</tr>
<tr>
<td>Construction Management Fee</td>
<td></td>
<td>7.7%</td>
<td>$231,000</td>
</tr>
<tr>
<td>Total Contract Price</td>
<td></td>
<td>10%</td>
<td>$300,000</td>
</tr>
</tbody>
</table>

This project will provide the necessary temporary swing space during construction of the Library Renovation project. The scope of work will include temporary classrooms, offices, restrooms, and support spaces for the library programs.

Coordination: The associate vice chancellor of facilities development and operations, and the director of construction reviewed and worked on this project assignment agreement.

Follow-up/Outcome: Upon Board approval, a project assignment agreement will be executed with Gilbane Building Company.

Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.
Subject: 5.10 PROJECT ASSIGNMENT AGREEMENT WITH KITCHELL FOR DESIGN AND CONSTRUCTION MANAGEMENT SERVICES FOR THE POLICE BUILDING PROJECT AT WEST VALLEY COLLEGE - Recommendation: The Board of Trustees approve the project assignment agreement with Kitchell for design and construction management services in the amount of $390,000 for the Police Building project at West Valley College.

Meeting: Oct 6, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access: Public

Type: Action (Consent)

Recommended Action: The Board of Trustees approve the project assignment agreement with Kitchell for design and construction management services in the amount of $390,000 for the Police Building project at West Valley College.

Prepared By: Javier Castruita

Reviewed By: Bradley Davis

Approved By: Bradley Davis

Funding Source/Fiscal Impact:
This project will be funded by Measure W, line item DS-04 of the District Services project priority list.

Reference(s):
This item is associated with the implementation of the MC and WVC Facilities Master Plans, the WVMCCD 5-Year Construction Plan, and Measure W Bond program.

Background/Alternatives:
On August 6, 2019, the Board of Trustees approved the Master Agreement with Kitchell for on-going design and construction management services. The table below details the project assignment agreement contract price for the Police Building project at West Valley College. The fee is based on the construction budget and the negotiated fee percentage for design and construction management.

<table>
<thead>
<tr>
<th>Project and Fee Description</th>
<th>Construction Budget</th>
<th>Fee %</th>
<th>Contract Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>DS Police Building at WVC</td>
<td>$5,200,000</td>
<td>7.5%</td>
<td>$390,000</td>
</tr>
<tr>
<td>Design Management Fee</td>
<td></td>
<td>1.5%</td>
<td>$78,000</td>
</tr>
<tr>
<td>Construction Management Fee</td>
<td></td>
<td>6.0%</td>
<td>$312,000</td>
</tr>
<tr>
<td>Total Contract Price</td>
<td></td>
<td>7.5%</td>
<td>$390,000</td>
</tr>
</tbody>
</table>

This project will build a new, one-story 5,500 square foot building to house the Police Department and will consolidate three separate temporary modular buildings. The scope of work includes demolition, new construction, site work and landscaping.

Coordination:
The associate vice chancellor of facilities development and operations, and the director of construction reviewed and worked on this project assignment agreement.

Follow-up/Outcome:
Upon Board approval, a project assignment agreement will be executed with Kitchell.

Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.
Subject: 5.11 PROJECT ASSIGNMENT AGREEMENT WITH KITCHELL FOR DESIGN AND CONSTRUCTION MANAGEMENT SERVICES FOR THE FINE ARTS AND MUSIC BUILDING PROJECT AT WEST VALLEY COLLEGE: Recommendation: The Board of Trustees approves the Project Assignment Agreement with Kitchell for design and construction management services in the amount of $1,353,600 for the Fine Arts and Music Building project at West Valley College.

Meeting: Oct 6, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access: Public

Type: Action (Consent)

Recommended Action: The Board of Trustees approves the Project Assignment Agreement with Kitchell for design and construction management services in the amount of $1,353,600 for the Fine Arts and Music Building project at West Valley College.

Prepared By: Javier Castruita

Reviewed By: Bradley Davis

Approved By: Bradley Davis

Funding Source/Fiscal Impact
This project will be funded by Measure W, line item WV-05 of the West Valley College project priority list.

Reference(s)
This item is associated with the implementation of the WVC Facilities Master Plan, the WVMCCD 5-Year Construction Plan, and Measure W Bond program.

Background/Alternatives
On August 6, 2019, the Board of Trustees approved the Master Agreement with Kitchell for on-going design and construction management services. The table below details the project assignment agreement contract price for the Fine Arts and Music Building project at West Valley College. The fee is based on the construction budget and the negotiated fee percentage for design and construction management.

<table>
<thead>
<tr>
<th>Project and Fee Description</th>
<th>Construction Budget</th>
<th>Fee %</th>
<th>Contract Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>WV Fine Arts and Music Building</td>
<td>$22,560,000</td>
<td>6.00%</td>
<td></td>
</tr>
<tr>
<td>Design Management Fee</td>
<td></td>
<td>1.2%</td>
<td>$270,720</td>
</tr>
<tr>
<td>Construction Management Fee</td>
<td></td>
<td>4.8%</td>
<td>$1,082,880</td>
</tr>
<tr>
<td>Total Contract Price</td>
<td></td>
<td>6.00%</td>
<td>$1,353,600</td>
</tr>
</tbody>
</table>

This project will replace the existing Fine Arts and Music building with a new 20,330 square foot, two story building. The project will consolidate existing programs into a single facility that meets operational and educational needs of the college. The scope of work includes demolition, new construction, site work and landscaping.

Coordination
The associate vice chancellor of facilities development and operations, and the director of construction reviewed and worked on this project assignment agreement.

Follow-up/Outcome
Upon Board approval, a project assignment agreement will be executed with Kitchell.

Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.
5. Consent Agenda

Subject  5.12 APPROVAL FOR PROCUREMENT OF ELECTRIC VEHICLE SUPPLY EQUIPMENT (EVSE) FROM POWERFLEX SYSTEMS, LLC FOR ELECTRIC VEHICLE CHARGING AT WEST VALLEY COLLEGE - Recommendation: The Board of Trustees approve the procurement of EVSE for West Valley College in the form of electric vehicle charging stations and controllers from PowerFlex Systems, LLC, in the amount of $255,169.

Meeting  Oct 6, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access  Public

Type  Action (Consent)

Recommended Action  The Board of Trustees approve the procurement of EVSE for West Valley College in the form of electric vehicle charging stations and controllers from PowerFlex Systems, LLC, in the amount of $255,169.

Prepared By:  Javier Castruita

Reviewed By:  Bradley Davis

Approved By:  Bradley Davis

Funding Source/Fiscal Impact
The funding for this project comes from a combination of the BAAQMD Grant and Measure W, line item DS-03 of the District Services project priority list.

Reference(s)
California Public Contact Code Section 20652 allows the governing board of any community college district, without advertising for bids, to acquire equipment, materials, and supplies by utilizing an existing contract from another public corporation or agency. The Foundation for the California Community Colleges (FCCC) is a public agency as defined in Government Code Section 20057 (b). FCCC serves as the official Foundation supporting the Board of Governors, State Chancellor’s Office, and the entire California Community College (CCC) system.

On June 1, 2020, FCCC secured a strategic partnership with PowerFlex Systems, LLC for the provision of hardware, software, and installation services to the CCC system. This partnership supports turnkey solutions for electric vehicle charging stations among the CCC system. In securing this agreement and partnership, the Foundation complies with California Public Contract Code 20661, which enables the Chancellor of the CCC system to enter into a contract on behalf of one or more community college districts. Utilization of the FCCC agreement under the same price and the same terms and conditions will benefit the District in achieving added price savings through volume discounting. Therefore, this purchase will be procured pursuant to FCCC’s PowerFlex Systems, LLC Master Agreement for the California Community Colleges (Agreement No. 0003633).

Background/Alternatives
This procurement is for electric vehicle charging stations and controllers for West Valley College parking lots.

Coordination
The associate vice chancellor of facilities development and operations, the executive director of general services, parking & traffic supervisor for the District Public Safety Department, and director of facilities construction have reviewed and worked on this purchase.

Follow-up/Outcome
Upon Board approval, a purchase order will be issued to PowerFlex Systems, LLC.

Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.
5. Consent Agenda

Subject  5.13 APPROVAL OF UPDATED MEASURE W PROJECT PRIORITY LIST -
Recommendation: The Board of Trustees approve the updated and rebase of the
Measure W project priority lists (attached).

Meeting  Oct 6, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments
Access  Public
Type  Action (Consent)

Recommended Action  The Board of Trustees approve the updated and rebase of the Measure W project priority
lists (attached).

Prepared By:  Javier Castruita
Reviewed By:  Bradley Davis
Approved By:  Bradley Davis

Funding Source/Fiscal Impact
Funding for these projects is derived from State Capital Outlay, Measure C, and Measure W.

Reference(s)
This item is associated with the implementation of the WVC and MC facilities master plans, the WVMCCD 5-Year
Construction Plan, and Measure C and Measure W bond programs.

Background/Alternatives
On July 7, 2020, the Board of Trustees approved the Measure W project priority list. Since then, program and
budgets for active projects have been prioritized and rebased by the district and colleges. Project realignment and
budget changes for active projects are as follows:

District Services:
There were no changes made to District Services projects.

Mission College:
Changes were made to three projects as follows:
1. MC-03 Performing Arts Center. The budget for this project will be increased by $1,477,000 to reflect the
increase in State Capital Outlay allocation. The new state allocation will be as follows:
   MC– 03 State Capital Outlay funding:  $14,089,000
2. MC-06 Library Renovation. This project is being realigned from project MC-06 to project MC-05. This project
is being moved ahead of the STEM Center to allow the use of the modular classrooms building as swing space
prior to demolishing them in order to build the STEM Center.
3. MC-05 STEM Center. This project is being realigned from project MC-05 to project MC-06. This will allow the
college to complete the Library Renovation using the current modular classrooms buildings as swing space
prior to demolishing them for the new STEM Center. Programing and design of the new STEM Center will be
concurrent with the construction of Library Renovation project, allowing for both projects to proceed on
schedule.

West Valley College:
There were no changes made to West Valley College projects.

Coordination
The associate vice chancellor of facilities development and operations worked with district and college administrators
on preparing this report.

Follow-up/Outcome
Upon Board approval, the rebased Measure W project priority list will be implemented by District administration.

File Attachments
Attach. 5.13 Measure W PPL Rebase 10.6.20.rev.pdf (26 KB)
Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.
<table>
<thead>
<tr>
<th>Number</th>
<th>Mission College Project Funding</th>
<th>Total Project Budget</th>
<th>State Funding</th>
<th>Other Funding Sources</th>
<th>Measure W Funding/Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>MC-01</td>
<td>Program Contingency</td>
<td>$23,163,000</td>
<td></td>
<td></td>
<td>$23,163,000</td>
</tr>
<tr>
<td>MC-02</td>
<td>MT Replacement Building</td>
<td>$3,287,000</td>
<td></td>
<td></td>
<td>$3,287,000</td>
</tr>
<tr>
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<td>MC-12</td>
<td>Campus Wide Landscaping Restoration and Gateway Additions</td>
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<td>Signage &amp; Wayfinding Master Plan and Implementation</td>
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<td>General Education Facilities Augmentation and Upgrades</td>
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Mission College Total $278,589,000 $14,089,000 $ - $264,500,000

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<th>West Valley College Project Funding</th>
<th>Total Project Budget</th>
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<td>WV-21</td>
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West Valley Total $303,281,212 $19,993,000 $18,788,212 $264,500,000

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<th>Number</th>
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<td>DS-12</td>
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<td>DS-16</td>
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District Services Total $169,080,000 $ - $ - $169,080,000

Grand Totals $750,870,212 $34,082,000 $18,788,212 $698,000,000
6. College, Programs, and Services

Subject 6.1 WEST VALLEY-MISSION COMMUNITY COLLEGE DISTRICT (WVMCCD) BOARD
ACCEPTANCE OF THE GIFT OF $100,000 TO WVMCCD FOUNDATION FROM ALICE
CARROLL - Recommendation: The Board of Trustees authorize the West Valley-
Mission Community College District (WVMCCD) Foundation and the District
administration to accept the gift of $100,000 to the WVMCCD Foundation from
Ms. Alice (Dede) Carroll.

Meeting Oct 6, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments
Access Public
Type Action
Recommended Action The Board of Trustees authorize the West Valley-Mission Community College District
(WVMCCD) Foundation and the District administration to accept the gift of $100,000 to the
WVMCCD Foundation from Ms. Alice (Dede) Carroll.

Prepared By: Nicole Aguinado
Reviewed By: Gloria Gutierrez
Approved By: Bradley Davis

Funding Source/Fiscal Impact
West Valley-Mission Community College District (WVMCCD) Foundation has received $100,000 to establish the Mary
Betsy Nordmeyer Scholarship Endowment Fund and the Penny Lynn Rigsbee Scholarship Endowment Fund. Ms. Carroll would like to
allocate $50,000 to each endowed scholarship.

The Mary Betsy Nordmeyer Scholarship Endowment Fund will be used to establish two $1,000 scholarships per year. After one year,
the total annual scholarship distribution amount will be $2,000 at 4% interest annually. The scholarship will be awarded to students
at West Valley College that meet the following criteria: student with learning abilities, 2.0 minimum grade point average, enrolled in
a minimum of 6 units per semester; eligibility includes incoming, continuing, or transfer U.S. students.

The Penny Lynn Rigsbee Scholarship Endowment Fund will be used to establish two $1,000 scholarships per year. After one year, the
total annual distribution scholarship amount will be $2,000 at 4% interest annually. The scholarship will be awarded to a West Valley
College student that meets the following criteria: student seeking a career in Physical Education or Kinesiology, 2.0 minimum grade
point average, enrolled in a minimum of 6 units per semester; eligibility includes incoming, continuing, or transfer U.S. students.

Reference(s)
Per BP 3820: “No officer, employee, or representative of the District is authorized to accept gifts, donations, or bequests in excess
of $10,000 on behalf of the Board without prior approval of the Board or approval by the Board’s designee pending acceptance by the
Board on its Regular Agenda.”

Background/Alternatives
Ms. Carroll is the sister of Mary Betsy Nordmeyer who recently passed away on May 15, 2020 at the age of 80. Penny Lynn Rigsbee, Ms. Nordmeyer’s partner, also passed away on May 15, 2020 at the age of 78. Ms. Nordmeyer was a respected special education
teacher in Santa Clara County for many years. Ms. Rigsbee was also a teacher for many years who taught physical education in
Santa Clara schools and was an avid sportswoman.

Coordination
Coordination for Ms. Carroll’s donation was made through the Chancellor together with the Office of Advancement and WVMCCD
Foundation.

Follow-up/Outcome
The Office of Advancement and the WVMCCD Foundation will coordinate the logistics in completing the scholarship endowment gift
agreements and receiving payments for the gifts.
Subject 7.1 ADMINISTRATIVE PERSONNEL TRANSACTIONS TO BE ACTED UPON BY THE BOARD OF TRUSTEES - Recommendation: The Board of Trustees, per Government Code section 54953(c)(3) and prior to taking final action, orally report 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, that the Board approve the following transactions.

Meeting Oct 6, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access Public

Type Action

Recommended Action The Board of Trustees, per Government Code section 54953(c)(3) and prior to taking final action, orally report 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, that the Board approve the following transactions.

Prepared By: Ryan Ng

Reviewed By: Eric Ramones

Approved By: Bradley Davis

I. Interim Appointment(s)
   a. Brian Goo, Interim Program Director II, AANAPISI, Mission College, Range 21 ($11,502.42-$14,339.75/per month); effective October 2, 2019, through September 30, 2020; extend through December 31, 2020. 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.

II. Temporary Assignment(s)
   b. Brian Goo, temporary 7% increase for additional duties assigned, Interim Program Director II, Student Programs, Mission College, Range 21 ($11,502.42-$14,339.75/per month), effective August 3, 2020, through September 30, 2020; extend through December 31, 2020. Compensation paid in the form of fringe benefits shall be limited by the coverage selected from $11,741-$28,270 on an annual basis.

Full Explanation of Transactions

1. Interim Appointment(s)
   a. Brian Goo, Interim Program Director II, Student Programs, Administrative Unit, Range 21 ($10,954.67-$13,656.92/per month), AANAPISI, Mission College, 100% of full time, 12 months per year; effective October 2, 2019, through September 30, 2020; extend through December 31, 2020. Position ID# MAD020. Fund 110-General Fund. 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.

II. Temporary Assignment(s)
   b. Brian Goo, temporary 7% increase for additional duties assigned, Interim Program Director II, Student Programs, Administrative Unit, Range 21 ($11,502.42-$14,339.75/per month), AANAPISI, Mission College, 100% of full time, 12 months per year, effective August 3, 2020, through September 30, 2020; extend through December 31, 2020. Position ID# MAD020. Fund 120105-AANAPISI Grant. Compensation paid in the form of fringe benefits shall be limited by the coverage selected from $11,741-$28,270 on an annual basis.

Rationale: Oversee Research and Planning office, while the Director is on leave.
Subject: 7.2 RENEW ADMINISTRATOR CONTRACTS - Recommendation: The Board of Trustees, per Government Code section 54953(c)(3) and prior to taking final action, orally report 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, that the Board approve the following transactions.

Meeting: Oct 6, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access: Public

Type: Action

Recommended Action: The Board of Trustees, per Government Code section 54953(c)(3) and prior to taking final action, orally report 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, that the Board approve the following transactions.

Prepared By: Ryan Ng

Reviewed By: Eric Ramones

Approved By: Bradley Davis

A two-year contract renewal is due for the following administrators:

<table>
<thead>
<tr>
<th>NAME</th>
<th>TITLE</th>
<th>RANGE</th>
</tr>
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<tbody>
<tr>
<td>Niall Adler</td>
<td>Director, Marketing and Public Relations</td>
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<tr>
<td>Richard Alfaro</td>
<td>Dean (Student Support Services)</td>
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<tr>
<td>David Ellis</td>
<td>Program Director I, Student Programs (Workforce Apprenticeship Program)</td>
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<tr>
<td>Raymond Gamba</td>
<td>Dean (Social Science)</td>
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</tr>
<tr>
<td>Debra Griffith</td>
<td>Dean (Student Equity &amp; Success)</td>
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<tr>
<td>Donna Hale</td>
<td>Program Director I, Student Programs (CalWORKS)</td>
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<tr>
<td>Laura Hyatt</td>
<td>Dean (Science &amp; Math)</td>
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<tr>
<td>Valerie Jensen</td>
<td>Dean (Instruction)</td>
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<tr>
<td>Clement Lam</td>
<td>Dean (Math, Science &amp; Engineering)</td>
<td>25</td>
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<tr>
<td>Scott Ludwig</td>
<td>Director, Communication &amp; Instructional Technology</td>
<td>21</td>
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<tr>
<td>Virginia Marquez</td>
<td>Program Director II, Student Programs (EOPS)</td>
<td>21</td>
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<tr>
<td>Joseph McDevitt</td>
<td>Program Director I, Student Programs (Student Services/Outreach)</td>
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<tr>
<td>Brian Miller</td>
<td>Dean (Humanities, Social Sciences and Art)</td>
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<tr>
<td>Jeffrey Pallin</td>
<td>Dean (Business, Technology &amp; Kinesiology)</td>
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<tr>
<td>Renee Paquier</td>
<td>Dean (Professional Studies)</td>
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<tr>
<td>Manuel Salazar Jr.</td>
<td>Program Director I, Student Programs (ACCESS)</td>
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</table>
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.

Funding Source/Fiscal Impact
Funding for all positions is included in the regular budget development process.

Reference(s)
Education Code Section 72411 and Section IV of the Administrative Handbook. Full explanation of salary ranges referenced in this Board item can be found at this link: https://wvm.edu/services/hr/comp/Forms/Administrators%20Salary%20Schedule%202019-2020.pdf

Background/Alternatives
The District, in accordance with the Administrative Handbook, provides Academic and Classified Administrators with two-year renewal of standard employment contracts.

Coordination
Human Resources staff confirmed satisfactory evaluation status of the above-listed administrators. The administrators above are due for a two-year contract renewal because their current contracts end June 30, 2021. The length of the new contract will be from July 1, 2021, through June 30, 2023.

Follow-up/Outcome
Upon Board approval, and at the appropriate time, Human Resources staff will prepare contracts and meet with the administrators to sign their new contracts. The administrators will be issued new contracts according to the dates stipulated above.
Subject 8.1 2020/2021 FINAL BUDGET - Recommendation: 1. The Board of Trustees conduct a Public Hearing on October 6, 2020, as part of consideration of this item in order to receive comments on the Final Budget, and 2. The Board of Trustees adopt the FY 2020/2021 Final Budget.

Meeting Oct 6, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access Public

Type Action

Recommended Action 1. The Board of Trustees conduct a Public Hearing on October 6, 2020, as part of consideration of this item in order to receive comments on the Final Budget, and 2. The Board of Trustees adopt the FY 2020/2021 Final Budget.

Prepared By: Ngoc Chim and Susie McDonnell

Reviewed By: Ngoc Chim

Approved By: Bradley Davis

Funding Source/Fiscal Impact
The Final Budget serves as the District’s financial plan for FY 20/21 and serves as the authorization to expend funds as recorded in the budget.

Reference(s)
California Code of Regulations, Title 5, Section 58305 requires that each community college district adopt a final budget by September 15 of each year. Due to the financial uncertainty caused by the COVID-19 pandemic, and subsequent recession, the State extended the deadline for submission.

Background/Alternatives
In accordance with Title 5, Section 58301, a Public Notice was placed in a newspaper of general circulation to announce that the Public Hearing on the District’s FY 20/21 Final Budget would be held on October 6, at 7:00 p.m. via Zoom. The Public Notice also announced that the Final Budget was available for inspection at the following libraries in the District’s service territory:

- West Valley College Library
- Mission College Library
- Campbell Library
- Saratoga Community Library
- Santa Clara Library
- San Jose - West Valley Branch Library

An electronic copy of the Final Budget is also available on the District’s website.

Significant assumptions and information about the State Budget, which will affect the District’s final budget, follow.

Revenue projections for the Unrestricted and Restricted General Funds include the following:
- State Lottery revenue is projected to be $135/FTES (unrestricted) and $44/FTES (restricted)
- Twenty-five percent of total ground lease revenues of the Mission-West Valley Land Corporation is divided between two funds, of which 40% is allocated to Fund 110 – Unrestricted General Fund, and 60% is allocated to Fund 136 – Restricted General Fund
- Mandated Cost revenue is projected to be $28/FTES
- Prop 30 Education Protection Act (EPA) revenue is projected to be $100/FTES
- Student Enrollment Fees at the same level as FY 19/20
- Secure property tax increase by 5.8%
- State apportionment (entitlement) calculated based on hold harmless provision (FY 18/19 TCR, with no State COLA)

Expenditure assumptions for the Unrestricted and Restricted General Funds include the following:
- 5% salary enhancement
- Retired health benefits fully funded
- PERS mandatory benefit rate increased from 19.72% to 20.70%
- STRS mandatory benefit rate decreased from 17.10% to 16.15%
- Unemployment insurance rate remained constant at 0.050%
- Workers’ Compensation rate decreased from 1.19% to 1.10%

For the Unrestricted General Fund, the budget is balanced. Key components include:
- Use of community support funds
- Maintain 460 weekly student contact hours (WSCH) efficiency
- Target FTES of 12,100
- Maximum contribution to health benefits – $11,741 for single, $22,072 for two party, and $28,270 for family

For the Restricted General Fund, the categorical program funding will be adjusted for known amounts. The majority of the programs will remain the same as the FY 19/20 budget. Adjustments to the budget will be made in late October after the funds have been allocated by the state.

**Coordination**
This item was coordinated with the Audit and Budget Oversight Committee, District Council, the Executive Management Team (EMT), and the Budget Office.

**Follow-up/Outcome**
A copy of the Final Budget for FY 2020/2021 will be forwarded to the State Chancellor’s office upon Board approval.
Subject  9.1 FIRST READING – ADOPTING BOARD POLICY 2220 COMMITTEES OF THE BOARD - Recommendation: The Board of Trustees conduct a first reading of the board policy on Committees of the Board.

Meeting  Oct 6, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access  Public

Type  Action, Information

Recommended Action  The Board of Trustees conduct a first reading of the board policy on Committees of the Board.

Prepared By:  Gloria Gutierrez

Reviewed By:  Board Policy Ad Hoc Committee

Approved By:  Bradley Davis

Funding Source/Fiscal Impact  There are no fiscal impacts to approving this policy.

Reference(s)
The Committees of the Board Policy (BP2220) is being updated to add language for the Legislative and Policy Oversight Committee.

Background/Alternatives
On July 7, 2020, the Board of Trustees approved the re-establishment of the Legislative and Policy Oversight Committee (LAPOC), and this Board Policy was revised to include the new standing committee’s membership and charge.

Coordination
The Committees of the Board Policy has been reviewed with the Board Policy Ad Hoc Committee on September 10, 2020, and shared for a first reading with District Council on September 28, 2020.

Follow-up/Outcomes
Following the Board approval of board policy, the District will post the policy on the District website.

File Attachments
Attach 9.1 WVMCCD Board Policy-2220 Commitees of the Board.pdf (142 KB)
BP 2220  COMMITTEES OF THE BOARD

Reference:
   Government Code Section 54952

The Board may by action establish committees that it determines are necessary to assist
the Board in its responsibilities. Any committee established by Board action shall comply
with the requirements of the Brown Act and with these policies regarding open meetings.

Board committees that are composed solely of less than a quorum of members of the
Board that are advisory are not required to comply with the Brown Act, or with these
policies regarding open meetings, unless they are standing committees.

Board committees have no authority or power to act on behalf of the Board. Findings or
recommendations shall be reported to the Board for consideration.

The Board has established the following Standing Committees:
   •  Audit and Budget Oversight Committee
   •  Legislative and Policy Oversight Committee

Audit and Budget Oversight Committee
The Audit and Budget Oversight Committee composition shall be three voting members
of the Board of Trustees appointed by the Board President and shall operate within the
provisions of the Brown Act.

The Audit and Budget Oversight Committee may perform the following functions or other
functions as deemed appropriate:
   o  Ensuring timely completion of the Annual District Audit;
   o  Overseeing the timely and effective response to outstanding audit findings;
   o  Review the adequacy of internal controls over financial reporting and
      minimizes fraud, waste, and abuse;
   o  Maintaining compliance with District policies related to audit or budget; and
   o  Advising the Board on other fiscal, budget, and operations issues as
      necessary.

The Audit and Budget Oversight Committee may make recommendations to the Board
for consideration regarding matters within the committee’s charge.
The Board may refer audit, budget, and finance matters to the Audit and Budget Oversight Committee for thorough discussion.

**Representatives to Groups/Organizations**
The Board may appoint such other representatives to groups and organizations as deemed appropriate.

**Legislative and Policy Oversight Committee**
The Legislative and Policy Oversight Committee composition shall be three voting members of the Board of Trustees appointed by the Board President and shall operate within the provisions of the Brown Act.

The Legislative and Policy Oversight Committee may perform the following functions or other functions as deemed appropriate:

- Identify priority legislation, ballot issues, and government regulations at the local, state, and federal levels and recommend official positions to the Board.
- Advocate on matters of interest to the Board and engage in the legislative process to help guide and influence the development of legislation in a timely manner.
- Establish policy and advocacy priorities on behalf of the District, its Colleges, and students.
- Provide consistent, current and timely information to the Board on legislative matters

The Legislative and Policy Oversight Committee may make recommendations to the Board for consideration regarding matters within the committee’s charge. The Board may refer legislative, policy and advocacy matters to the Legislative and Policy Oversight Committee for thorough discussion.

**Representatives to Groups/Organizations**
The Board may appoint such other representatives to groups and organizations as deemed appropriate.

**Date Adopted:** January 17, 2012 **Date Revised:** July 21, 2015

*Month XX, 2020*

*(Replaces current WVMCCD Policies 1.7.2, 1.7.4, 1.7.5, and 1.7.6)*

*Reviewed: January October, 2020*
Subject 9.2 FIRST READING – ADOPTING BOARD POLICY 3433 PROHIBITION OF SEXUAL HARASSMENT UNDER TITLE IX - Recommendation: That the Board of Trustees conduct a first reading of the board policy on Prohibition of Sexual Harassment under Title IX.

Meeting Oct 6, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access Public

Type Action, Information

Recommended Action That the Board of Trustees conduct a first reading of the board policy on Prohibition of Sexual Harassment under Title IX.

Prepared By: Gloria Gutierrez

Reviewed By: Board Policy Ad Hoc Committee

Approved By: Bradley Davis

Funding Source/Fiscal Impact
There are no fiscal impacts to approving this policy.

Reference(s)
The Prohibition of Sexual Harassment Under Title IX Board Policy (BP 3433) is being adopted to protect students, employees, unpaid interns, and volunteers in connection with all the academic, educational, extracurricular, athletic, and other programs of the District, whether those programs take place in the District's facilities, a District bus, or at a class or training program sponsored by the District at another location.

Background/Alternatives
These changes reflect the legal requirements for Board Policy 3433 to address only sexual harassment as defined in Title IX, as provided by the Community College League of California in their Special Summer Update of their Policy and Procedure Legal Service. The District contracts with the League for this service on an annual basis.

Coordination
The Prohibition of Sexual Harassment Under Title IX board policy has been reviewed with the Board Policy Ad Hoc Committee on September 10, 2020, and shared for a first reading with District Council on September 28, 2020.

Follow-up/Outcome
Following the Board approval of the board policy, the District will post the policy on the District website.

File Attachments
Attach 9.2 WVMCCD Board Policy 3433 Prohibition of Sexual Harrasment under Title IX.pdf (16 KB)
BP 3433 PROHIBITION OF SEXUAL HARASSMENT UNDER TITLE IX

References:
Title IX of the Education Amendments Act of 1972;
34 Code of Federal Regulations Part 106

All forms of sexual harassment are contrary to basic standards of conduct between individuals. State and federal law and this policy prohibit sexual harassment and the District will not tolerate sexual harassment. The District is committed to providing an academic and work environment that respects the dignity of individuals and groups. The District shall be free of sexual harassment and all forms of sexual intimidation and exploitation including acts of sexual violence.

The District seeks to foster an environment in which all employees, students, applicants for employment, and applicants for admission feel free to report incidents of sexual harassment in violation of this policy and Title IX, without fear of retaliation or reprisal. Therefore, the District also strictly prohibits retaliation against any individual for filing a complaint of sexual harassment in violation of this policy and Title IX or for participating, or refusing to participate, in a sexual harassment investigation. The District will investigate all allegations of Title IX retaliation swiftly and thoroughly. If the District determines that someone has retaliated, it will take reasonable steps within its power to stop such conduct. Individuals who engage in Title IX retaliatory conduct are subject to disciplinary action, up to and including termination or expulsion.

Any employee, student, applicant for employment, or applicant for admission who believes he/she/they has been harassed or retaliated against in violation of this policy should immediately report such incidents by following the procedures described in AP 3434. The District requires supervisors to report all incidents of harassment and retaliation that come to their attention.

This policy applies to all aspects of the academic environment, including but not limited to classroom conditions, grades, academic standing, employment opportunities, scholarships, recommendations, disciplinary actions, and participation in any community college activity. In addition, this policy applies to all terms and conditions of employment, including but not limited to hiring, placement, promotion, disciplinary action, layoff, recall, transfer, leave of absence, training opportunities, and compensation.
To this end the Chancellor shall ensure that the institution undertakes education and training activities to counter sexual harassment and to prevent, minimize, or eliminate any hostile environment that impairs access to equal education opportunity or impacts the terms and conditions of employment.

The Chancellor shall establish procedures that define sexual harassment on campus. The Chancellor shall further establish procedures for employees, students, and other members of the campus community that provide for the investigation and resolution of complaints regarding sexual harassment in violation of this policy, and procedures to resolve complaints of sexual harassment in violation of this policy. State and federal law and this policy prohibit retaliatory acts against all participants by the District, its employees, students, and agents.

The District will publish and publicize this policy and related written procedures (including the procedure for making complaints) to administrators, faculty, staff, students, applicants for employment, and applicants for admission, particularly when they are new to the institution. The District will make this policy and related written procedures (including the procedures for making complaints) available in all administrative offices and will post them on the District’s website.

Employees who violate the policy and procedures may be subject to disciplinary action up to and including termination. Students who violate this policy and related procedures may be subject to disciplinary measures up to and including expulsion. Volunteers or unpaid interns who violate this policy and related procedures may be subject to disciplinary measure up to and including termination from the volunteer assignment, internship, or other unpaid work experience program.

Date Adopted: Month Day, Year
There is no cost incurred by the district but there is a significant increase in revenue from the state if this passes. The West Valley-Mission Community College District (WVMCCD) would receive an estimated additional $100 per each full-time equivalent student (FTES).

Funding Source/Fiscal Impact
There is no cost incurred by the district but there is a significant increase in revenue from the state if this passes. The West Valley-Mission Community College District (WVMCCD) would receive an estimated additional $100 per each full-time equivalent student (FTES).

Reference(s)
Board Policies 3410 (Non-discrimination) and 5300 (Student Equity), and Education Code Sections 66030, 66250 et seq., 87100 et seq., and 87100 et seq.; Title 5 sections 53000 et seq., and 59300 et seq.; and Title VII of the Civil Rights Act of 1964

Background/Alternatives
Proposition 15 raises revenue to invest in schools and vital services for communities across California. The Schools & Communities First Initiative will be a key component to the state’s recovery and reinvestment, delivering nearly $500 million each year to California’s community colleges. Proposition 15 increases funding for K-12 public schools, community colleges, and local governments by requiring that commercial and industrial real property be taxed based on current market value. Exemptions from this change include residential properties; agricultural properties; and owners of commercial and industrial properties with combined value of $3 million or less.

Coordination
To assure that all school districts benefit from this reform, Community Support Districts like WVMCCD will continue to receive current revenues plus at least $100 per unit of average daily attendance from the new revenues. Similarly, community college districts shall receive no less than $100 per enrolled full-time equivalent student (FTES).

Follow-up/Outcome
The chancellor will publicly post this resolution on each campus and the WVMCCD websites, and email the approved Resolution 20100601 to the Community College League of California (CCLC).
RESOLUTION 20100601 OF THE
WEST VALLEY-MISSION COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

WHEREAS, for four decades, since the passage of Proposition 13 in 1978, school and community college districts in California have experienced underinvestment and devastating cuts causing California’s school funding to fall behind resulting in fewer services and resources for students and faculty;

WHEREAS, the Schools and Local Communities Funding Act will also provide billions in funding annually for cities, counties, and special districts for affordable housing, parks, libraries, health and human services, and public infrastructure;

WHEREAS, with more than 2.1 million students at 116 colleges, the California Community Colleges is the largest system of higher education in the country—training and educating today’s workforce for jobs that lead to gainful employment and upward economic mobility;

WHEREAS, the California Community Colleges serve approximately three times the combined enrollment of the University of California and California State University, yet it receives comparatively fewer resources;

WHEREAS, the state has historically underfunded California’s community colleges and our students on a per-pupil basis compared to the University of California and California State University;

WHEREAS, California’s community colleges serve a diverse student population that reflects the ethnic and racial makeup of the state, significant numbers of students who have learned English as their second language and non-traditional students who have gone back to school to build a better life for themselves and their families;

WHEREAS, academic researchers at the University of Southern California (USC) estimate that the California Schools and Local Communities Funding Act reclaims $12 billion in property tax revenue every year to ensure that our schools and communities have the resources to educate and support our students;

WHEREAS, the measure invests about $4.5 billion annually for school and community college districts, over and above Proposition 98 funding;

WHEREAS, the Schools and Local Communities Funding Act will help alleviate the severe budget shortfalls caused by the economic crisis precipitated by the COVID-19 global pandemic and allow community colleges more options to serve their communities;

WHEREAS, the California Community Colleges, because of this crisis, are facing a deferral of $662.1 million this academic year to address a shortfall in revenues;

WHEREAS, without additional federal support provided directly to the state, the colleges will be forced to absorb an additional $791.1 million in cash deferrals this year as well;

WHEREAS, California Community Colleges are facing a potential deferral of $1.45 billion this year which will likely cause our community college districts to curtail vital programs and services to students and communities for years to come;
RESOLUTION 20100601 OF THE
WEST VALLEY-MISSION COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

WHEREAS, research has proven that investments in students raise achievement levels, lower poverty, and increase the productivity of the workforce;

WHEREAS, the Schools and Local Communities Funding Act has qualified for the November 2020 ballot;

WHEREAS, the California Schools and Local Communities Funding Act does not affect property taxes for homeowners or renters because the initiative exempts all residential property;

WHEREAS, the measure levels the playing field for businesses that already pay their fair share in our communities and exempts all small business owners whose property is worth $3 million or less;

RESOLVED, the West Valley-Mission Community College District Board of Trustees endorses Proposition 15, “The California Schools and Local Communities Funding Act of 2020”, as it appears on the November 2020 ballot.

RESOLVED FURTHER, that the West Valley-Mission Community College District Board of Trustees urges all California voters to support and vote for the passage of Proposition 15 in the November 2020 general election.

Dated: ________________________________

Signed: _____________________________________________

Susan Fish, Board President, WVMCCD
### 10. Information Reports and Items for Future Board Consideration

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<thead>
<tr>
<th>Subject</th>
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<td>Subject</td>
<td>10.2 Classified Senate Update (Ana Lobato) (Kristal Dela Cruz)</td>
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<td>Subject</td>
<td>10.3 Student Senate Update (Maddy Mandarelli) (Alondra Martinez-Medina)</td>
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### 10. Information Reports and Items for Future Board Consideration

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<td>Subject</td>
<td>10.5 Mission College Update (Daniel Peck)</td>
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10. Information Reports and Items for Future Board Consideration

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<th>Subject</th>
<th>10.6 Chancellor's Report (Bradley Davis)</th>
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### 10. Information Reports and Items for Future Board Consideration

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<td>Subject</td>
<td>12.1 Report of Closed Session Action</td>
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<th>Subject</th>
<th>13.1 Adjournment</th>
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1. Call to Order—Public Session

The meeting was called to order at 10:05 AM by President Fish.

1.1 Roll Call

Members Present: Susan Fish, Adrienne Grey, Anne Kepner, Randi Kinman, Jack Lucas, Robert Owens and Karl Watanabe.

Student Trustee: Tisha Hartman

1.2 Pledge of Allegiance

President Fish led the Pledge of Allegiance.

1.3 Diversity, Equity and Unconscious Bias, Presentation by Eugene Whitlock, Esq.

Chancellor Davis began the meeting with and brief introduction and statement of purpose for this special Board meeting. He began by saying that one of our most important jobs is to promote social equity on our campuses and in our communities. As leaders, it’s incumbent upon us to publicly state our values and following them up with concrete actions. This work is more vital than ever and our recent steps are part of a long journey toward bringing and being the change that results in broad systemic improvement on our campuses. One of the first steps and our main purpose today is to help us understand and promote the scholarship and best practices that exists in creating an anti-racist institution and to champion equity in every single thing that we do. The district leadership wants to be part of the change where we lead with purpose, understanding and clarity of values. So today we have Eugene Whitlock, who is a recognized expert in this field and is here to challenge us with new ideas and help us be introspective while we lead the institution through what will undoubtedly be one of the most important periods of change at our district.

Immediately after the board meeting the administrative team and the district will also meet with Eugene as they finalize our district-wide framework for making changes to eliminate any existing systemic barriers to student success and champion equity in everything that we do. So it was his pleasure to introduce Eugene Whitlock, our speaker for the day. Eugene provided a brief overview of his equity work, stating that prior to his current job at UC Berkeley in charge of human resources, he worked at the San Mateo County Community College District (SMCCD) for several years. It was at SMCCD that he first created programming and training around diversity, equity and unconscious bias and has presented at 15 other community colleges districts in the state. On a personal level, he has three young children, who are his motivation for doing this work to make their future school and work world experiences less racist.

Eugene Whitlock’s presentation "Diversity, Equity and Unconscious Bias: Creating a School Where We All Belong" had the four major take-aways to explore: 1) Whether Diversity Matters and Why, 2) Equity, 3) Unconscious Bias and Its Effects, and 4) Belonging.

Having a diverse population in an institution allows that institution to deliver a better product. More diverse outlooks can be shared and explored. A Harvard study determined that if the leadership in a company had acquired (learned) and inherent (born with) diversity (2-dimensional diversity), the company could innovate better and made more money. Similarly, if the college’s curriculum committee is not diverse, then they cannot design curriculum tailored for a diverse student body. Students of color are less successful if they do not have instructors and staff reflecting their color. They feel they do not belong and leave. Eugene asked how students feel welcome, and showed how our District's mission statement is not welcoming and does not state the commitment to people of color/equity. He cautioned against ever using "tolerance" in a Mission Statement because "to tolerate" conveys a negative message.

Regarding equity, he shared the following Equity Minded Practices developed by the Center for Urban Education.

1. Welcomes students and creates a classroom in which they feel cared for and included; Knows the students' cultures, their perspectives and lived experiences; Ability to communicate interculturally
2. Demystifies college policies and practices; Understands the barriers facing marginalized students and strategies to overcome them
3. Creates a partnership between faculty and students to ensure success
4. Validates students' ability to be successful
5. Represents a range of races/ethnicities in assignments; Ability to infuse diversity and inclusion in course content by deconstructing and countering the presentation of "whiteness" as the norm
6. Analyze qualitative and quantitative data to identify racialized patterns of practice and outcomes
7. Knows that students have different needs and experiences and may require a flexible approach to teaching and learning. A willingness to learn how to provide culturally responsive instruction or services

Everyone has unconscious biases, but once we are aware of them, we can address them. We learn them from our life experiences in society, with family, and in school. Advertising can reinforce the stereotypes we are accustomed to in our society. The way our brain thinks is also biased, relating thoughts and perceptions to what we already know. Common types of unconscious biases are; 1) First impressions (tattoos and shaved head), 2) affinity bias (we have things in common, so I will like this person), 3) confirmation bias (look for information to confirm what you know), 4) performance bias (people of color have to send out 50% more resumes to get an interview), 5) maternal bias (Traits
of good Moms are not effective managers and Visa Versa, glass ceiling still exists), and 6) intuition (many institutions place weight in intuition when choosing hires, not merit based).

Action take-aways include:
- Cultural competency/fluency in curriculum (faculty recommends, Board can still lead in this)
- Freedom of expression for all
- District Mission Statement must be revised
- Change our Board policies to bring these important changes to fruition and part of the institution?
- We do not have to be perfect being in the exploration stage with an open growth mindset
- We are doing the hard work, and we will get there if we do the work and keep the goal in mind.
- Affinity Group work at Mission College-explore this more with the Board

Susan Fish asked that the affinity work at mission be made available to the Board and, per Randi’s suggestion, that the Board have another retreat in the near future. The board and the chancellor thanked Eugene Whitlock for his presentation, and Mr. Whitlock said he could be contacted through Gloria Gutierrez in the Chancellor’s office if the Board has any questions after the presentation.

1.4 Oral Communications from the Public on Items on the Agenda.
There was none.

2. Adjournment

2.1 Meeting is Adjourned
The meeting was adjourned by President Fish at 11:51 AM.
Regular Meeting, Comments (Tuesday, September 1, 2020)
Generated by Brenda Rogers on Thursday, September 3, 2020

1.1 Call to Order

The meeting was called to order at 6:00 PM by President Fish.

1.2 Roll Call

Members Present: Susan Fish, Randi Kinman, Robert Owens, Jack Lucas, Adrienne Grey, Karl Watanabe and Anne Kepner.
Student Trustee: Tisha Hartman

1.3 Oral Communication from the Public on Closed Session Agenda

There was none.

2.1 Adjourn to Closed Session

There was one item:

DIRECTION TO LABOR NEGOTIATORS (Government Code 54957.6)
Provide direction to Associate Vice Chancellor of Human Resources, Eric Ramones, and Chancellor Bradley Davis, District-designated representatives, regarding negotiations with WVMFT/AFT Local 6554, WVMCEA, Teamsters, and POA; and to Chancellor Bradley Davis regarding unrepresented groups.

3. Opening Items

3.1 Reconvene Public Session

President Fish reconvened the public session at 7:01 PM.

3.2 Pledge of Allegiance

President Fish led the Pledge of Allegiance.

3.3 Report of Closed Session Action

President Fish reported that no action was taken during Closed Session.

3.4 Approval of the Order of the Agenda

Motion to approve the order of the agenda, with one order change of moving item 3.8 ABOC Committee Report to the consent agenda before item 5.7 4th Quarter Financial Statements and Budget Adjustments so that Trustee Owens can report out concurrently.

Motion by Robert Owens, second by Anne Kepner. Final Resolution: Motion Carries
Aye: Susan Fish, Randi Kinman, Robert Owens, Jack Lucas, Adrienne Grey, Karl Watanabe and Anne Kepner
Student Trustee advisory votes: Aye: Tisha Hartman, Leslie Geronimo

3.5 Approval of Minutes

Motion to approve the August 4, 2020, meeting minutes as presented.

Motion by Robert Owens, second by Randi Kinman. Final Resolution: Motion Carries
Aye: Susan Fish, Randi Kinman, Robert Owens, Jack Lucas, Adrienne Grey, Karl Watanabe and Anne Kepner
Student Trustee advisory votes: Aye: Tisha Hartman, Leslie Geronimo

3.6 Presentations/Recognitions

There was neither an ESSP nor a Focused Topic for this meeting due to unplanned events.

3.7 Oral Communication from the Public

There was none.

3.9 Report of the Legislative Oversight Committee (LOC)

Committee Chair Anne Kepner reported that the LOC committee met on August 26, 2020, to determine their meeting calendar, logistics and charge. They determined that they would pay close attention to Sacramento and local legislation and issues and advocate for items affecting our Community Colleges and students we serve.

4. Unfinished Business

4.1 There was none.

5.1 Approval of Consent Agenda

Motion to approve the consent agenda as presented. Robert Owens requested to report on ABOC and item 5.7 prior to the roll call vote.

Motion by Robert Owens, second by Adrienne Grey. Final Resolution: Motion Carries
Aye: Susan Fish, Randi Kinman, Robert Owens, Jack Lucas, Adrienne Grey, Karl Watanabe and Anne Kepner
3.8 Report of the Audit and Budget Oversight Committee (ABOC) - Moved to consent at the request of Robert Owens. Trustee Owens reported that ABOC met and extensively reviewed the 4th Quarter Financial Statements and budget adjustments for 2019-2020. In 2020-2021, the committee will pay close attention to three funds that continue to have lack of funding issues due to COVID-19-19 and the campus being closed to the public and students. They are Fund 138: Student Health Services, Fund 330: Child Development Centers, and Fund 139: Parking Fund.

5.2 APPROVAL TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH THE COLLABORATIVE BRAIN TRUST FOR EDUCATIONAL AND FACILITIES MASTER PLANNING FOR WEST VALLEY COLLEGE - Recommendation: That the Board of Trustees authorize West Valley College to enter into a Professional Services Agreement with the Collaborative Brain Trust (CBT) for an Educational and Facilities Master Plan in the amount of $149,000.00.

5.3 APPROVAL OF THE MEMORANDUM OF UNDERSTANDING BETWEEN MISSION COLLEGE AND YEAR UP, INC. - Recommendation: That the Board of Trustees approve the Memorandum of Understanding (MOU) between Mission College and Year Up, Inc.

5.4 CONSIDER APPROVAL OF CURRICULUM CHANGES AT WEST VALLEY COLLEGE - Recommendation: That the Board of Trustees approve the curriculum changes at West Valley College as presented.

5.5 PERSONNEL TRANSACTION TO BE ACTED UPON BY THE BOARD OF TRUSTEES - Recommendation: That the Board of Trustees approve the listed item.

5.6 SANTA CLARA COUNTY TREASURY INVESTMENT PORTFOLIO STATUS - Recommendation: This item is for informational purposes only.

5.7 FINANCIAL STATEMENTS AND BUDGET ADJUSTMENTS - Recommendation: That the Board of Trustees approve the financial statements and budget adjustments as specified for the period of April 1, 2020 through June 30, 2020 (Fourth Quarter). For the Fourth Quarter only, the summary of significant changes lists the Fourth Quarter’s cumulative budget transactions.

5.8 APPROVAL FOR PROCUREMENT OF ELECTRIC VEHICLE SUPPLY EQUIPMENT (EVSE) FROM POWERFLEX SYSTEMS, LLC FOR ELECTRIC VEHICLE CHARGING AT MISSION COLLEGE - Recommendation: That the Board of Trustees approve the procurement of EVSE for Mission College in the form of electric vehicle charging stations and controllers from PowerFlex Systems, LLC, in the amount of $249,991.50.

5.9 APPROVE CONTRACT WITH DOVETAIL FOR INTERIOR SPACE PLANNING SERVICES FOR THE PERFORMING ARTS CENTER AT MISSION COLLEGE - Recommendation: That the Board of Trustees authorize the administration to enter into a contract with Dovetail in the amount of $132,900 for interior space planning services for the Performing Arts Center project at Mission College.

5.10 APPROVE PROJECT ASSIGNMENT AMENDMENT WITH WRNS ARCHITECTS FOR THE PLAZA LANDSCAPE PROJECT AT MISSION COLLEGE - Recommendation: That the Board of Trustees ratify the project assignment amendment in the amount of $108,500 with WRNS Architects for the Plaza Landscape project at Mission College.

5.11 PROJECT ASSIGNMENT AMENDMENT WITH TLCD ARCHITECTURE FOR THE FINE ARTS REPLACEMENT BUILDING PROJECT AT WEST VALLEY COLLEGE - Recommendation: That the Board of Trustees approve the project assignment amendment in the amount of $606,430 with TLCD Architecture for the Fine Arts Replacement Building project at West Valley College.

5.12 PROJECT ASSIGNMENT AMENDMENT WITH GILBANE BUILDING COMPANY FOR MULTI-PRIME CONSTRUCTION MANAGEMENT SERVICES FOR THE FINE ARTS REPLACEMENT PROJECT AT WEST VALLEY COLLEGE - Recommendation: That the Board of Trustees approve the project assignment amendment with Gilbane Building Company for multi-prime construction management services in the amount of $1,574,116 for the West Valley College Fine Arts Replacement Building project.

5.13 MICROSOFT CAMPUS AND SCHOOL AGREEMENT FOR FISCAL YEAR 2020/21 - Recommendation: That the Board of Trustees approve entering into the Microsoft Campus and School Agreement and issue a purchase order for Fiscal Year 2020-21 in the amount of $205,805.

5.14 ELLUCIAN CLOUD SERVICES AGREEMENT FOR FISCAL YEAR 2020/21 - Recommendation: That the Board of Trustees approve the Ellucian Cloud Services Agreement for FY 20/21 in the amount of $51,646 per month for an annual total of $619,752.

5.15 ELLUCIAN BANNER CORE SOFTWARE FOR FISCAL YEAR 2020/21 - Recommendation: That the Board of Trustees approve the Ellucian Banner Core Software for FY 20-21 in the amount of $310,872.

5.16 ELLUCIAN ORACLE SOFTWARE SUBSCRIPTION SERVICES FOR FISCAL YEAR 2020/21 - Recommendation: That the Board of Trustees approve the Ellucian Oracle Software Subscription Services for FY 20/21 in the amount of $119,071.

6. College, Programs, and Services

6.1 SECOND READING - RENEWAL OF THE COLLEGE AND CAREER ACCESS PATHWAYS DUAL ENROLLMENT PARTNERSHIP AGREEMENT BETWEEN WEST VALLEY COLLEGE AND CAMPBELL UNION HIGH SCHOOL DISTRICT - Recommendation: It is
recommended that the Board of Trustees receive, review and approve the College and Career Access Pathways (CCAP) Dual Enrollment Partnership Agreement with Campbell Union High School District (CUHSD) as required by Ed Code (EC § 76004(b)).

Motion to approve the renewal of the CCAP Dual Enrollment Partnership agreement between CUHSD and West Valley College.

Motion by Randi Kinman, second by Robert Owens. Final Resolution: Motion Carries
Aye: Susan Fish, Randi Kinman, Robert Owens, Jack Lucas, Adrienne Grey, Karl Watanabe and Anne Kepner
Student Trustee advisory votes: Aye: Tisha Hartman, Leslie Geronimo

6.2 WEST VALLEY-MISSION COMMUNITY COLLEGE DISTRICT (WVMCCD) BOARD ACCEPTANCE OF THE ANNUITY GIFTS OF APPROXIMATELY $680,000 TO WEST VALLEY-MISSION COMMUNITY COLLEGE FOUNDATION FROM MONICA HEGE
Recommendation: That the Board of Trustees authorize the WVMCCD Foundation and the District Administration to accept the annuity gifts of approximately $680,000 to WVMCCD Foundation from Ms. Monica Hege.

Motion to accept Monica Hege's annuities gifts to the WVMCCD Foundation.

Motion by Jack Lucas, second by Randi Kinman. Final Resolution: Motion Carries
Aye: Susan Fish, Randi Kinman, Robert Owens, Jack Lucas, Adrienne Grey, Karl Watanabe and Anne Kepner
Student Trustee advisory votes: Aye: Tisha Hartman, Leslie Geronimo

7. Human Resources

7.1 FIRST READING - WEST VALLEY-MISSION COMMUNITY COLLEGE DISTRICT INITIAL PROPOSALS FOR REOPENER NEGOTIATIONS WITH THE WEST VALLEY-MISSION CLASSIFIED EMPLOYEE ASSOCIATION (WVMCEA)

Motion to accept the District's initial proposal to WVMCEA.

Motion by Jack Lucas, second by Robert Owens. Final Resolution: Motion Carries
Aye: Susan Fish, Randi Kinman, Robert Owens, Jack Lucas, Adrienne Grey, Karl Watanabe and Anne Kepner
Student Trustee advisory votes: Aye: Tisha Hartman, Leslie Geronimo

7.2 SECOND READING AND PUBLIC OPPORTUNITY FOR COMMENT AND ADOPTION OF WEST VALLEY-MISSION CLASSIFIED EMPLOYEE ASSOCIATION (WVMCEA) INITIAL PROPOSALS TO THE WEST VALLEY-MISSION COMMUNITY COLLEGE DISTRICT - Recommendation: That the Board of Trustees hear public comment on the proposals, close the public comment period, and adopt the proposals.

Motion to adopt the WVMCEA Initial Proposals to the District as presented.

Motion by Jack Lucas, second by Robert Owens. Final Resolution: Motion Carries
Aye: Susan Fish, Randi Kinman, Robert Owens, Jack Lucas, Adrienne Grey, Karl Watanabe and Anne Kepner
Student Trustee advisory votes: Aye: Tisha Hartman, Leslie Geronimo

7.3 ADMINISTRATIVE PERSONNEL TRANSACTIONS TO BE ACTED UPON BY THE BOARD OF TRUSTEES - Recommendation: That the Board of Trustees, per Government Code section 54953(c)(3) and prior to taking final action, orally report 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, that the Board approve the following transactions.

Motion to approve the administrative personnel transactions as reported during the meeting.

Motion by Robert Owens, second by Randi Kinman. Final Resolution: Motion Carries
Aye: Susan Fish, Randi Kinman, Robert Owens, Jack Lucas, Adrienne Grey, Karl Watanabe and Anne Kepner
Student Trustee advisory votes: Aye: Tisha Hartman, Leslie Geronimo

8. Business and Finance

8.1 RESOLUTION NO. 20090101 TO ESTABLISH THE 2020-2021 APPROPRIATIONS LIMIT - Recommendation: That the Board of Trustees adopt Resolution No. 20090101 to establish the 2020-2021 appropriations limit at $152,800,334.

Motion to adopt Resolution No. 20090101 to establish the 2020-2021 appropriations limit at $152,800,334.

Motion by Adrienne Grey, second by Randi Kinman. Final Resolution: Motion Carries
Aye: Susan Fish, Randi Kinman, Robert Owens, Jack Lucas, Adrienne Grey, Karl Watanabe and Anne Kepner
Student Trustee advisory votes: Aye: Tisha Hartman, Leslie Geronimo

9.1 Board
There was none.

10. Information Reports and Items for Future Board Consideration

10.1 Academic Senate Update (Aram Shepherd) (Gretchen Ehlers)

MC Academic Senate President Aram Shepard reported that they held their fall retreat last week, which focused on social justice and equity. They discussed the need for technology advancement to support teaching faculty and integration of ADA accessibility technology into all courses taught online. He thanked the Board for their support in expanding the use of OER learning resources keep the cost of textbooks down for our students and invited the Board members to attend a senate meeting at any time, with the first one of the Fall semester on September 10.
WVC Academic Senate President Gretchen Ehlers said this is the calm before the storm. Faculty, including myself, are busy training to engage our students actively in communities of learning when the students return to school starting August 31 in different and innovative ways. West Valley's Academic Senate will focus on how we can better serve students from marginalized groups. We will examine the following areas:

- Inclusion of an equity focus in the curriculum review process for new and revised courses in all subject areas
- Consideration of an Ethnic Studies requirement
- Professional Development for faculty on equity-based teaching; implicit bias;
- Examination of Faculty Hiring Practices with the goal of a faculty that more closely mirrors our student population

10.2 Classified Senate Update (Ana Lobato) (Kristal Dela Cruz)

WVC Classified Senate President Anna Lobato thanked her classified professionals for working so hard preparing for the opening of the fall semester and the return of our students to online classes. The Classified Senate's first meeting will be on Wednesday, September 9 @ 12:30-2:00 PM, and guests are welcome to attend. This summer the senate worked with the President’s Commission on Diversity, under the guidance of Debra Griffith, focusing on building an Anti-racist community at our college/district. Lynn Kelly has coordinated a workforce non-violent communication and diffusing conflict training offered to all employees. Many of our colleagues have been affected by the recent fires in the Bay Area and Santa Cruz Mountains. Veteran’s Resource Specialist Melissa Ceresa lost her home to the fire, but was still online to support her returning veteran students. Thank you to the student services division, that set up a GoFundMe site to collect donations for the fire victims.

MC Classified Senate President Kristal Dela Cruz said the staff are looking forward to the students’ return. Last week the senate sponsored a series of workshops onCraniun Cafe, Intro to Microsoft Teams, Zoom, and Colors of your Personality with 119 participants in the workshops. Kristal sent out her bi-weekly email communication to staff. The Senate divided the classified staff into eight groups with 2 senator liaisons for each group. They continue to hold the Wednesday social hours via zoom. The senate will be focusing on their monthly campus-wide newsletter, and VP Danielle Ramirez King will be the College’s classified Caring Campus Liaison to the IEBC. Additional senate activities are creating a safe space for dialog and conversations, and establishing their Mission Buddies onboarding orientation for new classified staff. She expressed her gratitude for all classified who still work on campus, but especially facilities, ETS and IS employees who continue working on campus to support employees working on campus or safely from home. Their first meeting of the semester will be 9/17 and Board members are welcome to attend.

10.3 Student Senate Update (Maddy Mandarelli) (Alondra Martinez-Medina)

WVC Student Senate President Maddy Mandarelli reported that they will be holding their first ASG Budget and Finance Committee meeting to determine the pay rate for senators and officers. ASG will be holding their first virtual West Fest hosted by the student activities board on September 11. They will also host the student club fair via zoom on September 14. The ASG is very excited to have Jennifer Keh as their assigned advisor this year. Their first ASG zoom meeting will be on September 15. Maddy thanked the college office team for the welcome back boxes distributed on August 31 and September 1 to all the students, who in turn posted pictures with their boxes creating a sense of community for the students.

MC Student Senate President Alondra Martinez-Medina reported that Mission ASG is hosting its welcome week each day 3:00-4:30 with resources for academic success, how to get involved on campus and community building. Our first meeting will be on Wednesday September 9.

10.4 West Valley College Update (Stephanie Kashima)

WVC President Kashima thanked the board for their ongoing support and faculty, staff, administrators and students for their collective work preparing for the start of the fall semester, which has great attendance and enrollment so far. There were 450 students at the virtual convocation, and they handed out 1000 welcome boxes to the students, which included things like a student planner, notebook, sticky notes, hand sanitizer, masks, pens and highlighters. All College Day was well attended and productive, with guest speaker Roxanne Manning talking about non-violent communication. Ninety-four people gave up a part of their Sunday afternoon before the start of classes to hear Reverend Jamie Washington kick off the semester with a powerful and meaningful hour focused on self-care and regeneration. Dr. Washington also facilitated the Breathe series over the summer months, and we will continue with his courses over the fall. Enrollment is looking good at only 4% off the FTES goal and is expected to climb with late start classes enrollment increasing. Eighty students without a place to study at home visited the Library on its first day of opening again. The new Live Chat on the home page served 100 students on the first day. West Valley sent a campus equity climate survey to students and 400 responded. Then it was also sent to employees at the college. Dual enrollment has 300 students enrolled, students who would not normally consider attending college. On October 8, guest speaker Yusef Salaam, one of the Central Park Five who was unjustly incarcerated for a crime that he did not commit, will speak about his experience. The Court Reporting Program has been condensed from a seven-year program to a three-year program and moved to our non-credit, Community Education program and will be offered free to our enrolled students. The Art Gallery has gone online, with the first exhibit a Say their Names’ photographic one of the BLM movement, by Dan Fenstermacher and eight other photographers. Three of our Cliker School of Art and Design faculty will have art exhibit displayed at the DeYoung Museum’s 125 year anniversary in San Francisco documenting the Black Lives Matter movement. Faculty members Kathy Arnold, Heidi Breuckner, Dan Fenstermacher will have their art on display at the DeYoung in the future. Associate Faculty Eduardo Rufeisen will have his documentary film, A Decisive Moment, in the 2020 Houston International Film Festival. I also wanted to mention that we have set up a fund with the Foundation for donation to those affected by the recent lightning strike wildfires and have raised $7,000. Two of our employees, Melissa Ceresa, the Veterans Program Specialist, and Park Management Instructor Heidi McFarland both lost their Boulder Creek homes to the CZU fire in the Santa Cruz mountains. President Kashima thanked the Board and chancellor for the resources provided to our students in this time of COVID-19, isolation and high unemployment. Chancellor Davis has created a clear vision for our college and in his leadership regarding our response to COVID-19, the fires and anti-racism work.
President Peck opened with thanking the Board for approving the European partnership with this nationally recognized partner. Both students and companies will be receiving additional resources from this agreement as it provides the opportunity for the college to grow enrollment, for our students to transition to working intern defining their career pathway while acquiring hands on career experiences. He expects that this program will expand in the future. Enrollment for fall is good at 95% of their goal at 2094 credit FTES. The college has seen a high increase in general education and transfer courses enrollment, while the traditional face-to-face classes like Kinesiology and ESL enrollment has fallen off. Mission is reaching out to their employees and students who have been impacted by the wildfires, and assessing their needs to be addressed by the funds from the foundation fundraising effort. This has been the most difficult reopening in Mission's history, and he wanted to acknowledge the achievements of faculty who have migrated 100% of their slate of classes online, attended numerous trainings over the summer to integrate new technology and improvements into their virtual classes. All classes offered online will need the state's approval, and he wanted to acknowledge the fine work by the curriculum committee, and Chair, Carla Briedenbach. Meanwhile, classified and administrators have effectively migrated student services online to serve the students and make sure everyone is ready and registered to start their classes. In our wrap-around support for students, we have provided 250 laptop computers and hotspots, provided over 4000 meals through the food distribution program, and distributed $1,200,000 in emergency relief funds to over 2000 students, including our Dreamer undocumented and international students. Mission launched a new student support hub through canvas to assist in students transition to online learning, to provide critical and important information they need to be successful. We created over 20 online workshops in canvas with information like how to get and use add codes, as well as sending our welcome messages. The Library is open in a different way to distribute learning resources and materials.

The Kaiser Permanente clinic partnership provides a great opportunity to our nursing students, and will open to give vaccinations on September 8 through October 24, with hours of 9:00 AM to 4:30 PM and the intention is to give as many as 1500 flu vaccinations. This is important equity work providing this free health service, and it brings the community onto our campuses, even in this time of COVID-19. Our most important work of the semester is the actions taken toward racial equity and social justice. We've had some tremendous summits around our student equity and treatment program we've launched our call for action with a series of 25 college level actions that are part of this commitment. President Peck expressed his gratitude for the Board's continuous support of this critical work. Finally, Mission has been awarded three grants, the traditional TRIO grant and a new TRIO STEM grant amounting to $580,000 and a new ANNAPISI grant in the amount of $275,000. These are critical to our mission of equity work, and he thanked Manuel Salazar, Brian Goo, Ken Songco, and Omar Murillo for their work in acquiring these competitive grant funds.

Congratulations to both colleges for their successful openings with all the hard work and the strong leadership of the college presidents in these uncertain and tumultuous times. Our enrollment at both colleges looks good and the students are signing up, taking courses in a way they would not have preferred, but are persisting just the same. Thank you to all who worked in making this happen. He wanted to acknowledge exemplary work of Ngoc Chim and her team, who have just Closed last year and finalized the difficult 2020-2021 budget. Ngoc did all this while she has been doing three jobs; the AVC job she has, the Executive Director job she left vacant and filling in while we recruited Mission's Rick Bennett to serve as interim West Valley VP of Admin. Services after Pat Fenton retired. Thank you to the Board for approving the hire of Linda Wilczewski, the new Executive Director of Fiscal Services, who comes to us from Hartnell College.

These are times when we are doing a tremendous amount of self-evaluation and introspection. He is appreciative of the social justice work going on at both colleges and the district. HR is providing mentoring and motivational training, the college are examining their processes for biases and privileges while looking for new ways to remove the barriers to our students success. Our employees have worked dozens, if not hundreds of extra hours in these efforts toward social justice. All areas of the District, our curriculum, our web presence and nonviolent communication trainings. We are blessed to work at this District as I listen to each speaker talk about their colleagues is support and praise. That is what makes West Valley-Mission great. Thank you to everyone who participated in the meeting and helped create the agenda.

Randi Kinman thanked everyone who presented tonight, and she is asking that IT place census information and links to voters registration information on all our websites, so no matter where the public and students click, they will see that information. The census is crucial for funding services and local resources. Students need to know that 15 days prior to voting or on the day that they vote, they can still register to vote. These are strong social justice issues, and will help fund and shape our communities.

Adrienne Grey takes part in a Diversity, Equity, and Inclusion Implementation Task Force on the state level through the State Chancellor's office and saw a presentation called Minding the Obligation Gap, which Dr. Jeramy Wallace and Dr. Jennifer Taylor Mendoza presented. She invited people to visit their website and book of the same name, saying that it was a tremendously powerful presentation. She reported that the CCLC will form a task force to re-imagine and rewrite, with a racial equity focus, all the policies and procedures that the League provides to community college districts statewide.

Tisha Harman thanked President Kashima and VP Griffith for getting the Library open for students, many of whom are frightened to start classes this semester. She is grateful for the continuous support of the Board and college personnel and is proud to be a West Valley College student. She wanted to acknowledge two faculty members, Michelle Reed and Jose Bautista, who were evacuated due to the fires yet still showed up organized in classes for their students. She was happy to hear about the fundraising and asked that the college reach out to the students affected by the fires, as many are too shy to ask for assistance.
It was unnecessary.

12. **Reconvene Public Session, If Necessary**
   It was unnecessary.

13.1 **Adjournment**
   President Fish adjourned the meeting at 8:15 PM.