

**Antelope Valley Community College District  
Lancaster, California  
Public Hearing on the Budget and Regular Meeting - Board of Trustees  
Monday, September 10, 2012**

I. CALL TO ORDER

The public hearing on the budget and regular meeting of the Board of Trustees of Antelope Valley Community College District was held on Monday, September 10, 2012, at Antelope Valley College, 3041 West Avenue K, Lancaster, California. Mrs. Betty J. Wienke, President, called the meeting to order at 4:28 p.m. in Room A 140, Administration Building.

II. ATTENDANCE

Board Members Present

Betty Wienke, President  
Michael R. Adams, Vice President  
Jack Seefus, Clerk  
Steve Buffalo  
Lew Stults

College Staff/Representatives Present (5:25 p.m.)

Dr. Jackie L. Fisher, Sr.  
Newton Chelette  
Sharon Lowry  
Willard Wright

III. COMMENTS FROM COMMUNITY GROUPS AND INDIVIDUALS REGARDING CLOSED SESSION AGENDA ITEMS ONLY – None.

IV. ADJOURN TO CLOSED SESSION – The Board of Trustees adjourned to closed session at 4:30 p.m. to consider:

- A. Appointment of educational administrators; appointment of academic faculty; appointment of classified personnel; and employment of student assistants and short-term hourly staff as listed on Personnel Schedule No. 4-2011/12-PS (Government Code § 54957)
- B. Consideration of public employee discipline/dismissal/release (Government Code § 54957)
- C. Conference with Mr. Turner (labor negotiator) regarding Antelope Valley College Federation of Classified Employees and Antelope Valley College Federation of Teachers negotiations (Government Code § 54957.6)
- D. Public employment superintendent/president, (Government Code § 54957).
- E. Conference with labor negotiator regarding unrepresented employee, superintendent/president (Government Code § 54957.6)

V. Board President Wienke reconvened the meeting in Room SSV 151, Student Services Building at 6:38 p.m.

VI. ATTENDANCE

Board Members Present

Betty Wienke, President  
Michael R. Adams, Vice President  
Jack Seefus, Clerk  
Steve Buffalo

College Staff/Representatives Present

Dr. Jackie L. Fisher, Sr.  
Newton Chelette  
Sharon Lowry  
Dr. Willard Wright

Lew Stults

Sandra Govin, Student Trustee

Bridget Razo

Maria Clinton

Cynthia Hoover (for Ann Steinberg)

Elaine Tsai (for Terrance Myers)

Pamela Ford

Dr. Susan Lowry

VII. PLEDGE OF ALLEGIANCE - Mr. Seefus led the Board and audience in the Pledge of Allegiance.

VIII. APPROVAL OF MEETING AGENDA – On a motion by Mr. Adams, seconded by Mr. Seefus, the meeting agenda was approved without changes. Student trustee’s advisory vote: in favor. Motion carried unanimously (5/0).

IX. PUBLIC HEARING ON 2012-2013 ADOPTED BUDGET

A. Call to Order – Mrs. Wienke declared the public hearing open.

B. Communication No. 28-2012/13-AS, Presentation of Proposed 2012-2013 Budget for Adoption

Diana Keelen initially summarized the previous 2011-12 budget, reporting that 872 full time equivalent students were lost, and the deferrals are now at record high level. She shared that the college is planning for a worst-case scenario for 2012-2013, in the event that the November tax initiative does not pass. Budget includes a workload reduction of 7.3 percent, and increased fees of \$46 per unit. Palmdale Center redevelopment funds have been received. Budget reduction task force may recommend further reductions, and the numbers could change, but being that 80% of the budget is incurred in salaries and benefits, staffing cuts are expected to be made. Parking rates are the lowest in the state and are being reviewed. Good news is that grant funding has increased to approximately \$10 million.

C. Public Comment Regarding the Proposed 2012-2013 Budget – None.

D. On a motion made by Mr. Adams, seconded by Mr. Buffalo, the public hearing was closed. Advisory vote: in favor. Motion carried unanimously (5/0).

E. Adoption of 2012-2013 Budget. On a motion made by Mr. Adams, seconded by Mr. Buffalo, the 2012-13 Budget was approved. Advisory vote: in favor. Motion carried unanimously (5/0).

X. OPEN FORUM ON NON-AGENDA ITEMS – Student Ojore K. Weems expressed his concern that many students seem to be unaware of Proposition 30, the tax initiative on the November ballot. It was suggested that he discuss this with the Dean of Student Development and Services. Ms. Govin also suggested a voter registration drive, where the information can be made available. Although it has not previously acted on this measure, the Associated Student Organization could consider holding a public forum, and Mr. Weems was invited to be involved.

XI. EMPLOYEE RECOGNITION

- Natalie Bjorge, student employee was recognized for the art work she has done in the cafeteria.

- All Facilities employees and Sam Kamand of Klassen Corporation were acknowledged for their efforts in ensuring the timely opening of the Health and Science Building.
- Angela Musial, Buyer, and American Business Machines were recognized. Ms. Musial has arranged for the donation of a fax machine, together with a maintenance plan, from American Business Machines.

## XII. PRESENTATIONS

### A. California Community College Athletics

Carlyle Carter, CEO/President, California Community College Athletic Association, gave a PowerPoint presentation on the statewide study on student-athlete academic performance. The study shows that, due to the specific targets set for student athletes, these students are now outperforming non-student athletes academically and in college readiness. Community colleges can access and collect their own data, which is tracked from the initial eligibility form. Mr. Carter thanked Newton Chelette, Interim Vice President of Student Services, and Track Head Coach Mark Covert for their involvement with the CCCAA, and made special mention of Superintendent/President Dr. Jackie L. Fisher's two years as Chairman of the Board of Directors. He noted that Antelope Valley College athletic students rank in the upper third of the state in academic achievement.

### B. Antelope Valley College Foundation Annual Update

Bridget Razo, Executive Director Advancement and Foundation, presented the annual update via PowerPoint presentation. She described the district-Foundation partnership, as well as the roles of Foundation personnel. Over \$800,000 has been raised this year as of June, and the Foundation's assets are \$2.8 million. Grants have been awarded by several local businesses, and the Foundation continues to strengthen relationships with the community and alumni.

### C. Hearts and Hands Pantry

Sandra Govin, Student Trustee, Board of Trustees, showcased the work of the Hearts and Hands Pantry with a PowerPoint presentation. The program assists needy students through donations of food and necessities, and cash donations are gladly accepted also. Tax deductible donations can be made via payroll deductions through the Foundation. Hearts and Hands upcoming calendar includes Camp Coming Home, winter coat drive, Thanksgiving dinner, like new toys for Christmas, and more.

## XIII. REPORT OF CLOSED SESSION ACTION

Board President Wienke announced the approval of Personnel Schedule 4-2012-13-PS, pages 4.1- addendum, on a 5/0 vote.

## XIV. APPROVAL OF THE CONSENT AGENDA

- \* A. Minutes of the August 13, 2012, Regular Meeting of the Board of Trustees
- \* B. Purchase Order Schedule 3-2012/13-PO
- \* C. Travel Authorization 3-2012/13-T
- \* D. Bookstore Report 3-2012/13-B
- \* E. Cafeteria Report 3-2012/12-C

- \* F. Auxiliary Services Fund Financial Statement 3-2012/13-AS/FS
- \* G. Antelope Valley College Financial Statement 3-2012-/13-F/S
- \* H. Measure R – General Obligation Bond - Expenditures Recap 3-2012/13-R
- \* I. Associated Student Organization Financial Report 3-2012/13-ASO
- \* J. Consent Communication 8-2012/13-CC/AS, Authorization to Dispose of Surplus/Obsolete Equipment
- \*K. Consent Communication 9-2012/13-CC/AS ,Ratification of Construction Change Directives per Board Resolution No. 2-2009/10 for the Health and Science Building Project
- \*L. Consent Communication 10-2012/13-CC/AS, Ratification of Change Directives per Board Resolution No. 2-2009/10 for the South Campus Exterior Renovation

Mr. Adams moved and Mr. Seefus seconded that the Board of Trustees approve the Consent agenda items Advisory vote: in favor. Motion carried unanimously (5/0)

#### XV. ACTION ITEMS

A. Communication 29-2012/13-S, Approval of Contract with McCallum Group, Inc. for Legislative Advocacy and Consulting Services

Motion was made by Mr. Seefus and seconded by Mr. Adams to approve the contract with the McCallum Group for discussion purposes, and concern was raised about the cost of \$32,400 per year during the present budget crunch. Motion failed. Advisory vote: Opposed. (0/5).

B. Communication 30-2012/13-HR, Ratification of Memorandum of Understanding between Antelope Valley Community College District and the Antelope Valley College Federation of Teachers Regarding Health and Welfare Benefits

On a motion made by Mr. Adams, seconded by Mr. Seefus, ratification was made of the Memorandum of Understanding between Antelope Valley Community College District and the Antelope Valley College Federation of Teachers Regarding Health and Welfare Benefits. Advisory vote: in favor. Motion carried unanimously (5/0).

C. Communication 31-2012/13-HR, Tentative Agreement Regarding Health and Welfare Benefits Between Antelope Valley Community College District and Antelope Valley College Federation of Classified Employees

Mr. Adams made a motion, which was seconded by Mr. Seefus, to approve the tentative agreement regarding health and welfare benefits between Antelope Valley Community College District and Antelope Valley College Federation of Classified Employees. Advisory vote: in favor. Motion carried unanimously (5/0).

D. Communication 32-2012/13-HR, Health and Welfare Benefits for Administrators and Confidential/Management/Supervisory Employees

Motion was made by Mr. Adams, and seconded by Mr. Seefus, to approve the health and welfare benefits for administrators and confidential/management/supervisory employees. Advisory vote: in favor. Motion carried unanimously (5/0).

- E. Communication 33-2012/13-AS, Approval of Construction Change Directive with Commercial Services Unlimited for Labor, Material and Equipment to Complete Screen Wall West of Health and Science Building Project

On a motion made by Mr. Adams, seconded by Mr. Seefus, the Board of Trustees approved the construction change directive with Commercial Services Unlimited for labor, material and equipment the screen wall west of the Health and Science building. Advisory vote: in favor. Motion carried unanimously (5/0).

- F. Communication 34-2012/13-AS, Approval of Construction Change Directive with Design Hardware for Credit Back Charge for Labor, Material and Equipment to Complete Repairs by Sierra Lathing Company, Inc. – Health and Science Building Project

On a motion made by Mr. Adams, seconded by Mr. Stults, approval was given for construction change directive with Design Hardware for credit back charge for labor, material and equipment to complete repairs by Sierra Lathing Company, Inc. on the Health and Science building. Advisory vote: in favor. Motion carried unanimously (5/0).

- G. Communication 35-2012/13-AS, Approval of Construction Change Directive with Marina Landscape for Labor, Material and Equipment to Complete Installation of Additional Landscaping – Health and Science Building Project

Mr. Buffalo made a motion, seconded by Mr. Stults, to approve construction change directive with Marina Landscape for labor, material and equipment to complete installation of additional landscaping for the Health and Science building. Advisory vote: in favor. Motion carried unanimously (5/0).

- H. Communication 36-2012/13-AS, Approval of Construction Change Directive with Sierra Lathing Company, Inc. for Labor, Material and Equipment to Complete Drywall Patching Throughout the Building Caused by Other Contractors – Health and Science Building Project

On a motion made by Mr. Adams, seconded by Mr. Buffalo, approval was given for construction change directive with Sierra Lathing Company, Inc. for labor, material and equipment to complete drywall patching throughout the building caused by other contractors, Health and Science building. Advisory vote: in favor. Motion carried unanimously (5/0). Mr. Seefus noted that the money will be paid back to Antelope Valley Community College District.

- I. Communication 37-2012/13-AS, Approval of Construction Change Directive with Triumph Painting for Painting Repairs Due to Damages Caused by Other Contractors – Health and Science Building Project

On a motion made by Mr. Seefus, seconded by Mr. Buffalo, approval was given for construction change directive with Triumph Painting for repairs due to damages caused by other contractors, Health and Science building. Advisory vote: in favor. Motion carried unanimously (5/0). Again, Mr. Seefus noted that the money will be paid back to Antelope Valley Community College District.

- J. Communication 38-2012/13-AS, Authorization to Award Contract Increase with BPI Inspection Service for Final Project Documentation – Health and Science Building Project

Motion was made by Mr. Buffalo, and seconded by Mr. Seefus, to approve the contract increase with BPI Inspection Service for final project documentation, Health and Science building. Advisory vote: in favor. Motion carried unanimously (5/0).

K. Communication 39-2012/13-AS, Approval of Resolution of Declaration of Futility of Competitive Selection for Project Management Services for continuing Measure R projects

Motion was made by Mr. Seefus, and seconded by Mr. Stults, to approve the Resolution of Declaration of Futility of Competitive Selection for Project Management Services for Continuing Measure R Projects. Advisory vote: in favor. Motion carried unanimously (5/0).

XVI. INFORMATION ITEMS

A. Informative Report 5-2012/13-IR-S, Revision of Administrative Procedures (AP) 3570 Tobacco Use on Campus, 7130 Compensation, and 7250 Educational Administrators Reassignment Rights

Dr. Fisher stated that AP 7250 would be discussed further with the constituent groups.

XVII. REPORTS/ANNOUNCEMENTS

A. Academic Senate

Maria Clinton, Academic Senate President, had no report.

B. Employee Organizations

1. Antelope Valley College Federation of Teachers

Dr. Susan Lowry, Antelope College Federation of Teachers President, stated that the new Executive Board officers are: Justin Shores, Chris Hamilton, Lisa Vath, Carol Eastin, and Liette Boehler. Violet Christopher has joined the negotiating team. Dr. Lowry commended Ms. Christopher and Mr. Hamilton for their time and efforts in the face of workload cuts. Training will be taking place this weekend.

2. Antelope Valley College Federation of Classified Employees

Pam Ford, President, Antelope Valley College Federation of Classified Employees, stated that this year's craft fair is scheduled for November 10, 2012, and will raise funds for student scholarships. Two new officers are Susan Weitz and Wade Saari, and Chris Garcia has joined the negotiating team.

3. Confidential/Management/Supervisory Employees

Cynthia Hoover, filling in for Ann Steinberg, had no report.

C. Associated Student Organization

Elaine Tsai, filling in for Terrence Myers, Associated Student Organization President, had no report.

D. Antelope Valley College Foundation

Bridget Razo, Executive Director, Advancement and Foundation, had no report.

E. Office of Academic Affairs

Sharon Lowry, Vice President, Academic Affairs, shared that the basic skills workshop, held last week, was very well received and was attended by 50 faculty members. Science, Technology Engineering and Math (STEM) Grant presentation is being held tomorrow evening, September 11, 2012, by Christos Valiotis.

F. Office of Student Services

Interim Vice President, Student Services, Newton Chelette, announced that last Friday's golf tournament raised more money than it has in the past 11 years, and thanked everyone for their contributions. The first home football game is scheduled for this Saturday, September 15, 2012, with a tailgate party at 4:00 p.m. Last Saturday's Motown Tribute show, featuring faculty and students, as well as professional performers, was a big success, and played to a full house.

G. Office of Administrative Services

Dr. Willard Wright, Interim Vice President, Administrative Services, had no report. Board members acknowledged that this is his last week, and thanked him for filling in this past few months.

H. Office of Human Resources

Shane Turner, Vice President, Human Resources and Employee Relations, gave further credit to Facilities staff for all their hard work to ensure the opening of the Health and Science building. Mrs. Wienke thanked Mr. Turner for his hard work on the new health care plans for employees.

I. Office of Superintendent

Brett Banks of the Air Quality Management District is working on a grant to get the solar charging stations up and running, and the college district is working on pricing details. This will be the only charging station for electric cars this side of the freeway. Dr. Fisher congratulated Paula Norsell, Executive Assistant to the Superintendent/President, on her new position in Northern California, and thanked Patricia Harris, Senior Administrative Assistant to the Superintendent/President for filling her position temporarily.

J. Board Members

Mrs. Wienke stated that the Superintendent/President search process will be brought to the October meeting for discussion and a decision. Options will be: i. Nationwide search at a cost of approximately \$25,000; ii. Statewide search; iii. Nationwide search for an interim; iv. Local interim search.

Sandra Govin stated that students are pleased with the new Health and Science building and the addition of a Subway sandwich shop.

Both Mr. Adams and Mr. Stults commended the work done on the golf tournament to raise funds for athletic programs.

Mr. Buffalo noted that the campus grounds and facilities are much improved from a year ago. He visited students in the new Health and Science building and received very positive comments. Mr. Buffalo discussed the possibility of a Board resolution limiting fee waivers.

XVIII. DATE OF NEXT MEETING

Mrs. Wienke announced that the next meeting of the Board of Trustees is scheduled for Monday, October 8, 2012. After opening public session in Room A 140 (Administration Building) at 5:30 p.m., the Board will adjourn to closed session until 6:30 p.m. at which time it will reconvene to public session in Room SSV 151 (Student Services Building).

XIX ADJOURNMENT

President Wienke adjourned the meeting at 8:27 p.m.

Approved by the Board of Trustees

October 8, 2012

Respectfully submitted,

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President

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Dr. Jackie L. Fisher, Sr., Secretary

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Clerk