1.0 CALL TO ORDER - PUBLIC SESSION
Public session was called to order at 6:01 p.m.

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

Student Trustee: Lani Yoshimoto and Cade Story-Yetto

1.2 Oral Communications from the Public on Closed Session Agenda – There were none.

2.0 ADJOURN TO CLOSED SESSION
The Board adjourned to Closed Session at 6:02 p.m. There was one agendized item:

PROVIDE DIRECTION TO LABOR NEGOTIATORS
Provide direction to Associate Vice Chancellor of Human Resources, Albert Moore, and Chancellor Patrick Schmitt, District-designated representatives, regarding negotiations with ACE, WVMCEA, Teamsters, and POA (Government Code 54957.6); and to Chancellor Patrick Schmitt regarding unrepresented groups.

3.0 RECONVENE PUBLIC SESSION
Public Session reconvened at 7:08 p.m.

3.1 PLEDGE OF ALLEGIANCE
All present recited the Pledge of Allegiance.

3.2 REPORT OF CLOSED SESSION ACTION
Board President Anne Kepner reported that no action was taken.

3.3 APPROVAL OF THE ORDER OF THE AGENDA
Board President Kepner announced that:
- Item 7.9, District Audit Report, would be moved to follow Item 3.4, Approval of the Minutes. Ms. Terri Montgomery of the District’s audit firm, Vavrinek, Trine, and Day, was in attendance to present the report to the Board.
- Item 710, Facilities Bond Measure, was removed from the agenda.

Action Taken:
It was M/S/P 6/0/1 (Owens/Fish) Ayes: Kepner, Fish, Grey, Kinman, Lucas, Owens; Nays: None; Absent: Watanabe, to approve the order of the agenda with the change noted above.

Student Trustees: Two yes votes

Action Taken:
It was M/S/P 7/0/0 (Owens/Lucas) Ayes: Kepner, Fish, Grey, Kinman, Lucas, Owens; Nays: None; Absent: Watanabe) to approve the minutes of the December 12, 2017, Regular Board of Trustees meeting and the
December 12, 2017, Financing Corporation meeting, with the following change to the minutes of the December 12 Regular Board of Trustees Meeting:

On page 16 of the agenda packet, under the Associate Vice Chancellor of Human Resources’ remarks, in the next to last paragraph, the very end of the last sentence should read that the District’s EEO Plan and screening committee training “have been selected for inclusion on the CCC Professional Learning Network (PLN) site.

Student Trustees: Two yes votes

7.9 DISTRICT AUDIT REPORT

Ms. Terri Montgomery from Vavrinek, Trine, and Day, the District’s audit firm, presented the 2016-17 District Audit Report.

A discussion was held.

Action Taken:
It was M/S/P 6/0/1 (Owens/Grey; Ayes: Kepner, Fish, Grey, Kinman, Lucas, Owens; Nays: None; Absent: Watanabe) to accept the 2016-17 District Audit Report.

Student Trustees: Two yes votes

3.5 PRESENTATIONS AND RECOGNITIONS

Educational and Student Services Presentation

Fiscal Year 2018/2019 Budget Workshop

Vice Chancellor Ed Maduli provided the Board of Trustees with a detailed presentation regarding 2018/19 District budget development. Information presented included:

- The State’s proposed 2018/19 budget
- The State’s proposed California community college budget, including what is not funded
- The State’s new funding formula
- State revenue impact on Community Support districts
- Community Support status analysis
- The District’s 2018/19 budget development approach, timeline, and major budget assumptions
- Guided Pathways
- Proposition 39
- The 2018/19 FTES targets
- District long term debt, including Lease Revenue Bonds and OPEB
- Statutory obligations, including the 50% Law and the FON
- Factors affecting the District’s budget in future years:
  - New Funding Formula
  - Online Community College
  - Guided Pathways
  - 50% Law
  - Enrollment Management
  - Increased CalPERS/CalSTRS Employer Contribution Rates
  - Possible recession
- Summary of costs for Banner implementation
- Redevelopment Agency

There was a question and answer period, following which Board members thanked Mr. Maduli and his staff for the excellent work.

The entire presentation is posted on the Board of Trustees’ webpage under Documents, 2018.

3.6 ORAL COMMUNICATIONS FROM THE PUBLIC

There were none.
3.7 WRITTEN COMMUNICATIONS FROM THE PUBLIC
Executive Assistant to the Board of Trustees Tracy Johnson indicated that there were none.

4.0 UNFINISHED BUSINESS - There was none.

APPROVAL OF THE CONSENT AGENDA

Trustee Owens removed Item 7.7 for discussion and action.
Action Taken:
It was M/S/P 6/0/1 (Lucas/Kinman; Ayes: Kepner, Fish, Grey, Kinman, Lucas, Owens; Nays: None; Absent: Watanabe) to approve the Consent Agenda items with the removal of Item 7.7.
Student Trustees: Two yes votes

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

7.7 CONTRACT INCREASE TO LPA ARCHITECTS FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR THE FACILITIES REPLACEMENT BUILDING PROJECT AT WEST VALLEY COLLEGE
A discussion was held.

Action Taken:
It was M/S/P 6/0/1 (Grey/Owens; Ayes: Kepner, Fish, Grey, Kinman, Lucas, Owens; Nays: None; Absent: Watanabe) to approve the contract increase with LPA Architects in the amount of $128,000 for architectural and engineering services for the Facilities Replacement Building project at West Valley College.
Student Trustees: Two yes votes

REGULAR ORDER OF AGENDA

5.0 COLLEGE PROGRAMS AND SERVICES – There were none.

6.0 HUMAN RESOURCES – There were none.

7.0 BUSINESS AND FINANCE

7.9 DISTRICT AUDIT REPORT
This item was moved to earlier in the meeting. Discussion and action took place following 3.4, Approval of the Minutes.

7.10 FACILITIES BOND BALLOT MEASURE – This item was removed from the agenda.

8.0 BOARD – There were no items.

9.0 INFORMATION REPORTS AND ITEMS FOR FUTURE BOARD CONSIDERATION

9.1 ACADEMIC SENATE UPDATE
West Valley College Academic Senate President, Gretchen Ehlers reported that the WVC Academic Senate would hold a Special Meeting on January 30 to review the fall semester, evaluate, and recommit to its goals for this semester.

She said that 2018 would very clearly be a year of transformation at both colleges with a move to Dean structures. This change has and will give a chance to reexamine the structures and processes of both institutions. In addition, the state is sending down one major initiative after another:

- Common Assessment
- Multiple Measures placement
- AB 705
- Guided Pathways
- The College Promise program
- A new fully online Community College
- New funding allocation model
- And I’m sure there are more to come
All of these transformative initiatives are also giving the Colleges the chance to reexamine how things are done.

West Valley College has recognized that, to best support students along their pathways at the college, trust and confidence between the faculty and administration must continue to be built. The Academic Senate resolved to partner with President Davis and participate in the “Collegiality in Action” program offered jointly by the state Academic Senate and the Community College League. The first part of this program is a presentation by the state Senate and League that gives an overview of state law, state regulations, and guidelines concerning participatory governance. The presentation will be on February 6 from 2:30-4:30.

Ms. Ehlers closed by expressing her hope that, as faculty and staff move forward with this work, the goal of helping students is always forefront. Each person should ask himself or herself, “How does this help our students reach their goals, whether it be transfer, a degree, a certificate or entering the workforce?”

Mission College Academic Senate President, Thais Winsome, reported that although faculty have been on break in January, a number of activities that have taken place.

Faculty from several departments participated in a curriculum alignment project last December and followed up with work this month on curriculum revisions that will be coming to the Board in a few weeks. They built on work already done by starting development of new programs and significant revisions of existing programs, all of which will feed into the work on Guided Pathways. She commended Linping Yu, John Spencer, and Melissa Stewart for their hard work on curriculum.

On Thursday, the Mission College CTE Committee will host a speaker on CTE and Guided Pathways, Kathy Booth from WestEd, who will walk participants through the use of the Launchboard and other CTE websites to facilitate work on Guided Pathways for CTE programs. Pat Hudak, CTE Liaison and Chair of the CTE Committee, deserves commendation for coordinating this event.

Ms. Winsome reported that faculty are also in the midst of work on faculty hiring, and the process is somewhat ahead of schedule.

In closing, she noted that while there are challenges this semester, including a number of initiatives and mandates, she is optimistic that it will be an opportunity to grow and improve.

9.2 CLASSIFIED SENATE UPDATE
West Valley College Classified Senate President, Cheryl Massa, reported that the Classified Senate would be conducting a series of workshops on Shared Governance beginning in March. The first workshop will be on the Senate’s role and the delineation of duties between Senate and WVMCEA. President Emeritus Laurel Kinley and new WVMCEA President Lori Hampton will be guest speakers for the workshop. In April, the second workshop will be on Shared Governance at the institutional level; Albert Moore will be the guest speaker.

An additional workshop will be given to students at the request of the President of Student Government, Mikela Lazari, (ASWVC Associated Student of West Valley College) with an overview of the Shared Governance process.

Classified Senate Vice President, Ana Lobato, will be representing Classified Staff in Guided Pathways. Along with Academic Senate President, Gretchen Ehlers, Ms. Lobato will begin extensive training on the subject over the next few months.
Ms. Massa closed by reporting that the Senate is currently in the process of updating its webpage to include a list of workshops, newsletters, scholarship information, and more.

Mission College Classified Senate President, Brian Goo, thanked the Board for approving the personnel transactions for quite a few new staff members at Mission College and for the reclassification of administrative specialists to better assist the new deans.

He reported on the recent classified development day, noting that a lot of good energy came from the session. He thanked the professional development committee and both the College and district administration for providing release time for staff to attend this professional development opportunity.

Mr. Goo closed by providing a follow-up to his remarks at the previous meeting regarding guided pathways and the integrated plan. The Mission College Academic and Classified Senates held a joint meeting in December to pass a joint resolution to requesting inclusion of both classified staff and faculty in the guided pathways process. He thanked Milani Zepeda for finding a typewriter to add a signatory line to the guided pathways self-assessment that was approved after the December board meeting. Including the classified staff in the signatory process for the integrated plan and guided pathways has been noticed by the staff and the Senate is grateful for the inclusion in this process.

9.3 STUDENT SENATE UPDATE
West Valley College Student Senate President, Mikela Lazari, thanked senators and the executive board for the hard work they are devoting to student government, even over the break. They have gotten their committees up and running on track, including the two new committees, Outreach and Budget and Finance. There are a number of new senators in addition to those who are returning. The Senate will hold its first meeting on the second day of school.

She thanked the new Deans for sitting down and meeting with her and being so approachable. Students are looking forward to the new semester and the challenges ahead.

Ms. Lazari closed by discussing upcoming student events.

There was no report from Mission College.

9.4 WEST VALLEY COLLEGE UPDATE
President Brad Davis congratulated Dr. Matais Pouncil for his appointment as Interim Vice President of Instruction. His leadership at the College is welcome and appreciated.

He discussed the on-boarding process for the College’s new Deans, which includes training in every aspect of College administration, a meeting with the superintendents and principals of the area high schools, and a team building exercise.

Each semester President Davis selects two promising students to be interns in his office. This semester’s interns are Cade Story-Yetto and Mikela.

He closed by inviting all present to the upcoming All College Day.

9.5 MISSION COLLEGE UPDATE
President Daniel Peck thanked the Board for its action on personnel items and he welcomed new staff.

He highlighted the College’s Destination Registration outreach event, which was the last event to take place in the Main Building.

He noted that the students mentioned at an earlier Board meeting who had won the Hackathon event were being honored for their accomplishments by the City of Santa Clara at its Board meeting.
He distributed a piece of Mission College marketing material that is part of their ‘brand awareness’ efforts. It was sent to 50,000 households in those areas that had the greatest enrollment at the College.

President Peck closed by inviting all to the upcoming ribbon-cutting ceremony for the Student Engagement building.

9.6 ASSOCIATE VICE CHANCELLOR OF HUMAN RESOURCES’ REPORT
Associate Vice Chancellor of Human Resources, Albert Moore, thanked the Board for its actions earlier in the meeting; Human Resources looks forward to welcoming new employees to the Colleges and the District.

He welcomed Paul Williams, the new Director of Compliance, Training, and Employee Relations, who comes to the District from the San Francisco County Adult Probation Department where he held a number of positions over the past eight years, most recently that of Manager of Learning and Development. Mr. Williams has also taught at CSU East Bay.

Human Resources has begun a series of development programs for managers and supervisors with a session on ‘Managing Leaves.’ It was very well attended and received positive reviews. They look forward to holding one session each month on a variety of topics.

9.7 VICE CHANCELLOR’S REPORT
There was no report.

9.8 CHANCELLOR’S REPORT
Chancellor Patrick Schmitt noted that Item 7.10, Facilities Bond, which was removed from the agenda, would return at a future meeting in one form or another.

9.9 STANDING COMMITTEE REPORTS
Audit and Budget Oversight Committee
Chair Robert Owens indicated that the Committee had closely reviewed the District’s Audit Report. At its March meeting, the Committee will review parking fees and structures.

9.10 TRUSTEE COMMENTS AND ITEMS FOR FUTURE BOARD CONSIDERATION
Trustee Kinman mentioned that she accompanied Chancellor Schmitt to the Campbell Rotary where he delivered an informative, engaging, and very well received presentation about the history of community colleges, what they do, and how they will change to meet the needs of the future. She said it was just the shot in the arm that she needed that day.

Board President Anne Kepner adjourned the meeting at 8:30 p.m.
APPENDIX A
CONSENT AGENDA ITEMS FROM THE JANUARY 23, 2018, BOARD OF TRUSTEES MEETING
(For the full text of each item, please see the agenda packet for the meeting.)

APPROVAL OF CONSENT AGENDA ACTION ITEMS

5.0 COLLEGE PROGRAMS AND SERVICES – Consent Agenda

5.1 CONSIDER APPROVAL OF CURRICULUM CHANGES AT WEST VALLEY COLLEGE
Recommendation: That the Board of Trustees approve the curriculum changes at West Valley College as presented. The curriculum packet can be found on the Board of Trustees website under the “Documents” link and is available in the Chancellor’s Office.

5.2 CONSIDER APPROVAL OF CURRICULUM CHANGES AT MISSION COLLEGE (A) 22
Recommendation: That the Board of Trustees approve the curriculum changes at Mission College as presented.

6.0 HUMAN RESOURCES – Consent Agenda

6.1 PERSONNEL TRANSACTIONS TO BE ACTED UPON BY THE BOARD OF TRUSTEES
Recommendation: That the Board of Trustees approve the listed items.

Appointment(s)

Classified
a. Donntay Moore-Thomas, Program Assistant, WVMCEA Unit, Range 57 ($4,471.92-$5,866.33), Entrepreneurial Center, West Valley College, 100% of full time, 11 months per year; effective January 29, 2018.
b. Andrew Soliz, Program Specialist, WVMCEA Unit, Range 64 ($5,203.83-$6,848.08), Career & Internship Center, Mission College, 100% of full time, 12 months per year; effective January 29, 2018.
c. Charlene Lee, Registered Nurse, WVMCEA Unit, Range 81 ($7,606.17-$10,089.42), Student Health Services, Mission College, 80% of full time, 11 months per year; effective January 29, 2018.

Position Change
a. Angel Avram Koktapeh, Financial Assistant, WVMCEA Unit, Range 54 ($4,198.92-$5,491.50), Facilities, West Valley-Mission Community College District, from 80% of full time to 100% of full time, 12 months per year; effective January 1, 2018.

Reclassification

Classified
a. Leticia Jimenez, from Administrative Assistant, WVMCEA Unit, Range 63 ($5,087.25-$6,702.17), MC, Mission College, 100% of full time, 12 months per year; to Administrative Specialist, WVMCEA Unit, Range 69 ($5,805.42-$7,668.17), Humanities, Social Science and Art, 100% of full time, 12 months per year. Effective January 1, 2018.
b. Loretta Hampton, from Administrative Assistant, WVMCEA Unit, Range 63 ($5,087.25-$6,702.17), MC, Mission College, 100% of full time, 12 months per year; to Administrative Specialist, WVMCEA Unit, Range 69 ($5,805.42-$7,668.17), CTE, 100% of full time, 12 months per year. Effective January 1, 2018.
c. My Loi, from Administrative Assistant, WVMCEA Unit, Range 63 ($5,087.25-$6,702.17), MC, Mission College, 100% of full time, 12 months per year; to Administrative Specialist, WVMCEA Unit, Range 69 ($5,805.42-$7,668.17), Student Services, 100% of full time, 12 months per year. Effective January 1, 2018.

7.0 BUSINESS AND FINANCE – Consent Agenda

7.1 INCREASE IN BID THRESHOLD
This is an information item. The Board of Governors of the California Community Colleges, pursuant to Public Contract Code Section 20651(d), shall annually adjust the $50,000 amount specified in Section 20651(a) to reflect the percentage change in the annual average value of the Implicit Price Deflator for the prior fiscal year rounded to the nearest one hundred dollars ($100). The Executive Director of General Services and the Vice Chancellor of Administrative Services received communication from the Assistant Vice Chancellor of College Finance & Facilities Planning, California Community Colleges System Office, notifying the District of the annual increase on January 1, 2018. The applicable adjustment of 2.20% applied to the current bid threshold of $88,300 results in the new threshold of $90,200 (rounded to the nearest one hundred). This new bid threshold shall commence with the 2018 calendar year.

7.2 REVIEW OF PURCHASE ORDER TRANSACTIONS
Recommendation: That the Board of Trustees review Purchase Order Transactions. This is an information item.

7.3 RATIFICATION OF VENDOR WARRANTS
Recommendation: That the Board of Trustees ratify vendor payments from July 1, 2017 through September 30, 2017; Banner warrant numbers 00307134-00308707 and 0000547-0000676** totaling $25,613,563.23.

7.4 BUDGET CALENDAR
Recommendation: That the Board of Trustees review and adopt the 2018 budget calendar.

7.5 APPROVE THE 2018/2019 NON-RESIDENT TUITION RATE
Recommendation: That the Board of Trustees establish a nonresident tuition fee of $258 per credit unit and no foreign citizen capital outlay fee for fiscal year 2018/19.

7.6 TASK ORDER AMENDMENT WITH GILBANE BUILDING COMPANY FOR DESIGN AND CONSTRUCTION MANAGEMENT SERVICES FOR THE PE TURF RESTORATION PROJECT AT WEST VALLEY COLLEGE
Recommendation: That the Board of Trustees approve the Task Order Amendment with Gilbane Building Company in the amount of $470,870 for Design and Construction Management Services for the West Valley College PE Turf Restoration project.

7.7 CONTRACT INCREASE TO LPA ARCHITECTS FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR THE FACILITIES REPLACEMENT BUILDING PROJECT AT WEST VALLEY COLLEGE
Recommendation: That the Board of Trustees approve the contract increase with LPA Architects in the amount of $128,000 for architectural and engineering services for the Facilities Replacement Building project at West Valley College. This item was removed from the consent agenda for discussion and action earlier in the meeting.

7.8 APPROVAL OF RFP 03-1718 FOR INDEPENDENT AUDIT SERVICES
Recommendation: That the Board of Trustees approve the lowest responsive and responsible bid received from Cossolias Wilson.