

HARTNELL COMMUNITY COLLEGE DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES

A G E N D A

April 14, 2009

TIME/PLACE:

5:00 p.m. – Open Session

5:15 p.m. – Closed Session

6:15 p.m. – Reconvene Open Session

KING CITY EDUCATION CENTER – Rooms 108A/B
117 North Second Street – King City, California

Board of Trustees

Patricia Donohue, President

Kevin Healy, Vice President

Bill Freeman, Elia Gonzalez-Castro

John Martinez, Brad Rice

Armando Cortes, Student Trustee

Dr. Phoebe Helm, Superintendent/President, Secretary to the Board

The Board of Trustees welcomes you to its meetings, which are regularly scheduled on the first Tuesday of each month, unless otherwise noted.

The agenda is divided as follows:

- A. CONSENT AGENDA:** These matters include routine administrative and financial actions classified by departmental areas and are usually approved by a single majority vote.
- B. REGULAR AGENDA:** **Action Items:** These items include significant administrative and financial actions classified by departmental areas and approved by majority vote for each item.
Information Items: These items include presentations to the Board and items for discussion prior to Board action, which is usually taken at the next meeting.
- C. CLOSED SESSION:** In accordance with Government Code Sections, 3549.1, 54956.9, 54957 and/or 54957.6, the Board of Trustees may meet in Closed Session to consider legal, personnel, labor, and/or contract matters.

INDIVIDUALS DESIRING TO ADDRESS THE BOARD: Any member of the audience desiring to address the Board should complete and submit to the Superintendent prior to the meeting, if possible, a Speaker Request Form, available at the door. When the item PUBLIC COMMENTS is taken, the Board President will recognize those who have filled out a Speaker Request Form in the order in which they are received. Members of the public shall be able to address the Governing Board regarding items on the agenda as such items are taken up. The Board President may limit the time of presentation to three minutes per speaker, per subject, and a maximum of twenty minutes for each subject matter. Following public comment, the Board President will limit discussion to the Board only.

MISSION STATEMENT: Hartnell College provides the leadership and resources to ensure that all students shall have equal access to a quality education and the opportunity to pursue and achieve their goals. We are responsive to the learning needs of our community and dedicated to a diverse educational and cultural campus environment that prepares our students for productive participation in a changing world.

I. OPEN SESSION, CALL TO ORDER – 5:00 P.M.

A. ROLL CALL

Action

B. ADOPT AGENDA

C. DISCLOSURE OF ITEMS DISCUSSED IN CLOSED SESSION, AS FOLLOWS:

Items discussed in Closed Session will include, legal, personnel, labor, and/or contract matters authorized for Closed Session per Government Code Sections, 3549.1, 54956.9, 54957 and/or 54957.6.

1. Negotiated terms for reconsideration of tenure – Dr. Hetty Yelland

D. PUBLIC COMMENT PERIOD REGARDING CLOSED SESSION ITEMS

Fifteen minutes set aside for public comment regarding closed session items.
Maximum three minutes each.

II. MOVE TO CLOSED SESSION

The Board of Trustees of Hartnell Community College District will meet in Closed Session to consider legal, personnel, labor, and/or contract matters authorized for Closed Session per Government Code Sections, 3549.1, 54956.9, 54957 and/or 54957.6.

III. RECONVENE TO OPEN SESSION

Pledge of Allegiance

A. REPORT OUT FROM CLOSED SESSION

B. PUBLIC COMMENTS REGARDING OPEN SESSION ITEMS

Fifteen minutes set aside for public comments regarding open session items.
Maximum three minutes each.

IV. PRESENTATIONS AND BOARD DEVELOPMENT

A. BOND OVERSIGHT COMMITTEE UPDATE

Damon Felice, Felice Consulting Services

B. BOARD DEVELOPMENT

Review of Board Policies 3155 to 3195

C. BOARD'S GOALS FOR THE COLLEGE

1. Accreditation
2. Finances
3. Communication

V. CONSENT ACTION ITEMS

A. MINUTES

Approve Minutes of Meeting of March 10, 2009.

B. DISBURSEMENTS

Ratify the disbursements from any or all of the following funds: general; debt service; bookstore; child development; capital outlay projects; scheduled maintenance; property acquisition; bond projects; cafeteria; self-insurance; retirees health benefits; associated student body; scholarship, loan, and trust; and intercollegiate athletics.

C. APPROVE THE MEMORANDUM OF UNDERSTANDING AND WORK AGREEMENT WITH ALPERT/MCKEE COMPANY, CONSULTANT FOR GRANT WRITING SERVICES

Approve the memorandum of understanding and work agreement with Alpert/McKee Company, Consultant for the development and submission of a United States Department of Education Strengthening Hispanic Serving Institution (HIS Title V) application. The grant request is valued at 2.5 million. If awarded, the cost for these services will be 6% of awarded funds in years one and two, 5% in year three and 4% in years four and five.

D. APPROVE THE CONTRACT WITH THE PEPSI BOTTLING GROUP, AS AN EXCLUSIVE BEVERAGE SUPPLIER

Approve the contract with The Pepsi Bottling Group, as an exclusive beverage supplier for the next three years. Yearly revenue for this contract will be approximately \$22,000. Cost savings, as a result of having an exclusive contract, will be approximately \$16,000.

E. APPROVE AN AGREEMENT WITH BRIGHTROOM, INC., A PROFESSIONAL EVENT PHOTOGRAPHER

Approve an agreement with Brightroom, Inc., a professional event photographer, to photograph 2009 graduates. Brightroom agrees to donate 15% of the gross proceeds from photo and product sales to the college for the Associated Students of Hartnell College to support their clubs and activities.

F. APPROVE AN AGREEMENT WITH THE COUNTY OF MONTEREY, PROBATION DEPARTMENT

Approve an agreement with the County of Monterey, Probation Department for a Voluntary Fitness Incentive Program for its employees. The term of the agreement is April 15, 2009 to August 1, 2009. Yearly revenue for this agreement will be up to \$1,335.

G. APPROVE AN AMENDMENT TO THE CONTRACT BETWEEN HARTNELL COMMUNITY COLLEGE DISTRICT AND MONTEREY INSTITUTE FOR SOCIAL ARCHITECTURE

Approve an amendment to the contract between Hartnell Community College District and Monterey Institute for Social Architecture to continue to develop the Hartnell College Sustainable Construction Program. The amendment extends the contract from January 1, 2009 to June 30, 2009, \$10,000 per month to be paid from grant funds awarded by the Chancellor's Office.

H. RATIFY THE RECOMMENDATIONS OF THE CURRICULUM COMMITTEE

Ratify the recommendations of the Curriculum Committee.

I. APPROVE OUT-OF-COUNTRY TRAVEL-BORONDA STUDY GROUP

Approve out-of-country travel for Dr. Carl Christensen, faculty, and Sylvia A. Rios, coordinator, 2009 Boronda Study Group from June 5 through June 20, 2009. This year's program includes a two-week study tour of Spain. All costs are paid from the Boronda Scholarship Endowment through the Hartnell College Foundation.

J. APPROVE OUT-OF-COUNTRY TRAVEL–INTERDISCIPLINARY STUDIES PROGRAM

Approve out of country travel for Gary Smith, faculty, and 2009 Interdisciplinary Studies Program from June 5 through June 20, 2009. This year’s program includes a two-week study tour of Italy. All costs will be paid by the participants.

K. APPROVE DELAY IN ADMISSION OF STUDENTS TO THE ANIMAL HEALTH TECHNOLOGY PROGRAM

Approve delay in admission of students to the Animal Health Technology Program in order to conduct a Program Review as required by the Discontinuance Process.

L. APPROVE DELAY IN ADMITTING STUDENTS TO THE FIRST YEAR OF THE ELECTRONICS PROGRAM

Approve delay in admitting the first year of the Electronics Program in order to conduct a Program Review as required by the Discontinuance Process.

M. PERSONNEL ACTIONS

Approve and/or ratify personnel actions. (Included in packet)

VI. ACTION ITEMS

Action

A. REJECT ALL BIDS FROM THE MARCH 6, 2009 HARTNELL COLLEGE NORTHEAST LANDSCAPE PROJECT

Reject all bids from the March 6, 2009 Hartnell College Northeast Landscape Project.

Action

B. ACKNOWLEDGE AND AWARD THE CONTRACT FOR HARTNELL COLLEGE NORTHEAST LANDSCAPE PROJECT

Acknowledge and award the contract to Monterey Peninsula Engineering, the lowest responsive bidder for the Hartnell College Northeast Landscape Project.

Roll-call

C. APPROVE BUDGET REVISIONS

Approve budget revisions numbered 8140 to 8206.

Roll-call

D. ADOPT RESOLUTION 09:4, TAX AND REVENUE ANTICIPATION NOTES (TRANS) FOR 2009-2010

Adopt Resolution 09:4, Tax and Revenue Anticipation Notes (TRANS) for 2009-2010.

Roll-call

E. ADOPT RESOLUTION 09:5, DESIGNATING NEW REPRESENTATIVES TO VARIOUS COMMUNITY COLLEGE JOINT POWERS AUTHORITIES (JPAs)

Adopt Resolution 09:5, Designating New Representatives to various Community College Joint Powers Authorities (JPAs).

Roll-call

F. ADOPT RESOLUTION 09:6, EARLY RETIREMENT INCENTIVE FOR FULL TIME FACULTY

Adopt Resolution 09:6, Early Retirement Incentive for Full time faculty. The resolution will be available at the meeting. The terms of the resolution are currently under negotiations and expect to be finalized before the meeting of April 14, 2009.

Roll-call

G. ADOPT RESOLUTION 09:7, EARLY RETIREMENT INCENTIVE FOR C.S.E.A. AND L-39 EMPLOYEES

Adopt Resolution 09:7, Early Retirement Incentives for C. S. E. A. and L-39 Employees.

Action

H. REVIEW AND APPROVE FIRST READING OF REVISED BOARD POLICIES

- 3100 Rules Governing Student Behavior
- 3105 Grievance Policy for Students
- 3110 Exercise of Free Expression by Hartnell College Students
- 3115 Hazing
- 3120 Privacy of Student Records
- 3125 Reimbursement for Lost or Damaged Property and Collection of Delinquent Fines and Fees
- 3135 Associated Students of Hartnell College
- 3140 Funds of the Associated Students of Hartnell College
- 3145 Advisors and Sponsors for Student Clubs and Organizations

VII. INFORMATION ITEMS

A. FINANCIAL STATEMENTS FOR PERIOD ENDING FEBRUARY 28, 2009

B. LONG RANGE ENROLLMENT AND WEEKLY CONTACT HOURS (WSCH)

C. REPORTS FROM SENATES

1. Student Senate
2. Classified Senate
3. Academic Senate

D. PRESIDENT'S REPORT

Receive report on matters of interest to the college.

VIII. BOARD OF TRUSTEES

Action **A. RECOMMENDATION FOR 2009 DISTINGUISHED ALUMNUS/ALUMNA AWARD**

Action **B. NOMINATION OF ANNUAL CCCT BOARD OF DIRECTORS ELECTION**

C. RECEIVE TRUSTEE REPORTS

IX. FUTURE AGENDA ITEMS

(Items placed on future agendas will be determined in consultation and preparation under the auspices with Superintendent/President and Board President.)

X. ADJOURNMENT

Action Adjourn the meeting.

**The next regular Board of Trustees Meeting scheduled
May 5, 2009 – 5:00 p.m.
Hartnell College (CAB112) – Board Room
411 Central Avenue
Salinas, California**