

HARTNELL COMMUNITY COLLEGE DISTRICT

Board of Trustees – Regular Meeting Agenda May 3, 2011

TIME/PLACE

411 Central Avenue, Salinas
CALL Building, Room 208

5:00 p.m. – OPEN SESSION
CLOSED SESSION TO FOLLOW

Board of Trustees

Erica Padilla-Chavez, President

Kevin Healy, Vice President

Candi DePauw, Patricia Donohue, Bill Freeman,

Elia Gonzalez-Castro, Ray Montemayor

Shaundra Taylor, Student Trustee

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

The Board of Trustees welcomes you to its meetings. The agenda and supporting documents are on the college's website at www.hartnell.edu/board. Contracts requiring approval of the Board on this agenda are available to view in the President's Office. Typically, the agenda consists of the following:

- A. **CONSENT AGENDA:** These matters include routine administrative and financial actions and normally 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, normally 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. The Board President may limit the time of presentation to three minutes per speaker, and a maximum of fifteen minutes. 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.

ACCOMMODATIONS: Individuals requiring disability-related accommodations or modifications in order to participate in the meeting, including auxiliary aids and services, should contact the Superintendent/President in accordance with the Americans with Disabilities Act at (831) 755-6900.

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

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. PUBLIC COMMENT

Fifteen minutes (three-minute maximum per person) set aside to receive public comments on closed session and public session, or items not on the public session agenda, but within the jurisdiction of the Board.

II. CONSENT AGENDA

A. MINUTES

Adopt minutes of Regular Meeting of April 5, 2011.

B. DISBURSEMENTS

Ratify 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. CURRICULUM COMMITTEE

Ratify Curriculum Committee actions.

D. DESTROY CLASS III RECORDS

Approve to destroy Class III records, in accordance with Title 5, Article 3, Section 59027. These Class III records must be retained for a period of three years and it is normal business practice to destroy them at the end of that period. The cost to destroy these records will not exceed \$2,600.

E. APPROVE CONTRACT WITH M. J. JOHNSON, GRANT WRITER

Approve to enter into a contract with M. J. Johnson for grant writing. The term of the agreement is for two years, beginning July 1, 2011 to June 30, 2013 at \$52,000 per year.

F. EXTEND AGREEMENT WITH KEENAN AND ASSOCIATES

Approve to extend the agreement with Keenan and Associates for the administration of Workers' Compensation run-off claims. The extension is for one year, beginning July 1, 2011 through June 30, 2012. The administrative cost for this service is \$8,500 (a decrease of \$2,750) and paid from the Self-Insurance Fund.

G. AMEND LEASE AGREEMENT WITH REGENTS OF THE UNIVERSITY OF CALIFORNIA COOPERATIVE EXTENSION, MONTEREY COUNTY

Approve to amend the lease agreement between Hartnell Community College District and Regent of the University of California Cooperative Extension, Monterey County from a one-year term to five years beginning April 1, 2011 through March 31, 2016, with a three (3) month written termination clause by either party.

H. QUARTERLY FINANCIAL STATUS REPORT

Review and accept the Quarterly Financial Status Report (CCFS-311Q) for the quarter ended March 31, 2011.

I. GRANT APPLICATION TO THE U.S. DEPARTMENT OF LABOR – ADVANCED AGRICULTURE AND APPLIED COMPUTER TECHNOLOGIES TRAINING

Ratify the grant application to the U. S. Department of Labor for an Advanced Agriculture and Applied Computer Technologies Training Program and, if awarded, accept funds, and authorize the administration to enter into agreements to implement the grant and complete the work. The amount of the grant is \$3.8 million over three years. This program would deliver job training in high growth occupations to eligible Trade Adjustment Assistance workers and others.

J. GRANT APPLICATION TO THE OFFICE OF STATEWIDE HEALTH PLANNING AND DEVELOPMENT

Ratify the grant application to the Office of Statewide Health Planning and Development, Song Brown Health Care Workforce Training Program, and if awarded, accept funds and authorize the administration to enter into agreements need to accomplish the work. The grant will enable the Nursing Program to develop and implement a Nursing Residency Program. The term of the grant is July 1, 2011 through June 30, 2013 and is \$50,000.

K. EQUIVALENCY PROCESS

Approve the Equivalency Process for determining faculty qualifications.

L. DISTINGUISHED ALUMNUS 2011

Approve the 2011 Distinguished Alumnus.

M. PERSONNEL ACTIONS

Approve and/or ratify Personnel Actions (included in packet).

III. ACTION ITEMS

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| Action | A. BUDGET REVISIONS
Approve the budget revisions numbered 9173 to 9227. |
| Action/Roll-call | B. RESOLUTION 11:2, CALLING THE NOVEMBER 8, 2011 ELECTION
Adopt Resolution 11:2, Calling the November 8, 2011 for Trustee Areas 1, 2, 3, and 4. |
| Action/Roll-call | C. RESOLUTION 11:3, DESIGNATION OF MAY 2011 AS FOSTER CARE MONTH
Adopt Resolution 11:3, Designation of May 2011 as Foster Care Month. |
| Action/Roll-call- | D. RESOLUTION 11:4, CONFERRING HONORARY ASSOCIATE DEGREE
Adopt Resolution 11:4, Conferring Honorary Associate Degree in compliance with Assembly Bill 37. |
| Action | E. REDISTRICTING TRUSTEE AREAS
Adopt Guiding Principles and authorize the administration to move the process forward as required to meet the March 2012 deadline. |

IV. INFORMATION ITEMS

- A. **UPDATE ON CURRENT CONSTRUCTION PROJECTS**
Receive the written report on current construction projects.
Joseph Reyes, Director, Maintenance
- B. **FINANCIAL STATEMENTS**
Receive and accept the financial statements for month ending March 31, 2011.
- C. **INFORMATION ON STUDENT ELECTIONS**
Receive information on the Student Elections.
- D. **COMMUNICATION TO MONTEREY PENINSULA COLLEGE BOARD OF TRUSTEES**
Receive information on the communication to Monterey Peninsula College Board of Trustees from Trustees Freeman and Montemayor.
- E. **REPORTS FROM SENATES**
Receive oral reports from College Senates on matters of interest to the college.
 - 1. J. D. Powers, Student Senate
 - 2. Nancy Schur, Academic Senate
 - 3. Langston Johnson, Classified Senate
- F. **REPORT FROM SUPERINTENDENT/PRESIDENT**
 - 1. Response to Trustees questions from April Meeting
 - 2. Appeal – court decision
- F. **REPORTS FROM BOARD OF TRUSTEES**

V. CLOSED SESSION

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. Significant exposure to litigation pursuant to Section 54956.9(b): One Government Tort Claim

VI. RECONVENE PUBLIC SESSION

A. REPORT OUT FROM CLOSED SESSION, IF ANY

B. ANNOUNCEMENT OF NEXT MEETINGS

- 1. Board Retreat – May 17, 5 p.m., 411 Central Avenue, Salinas, LIB-113, Distance Learning Room
- 2. Regular Meeting – June 7, 5 p.m., 411 Central Avenue, Salinas, CALL Room 208

VII. ADJOURNMENT

Adjourn the meeting.