

Adopted

HARTNELL COMMUNITY COLLEGE DISTRICT

MINUTES

Regular Meeting of the Board of Trustees
CALL 208, Training Room
411 Central Avenue
Salinas, California

November 1, 2011

- OPEN SESSION** Meeting called to order at 5:05 p.m. by Trustee Padilla-Chavez.
- PLEDGE OF ALLEGIANCE** Trustee Gonzalez-Castro led the Pledge of Allegiance.
- ROLL CALL** Erica Padilla Chavez, President
Candi DePauw
Patricia Donohue
Bill Freeman (arrived at 5:20 p.m.)
Elia Gonzalez-Castro
Ray Montemayor
Juan M. Gutierrez, Student Trustee – (advisory vote per Board Policy 1030)
- Dr. Phoebe K. Helm, Superintendent/President
- ABSENT** Kevin Healy, Vice President
- OPENED PUBLIC HEARING** Trustee Padilla-Chavez announced that the Board would conduct a Public Hearing on Redistricting/Trustee Area Maps and the Board opened the public hearing at 5:07 p.m.
- PRESENTATION BY DEMOGRAPHER** Demographers Dr. Shelley Lapkoff presented an overview of the redistricting process and the work of the Redistricting Advisory Committee appointed by the Board of Trustees.
- The presentation addressed
- General Redistricting Principles
 - Redistricting Legal Requirements, Criteria and Hartnell Trustee Guidelines
 - Current areas needing adjustments
 - Plan developed and submitted by the Committee for legal review (Plan B-5), which was developed by the demographers based on the opinion of the legal consultant (at least 55% Hispanic Citizen Voting Age Population in each Trustee Area) – Appendix A
- During Dr. Lapkoff's presentation, the Board asked for clarification and asked several questions, and made comments specific to the process and maps.
- Dr. Lapkoff explained the next step is to submit the plan to the Department of Justice (DOJ) for the pre-clearance process. Trustee Padilla-Chavez reminded

the Board that the college has secured an attorney from a firm that has many years of experience with the pre-clearance process, who has worked closely and frequently with the DOJ. The Board held a study session on October 19, 2011 to receive an update on the work of the Redistricting Advisory Committee and to review and discuss the recommended plan, B-4. On October 24, the Redistricting Advisory Committee met and revised Plan B-4, resulting in Plan B-5.

**PUBLIC COMMENTS
ON REDISTRICTING**

David Serena, who introduced himself as the President of the Coalition for Peace, Justice, and Fairness, and Member of the Monterey County Office of Education Board, and Jose Ibarra, community member, urged the Board to not take action this evening – to wait until after the November elections to allow potential new board members input – similar to what the Monterey County Office of Education Board has done.

**CLOSED PUBLIC
HEARING**

Trustee Padilla-Chavez closed the public hearing at 6:01 p.m. and opened the discussion to the Board.

**BOARD'S COMMENTS
ON REDISTRICTING**

Trustee Montemayor stated that he believes East Salinas needs more than one trustee representing the Alisal area in order to ensure critical needs are being met – that more than one trustee representing the Alisal area is best.

Student Trustee Gutierrez stated that, this November, he would be voting for a trustee that will no longer represent his area and that more effort should have been made to keep the boundaries similar to what they are now.

Trustee DePauw stated that, while she appreciates concerns expressed this evening, the Board identified a process, developed guiding principles, and each individual Trustee designated two representatives from their area to serve on the Advisory Committee. The committee did their work as assigned and she supports that work.

Trustee Freeman stated that he cannot support the plans because he believes the process is being rushed, that there needs to be more public input and that the Board has until February/March to finalize this process. Also, since members of the Board may change, the approval should wait until after the elections.

Trustee Gonzalez-Castro stated that she agrees with Trustee DePauw – a process was used. Further, she believes that the Trustees of Hartnell College all work toward improving the whole district, not just individual Trustee areas; that the process is not being rushed because of elections. The work of the Committee should be supported.

Trustee Donohue thanked the Advisory Committee for their work. She stated that the Board represents the entire district and not just one trustee area. She believes that each Trustee unilaterally supports all of the good work that is being done in the Alisal area and believes each wishes to continue this good work, and she supports taking action this evening.

Trustee Padilla-Chavez thanked those who addressed the Board this evening.

She stated that she appreciates all comments because of what she has learned by serving on a redistricting committee for the County of Monterey. Further, Trustee Padilla-Chavez stated that this process has been underway since March 2011, that there is a redistricting website available in English/Spanish; that the advisory committee met multiple times; that each trustee identified two individuals from their respective areas; that the maps fare well – the Latino population is represented well. Further, she stated that redistricting is happening everywhere and that she supports approving the maps and moving forward with the pre-clearance process in order to allow time to address issues, if any. In closing, she stated she is at peace knowing that our legal advisors are experts in the voting rights act and thanked the committee for their work.

ACTION OF THE BOARD ON REDISTRICTING

On a motion by Trustee DePauw, seconded by Trustee Gonzalez-Castro, and by roll-call vote of 4-2 (Nay: Freeman, Montemayor) and by advisory vote of Nay (Student Trustee Gutierrez), the Board moved to adopt Plan B-5 as recommended by the Redistricting Advisory Committee.

PUBLIC COMMENTS ON THE AGENDA AND WITHIN THE JURISDICTION OF THE BOARD

Francisco Estrada, Student, stated he believes he continues to be harassed by administration, that he asked for support at last month’s Board meeting and has received none. He asked both Dr. Helm and Trustee Padilla-Chavez to step in or he would go to the media – similar to what he has done in the past.

Trustee Freeman called for a point of order and began to address the comments made by Francisco Estrada. Trustee Padilla-Chavez asked that the public be allowed to continue with their comments, but Trustee Freeman continued to express that he is tired of the students being harassed and that it needs to stop – and that when he is re-elected he will stop it - that the school belongs to the students and that they are good people.

Jose Ibarra, member of the public, stated that there were too many political activities or agendas at Hartnell.

STUDENT SENATE REPORT

Francisco Estrada, President of the Student Senate asked to give his report early so that he could attend his Tuesday evening class. He reported that the Senate hosted their annual Spooktacular event last evening and that it went well and that that the students have a new Student Life Coordinator, Margaret Ortega.

CONSENT AGENDA

Trustee Donohue made a motion, seconded by Trustee Gonzalez-Castro to approve and/or ratify the consent items A through I.

Trustee Montemayor asked for clarification on the Controller appointment because there was no name inserted. Both Dr. Helm and Terri Pyer explained that when meeting materials were mailed, they had not completed the interviews and thus, had no name to insert, but had hoped one would be available this evening.

In addition, Trustee Montemayor asked if this appointment was an internal promotion or candidates outside of the college. Ms. Pyer responded that the top two candidates are from outside Hartnell.

The motion was amended to exclude the Controller appointment.

On a motion by Trustee Donohue, seconded by Trustee Gonzalez-Castro, by vote of 6-0 and by advisory vote of Aye (Student Trustee Gutierrez), the Board moved to approve and/or ratified the consent items A through I, excluding the Controller position as stated in Personnel Action. The appointment of the Controller will be brought back to a later meeting.

- A. MINUTES Adopted minutes of regular meeting of October 4, 2011 and Study Session of October 19, 2011 as submitted.
- B. DISBURSEMENTS Approve 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. QUARTERLY FINANCIAL STATUS REPORT Reviewed and accepted the Quarterly Financial Status Report (CCFS-311Q) for the quarter ended September 30, 2011.
- D. NON CASH DONATIONS Accepted non-cash donations from the Hartnell College Foundation.
- E. AWARD BID – RANGER PIPELINE INFRASTRUCTURE PROJECT, PHASE II Awarded bid and authorized the administration to enter into a contract with Ranger Pipeline, Inc., lowest responsive bidder, for the Main Campus Infrastructure Project, Phase II. The project consists of the tie in of water, gas and data that were instated as part of Phase I in 2004. In addition, isolator shut-off valves, which are being tied in as part of this project, will be installed at all the buildings.
- F. AGREEMENT – CLINICAL EXPERIENCE SALINAS VALLEY MEMORIAL Ratified an affiliation agreement with Salinas Valley Healthcare Systems for clinical experience for students enrolled in the nursing program. The agreement is effective October 1, 2011 with a written termination clause of 90 days notice by either party.
- G. FOSTER AND KINSHIP CARE PROGRAM FUNDING 2011-2012 Accepted funding from the Chancellor’s Office to implement the Foster and Kinship Care Program for academic year 2011-2012. The program allocation, effective July 1, 2011 through June 30, 2012 is \$194,365.
- H. GRANT APPLICATION – CTE TRANSITIONS Ratified the California Community Chancellor’s Office –CTE Transitions grant, accept funds if awarded, and authorize the administration to enter into agreements to implement the grant. CTE Transitions grant aims to provide support for the coordination of work-based learning and similar experiences, including internships. The grant amount is \$46,970 for fiscal year 2011-2012.

I. PERSONNEL ACTION Ratified and or approved personnel actions, excluding the controller appointment. (Appendix B)

ACTION ITEMS

BUDGET REVISIONS On a motion by Trustee Donohue, seconded by Trustee Gonzalez-Castro, by vote of 6-0 and by advisory vote of Aye (Student Trustee Gutierrez), the Board moved to approve the budget revisions numbered 9440 to 9487.

SECOND READING – BOARD POLICIES Trustee Montemayor asked for clarification on the CEO Selection policy. Dr. Helm explained the statements removed from the policy are more appropriately placed in the administrative procedure of that policy.

At the recommendation of Trustee Padilla-Chavez, the Board reviewed, discussed, and voted on the policies individually.

Approved to renumber, rename, revise

BP 1100, Meeting Attendance revised to BP, 2725, Board Member Compensation

MSC: Donohue/Gonzalez-Castro

Vote: 5-1 (Nay: Montemayor) – Advisory Aye: Student Trustee Gutierrez

Approved to delete

BP 1106, Life Insurance Benefits for the Members of the Governing Board

MSC: DePauw, Montemayor

Vote: 6-0; Advisory Aye (Student Trustee Gutierrez)

Approved to not delete and maintain policy

BP 1110, Health Benefits for Members of the Governing Board

MSC: Montemayor, DePauw

Vote: 4-2 (Nay: Donohue, Padilla-Chavez) – Advisory Aye (Student Trustee Gutierrez)

Approved to delete and replace

BP 1440, New Member Orientation delete and replace with BP 2740 Board Education

MSC: Gonzalez-Castro, DePauw

Vote: 6-0; Advisory Aye (Student Trustee Gutierrez)

Approved new policy

BP 2745 Board Self Evaluation

MSC: Gonzalez-Castro, DePauw

Vote: 6-0; Advisory Aye (Student Trustee Gutierrez)

Approved new policy

BP 3200 Accreditation

MSC: Gonzalez-Castro, Donohue

Vote: 6-0; Advisory Aye (Student Trustee Gutierrez)

Approved new policy

BP 2200, Board Duties and Responsibilities

MSC: Montemayor, Donohue

Vote: 6-0; Advisory Aye (Student Trustee Gutierrez)

Approved new policy

BP 2431, CEO Selection

MSC: Gonzalez-Castro, DePauw

Vote: 6-0; Advisory Aye (Student Trustee Gutierrez)

Approved new policy

BP 2435 Evaluation of CEO

MSC: Gonzalez-Castro, Donohue

Vote: 6-0; Advisory Aye (Student Trustee Gutierrez)

Failed motion to delete and replace

BP 1105, Mileage Allowance to BP 2735 Board Member Travel

MS: Donohue, Gonzalez-Castro

Vote: 3 Aye: Donohue, Gonzalez-Castro, Padilla-Chavez

Nay: DePauw, Freeman, Montemayor

Advisory Nay: Student Trustee Gutierrez

INFORMATION ITEMS

**CONSTRUCTION
PROJECTS – UPDATE**

The Board received an updated, written report on the current construction projects. The report is on Page 118 of the November 1, 2011 Meeting Agenda Packet housed at:

http://www.hartnell.edu/board/packets/November_1_2011_Agenda_Packet.pdf.

Trustee Padilla-Chavez asked Joseph Reyes when the Alisal Turnaround would be complete. Joseph responded the project is expected to be completed by mid-November. Trustee Padilla-Chavez thanked everyone for their work on this project and stated that transportation to the Alisal is a wonderful service to our community and students and again, commended students leaders for supporting the Free Fare Zone, which reduces student transportation costs by 50%.

**FINANCIAL
STATEMENTS**

The Board received the financial statements for the periods ending June 30, 2011 and September 30, 2011.

SENATE REPORTS

Academic Senate: Nancy Schur reported that the Senate continues to meet regularly; that the Senate adopted its goals and plans to look at the evaluation process, textbook selections, distance education, and that several appointments have been made to committees.

Classified Senate: None were present.

Student Senate: Francisco Estrada reported on Senate business earlier in the meeting (See Page 3 Public Comments)

PRESIDENT'S REPORT

Dr. Helm's reported on:

1. Auto Collision – Dr. Zahi Atallah, Dean for Applied Technology, has interviewed the auto collision community and the Board received his written report. Industry representatives are uniform in their preference to hire factory trained journeymen if and when the economy supports hiring. Preparatory skills were identified with in existing general education and auto technology courses as being helpful.
2. Counseling – Counseling hours available to students have greatly expanded – actually doubled - this year. Nine full-time counselors provide 228 counseling hours per week (up from 195 last year) and part-time counselors, many of whom are high school counselors during the day, provide an additional 374 hours per week. As a result, the wait time for a student has been reduced to zero in many cases and at busier times to less than 1.5 days for a “non-crisis” event. The Board received a more detail report on this matter.
3. Salary Comparisons – The Board requested and received documents on salary comparisons for faculty that included Cabrillo, Cuesta, Gavilan, MPC, and Hartnell Colleges. These comparisons are computed annually for the CCCCCO by the Santa Rosa System.
4. Dr. Helm reported that she has been attending a global transformation conference in Monterey since Saturday and on Thursday she, along with Mayor Donohue, will host a smaller group of foreign dignitaries at the Alisal campus prior to a tour of Agriculture processing, distribution and growing sites in the Valley.
5. Dr. Helm reported that she authorized travel for Student Trustee Gutierrez to attend a Statewide Student Trustee Meeting in San Jose on November 4th and plans to bring the item to the Board for ratification at their next regular meeting.
6. Dr. Helm thanked Lucy Serrano for her serving as the assistant to an accrediting site visit team

BOARD REPORTS

Trustee Donohue reported she just returned from England where talked about the college's science programs with other women and she thanked the Redistricting Committee for all of their important work.

Student Trustee Gutierrez reported that he heard disabled students find it difficult to get to the second floor of Visual Arts Facility and perhaps funds from Measure H could help support installing an evaluator. Also, he stated that he has witnessed that the Student Senate use their constitution when convenient and that it is not appropriate for them to do so. And, he reported that tomorrow is Transfer Day where several universities will be on campus.

Trustee Montemayor reported that the Sunrise House is moving to a less expensive location and plans to report more at the next meeting.

Trustee DePauw reported that Farm Day was successful and the next planned Farm day is scheduled in February 2012.

Trustee Freeman reported he attended the Hartnell football game where they won; that he attended a volleyball game where he purchased 13 cupcakes and ate most of them; that he supports the college purchasing MST bus passes for students who don't have cars; and he said he's served as a board member for the last eight years and with the help of North Salinas he hopes to serve another four years.

Trustee Gonzalez-Castro thanked the political science club for inviting her to participate in the Candidate's forum – it was an amazing experience – that her last four years have been great. Trustee Gonzalez-Castro thanked everyone for the opportunity to serve over the past four years and she hopes to continue her dream to serve the college and the community because this is where her heart is.

Trustee Padilla-Chavez asked the Board to complete a self-assessment, as required by accreditation, and distributed an evaluation form for each to complete and submit to Lucy by November 10th. A special meeting is scheduled November 15 to discuss the results of that evaluation. She asked for 100% participation. She thanked the Redistricting Committee for their work.

CLOSED SESSION

The Board of Trustees and Dr. Phoebe K. Helm, Superintendent/President, Terri Pyer, Associate Vice President, Human Resources, and Alison Neufeld, Legal Counsel, Liebert, Cassidy, Whitmore, moved to Closed Session at 7:26 p.m. 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.

1. Conference with Legal Counsel - Anticipated Litigation Significant exposure to litigation pursuant to Section 54956.9(b): One potential case with regard to a publisher.

RECONVENE PUBLIC SESSION AND REPORT OUT FROM CLOSED SESSION

Trustee Padilla-Chavez reconvened the public session at 7:58 and reported out the following:

On a motion by Trustee Donohue, seconded by Trustee Padilla-Chavez, and by vote of 4 Ayes, 1 No (Freeman); 1 Abstained (Montemayor) the Board moved to reject Claim#456375.

ANNOUNCEMENTS

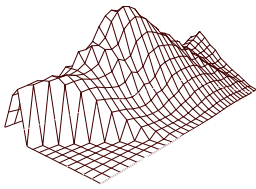
1. Special Meeting – November 15, 2011, 5:45 p.m., CALL 208
2. Annual Organizational Meeting – November 29, 5 p.m., CALL 208
3. Study Session – Holiday Social – December 6, 2011, 5 p.m., CALL 208
4. Study Session – December 13, 2011, 5 p.m., CALL 208

ADJOURNMENT

On a motion by Trustee Montemayor, seconded by Trustee DePauw, and unanimously carried, the Board moved to adjourn the meeting at 8:00 p.m.

Erica Padilla-Chavez
Board of Trustees President

Phoebe K. Helm
Board Secretary



Plan B-5

Appendix A

October 26, 2011

On October 24, Hartnell's Redistricting Committee met to review Plan B-4, which had been presented to the Board at its October 19 study session. The Committee members considered four issues: whether Plan B-4 still reflected their recommendation; whether they were concerned about the change in the numbering of Trustee Areas 2 and 4; whether Alisal should be in a single trustee area; and whether the Plan's deviation could be reduced.

The Committee members unanimously agreed that Plan B-4 still reflected their recommendations. While no vote was taken, the discussion indicated that members were not particularly concerned that the numbering had changed; they also thought it best that Alisal should be in a single trustee area. The Committee then worked to reduce the B-4 Plan's deviation. Several small changes were made to reduce the population of Trustee Area 1, and thereby reduce the plan's deviation from 9.0 to 7.6 percent, while still maintaining at least a 55 percent Hispanic CVAP in the Salinas trustee areas. The changes were agreed upon, and the plan was renamed B-5. This report discusses Plan B-5, first describing the changes made in Plan B-4, and then explaining why the Committee favors this plan. Several maps of Plan B-5 are provided at the end of this report.

Changes made between Plan B-4 and Plan B-5

In Plan B-4, Trustee Area 1 is the most populous, with a deviation of 4.3 percent, and Trustee Area 6 is the least populous, with a deviation of minus 4.6 percent. To reduce the plan's deviation, we could decrease the population of Trustee Area 1 and/or increase the population in Trustee Area 6. The Committee considered increasing the population of Trustee Area 6, but rejected changes because the boundaries of Trustee Area 6 in Plan B-4 are very logical, following either city or school district boundaries. Also, Trustee Area 6 is likely to see population growth during the decade, so that it is advantageous for it to be one of the lower populated trustee areas, initially.

However, the Committee made suggestions for reducing the population of Trustee Area 1 that led to the following changes:

- In west Salinas, a total of 50 people were moved from Trustee Area 1 to Trustee Area 4, so that Trustee Area 1 follows the city limits.
- In central Salinas, territory was shifted from Trustee Area 1 to Trustee Area 3, so that the boundary between Trustee Areas 1 and 3 runs along Rossi Road.

As a result of these changes, Trustee Area 3 becomes the most populous, with a 3.0 percent deviation. Trustee Area 6 remains the least populous, with a deviation of 4.6 percent. This causes the overall plan deviation to be 7.7 percent (due to rounding).

Note that Trustee Areas 2, 5, 6, and 7 are the same as in Plan B-4.

Reasons that the Committee Recommends Plan B-5

One of the central features of Plan B-5 (and B-4 and B-3) is the configuration of Trustee Area 5. Trustee Area 5 is a consolidated Alisal trustee area. The Committee felt it was important that Alisal have its own trustee area. Alisal is of great concern, especially educationally, and it is believed that a Hartnell trustee whose exclusive focus was East Salinas would best represent this area. In particular, the Committee noted that:

- Alisal is a strong and important community of interest in the Hartnell Community College District;
- Alisal has special needs, especially educational ones;
- California Department of Education data show that Alisal High School has one of the lowest graduation rates in the state;
- Many potential Hartnell students from this area would be the first in their families to attend college;
- ESL classes are particularly important in this area;
- Hartnell College has opened an Advanced Technology Center in the Alisal, as a specialized campus to serve the entire District;
- A trustee from the area could help ensure that there were programs that would help students enroll at Hartnell;
- A Hartnell trustee from the East Alisal area might help to increase college attendance and graduation rates in this community.

Other Features of Plan B-5 Approved by the Committee

Committee members liked the extensive use of city limits and school district boundaries to demarcate the proposed trustee areas.

Committee members liked the compact nature of the new Salinas trustee areas.

Committee members studied the piece of land west of Natividad in Trustee Area 2 which gives an awkward shape to the trustee areas. This shape is necessary in order to achieve a 55 percent Hispanic CVAP in Area 2. Committee members examined this matter in detail and came to the same conclusion as the demographer. The fact that school district boundaries were used in the boundary between Areas 2 and 4 was applauded.

The Committee members noted that all of Creekbridge and Williams Ranch were in one trustee area.

Maps of Plan B-5

Four maps are provided for Plan B-5:

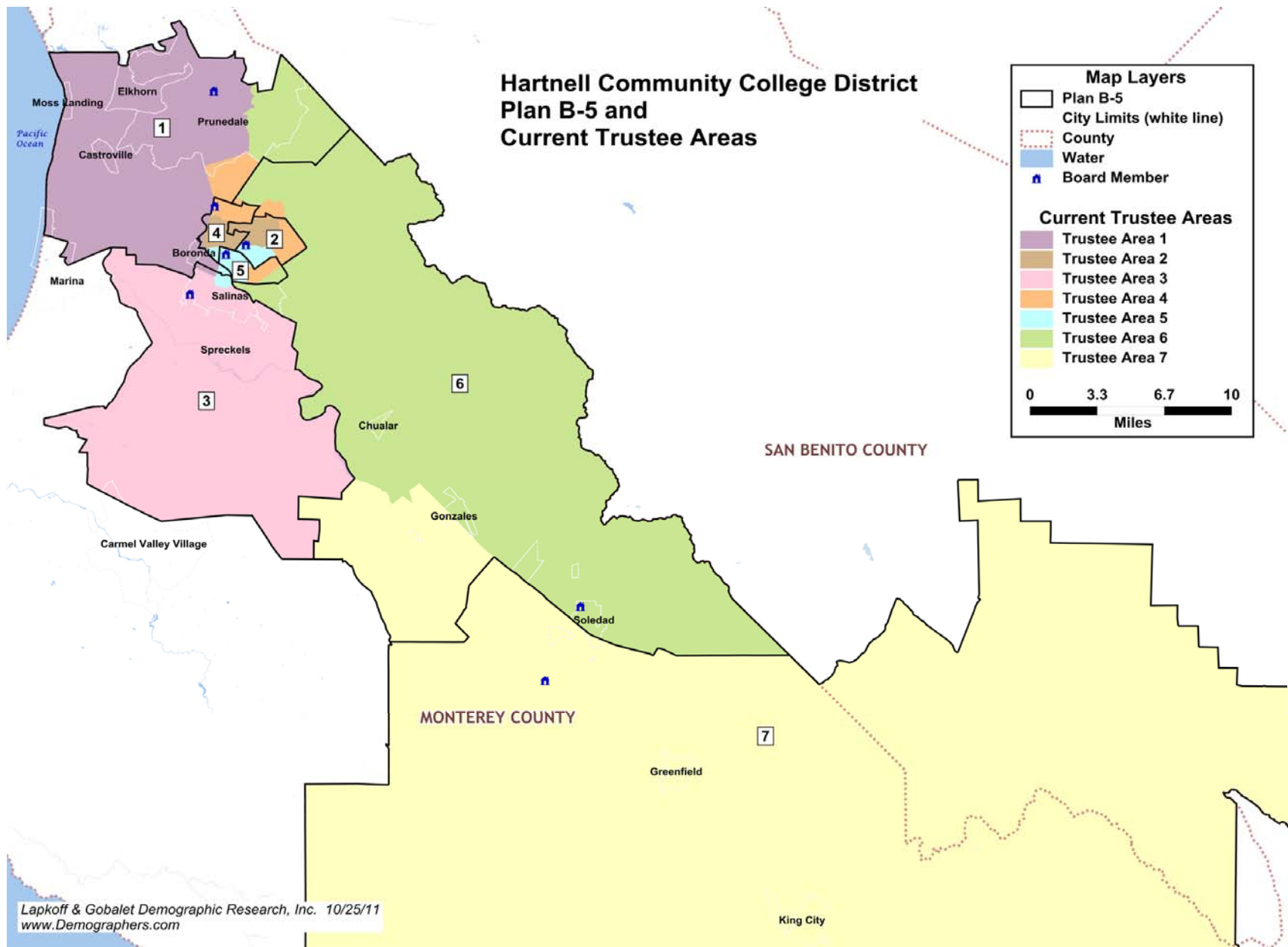
- An overview of the entire District, with the current trustee areas shaded in the background
- Salinas area detail, with the current trustee areas shaded in the background
- Salinas area detail, with the K-12 school districts shaded in the background
- Salinas area detail, with cities/"Census designated places" shaded in the background.

The latter two maps show clearly how many of the boundaries follow either school district or city boundaries.

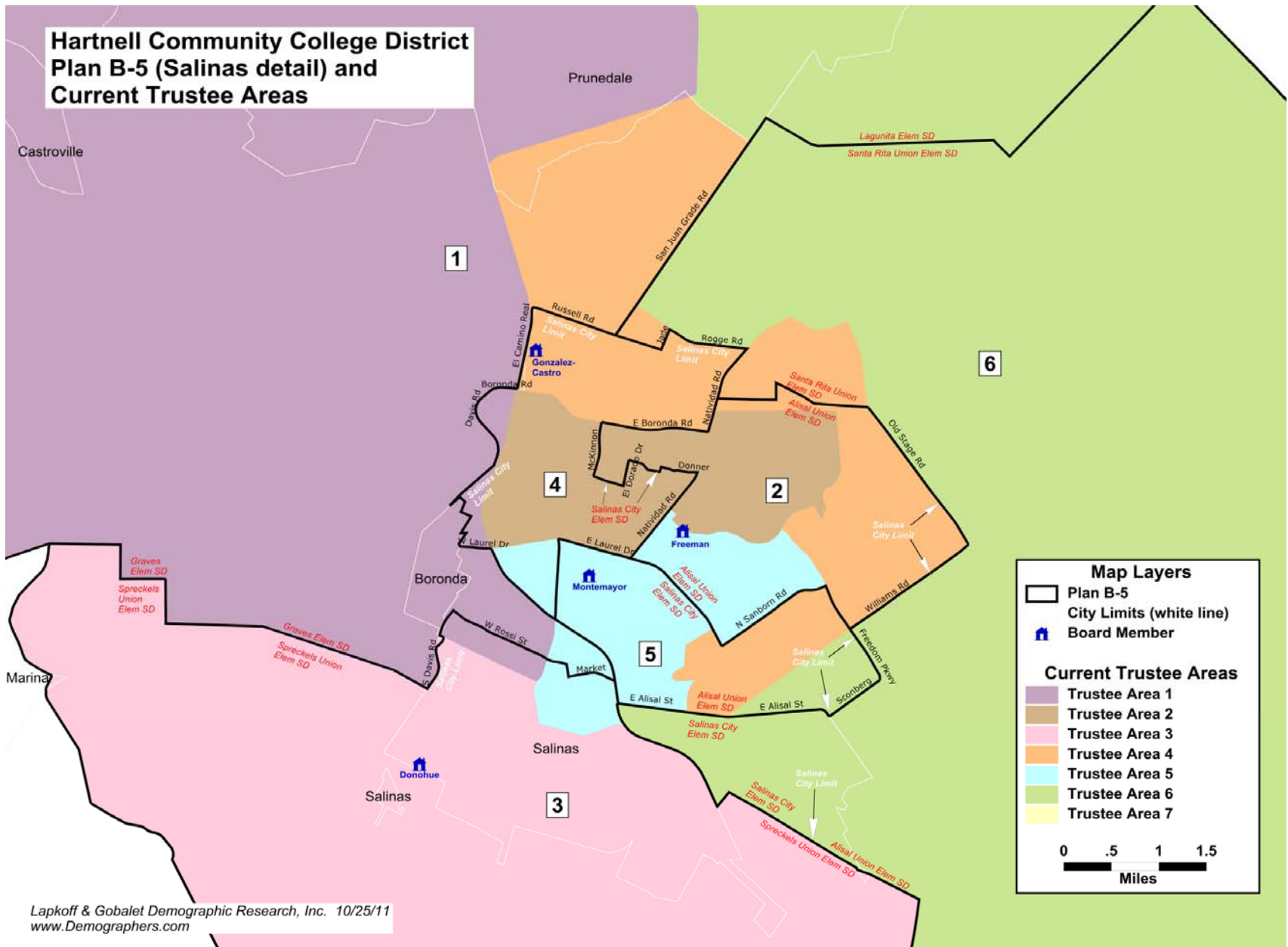
Plan B-5

Population Balance				Percent of Trustee Area's Population that was Hispanic/Latino/Spanish Surname					
Trustee Area	Population	Deviation	Percent Deviation	Total Population	Voting Age Population (VAP)	Estimated Citizen Voting Age Population (CVAP)	Registered voters 2010	Voters Nov 2010	Voters Nov 2008
1	38,376	882	2.4%	57%	51%	38%	36%	29%	32%
2	36,618	-876	-2.3%	77%	73%	59%	61%	55%	57%
3	38,620	1,126	3.0%	37%	32%	26%	21%	16%	18%
4	36,741	-753	-2.0%	72%	66%	55%	52%	46%	49%
5	38,360	866	2.3%	93%	91%	76%	79%	74%	76%
6	35,751	-1,743	-4.6%	86%	83%	70%	70%	66%	67%
7	37,993	499	1.3%	80%	76%	57%	58%	57%	51%
Total	262,459		7.7%	71%	66%	50%	48%	41%	42%
	Most populous trustee area		38,620						
	Least populous trustee area		35,751						
	Difference		2,869						
	Ideal Trustee Area Size		37,494						
	Plan's Percent Deviation		7.7%						

Hartnell Community College District Plan B-5 and Current Trustee Areas

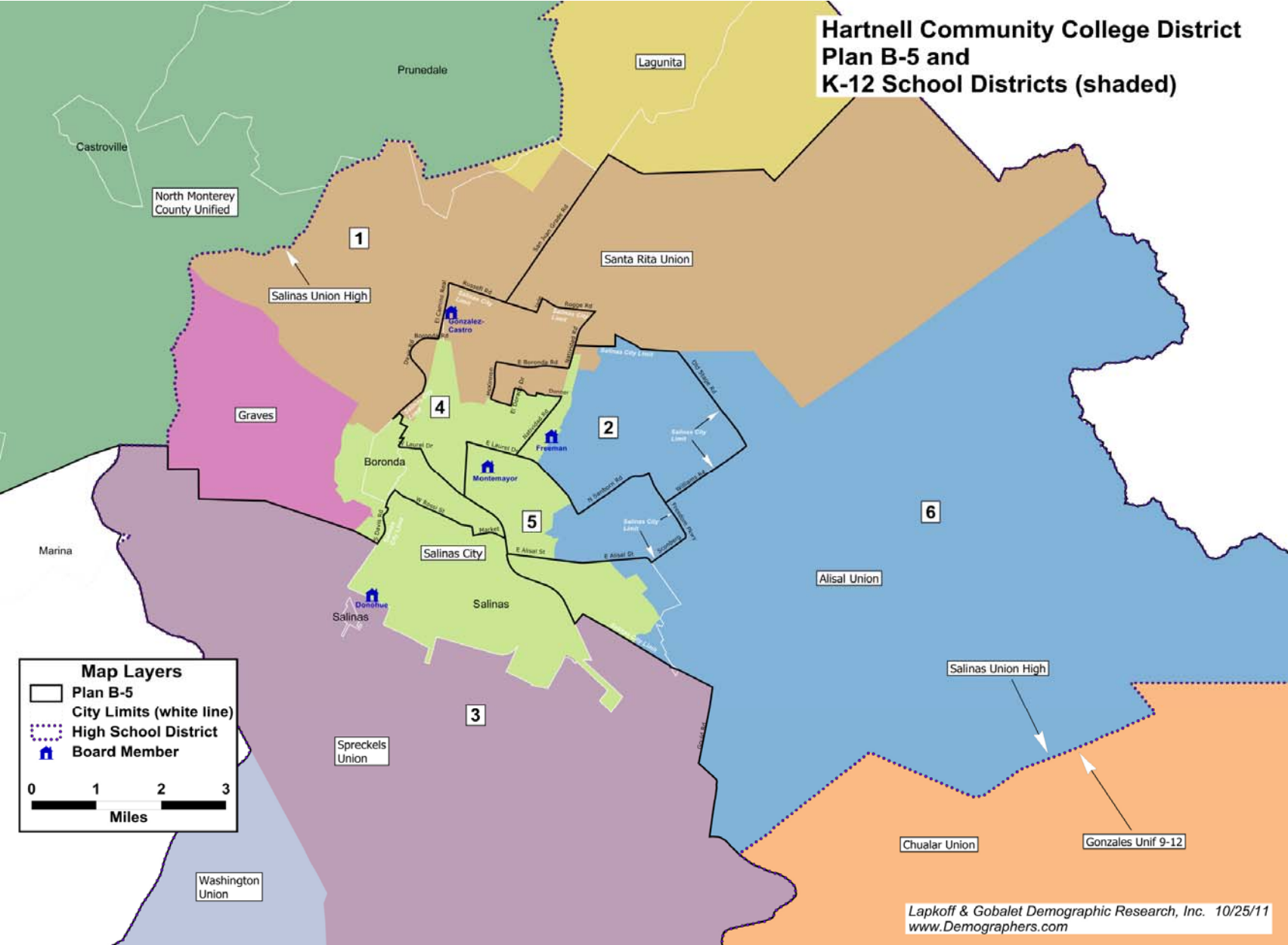


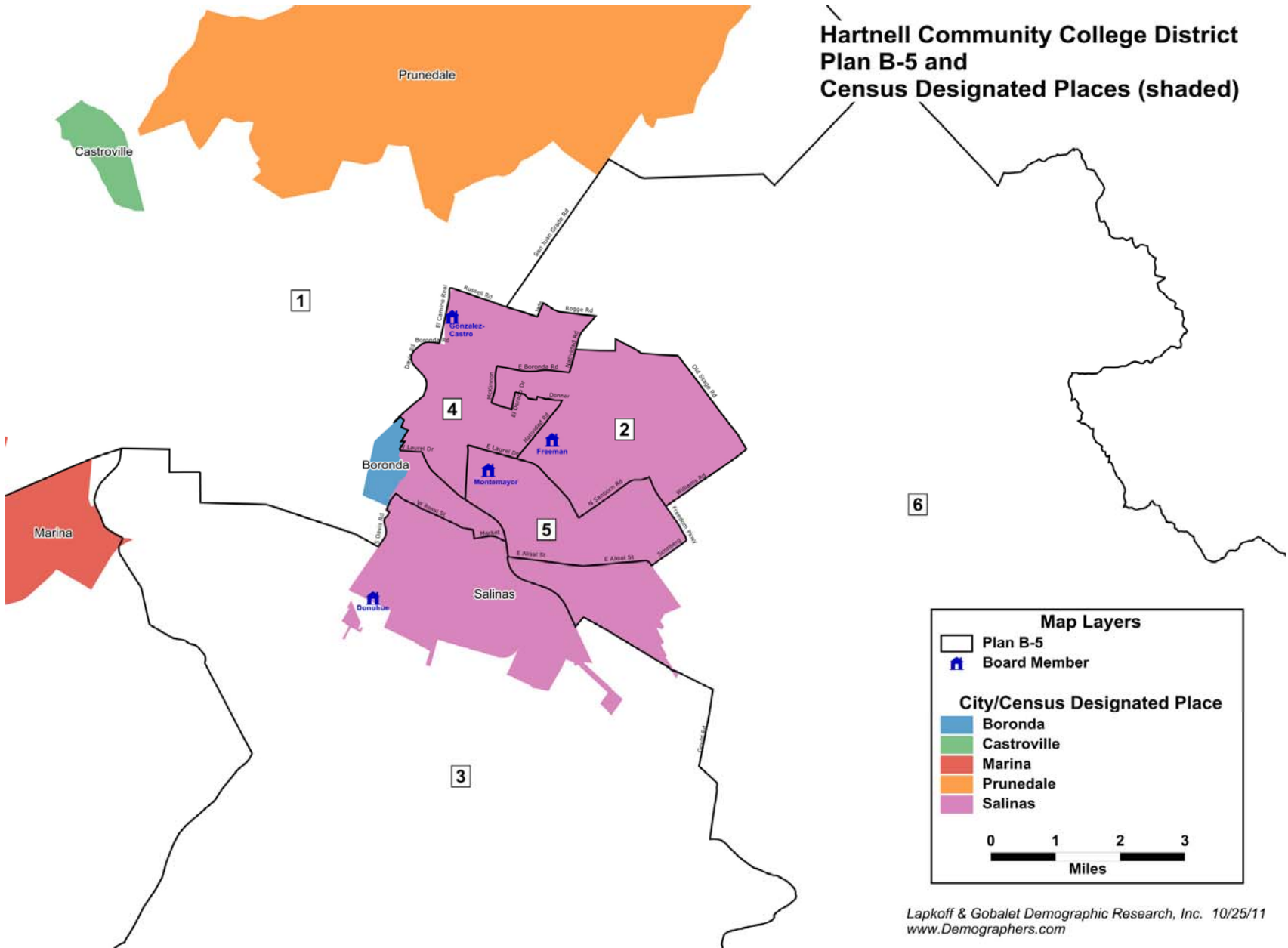
Hartnell Community College District Plan B-5 (Salinas detail) and Current Trustee Areas



Lapkoff & Gobalet Demographic Research, Inc. 10/25/11
www.Demographers.com

**Hartnell Community College District
Plan B-5 and
K-12 School Districts (shaded)**





THE FOLLOWING PERSONNEL ACTIONS WERE APPROVED AND/OR RATIFIED AT THE NOVEMBER 1, 2011 REGULAR MEETING OF THE HARTNELL BOARD OF TRUSTEES:

I. Retirements, resignations, releases, and leave requests

A. Ratify resignation of regular personnel:

1. Andrea Curtis, Division Administrative Assistant (#CC-165), effective October 31, 2011.

B. Ratify approved requests for partial leaves of absence:

1. Maria Teutsch, English Instructor, up to 40 percent of load for one and a half years, unpaid leave of absence for professional development, beginning spring semester, January 2012. This is in accordance with Article 7 Section K of the Hartnell College Faculty Association (HCFA) contract.
2. Angelita Lopez, Secretary (#CC-175), Advanced Technology/Community, unpaid leave of absence for "Baby Bonding," from December 1, 2011 to January 11, 2012, according to the CFRA and FMLA rights.

II. Classification and Compensation

1. Approve the reclassification of Director of Facilities, Operations and Asset Management (#A-38) from Management Level VII to Management Level VI, effective October 1, 2011. Reclassification addresses expansion of oversight responsibilities to include food services.

III. Appointments

A. Ratify appointments to management positions:

1. Controller (#A-12), management range V, effective November 2011.
2. Kristi Lee Andreen, Coordinator of Allied Health and Director of the Respiratory Care Practitioner Program (#A-63), Nursing Department, Range XI, Step E, effective October 17, 2011. This is a grant-funded, half-time management position during the first year, and starting in fall semester 2012, half-time teaching duties will be added.

B. Ratify appointment to regular classified position:

1. Margaret Ortega, full-time, 40 hours per week, 10 months per year, Student Life Coordinator (#CC-24), Student Services, Range 31, Step E, effective October 26, 2011.

C. Ratify appointment of part-time instructors for fall semester 2011:

THE FOLLOWING PERSONNEL ACTIONS WERE APPROVED AND/OR RATIFIED AT THE NOVEMBER 1, 2011 REGULAR MEETING OF THE HARTNELL BOARD OF TRUSTEES:

1. Eric Becerra, Counseling
2. Katrina Camarena, English
3. LaMar Castaneda, Nursing
4. Daniel Ehrler, Speech
5. Mike Gideon, Computer Information Systems
6. Margaret Heaman, Theatre Arts
7. Stephanie Kever-Frizzell, Nursing
8. Salina Lopez, Psychology
9. Jose Maldonado, Counseling
10. Suzanne Mann, Theatre Arts
11. Joseph Martinez, Counseling
12. Ryan Montgomery, Astronomy
13. Jaeduck Park, English as a Second Language
14. Meagan Plumb, English
15. Yvonne Reed, Physical Education
16. Nancy Saldaña-Pimentel, Counseling
17. William Y. Yanowsky, Physical Education
18. Maximino Zabala, Nursing

D. Ratify appointment of donated instructors for fall semester 2011:

1. Jimmie Moore – Electrical apprenticeship
2. Michael Stone – Electrical apprenticeship

E. Ratify appointment of Professional Experts:

Hartnell's theater arts program – The Western Stage (TWS) provides students the opportunity to learn their craft within a professional context. Assignment is for 2011 subscription season, which runs January 24 – December 17, 2011:

1. Judy Ataman, \$5000 total, Actor, October 1 – December 11, 2011.
2. Lisa Marie Baratta, \$3625 total, musician, July 20 – December 11, 2011.
3. Greg Bullock, \$1250 total, musician, September 14 – October 15, 2011.
4. Skylar Campbell, \$2525 total, musician, May 28 – December 11, 2011.
5. Howard Cespedes, \$1250 total, musician, September 14 – October 15, 2011.
6. Rumina Druneva, \$1250 total, musician, September 14 – October 15, 2011.
7. Jeffrey Flower, \$1200 total, musician, September 14 – October 15, 2011.
8. Nancy Flower, \$3525 total, musician, July 20 – October 15, 2011.
9. Jeff Gallaher, \$2525 total, musician, September 14 – October 15, 2011.
10. Michelle Galindo, \$1200 total, musician, September 14 – October 15, 2011
11. Margaret Heaman, \$700 total, costume design consultant, October 1 – November 19, 2011.
12. Jeff Heyer, \$6800 total, program production assistant, September 1 – December 17, 2011.

THE FOLLOWING PERSONNEL ACTIONS WERE APPROVED AND/OR RATIFIED AT THE NOVEMBER 1, 2011 REGULAR MEETING OF THE HARTNELL BOARD OF TRUSTEES:

13. Kevin Jordan, \$3375 total, musician, July 20 – December 11, 2011.
14. Kathy Nathan, \$1200 total, musician, September 14 – October 15, 2011.
15. Joe Niesen, \$4000 total, choreography, October 1 – November 19, 2011.
16. Julian Starks, \$4500 total, costume design, September 19 – October 15, 2011.
17. Craig Whitwell, \$2525 total, musician, September 14 – December 11, 2011.

The Foster Kinship Care Education Program (FKCE) provides advanced training for current and prospective foster, relative, and non-related extended family member caregivers, adoptive parents, and local agency employees; and support for foster home recruitment activities. This grant-funded program is a joint effort of the California Community College Chancellor's Office and the Department of Social and Employment Services (DSES). Assignments include orientation leaders, trainers, childcare and activity providers, and program coordination.

18. Carolina Cortez, \$50/hr (as needed), FKCE Trainer, September 1, 2011 – June 10, 2013.
19. Michael Davis, \$13/hr (as needed), childcare, July 1, 2011 – June 10, 2013.
20. Juana De Jesus Gonzalez, \$13/hr (as needed), ILP Youth Mentor, September 1, 2011 – June 10, 2013.
21. Shaylene Duran, \$22/hr (as needed), DSES/ILP Trainer, July 1 – October 10, 2011.
22. Jason Hall, \$40/hr (as needed), Wraparound Trainer, July 1, 2011 – June 10, 2013.
23. Alejandra Moreno, \$16/hr (as needed), Training Supervisor, September 1, 2011 – June 10, 2013.
24. Amor Ortiz, \$13/hr (as needed), childcare, August 1, 2011 – June 10, 2013.
25. Maryanne L. Rehberg, \$100/hr (as needed), DSES Instructor, September 1, 2011 – June 10, 2013.
26. Daniel Salaz, \$22/hr (as needed), PEER Recruiter, September 1, 2011 – June 10, 2013.

Hartnell College provides Crisis Counseling Services that are completely confidential and free of charge to enrolled Hartnell students. A Marriage & Family Therapist Counseling Intern is available to assist students in crisis.

27. Tara Heller-Berlin, \$20/hr (16 hrs/week), intern, September 15, 2011 – June 15, 2013.

Supplemental Instruction (SI) is a peer-led academic support program that helps students enrolled in certain historically challenging courses. SI leaders in the Tutorial Center facilitate student learning through out-of-class discussion and study skills support. Grant-funded.

28. Alexander Sigala, \$14.42/hr (13 hrs/week), Chem 1A tutor, August 15 – December 16, 2011.

THE FOLLOWING PERSONNEL ACTIONS WERE APPROVED AND/OR RATIFIED AT THE NOVEMBER 1, 2011 REGULAR MEETING OF THE HARTNELL BOARD OF TRUSTEES:

The Hartnell College Math Academy was a two-week, not-for-credit, non-graded program designed for incoming freshmen whose placement scores on the Accuplacer diagnostic test do not qualify them for pre-algebra or for elementary algebra.

29. Patricia Garcia, \$3589.45 total, instructor, July 6 – August 12, 2011.

The WIA Youth CTE grant supports a 15-month program of accelerated instruction in Advanced Technology. Over the course of the program, which runs October 2011 – March 2013, up to 100 students will complete requirements for a Hartnell College Certificate in either Agriculture Industrial Technology or Green Building, in addition to industry-issued certificates in four related skill areas. All students will complete the core Academy for College Excellence courses, along with math, English and career preparation courses. Tutorial, counseling, and job placement support services will be provided. Partnering with Hartnell on supporting grant activities are the Monterey County Workforce Investment Board and Rancho Cielo.

30. Christine Pedersen, \$4000/mo., coordinator, September 19, 2011 – September 18, 2012.

The High School Equivalency Program (HEP) is funded by the US Department of Education Office of Migrant Education. HEP is a migrant education program designed to assist migrant and seasonal field workers obtain their GED and employment, military service, apprenticeship, Certificate of Skills Acquisition, Certificate of Achievement, or Associate's Degree.

31. Miguel Zuniga, \$30/hr (12 hrs/week), HEP-GED Instructor, October 4, 2011 – June 30, 2012.

The vacant counseling data technician position was scheduled to be phased out in the Student Services reorganization. The CSEA and District have agreed to assign this work to a professional expert through the end of the semester, and to find a resolution thereafter.

32. Yesenia Carrillo, \$13.92/hr (20 hrs/week), technician, September 22 – December 31, 2011.

E. Ratify appointment of substitute position:

1. Esther Vargas, \$13.59/hr (25 hrs/week), clerical assistant, August 11 – October 7, 2011.

THE FOLLOWING PERSONNEL ACTIONS WERE APPROVED AND/OR RATIFIED AT THE NOVEMBER 1, 2011 REGULAR MEETING OF THE HARTNELL BOARD OF TRUSTEES:

- F. Ratify appointment of volunteer position:
1. Doreen Remer, Ceramic Lab (10 hrs/wk), August 23, 2011 – June 20, 2012.
- G. Ratify appointment of Student Workers for fall semester 2011:
1. Mayra Aguilar, TRIO, Student Worker I
 2. Daniela Alcantar, Tutorial Center, Student Worker II
 3. Luis Barrera, TRIO, Student Worker II
 4. Tenia Bey, Financial Aid, Student Worker I
 5. Sandra Castillo, Financial Aid, Student Worker I
 6. Alexandria Cordova, ACE, Student Worker II
 7. Yesmin Arevalo Deanda, Computer Lab, Student Worker I
 8. Liliana Diaz, Human Resources, Student Worker I
 9. Mayra Espinoza, HEP, Student Worker I
 10. Beatriz Fernandez, Cafeteria, Student Worker I
 11. Danielle Galvan, EOPS, Student Worker II
 12. Brenda Garcia, Tutorial Center, Student Worker II
 13. Rodolfo Garcia, Tutorial Center, Student Worker III
 14. Vanessa Garcia, Tutorial Center, Student Worker II
 15. David Gopi, Library, Student Worker I
 16. Edwin Gonzalez, East Salinas GEARUp, Student Worker III
 17. Katia Gonzalez, Chemistry, Student Worker IV
 18. Juan Hernandez, Tutorial Center/Alisal Campus, Student Worker II
 19. Abigail Irwin, Tutorial Center, Student Worker II
 20. Adriana Landeros, MESA, Student Worker III
 21. Matthew Lopez, Information Systems, Student Worker III
 22. Ignacio Maravilla, MESA, Student Worker IV
 23. Vanessa Montano, TRIO, Student Worker II
 24. Sosima Morales, MESA, Student Worker IV
 25. Teresa Munoz, MESA, Student Worker III
 26. Adan Ochoa, MESA, Student Worker III
 27. Oscar Ochoa, SSS/TRIO, Student Worker II
 28. Leticia Ortega Lopez, HEP, Student Worker I
 29. Joseph Pacheco, Physical Education, Student Worker III
 30. Vanessa Puga, ACE, Student Worker I
 31. Ryan Ramos, Campus Security, Student Worker I
 32. Hannelore Rose, Tutorial Center, Student Worker II
 33. Chahan Shah, Tutorial Center/Alisal Campus, Student Worker III
 34. Francisco Urtiz-Herrera, Art, Student Worker IV
 35. Jose Ricardo Urquizo, Maintenance, Student Worker I
 36. Kayla Vuong, MESA, Student Worker IV
 37. Nicole Woodrow, Library, Student Worker I
 38. Mary Rose Yasay, Student Affairs, Student Worker III