

HARTNELL COMMUNITY COLLEGE DISTRICT

AGENDA

Regular Meeting of the Board of Trustees TUESDAY, AUGUST 07, 2007

4:00 p.m. OPEN SESSION – CAB 112
CLOSED SESSION – President’s Office
OPEN SESSION – CAB 112

HARTNELL COMMUNITY COLLEGE
156 Homestead Avenue, Salinas
Board Room (CAB 112)

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, 4:00 P.M., CAB 112 Board Room

1. ROLL CALL
2. DISCLOSURE OF ITEMS TO BE DISCUSSED IN CLOSED SESSION, AS FOLLOWS:

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

3. ADOPT AGENDA
4. PUBLIC COMMENT PERIOD RE CLOSED SESSION ITEMS

Five minutes set aside for public comment on closed session items. Maximum three minutes each presentation.

II. CLOSED SESSION

The Board of Trustees of Hartnell Community College District will meet in Closed Session to consider matters in legal, personnel, labor, and 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

Information

1. TWENTY MINUTES SET ASIDE FOR PRESENTATIONS - MAXIMUM THREE MINUTES EACH PRESENTATION

Receive comments from the public. Maximum three minutes each presentation.

C. PRESENTATIONS AND REPORTS

Reports

1. REPORTS (LIMIT PRESENTATION TO MAXIMUM 10 MINUTES)

None

2. BOND OVERSIGHT COMMITTEE REPORT

Damon Felice, TMI

Action D.

***CONSENT ACTION ITEMS**

1. MINUTES

The July 10, 2007 Governing Board Minutes are not available at this time.

2. DISBURSEMENTS

Ratify disbursements from college accounts: General Cafeteria, Child Development, Capital Outlay Restricted, Property Acquisition Restricted and Deferred Maintenance Funds, Revolving, Bookstore, Scholarship & Loan, Athletic, Associated Student Body.

3. APPROVE THE MEMORANDUM OF UNDERSTANDING BETWEEN FIRST 5 MONTEREY COUNTY AND THE HARTNELL COLLEGE CHILD DEVELOPMENT CENTER FOR FISCAL YEAR 2007-08

Approve the Memorandum of Understanding between First 5 Monterey County and the Hartnell College Child Development Center for fiscal year 2007-08 to conduct developmental screenings and assessments of the children served, and for making referrals to appropriate agencies.

4. APPROVE HARTNELL COLLEGE CHILD DEVELOPMENT CENTER 2007-08 PARENT GUIDE

Approve Hartnell College Child Development Center 2007-08 Parent Guide. The California State Department of Education, Child Development Division requires that the governing board review and approve annually program policies and procedures presented in the Child Development Center Parent Guide.

5. RATIFY THE HARTNELL COLLEGE CHILD DEVELOPMENT CENTER SELF-EVALUATION REPORT FOR FY 2006-07

Ratify the Hartnell College Child Development Center Self-Evaluation Report for FY 2006-07. The California State Department of Education, Child Development Division, funding source for the Hartnell College Child Development Center, requires the governing board review and approve the Child Development Center Self-Evaluation Report.

6. APPROVE THE MEMORANDUM OF UNDERSTANDING BETWEEN HARTNELL COLLEGE AND SOLEDAD UNIFIED SCHOOL DISTRICT FOR GEAR UP PROGRAM

Approve the Memorandum of Understanding between Hartnell College and Soledad Unified School District for GEAR UP Program to provide programming and support intended to create and maintain a college-going culture to 1100 students, their families, and the faculty at the Main Street Middle School and Soledad High School.

7. APPROVE CURRICULUM COMMITTEE ACTIONS

Approve Curriculum Committee actions from February 2007 through May 2007.

8. RE-APPOINTMENT OF TWO MEMBERS OF THE INDEPENDENT CITIZENS BOND OVERSIGHT COMMITTEE

Re-appointment of two members of the Independent Citizens Bond Oversight Committee.

9. APPROVE AGREEMENT WITH M. J. JOHNSON, CONSULTANT FOR GRANT WRITING SERVICES FOR 2007-2009

Approve agreement with M. J. Johnson, Consultant for grant writing services for 2007-2009 not to exceed \$45,000 per fiscal year.

10. DECLARE PROPERTY AS SURPLUS AND APPROVE DISPOSAL

Declare property as surplus and authorize disposal by the Administration as previously agreed. There are no costs in hazardous wastes fees to dispose of these valueless items.

11. APPROVE THE CONTRACTS WITH e-COLLEGE FOR ON-LINE COURSE SOFTWARE MANAGEMENT LICENSES

Approve the Contract with e-College for on-line course software management licenses for the next three years. Funds in the amount of \$114,000 will be provided from block grant and PFE funding.

12. RATIFY PROFESSIONAL SERVICES CONTRACT WITH HMH ENGINEERING FOR THE P.E. RENOVATION PROJECT

Ratify Professional Services Contract with HMH Engineering for the P.E. Renovation Project. This project includes a topographical survey, site utility survey, and site boundary survey for the baseball, softball soccer, track, and football fields. The total cost for this professional service contract is \$36,000. Funding will be from Measure H bond funds.

13. APPROVE CONTRACT WITH HOSPITAL COUNCIL OF NORTHERN AND CENTRAL CALIFORNIA FOR MEDICAL LABORATORY TECHNICIAN PROGRAM DIRECTOR POSITION

Approve contract with Hospital Council of Northern and Central California for Medical Laboratory Technician Program Director in the amount of \$97,850 per year for the next three years.

14. APPROVE SUSPENSION OF ENROLLMENT FOR ADMITTING FIRST YEAR STUDENTS IN THE HARTNELL COLLEGE MEDICAL LABORATORY TECHNICIAN PROGRAM IN ORDER TO CONDUCT A PROGRAM REVIEW AS REQUIRED BY THE DISCONTINUANCE PROCESS

Approve suspension of enrollment for admitting first year students in the Hartnell College Medical Laboratory Technician Program in order to conduct a program review as required by the Discontinuance Process.

15. ADOPT REVISION OF BOARD POLICY 1055, ETHICAL CONDUCT OF GOVERNING BOARD

Adopt revision of Board Policy 1055, Ethical Conduct of Governing Board Members as recommended by the Western Association of Schools and Colleges.

16. PERSONNEL MATTERS

Ratify and/or approve current personnel matters.

E. ADMINISTRATIVE SERVICES

Action
(Roll Call)

1. BUDGET REVISIONS

Approve Budget Revisions numbered 7099 to 7126

Action
(Roll Call)

2. ADOPT RESOLUTION 7:11 CERTIFYING ACCEPTANCE OF FUNDS AND APPROVING THE CONTRACT FROM STATE DEPARTMENT OF EDUCATION FOR THE CHILD DEVELOPMENT CENTER FACILITIES RENOVATION AND REPAIR LOTTERY

Approve Resolution 7:11 certifying acceptance of funds and approving the contract from State Department of Education for the Child Development Center facilities renovation and repair lottery. An award of \$18,623 will be reimbursed to the College.

Action
(Roll Call)

3. ADOPT RESOLUTION 7:12 AUTHORIZING THE CONTROLLER TO ESTABLISH TWO CASH FUNDS FOR USE AT KING CITY CENTER

Adopt Resolution 7:12 authorizing the Controller to establish two cash funds for use at the Hartnell College Education Center which will initiate and maintain efficient working conditions and better serve students.

F. INFORMATION ITEMS

Receive Information

1. FINANCIAL STATEMENTS – None

2. RECEIVE INFORMATION ON AUDIT PROCEDURES AND FINDINGS

Receive information regarding audit procedures and findings for the 2006-07 fiscal year.

G. COLLEGE SENATES

Reports

1. STUDENT SENATE, ACADEMIC SENATE, CLASSIFIED SENATE REPORT

Receive brief reports from the Presidents of the College Senates.

H. OFFICE OF SUPERINTENDENT/PRESIDENT

Report

1. PRESIDENT'S REPORT

2. ACCREDITATION UPDATE

I. BOARD OF TRUSTEES

Report

1. COMMUNICATIONS/CONFERENCE REPORTS

Receive brief reports on matters of interest to the College and/or conference reports.

Action 2. TRAVEL REQUESTS

Action J. **HUMAN RESOURCES & EQUAL EMPLOYMENT OPPORTUNITY**

1. None

K. **FUTURE AGENDA ITEMS**

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

L. **NEXT MEETING**

Next regular Board of Trustees Meeting scheduled for September 11, 2007, Hartnell College Board Room, 156 Homestead Avenue, Salinas, California, at 4:00 p.m.

M. **ADJOURNMENT**

Adjourn the August 7, 2007, Board of Trustees meeting.