

HARTNELL COMMUNITY COLLEGE DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES

A G E N D A

March 10, 2009

TIME/PLACE:

1:00 p.m. – OPEN SESSION – Library (LRC113) Distance Ed Room
1:10 p.m. – CLOSED SESSION – Library (LRC116) Training Room
6:00 p.m. – RECONVENE OPEN SESSION – Board Room (CAB112)
411 Central Avenue, Salinas

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 - 1:00 p.m. (LRC113 – Distance Education Room)

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. Tenure and Advancement for Probationary Faculty

D. PUBLIC COMMENT PERIOD REGARDING CLOSED SESSION ITEMS

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

II. MOVE TO CLOSED SESSION - 1:10 p.m. (LRC116 – Training Room)

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 – 6:00 p.m. (CAB112 – Board Room)

Pledge of Allegiance

A. REPORT OUT FROM CLOSED SESSION

B. SWEARING IN OF TRUSTEE

Administer Oath of Office to recently elected Trustee

C. PUBLIC COMMENTS

Fifteen minutes set aside for public comments on closed session items.
Maximum three minutes each.

IV. PRESENTATIONS AND BOARD DEVELOPMENT

A. K-16 BRIDGE PROGRAM FOR COMMUNITY COLLEGES

Dr. Greg Peterson, Associate Vice President, Student Services

B. BOND OVERSIGHT COMMITTEE UPDATE

Damon Felice, Felice Consulting Services

C. BOARD DEVELOPMENT – Postponed for April

Review of Board Policies

D. BOARD'S GOALS FOR THE COLLEGE

1. Accreditation
2. Finances
3. Communication

V. CONSENT ACTION ITEMS

A. MINUTES

Approve Minutes of Meeting of February 3, 2009.

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. NON-CASH DONATIONS

Accept non-cash donations from the Hartnell College Foundation.

D. FINAL PROPOSAL TO COMMISSION SCULPTURE OF WILLIAM HARTNELL AND MARIA TERESA DE LA GUERRA

Approve the final proposal to commission sculpture of William Hartnell and Maria de la Guerra. Individual donors, including some of the Hartnell descendants, have contributed restricted funds specifically for this project.

E. MEMORANDUM OF UNDERSTANDING FOR CAREER TECHNICAL EDUCATION COMMUNITY COLLABORATIVE PROJECT AMENDMENT

Approve an amendment to the Memorandum of Understanding (MOU) for the Career Technical Education Community Collaborative project between Hartnell College and Salinas Union High School District. The amended amount of the MOU is \$275,000 out of the total grant award of \$375,000.

F. FACILITIES PLANNING AND CONSULTING AGREEMENT EXTENSION

Approve an Extension to an Agreement with Facilities Planning and Consulting Services effective March 11, 2009 to March 10, 2010. The amount of the agreement will not exceed \$10,000 and will be paid from Measure H funds to support the FUSION Reporting process required.

G. CIVIL ENGINEERING SERVICES FOR NEW SCIENCE CENTER PROJECT

Approve the Contract with C3 Engineering for the preparation of civil design, topographic and utility surveys for the science center project. The term of the contract is March 11, 2009 to March 10, 2014, with a 30-day written termination clause. The amount will not exceed \$50,000 and will be paid from Measure H funds.

H. UNITED STATES DEPARTMENT AGRICULTURE (USDA) LEASE AGREEMENT RENEWAL

Approve the Lease Agreement Renewal with USDA for 1.58 acres of Alisal Campus farmland. The term of the agreement is April 1, 2009 to March 31, 2010 with a three-month written termination clause for an annual fee of \$1 and up to \$10,000 to relocate the waterline.

I. DELEGATE TO THE SUPERINTENDENT/PRESIDENT THE AUTHORITY TO ENTER INTO A CONTRACT WITH LEWIS CENTER FOR EDUCATIONAL RESEARCH

Delegate to the Superintendent/President the authority to enter into a contract with the Lewis Center for Educational Research and a Memorandum of Understanding with both the Lewis Center for Educational Research and schools in the district.

J. ACKNOWLEDGE A BID AND AWARD A CONTRACT TO DMC CONSTRUCTION, LOWEST RESPONSIVE BIDDER FOR THE NORTHEAST LANDSCAPE PROJECT
Acknowledge a bid and award a contract to DMC Construction, lowest responsive bidder for the Northeast Landscape Project for \$1,408.069, paid from Measure H funds.

K. ACKNOWLEDGE PEPSI BOTTLING GROUP AS MOST RESPONSIVE BIDDER
Acknowledge Pepsi Bottling Group as the most responsive bidder and direct the administration to develop a contract for approval at the April meeting.

L. UNIVERSAL PROTECTION SERVICES
Approve an amendment to the Agreement between Universal Protection Services and Hartnell College for additional security patrol services, an increase of \$34,507 annually.

M. FACILITIES USE AGREEMENT WITH MONTEREY COUNTY OFFICE OF EDUCATION
Ratify a Facility Use Agreement with the Monterey County Office of Education for use of the Head Start facility effective January 19, 2009 to June 1, 2009. There is no cost for use of these facilities.

N. DRAFT RESPONSE FROM GRAND JURY REGARDING MEASURE H BOND
Approve draft response from Grand Jury regarding Measure H Bond.

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

VI. ACTION ITEMS

Action/Roll-call **A. APPROVE BUDGET REVISIONS**
Approve budget revisions numbered 8065 to 8139.

Action/Roll-call **B. ADOPT RESOLUTION 09:1, TAX AND REVENUE ANTICIPATION NOTES FOR 2008-2009**
Adopt Resolution 09:1, Tax and Revenue Anticipation Notes for 2008-2009.

Action/Roll-call **C. ADOPT RESOLUTION 09:2, AFFIDAVIT TO SUPPORT ENROLLMENT REPORT**
Adopt Resolution 09:2, Affidavit to Support Enrollment Report

Action/Roll-call **D. ADOPT RESOLUTION 09:3, BOARD MEMBER COMPENSATION**
Adopt Resolution 09:3, Board Compensation for Board Meeting of February 3, 2009.

Action **E. APPROVE FINAL AMENDMENT TO CONFLICT OF INTEREST CODE**
Acknowledge the end of the 45-day public comment period and approve finalizing the proposed Conflict of Interest Code to be submitted to the Fair Political Practice Commission.

VII. INFORMATION ITEMS

A. FINANCIAL STATEMENTS FOR PERIOD ENDING JANUARY 31, 2009

B. ACCREDITATION PROGRESS REPORT – MARCH 1, 2009

C. RECOGNITION OF SOCIETY OF PHYSICS STUDENTS

D. RECOGNITION OF MATSUI FOUNDATION

E. EARLY RETIREMENT INCENTIVES

F. REPORTS FROM SENATES

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

G. PRESIDENT'S REPORT

Receive report on matters of interest to the college.

VIII. BOARD OF TRUSTEES COMMUNICATIONS/CONFERENCE REPORTS

Action **A. DISTINGUISHED ALUMNUS/ALUMNA AWARD**

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
April 14, 2009 – 5:00 p.m.
Hartnell College (CAB112) – Board Room
411 Central Avenue
Salinas, California**