

HARTNELL COMMUNITY COLLEGE DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES

A G E N D A

August 5, 2008

**6:00 p.m.** – OPEN SESSION

**6:10 p.m.** – CLOSED SESSION

**7:15 p.m.** – RECONVENE OPEN SESSION

Board Room – CAB112  
411 Central Avenue, Salinas

**Board of Trustees**

*Kari Lee Valdés, President*

*Patricia Donohue, Vice President*

*Bill Freeman, Elia Gonzalez-Castro, Kevin Healy*

*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 are 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., CAB 112 Board 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. Employee Discipline/Dismissal/Release – 3 or more cases
2. Personnel Appointments
3. Arbitration – 2 cases
4. Pending Litigation – Lawrence/Culver v. Hartnell Community College District

**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**

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**

Twenty minutes set aside to receive public comment on open session items.  
Maximum three minutes each.

**C. PRESENTATIONS AND BOARD DEVELOPMENT**

**1. FOUNDATION FOR CALIFORNIA COMMUNITY COLLEGE AWARD**

*Presented by Dr. Phoebe Helm to Ms. Carla Juarez for her dedicated service to California's foster youth.*

**2. DIGITAL BRIDGE**

*Dr. Catherine Ryan*

**3. BOND OVERSIGHT COMMITTEE UPDATE**

*Damon Felice, Townsend Management, Inc.*

**4. BOARD DEVELOPMENT**

- a. Review of Board Policies 2000 to 2115

**5. BOARD'S GOALS FOR THE COLLEGE**

- a. Accreditation
- b. Finances
- c. Communication

**IV. CONSENT ACTION ITEMS**

**A. MINUTES**

Approve Minutes of the Hartnell College Board of Trustees Regular Meeting of July 1, 2008.

**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; associated student body; scholarship, loan, and trust; and intercollegiate athletics.

**C. APPROVE CONTRACT WITH WILLIAM CLARKE TO WRITE AND/OR EVALUATE STUDENT SUPPORT SERVICES PROGRAM GRANT**

Approve a contract with William Clarke to write and/or evaluate the Student Support Services Program grant effective August 7, 2008. The total amount of the contract is \$21,000.

**D. RATIFY CHILD DEVELOPMENT CENTER AGENCY SELF-EVALUATION REPORT FOR 2007-2008**

Ratify the 2007-2008 Child Development Center Agency Self-Evaluation Report.

**E. RATIFY THE MEMORANDUM OF UNDERSTANDING BETWEEN HARTNELL COLLEGE AND FIRST 5 MONTEREY COUNTY**

Ratify the Memorandum of Understanding between Hartnell College and First 5 Monterey County Special Needs Project to provide services to families of enrolled children at the Hartnell College Child Development Centers for the 2008-09 academic year.

**F. RATIFY AGREEMENT: HARTNELL COLLEGE AND MONTEREY COUNTY OFFICE OF EDUCATION MIGRANT EDUCATION, REGION XVI**

Ratify an agreement between Hartnell College and Monterey County Office of Education, Migrant Education, Region XVI, Summer Bridge Program for Out-of-School Youth for the High School Equivalency Program (HEP). The term of the agreement is July 1, 2008 to July 31, 2008. All expenses are supported by the HEP grant at approximately \$1,000 per student served.

**G. RATIFY AGREEMENT: HARTNELL COLLEGE AND SALINAS UNION HIGH SCHOOL DISTRICT, REGIONAL OCCUPATIONAL PROGRAM**

Ratify agreement between Hartnell College and Salinas Union High School District, Regional Occupational Program for use of auto and body fender tools, facilities, and instruction at Hartnell College effective July 1, 2008. The agreement is ongoing, renewable annually, with a 30-day written notice termination clause. The college will receive approximately \$11,000 each fiscal year for use of tools, facilities, and instruction.

**H. RATIFY TITLE V GRANT APPLICATION AND ACCEPT FUNDING, IF AWARDED**

Ratify grant application and, if awarded, accept funding from the United States Department of Education for Title V Grant. If awarded, the amount would be \$1,788,291 over a two-year period.

**I. RATIFY CAREER TECHNICAL EDUCATION – LINKING AFTER-SCHOOL EMPLOYMENT TO CAREER PATHWAYS GRANT APPLICATION AND ACCEPT FUNDING, IF AWARDED**

Ratify grant application, and if awarded, accept funding from California Community College's Chancellors Office for *Career Technical Education Linking After-School Employment to Career Pathways* grant. If awarded, the amount would be \$300,000 over a two-year period.

**J. RATIFY HEAD START CAREER ADVANCEMENT PARTNERSHIP (CAP) GRANT APPLICATION AND ACCEPT FUNDING, IF AWARDED**

Ratify grant application, and if awarded, accept funding from the Department of Health and Human Services, Administration for Children and Families – Office of Head Start for Head Start Career Advancement Partnership (CAP) grant. If awarded, the amount would be approximately 2.5 million over a five-year period.

**K. RATIFY MEMORANDA OF UNDERSTANDING BETWEEN CABRILLO COLLEGE DIGITAL BRIDGE ACADEMY AND HARTNELL COLLEGE**

Ratify memoranda of understanding between Cabrillo College Digital Bridge Academy and Hartnell College for Faculty Experiential Learning Institute and further authorize the Superintendent/President to extend these MOUs as needed to other programs in the college. The cost is \$2000 per faculty/staff participant, paid primarily from grant funds, thus there will be little or no negative impact on the general fund.

**L. APPROVE AND/OR RATIFY PERSONNEL ACTIONS**

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

**V. ACTION ITEMS**

Action/Roll-call

**A. APPROVE BUDGET REVISIONS**

Approve budget revisions numbered 7706 to 7751.

Action/Roll-call

**B. ADOPT RESOLUTION 08:9, TO APPROVE ENTERING INTO AN AGREEMENT AND CERTIFYING THE APPROVAL AND AUTHORIZATION OF DESIGNATED PERSONNEL TO SIGN CONTRACT DOCUMENTS FOR THE 2008-2009 FISCAL YEAR**

Adopt Resolution 08:9, To Approve Entering into an Agreement and Certifying the Approval and Authorization of Designated Personnel to Sign Contract Documents for the 2008-2009 fiscal year with the California Department of Education for the Hartnell College Child Development Center State Preschool.

Action/Roll-call

**C. ACCEPT LOWEST RESPONSIVE BID AND AWARD CONTRACT**

Accept lowest responsive bid and award contract for the Hartnell Campus Refresh Project #1, Classroom Administration Building (CAB). The budgeted amount is \$203,975.97 and will be paid from Measure H bond funds.

Action/Roll-call

**D. REVIEW AND ACCEPT REQUIRED STATE REPORT: QUARTERLY FINANCIAL STATUS REPORT (CCFS 311Q) FOR THE QUARTER ENDED ON JUNE 30, 2008**

Review and accept required State Report: Quarterly Financial Status Report (CCFS311Q) for quarter ended June 30, 2008.

Action

**E. APPROVE CONTRACT FOR SERVICES WITH MONTEREY INSTITUTE FOR SOCIAL ARCHITECTURE**

Approve contract for services with Monterey Institute for Social Architecture effective September 1, 2008 for a period of three years for an annual cost of \$250,000.

**VI. INFORMATION ITEMS**

**A. RECEIVE REPORTS FROM SENATES**

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

**B. PRESIDENT'S REPORT**

Receive report on matters of interest to the college.

**C. BOARD OF TRUSTEES COMMUNICATIONS/CONFERENCE REPORTS**

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

**D. FUTURE AGENDA ITEMS**

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

**VII. ADJOURNMENT**

Action

Adjourn the August 5, 2008 Board of Trustees meeting.

**The next regular Board of Trustees Meeting scheduled  
September 9, 2008 – 5:00 p.m.  
Hartnell College (CAB112) – Board Room  
411 Central Avenue  
Salinas, California**