

**HARTNELL COMMUNITY COLLEGE DISTRICT**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**

**A G E N D A**  
**February 2, 2010**

Board Room, CAB-112  
411 Central Avenue  
Salinas, California

5:00 p.m. – Public Session  
5:15 p.m. – Closed Session  
6:15 p.m. – Reconvene Public Session

Board of Trustees

*Patricia Donohue, President*

*Kevin Healy, Vice President*

*Candi DePauw, Bill Freeman, Elia Gonzalez-Castro*

*Ray Montemayor, Erica Padilla-Chavez*

*Armando Cortes, Student Trustee*

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

The Board of Trustees welcomes you to its meetings, scheduled on the first Tuesday of each month, unless otherwise noted.

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.

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

**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.

**D. PUBLIC COMMENT PERIOD REGARDING CLOSED SESSION ITEMS**

Fifteen minutes set aside for public comment regarding 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 ON PUBLIC SESSION ITEMS AND ITEMS NOT ON THE AGENDA**

Twenty minutes set aside to receive public comments on public session agenda items or items not on the public session agenda, but within the jurisdiction of the Board. Maximum three minutes each.

1. Receive public comments on items on the public session agenda
2. Receive public comments on items not on the public session agenda

**IV. PRESENTATIONS**

**A. FINANCIAL AID AND ENROLLMENT**

*Mary Dominguez, Dean of Student Affairs*

**B. BOND OVERSIGHT COMMITTEE UPDATE – See Information Item VII. A.**

*Damon Felice, Felice Consulting Services*

**C. UPDATE ON VIDEO SURVEILLANCE**

**D. 2009 ACCOUNTABILITY REPORT FOR COMMUNITY COLLEGES**

Receive 2009 Accountability Report on Community Colleges – *Focus on Results*

## **V. CONSENT ACTION ITEMS**

### **A. MINUTES**

Approve Minutes of Regular Meeting of January 19, 2010.

### **B. DISBURSEMENTS**

Ratify the 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. APPROVE GROUND LEASE BETWEEN UNITED STATES GENERAL SERVICES ADMINISTRATION AND HARTNELL COLLEGE**

Approve a ground lease between the United States General Services Administration and Hartnell College for 0.068 acres of land on the Alisal Campus. The property is for use by the Food and Drug Administration to park and operate multiple mobile laboratory units. The terms of the lease are seven (7) years at \$1 per year.

### **D. AWARD AND APPROVE A CONTRACT TO GRANITE CONSTRUCTION FOR THE FOOD AND DRUG ADMINISTRATION (FDA) SITE PREPARATION PROJECT**

Award and approve a contract to Granite Construction, the lowest responsive bidder, for the FDA Site Preparation Project. The project consists of a 30,000 square foot area on the Alisal Campus that will house mobile testing laboratories for the FDA. The budgeted amount for this project is \$174,644 and reimbursed by the FDA.

### **E. APPROVE RENEWAL OF PROPERTY MANAGEMENT AGREEMENT BETWEEN BAY PROPERTY MANAGEMENT AND HARTNELL COLLEGE**

Approve the renewal of a property management agreement between Bay Property Management and Hartnell College. The term of the agreement is February 3, 2010 to February 2, 2011 and the cost of services provided equal 10% of the total rent collected each month.

### **F. RATIFY INSTRUCTIONAL MATERIALS AND SUPPLIES CONTRACT**

Ratify the 2009-2010 Contract for Instructional Materials and Supplies provided by the California Department of Education, Child Development Division. The contracted amount received is \$1,014 for materials and supplies for the Hartnell College Child Development Preschool programs.

### **G. RATIFY CONSTRUCTION PARTNERSHIP BETWEEN COMMUNITY HOUSING IMPROVEMENT SYSTEMS AND PLANNING ASSOCIATION (CHISPA), CITY OF SALINAS, AND HARTNELL COLLEGE**

Ratify the construction partnership between the Community Housing Improvement Systems and Planning Association (CHISPA), City of Salinas, and Hartnell College effective October 2, 2009 to December 31, 2010.

### **H. RATIFY GRANT APPLICATION FOR PARAMEDIC TRAINING AND ACCEPT FUNDS, IF AWARDED**

Ratify the grant application to the State Employee Development Department for a Paramedic Training Program, and accept funds, if awarded. The program will provide a comprehensive training and support that will enable participants to acquire the skills needed to secure full-time career track employment as a fully qualified, licensed paramedic. The term of the grant is January 2010 to March 2011 and, if awarded, the college would receive \$461,209.03.

**I. PERSONNEL ACTION**

Approve and/or ratify personnel actions. (Included in packet)

**VI. ACTION ITEMS**

Roll-call **A. BUDGET REVISIONS**

Approve budget revisions numbered 8561 to 8581.

Roll-call **B. REVIEW AND ACCEPT REQUIRED STATE REPORT: QUARTERLY FINANCIAL STATUS REPORT (CCFS-311Q) FOR THE QUARTER ENDED ON DECEMBER 31, 2009**

Review and accept required State Report: Quarterly Financial Status Report (CCFS-311Q) for quarter ended December 31, 2009.

**VII. INFORMATION ITEMS**

**A. BOND OVERSIGHT REPORT**

Receive written report from Bond Oversight Committee

**B. FINANCIAL STATEMENTS**

Receive and accept financial statements for month ending December 31, 2009.

**C. REPORTS FROM SENATES**

Reports from Student, Classified, and Academic Senates

**D. PRESIDENT'S REPORT**

Report from the Superintendent/President

**E. BOARD OF TRUSTEES COMMUNICATION**

Trustee reports on matters of interest to the college

**VIII. ADJOURNMENT**

Action Adjourn the meeting

The agenda is set by the President of the Board in consultation with the Superintendent/President. To add future items, contact the board chair or the Superintendent/President.

**NEXT MEETING:** March 2, 2010, 5:00 p.m., CAB-112, Hartnell College Board Room