

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

**A G E N D A**  
**July 20, 2010**

**TIME/PLACE:**

411 Central Avenue, Salinas  
Board Room (CAB-112)

**5:00 p.m.** – PUBLIC SESSION – Board Room (CAB-112)

**5:05 p.m.** – CLOSED SESSION

**6:00 p.m.** – RECONVENE PUBLIC SESSION - Board Room (CAB-112)

**Board of Trustees**

*Patricia Donohue, President*

*Kevin Healy, Vice President*

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

*Ray Montemayor, Erica Padilla-Chavez*

*Shaundra Taylor, 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.

The agenda and accompanying documents are on the college's website at [www.hartnell.edu/board](http://www.hartnell.edu/board). Contracts requiring approval of the Board on this agenda are available to view in the President's Office. 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**

**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. Employment of one full-time faculty
2. Discussion of Succession Planning and Processes for Evaluating Superintendent/President

**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**

**III. RECONVENE PUBLIC SESSION**

*Pledge of Allegiance*

**A. REPORT OUT FROM CLOSED SESSION**

**B. PUBLIC COMMENTS ON PUBLIC SESSION ITEMS AND ITEMS NOT ON THE AGENDA**

Fifteen minutes (three-minute maximum per person) 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.

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. BOND OVERSIGHT COMMITTEE UPDATE (See Information Item VII. A.)**

*Damon Felice*

**V. CONSENT ITEMS**

**A. MINUTES**

Adopt minutes of Regular Meeting of June 22, 2010

**B. RATIFY 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 CONTRACT WITH 1099 PRO, INC.**

Approve the contract with 1099 Pro, Inc. to provide Pro 2010 Software to assist in uploading student tuition information for 2010. The term of the contract is January 2011 through March 2011. The budgeted amount is \$15,000 from the unrestricted general fund. The actual cost will depend on the number of forms issued.

**D. APPROVE AND AUTHORIZE ADMINISTRATION TO ENTER INTO A CONTRACT WITH EARTHWORKS PAVING CONTRACTORS, INC. FOR OVERLAY PROJECT FOR PARKING LOTS 4 AND 5**

Approve and authorize the administration to enter into a contract with Earthworks Paving Contractors, Inc. for the overlay project for parking lots 4 and 5. The budgeted amount is not to exceed \$172,000 and paid with funds from restricted general fund (parking fees).

**E. RATIFY AMENDMENT TO MEMORANDUM OF UNDERSTANDING (MOU) WITH SALINAS UNION HIGH SCHOOL DISTRICT**

Ratify the amendment to the MOU between Hartnell College and the Salinas Union High School District for the implementation of a Career Technical Education Community Collaborative grant. The amendment establishes a \$200,000 maximum reimbursable amount to the high school district as a participating partner in the grant.

**F. RATIFY AGREEMENTS FOR HIGH SCHOOL EQUIVALENCY SUMMER PROGRAM**

Ratify an agreement between Hartnell Community College District and Migrant Education Region XVI and between the Salinas Public Library, John Steinbeck, for a High School Equivalency Summer Program at a cost of approximately \$400 per student.

**G. APPROVE EXTENSION OF AGREEMENT WITH KEENAN AND ASSOCIATES**

Approve to extend the agreement with Keenan and Associates for the administration of Workers' Compensation run-off claims. The extension is for one year, beginning July 1, 2010 through June 30, 2011. The administrative cost for this service is \$11,250 and paid from the Self-Insurance Fund.

**H. APPROVE EXTENSION OF AGREEMENT WITH STUDENT INSURANCE USA**

Approve to extend the agreement with Student Insurance USA for the administration of student insurance claims. The extension is for one year, beginning August 1, 2010 to July 31, 2011. The administrative cost for this service is \$120,482 and paid from the unrestricted general fund.

**I. APPROVE RENEWAL OF MEMORANDUM OF UNDERSTANDING (MOU) WITH FIRST 5 MONTEREY COUNTY**

Approve to renew the MOU with First 5 Monterey County Special Needs Project. This MOU benefits children enrolled in the Alisal Campus child development center who reside within the 93905 zip code with additional services such as developmental screenings and assessments through a common database shared among participating members. There are no direct costs to participate in this MOU.

**J. APPROVE RENEWAL OF PROFESSIONAL SERVICE AGREEMENT WITH FIRST 5 MONTEREY COUNTY**

Approve to renew the professional service agreement with First 5 Monterey County Special Needs Project for academic year 2010-11. The agreement provides \$10,000 to the Alisal Campus child development center staff for technical assistance, training curriculum, training materials, and a small stipend for participation in this training. The term of the agreement is August 1, 2010 to June 30, 2011. There is no impact to the general fund.

**K. RATIFY AGREEMENT TO ACCEPT SUB-AWARD THROUGH CALIFORNIA STATE UNIVERSITY, MONTEREY BAY - UNIVERSITY CORPORATION (FOUNDATION) FROM NATIONAL SCIENCE FOUNDATION**

Ratify an agreement to accept funds from the University Corporation (Foundation) California State University, Monterey Bay as a sub-recipient of a grant from the National Science Foundation. The amount of the sub-award is \$40,358.

**L. RATIFY GRANT APPLICATION TO NATIONAL AERONAUTICS AND SPACE ADMINISTRATION (NASA), ACCEPT FUNDS, IF AWARDED, AND AUTHORIZE ADMINISTRATION TO ENTER INTO AGREEMENT TO IMPLEMENT CURRICULUM IMPROVEMENT PARTNERSHIP AWARD FOR INTEGRATION OF RESEARCH**

Ratify the grant application to NASA, accept funds, and authorize administration to enter into an agreement to implement the Curriculum Improvement Partnership Award for Integration Research (CIPAIR) into the undergraduate curriculum program, if awarded. The college could receive \$450,000 over three years, starting October 1, 2010.

**M. PERSONNEL ACTION**

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

**VI. ACTION ITEMS**

Action **A. APPROVE BUDGET REVISIONS**

Approve budget revisions numbered 8861 to 8922.

Roll-call **B. ADOPT RESOLUTION 10:6 – TO CERTIFY THE APPROVAL TO ENTER INTO TRANSACTIONS WITH THE CALIFORNIA DEPARTMENT OF EDUCATION AND TO DESIGNATE PERSONNEL TO SIGN CONTRACT DOCUMENTS**

Adopt Resolution 10:6, To Certify the Approval to Enter into Transactions with the California Department of Education and to Designate Personnel to sign Contract Documents.

Roll-call **C. APPROVE TO RESTORE BOARD BENEFITS AND ADOPT RESOLUTION 10:7 AS REQUIRED BY CALPERS**

Approve to restore board benefits for Trustees in accordance to Board Policy 2730 and adopt Resolution 10:7 as required by CalPERS to make medical insurance available to Trustees who so select.

**VII. INFORMATION ITEMS**

**A. BOND OVERSIGHT COMMITTEE REPORT**

Receive an updated report on construction projects.

**B. FINANCIAL STATEMENT**

Receive the financial statements for period ending May 31, 2010.

**C. ACCREDITING COMMISSION LETTER ACCEPTING MIDTERM REPORT**

Receive the letter dated June 30, 2010 from Accrediting Commission accepting 2010 Midterm Report.

**D. REPORTS FROM STUDENT, CLASSIFIED, AND ACADEMIC SENATES**

Receive oral reports from senate on matters of interest to the college.

**E. PRESIDENT'S REPORT**

Receive oral report from the Superintendent/President.

**VIII. BOARD OF TRUSTEES**

**A. BOARD OF TRUSTEES COMMUNICATION**

**IX. NEXT MEETING**

August 10, 2010, 5 p.m., 411 Central Avenue, Salinas, CA 93901

**X. ADJOURNMENT**