

HARTNELL COMMUNITY COLLEGE DISTRICT

**Board of Trustees – Regular Meeting Agenda
June 7, 2011**

TIME/PLACE

411 Central Avenue, Salinas
CALL Building, Room 208

5:00 p.m. – OPEN SESSION
CLOSED SESSION TO FOLLOW

Board of Trustees

Erica Padilla-Chavez, President

Kevin Healy, Vice President

Candi DePauw, Patricia Donohue, Bill Freeman,

Elia Gonzalez-Castro, Ray Montemayor

Shaundra Taylor, Student Trustee

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

The Board of Trustees welcomes you to its meetings. The agenda and supporting documents are on the college's website at 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.

ACCOMMODATIONS: Individuals requiring disability-related accommodations or modifications in order to participate in the meeting, including auxiliary aids and services, should contact the Superintendent/President in accordance with the Americans with Disabilities Act at (831) 755-6900.

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

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. RECOGNITIONS

1. Outstanding Athletes (See Information Item IV. C.)

Danny Teresa and Coaches

2. Academy for College Excellence – First Graduate

Hermelinda Rocha-Tabera

3. OUTGOING STUDENT SENATORS

Shaundra B. Taylor

4. OUTGOING STUDENT TRUSTEE – SHAUNDRA BELLE TAYLOR

Erica Padilla-Chavez, Board President

E. SWEARING IN OF STUDENT TRUSTEE FOR 2011-12 – Juan M. Gutierrez

F. PUBLIC COMMENTS

Fifteen minutes (three-minute maximum per person) set aside to receive public comments on closed session and public session, or items not on the public session agenda, but within the jurisdiction of the Board.

G. AUTO COLLISION PROGRAM PRESENTATION

Dr. Suzanne Flannigan, Vice President of Academic Affairs and Accreditation

Dr. Esteban Soriano, Research Consultant and Workforce Expert

II. CONSENT AGENDA

A. ADOPT MINUTES

Adopt minutes of Regular Meeting of May 3, 2011 and Board Retreat of May 17, 2011.

B. RATIFY 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. RATIFY CURRICULUM COMMITTEE

Ratify Curriculum Committee actions.

D. APPOINT MEMBER TO INDEPENDENT CITIZENS' BOND OVERSIGHT COMMITTEE

Appoint Anahi Alcibar, Student Representative, to the Independent Citizens' Bond Oversight Committee effective June 8, 2011 through June 1, 2013.

E. RATIFY AGREEMENT BETWEEN HARTNELL COMMUNITY COLLEGE DISTRICT AND APPLIED DEVELOPMENT RESOURCE

Ratify the agreement between Hartnell Community College District and Applied Development Resource for the services of Dr. Esteban Soriano as Interim Vice President, Student Affairs.

F. RATIFY AMENDED AGREEMENT WITH CITY OF SALINAS

Ratify an amended agreement with the City of Salinas to extend the lease ten years for city property, Salinas Municipal Airport effective July 1, 2011.

G. APPROVE TO EXTEND THE AGREEMENT WITH TADCO SUPPLY, INC.

Approve to extend the agreement with Tadco Supply, Inc. for custodial paper products and dispenser maintenance at Main, Alisal and South County campuses. The extension would be for one year effective July 1, 2011.

H. APPROVE AGREEMENT WITH COUNTY OF MONTEREY, DEPARTMENT OF SOCIAL AND EMPLOYMENT SERVICES FOR FOSTER CARE TRAINING

Approve the agreement between Hartnell Community College District and the County of Monterey, Department of Social and Employment Services for foster care training. The terms of the agreement are \$362,302 for these services, effective July 1, 2011 to June 30, 2012.

I. APPROVE AND AUTHORIZE THE ADMINISTRATION TO ENTER INTO AN AGREEMENT WITH DILBECK AND SONS FOR THE ALISAL CAMPUS ENTRANCE SIGN

Approve and authorize the administration to enter into an agreement with Dilbeck and Sons, lowest responsive bidder, for the Alisal Campus Entrance Sign. The budget for this project is \$21,087 and paid by Measure H funds.

J. APPROVE AND AUTHORIZE ADMINISTRATION TO ENTER INTO AN AGREEMENT WITH THE DON CHAPIN COMPANY FOR CITY SIDEWALK PROJECT, PHASE II

Approve and authorize the administration to enter into an agreement with The Don Chapin Company, lowest responsive bidder, for the City Sidewalk Project, Phase II. Streets included in this project are Central and Homestead Avenues. In addition, work will include the removal and replacement of a number of trees. The budget for this project is \$75,460 and paid by Measure H funds.

K. APPROVE AND AUTHORIZE ADMINISTRATION TO ENTER INTO AN AGREEMENT WITH LYLES MECHANICAL FOR CAB BOILER/CHILLER PROJECT

Approve and authorize the administration to enter into an agreement with Lyle Mechanical, lowest responsive bidder, for the CAB Boiler/Chiller Project. The budget for this project is \$227,300 and paid by Measure H funds.

L. APPROVE AND AUTHORIZE ADMINISTRATION TO ENTER INTO AN AGREEMENT WITH PROGRESSIVE ROOFING FOR CAB ENERGY EFFICIENT ROOF PROJECT

Approve and authorize the administration to enter into an agreement with Progressive Roofing, lowest responsive bidder, for the CAB Energy Efficient Roof Project. The budget for this project is \$174,768 and paid by Measure H funds.

- M. **RATIFY GRANT APPLICATION – STEM REGIONAL COLLABORATIVE TITLE V**
Ratify grant application to the U.S. Department of Education – Hispanic Serving Institutions STEM Regional Collaborative Title V Grant for \$6,000,000, and if awarded, accepts the funds and authorizes the administration to enter into agreements to implement the grant and complete the work.
- N. **RATIFY GRANT APPLICATION – STEM INDIVIDUAL TITLE V**
Ratify grant application to the U.S. Department of Education – Hispanic Serving Institution STEM Individual Title V Grant for \$4,300,000, accepts the funds, if awarded, and authorizes the administration to enter into agreements to implement the grant and complete the work.
- O. **EQUIVALENCY REVIEW PROCESS**
Receive and approve the Equivalency Process used to determine faculty qualifications.
- P. **PERSONNEL ACTIONS**
Approve and/or ratify Personnel Actions (included in packet).

III. ACTION ITEMS

- Action A. **APPROVE BUDGET REVISIONS**
Approve the budget revisions numbered 9231 to 9290.
- Action/Roll-call B. **ADOPT RESOLUTION 11:5, BUDGET REVISIONS, 2010-2011**
Adopt Resolution 11:5, Budget Revisions 2010-2011.
- Action C. **APPROVE RECOMMENDATION TO DISCONTINUE THE AUTO COLLISION PROGRAM**
Approve the recommendation to discontinue the Auto Collision Program.
- Action D. **APPROVE GOALS FOR 2011-12**
Approve the Board’s Goals for 2011-12.
- Action E. **APPROVE TENTATIVE BUDGET 2011-2012, SET DATE AND TIME FOR PUBLIC HEARING AND SET DATE TO ADOPT FINAL BUDGET FOR 2011-2012.**
California Code of Regulation, Title 5, Section 58305, requires that the District develop a tentative budget and forward to the Monterey County Office of Education for validation on or before July 1 of each year.
 1. Approve the 2011-2012 tentative budget, required on or before July 1 of each year.
 2. Set September 13, 2011 at 5:00 p.m. as the date and time to conduct a public hearing on the budget for fiscal year 2011-2012.
 3. Set September 13, 2011 as the date to adopt the budget for fiscal year 2011-2012.
- Action F. **AMEND SIDEWALK CONTRACT**
Amend Sidewalk Contract (843006) to increase the “not to exceed” budget by \$12,000.
- Action G. **APPROVE SUBMITTAL OF FIVE-YEAR CAPITAL CONSTRUCTION PLAN**
Approve the submittal of the Five-Year 2013-2017 Capital Construction Plan to the California Community College Systems Office.

Action H. CHANGE ORDERS
Ratify change orders during the period of April 18 to May 23, 2011.

Action/Roll-call I. ADOPT RESOLUTION 11:6, APPROVING REPRIMAND OF TRUSTEES
Adopt Resolution 11:6, Approving the Reprimand of Trustees Ray Montemayor and Trustee Bill Freeman for violation of Board Policy 1055.

Action/Roll-call J. ADOPT RESOLUTION 11:7 ADOPTING UNIFORM PUBLIC CONSTRUCTION COST
Adopt Resolution 11:7, Adopting Uniform Public Construction Cost Accounting Procedure and Informal Bidding Ordinance

IV. INFORMATION ITEMS

A. UPDATE ON CURRENT CONSTRUCTION PROJECTS

Receive the written report on current construction projects.
Joseph Reyes, Director, Maintenance

B. FINANCIAL STATEMENTS

Receive and accept the financial statements for month ending April 30, 2011.

C. RECOGNITION OF ACADEMIC AND COMPETITIVE ACHIEVEMENTS OF ATHLETES

Recognize academic and competitive achievements of Athletes.

D. REPORTS FROM SENATES

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

1. J. B. House, Student Senate
2. Nancy Schur, Academic Senate
3. Langston Johnson, Classified Senate

E. REPORT FROM SUPERINTENDENT/PRESIDENT

F. REPORTS FROM BOARD OF TRUSTEES

V. CLOSED SESSION

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. Conference with Legal Counsel – Significant exposure to Litigation: 1 case – receipt of correspondence from Peter Kasavan claiming entitlement to additional compensation due to claimed change in project management.
2. Conference with Legal Counsel – Anticipated Litigation Significant exposure to litigation pursuant to Section 54956.9(b): one potential case

VI. RECONVENE PUBLIC SESSION

A. REPORT OUT FROM CLOSED SESSION, IF ANY

B. ANNOUNCEMENT OF NEXT MEETINGS

1. Joint Board Meeting – Salinas Union High School District June 21, 5 p.m., 411 Central Avenue, Salinas, CALL 208
2. Regular Meeting – July 12, 5 p.m., 411 Central Avenue, Salinas, CALL Room 208

VII. ADJOURNMENT

Adjourn the meeting.