

HARTNELL COMMUNITY COLLEGE DISTRICT

**Board of Trustees – Regular Meeting Agenda**

**March 1, 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 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.

**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. PUBLIC COMMENT

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.

**II. CLOSE PUBLIC HEARING**

Close the public hearing for contract re-opener proposals between Hartnell Community College District and International Union of Operating Engineers Stationary local No. 39.

**III. CONSENT AGENDA**

A. MINUTES

Approve minutes of Regular Meeting of February 8, 2011 and minutes of Board Study Session, February 15, 2011.

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. CURRICULUM COMMITTEE

Ratify Curriculum Committee actions.

D. LEASE AGREEMENT WITH UNITED STATES OF AGRICULTURE (USDA) FOR ALISAL CAMPUS FARMLAND

Approve the renewal of a lease agreement with the United States Department of Agriculture – Agricultural Research Stations – (USDA) for approximately 8.2 acres of Alisal Campus farmland. The terms of the lease are \$1 annually, effective April 1, 2011 through March 31, 2012, with a three (3) month, written termination clause by either party.

E. LEASE AGREEMENT WITH THE UNIVERSITY OF CALIFORNIA COOPERATIVE EXTENSION FOR ALISAL CAMPUS FARMLAND

Approve the renewal of a lease agreement with the University of California Cooperative Extension, Monterey County Agricultural Station for 2.4 acres of Alisal Campus farmland. The terms of the lease are \$1 annually, effective April 1, 2011 through March 31, 2012, with a three (3) month written termination clause by either party.

F. AGREEMENTS FOR HIGH SCHOOL EQUIVALENCY PROGRAM (HEP)

Approve to renew the agreements between Hartnell Community College District and Salinas Education Center and between the Clinica de Salud del Valle de Salinas for HEP at a cost of approximately \$600 per student, effective March 2, 2011 through December 31, 2011.

G. ACADEMIC CALENDARS

Adopt academic calendars for 2011-2012 and 2012-2013.

H. APPOINTMENT OF MEMBER TO INDEPENDENT CITIZENS' BOND OVERSIGHT COMMITTEE

Appoint Julie Tucker, Foundation Board Member, to the Independent Citizens' Bond Oversight Committee effective March 2, 2011 through February 28, 2013.

I. PERSONNEL ACTIONS

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

**IV. ACTION ITEMS**

Action A. BUDGET REVISIONS  
Approve budget revisions numbered 9111 to 9135.

Action B. CONTRACT FOR CITY SIDEWALK PROJECT  
Approve and authorize the administration to enter into a contract with Norcal Construction, lowest responsive bidder for the City Sidewalk project. Streets included in this project are Central and Homestead Avenues, College Drive, Alisal and Hartnell Streets. The budget for this project is \$236,000 and \$23,600 set aside, paid from Measure H funds.

Action C. BOARD POLICY ON CONSTRUCTION CHANGE ORDERS  
Review and approve first reading of Board Policy on Construction Change Orders.

**V. INFORMATION ITEMS**

A. UPDATE ON CURRENT CONSTRUCTION PROJECTS  
Receive an oral and written report on current construction projects.  
*Joseph Reyes, Director, Maintenance*

B. FINANCIAL STATEMENTS  
Receive and accept financial statements for month ending December 31, 2010.

C. CHANGE ORDER PROCEDURE  
Receive a draft of Hartnell College Change Order Procedure.

D. CHANGE ORDER POLICY FROM CABRILLO COLLEGE  
Receive a copy of Cabrillo College's Board Policy and Board Item on Construction Change Orders.

E. REPORTS FROM SENATES  
Receive oral reports from College Senates on matters of interest to the college.  
1. Nikki Baird, Student Senate  
2. Nancy Schur, Academic Senate  
3. Classified Senate

F. REPORTS FROM BOARD OF TRUSTEES

**VI. 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. Review and approve tenure and advancement recommendations for probationary faculty

**VII. NEXT MEETINGS**

Board Study Session – March 15, 2011, 5 p.m., 411 Central Avenue, Salinas, CALL Room 208  
Regular Meeting – April 5, 2011, 5 p.m., 411 Central Avenue, Salinas, CALL Room 208

**VIII. ADJOURNMENT**

Adjourn the meeting.