

HARTNELL COMMUNITY COLLEGE DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES

A G E N D A

November 4, 2008

5:00 p.m. – OPEN SESSION
5:10 p.m. – CLOSED SESSION
6:15 p.m. – RECONVENE OPEN SESSION

Board Room – CAB112
411 Central Avenue, Salinas

Board of Trustees

Patricia Donohue, President

Kevin Healy, Vice President

Bill Freeman, Elia Gonzalez-Castro

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 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

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.

Updates on:

1. Litigation – Lawrence/Culver v. Hartnell Community College District
2. Arbitrations – two cases
3. Claims – three cases

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. SUNRISE HOUSE

Jim Rear, Executive Director

2. BOND OVERSIGHT COMMITTEE UPDATE

Damon Felice, Townsend Management, Inc.

3. BOARD DEVELOPMENT

- a. Review of Board Policies 2300 to 2360

4. BOARD'S GOALS FOR THE COLLEGE

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

IV. CONSENT ACTION ITEMS

A. MINUTES

Approve Minutes of Board of Trustees:

1. Special Meeting – Annual Budget Hearing – October 7, 2008
2. Regular Meeting of October 7, 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 CURRICULUM COMMITTEE ACTIONS

Approve Curriculum Committee actions from September 4, 2008 through October 16, 2008.

D. APPROVE MOU BETWEEN SALINAS UNION SCHOOL DISTRICT AND HARTNELL COLLEGE – CAREER TECHNICAL EDUCATION COMMUNITY COLLABORATIVE PROJECT

Approve Memorandum of Understanding between Salinas Union High School District and Hartnell College for implementation of the Career Technical Education Community Collaborative Project. The Salinas Union High School District will receive \$180,000 of \$375,000 received from the grant for implementing its identified activities.

E. APPROVE RENEWAL LETTER OF AGREEMENT – SAN FRANCISCO CITY COLLEGE FOR EARLY CHILDHOOD MENTOR PROGRAM

Approve Renewal Letter of Agreement between Hartnell College and San Francisco City College for California Early Childhood Mentor Program for the 2008-2009. Funds paid directly to the participants from San Francisco Community College District.

F. APPROVE AGREEMENT BETWEEN GONZALES UNIFIED SCHOOL DISTRICT/GONZALES ADULT SCHOOL FOR HIGH SCHOOL EQUIVALENCY PROGRAM (HEP) FOR 2008-09

Approve the 2008-09 Agreement between Gonzales Unified School District/Gonzales Adult School and Hartnell College for High School Equivalency Program (HEP). Expenses incurred by Hartnell College supported by the HEP grant of approximately \$400 per student served.

G. APPROVE AGREEMENT BETWEEN KING CITY JOINT UNION SCHOOL DISTRICT FOR HIGH SCHOOL EQUIVALENCY PROGRAM (HEP) FOR 2008-09

Approve the 2008-09 Agreement between King City Joint Union School District and Hartnell College for High School Equivalency Program (HEP). Expenses incurred by Hartnell College supported by the HEP grant of approximately \$400 per student served.

H. APPROVE AGREEMENT BETWEEN NORTH MONTEREY COUNTY UNIFIED SCHOOL DISTRICT FOR HIGH SCHOOL EQUIVALENCY PROGRAM (HEP) FOR 2008-09

Approve the 2008-09 Agreement between North Monterey County Unified School District and Hartnell College for High School Equivalency Program (HEP). Expenses incurred by Hartnell College supported by the HEP grant of approximately \$400 per student served.

I. APPROVE AGREEMENT BETWEEN WATSONVILLE/APTOS ADULT EDUCATION FOR HIGH SCHOOL EQUIVALENCY PROGRAM (HEP) FOR 2008-09

Approve the 2008-09 Agreement between Watsonville/Aptos Adult Education and Hartnell College for High School Equivalency Program (HEP). Expenses incurred by Hartnell College supported by the HEP grant of approximately \$400 per student served.

J. APPROVE 2009-2010 APPLICATION FOR CONTINUED FUNDING – STATE PRESCHOOL CONTRACT

Approve the 2009-2010 Application for Continued Funding – State Preschool Contract at the maximum reimbursable rate of \$564,761.

K. APPROVE GRANT AGREEMENT WITH REGENTS OF THE UNIVERSITY OF CALIFORNIA – SMALL BUSINESS DEVELOPMENT CENTER

Approve Grant Agreement with Regents of the University of California to operate the Hartnell College Small Business Development Center. The College will receive up to \$96,706 to operate the Hartnell College Small Business Development Center.

L. RATIFY AGREEMENT BETWEEN SALINAS ALLERGY CLINIC AND HARTNELL COLLEGE FOR USE OF CLINICAL FACILITIES

Ratify 2008-09 Agreement between Salinas Allergy Clinic and Hartnell College for use of clinical facilities for the nursing program.

M. RATIFY AGREEMENT BETWEEN SALINAS FAMILY PRACTICE AND HARTNELL COLLEGE FOR USE OF CLINICAL FACILITIES

Ratify 2008-09 Agreement between Salinas Family Practice and Hartnell College for use of clinical facilities for the nursing program.

N. RATIFY CONTRACT FOR HARTNELL COLLEGE ENERGY EFFICIENCY PROJECT

Acknowledge, award bid, and ratify the contract with DMC Construction, the lowest responsive bidder for the Energy Efficiency Project. Total cost for projects is \$355,423 and paid with Measure H Funds.

O. APPROVE RECOMMENDATION TO APPOINT AT-LARGE MEMBER TO INDEPENDENT CITIZENS' BOND OVERSIGHT COMMITTEE

Approve recommendation to appoint one at-large member to Independent Citizens' Bond Oversight Committee for a two-year term effective November 2008 to November 2010.

P. 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 7869 to 7930.

Action/Roll-call

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

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

Action

C. SECOND READING – BOARD POLICIES

Review second reading of revised Board Policies:

2210, Revolving Cash Accounts

2225, Gifts or Donations to the District

Review second reading to delete Board Policy:

2220, Investment and Disbursement of District Scholarship Funds

Action

D. FIRST READING – BOARD POLICIES

Review first reading of revised Board Policies:

2250, Collection of Monies Due the College

2255, Parking Regulations, Fees, and Fines

2270, Temporary Transfers Between Funds

VI. INFORMATION ITEMS

A. FINANCIAL STATEMENTS

Receive financial statements of district funds for period ending September 30, 2008.

B. ACCOUNTABILITY REPORT ON COMMUNITY COLLEGES

Receive 2008 Accountability Report on Community Colleges – *Focus on Results*

C. RECEIVE REPORTS FROM SENATES

1. Student Senate

2. Classified Senate

3. Academic Senate

D. PRESIDENT'S REPORT

Receive report on matters of interest to the college.

VII. BOARD OF TRUSTEES

A. BOARD OF TRUSTEES COMMUNICATIONS/CONFERENCE REPORTS

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

VIII. FUTURE AGENDA ITEMS

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

IX. ADJOURNMENT

Action

Adjourn the November 4, 2008 Board of Trustees meeting.

**The next regular Board of Trustees Meeting scheduled
December 2, 2008 – 5:00 p.m.
Hartnell College (CAB112) – Board Room
411 Central Avenue
Salinas, California**