

HARTNELL COMMUNITY COLLEGE
REGULAR MEETING OF THE BOARD OF TRUSTEES
February 5, 2008

CLOSED SESSION 5:00 p.m. – OPEN SESSION 6:00 p.m.
Hartnell College
411 Central Avenue, Salinas
Board Room (CAB 112)

Board of Trustees
Kari Lee Valdés, President
Patricia Donohue, Vice President
Bill Freeman, Elia Gonzalez-Castro, Kevin Healy,
John Martinez, Brad Rice
Lorena Moreno, Student Trustee
Dr. Phoebe Helm, Interim 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 are 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.

I. OPEN SESSION, CALL TO ORDER, 5:00 P.M., CAB 112 Board Room

Action A. ROLL CALL

B. DISCLOSURE OF ITEMS TO BE DISCUSSED IN CLOSED SESSION, AS FOLLOWS:

Items to be 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. Contractual Agreement for District Auditing Firm
2. Lease Agreement for Natividad Medical Center (Health Professions Center)
3. Personnel Services Agreement for FUSION Training and Advise
4. Pending Litigation – Claim# M88730 – Gail Lawrence and Sherry Culver
5. Resignation of three employees
6. Unfair Practice Charge – Nancy W. Keough vs. Hartnell College

Action C. ADOPT AGENDA

D. PUBLIC COMMENT PERIOD REGARDING CLOSED SESSION ITEMS

Five minutes set aside for public comment on closed session items. Maximum three minutes each presentation.

II. 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

PUBLIC COMMENTS - MAXIMUM THREE MINUTES EACH
Receive comments from the public. Maximum three minutes each.

C. PRESENTATIONS

1. BOND OVERSIGHT COMMITTEE UPDATE
Damon Felice, Townsend Management, Inc.
2. BOARD'S GOALS
 - a. Accreditation
 - b. Finances
 - c. Communication
 - d. Search for Superintendent/President

IV. CONSENT ACTION ITEMS

A. MINUTES

Approve Minutes of the Hartnell College Board of Trustees Regular Meeting of January 8, 2008

B. DISBURSEMENTS

Ratify disbursements from college accounts: General Cafeteria, Child Development, Capital Outlay Restricted, Property Acquisition Restricted and Deferred Maintenance Funds, Revolving, Bookstore, Scholarship & Loan, Athletic, Associated Student Body.

C. APPOINTMENT OF SUNRISE HOUSE REPRESENTATIVE

Appoint Trustee Healy as representative to Sunrise House Joint Powers Agency Board for 2008. The 2008 membership fee to the JPA is \$1,750.

D. APPROVE AGREEMENT BETWEEN COUNTY OF MONTEREY, SHERIFF'S DEPARTMENT AND HARTNELL COLLEGE FOR VOLUNTARY FITNESS INCENTIVE PROGRAM

Approve a renewal agreement between the County of Monterey, Sheriff's Department and Hartnell College for a voluntary fitness incentive program for County employees for effective July 1, 2007 through June 30, 2008. Revenues generated from FTES is approximately \$4,500. (one FTE)

E. APPROVE CURRICULUM COMMITTEE ACTIONS

Approve the January 25, 2008 Curriculum Committee Actions.

F. APPROVE MUSIC PERFORMANCE LICENSING AGREEMENT BETWEEN BROADCAST MUSIC INC. (BMI) AND HARTNELL COLLEGE FOR 2007-2010

Approve a music performance licensing agreement between Broadcast Music, Incorporated (BMI) and Hartnell College effective July 1, 2007 through June 30, 2010. Cost is based on yearly report of the Fall FTES at \$.0.31 per FTES. Cost coverage for 2007-08 is \$917.75.

G. APPROVAL RENEWAL OF PROPERTY MANAGEMENT AGREEMENT BETWEEN BAY PROPERTY MANAGEMENT AND HARTNELL COLLEGE FOR RENTAL PROPERTIES FOR 2008-09

Approve a renewal agreement between Bay Property Management and Hartnell College for rental properties effective February 5, 2008 through February 4, 2009. Cost of services provided equal 10% of total rent collected each month.

H. APPROVE AGREEMENT BETWEEN WATSONVILLE/APTOS ADULT EDUCATION AND HARTNELL COLLEGE FOR HIGH SCHOOL EQUIVALENCY PROGRAM (HEP) FOR 2007-08

Approve an agreement between Watsonville/Aptos Adult Education and Hartnell College for High School Equivalency Program (HEP) for 2007-08. Expenses incurred by Hartnell College are supported by the HEP grant in the amount of approximately \$325 per student served.

I. ADOPT NON-RESIDENT AND FOREIGN STUDENT TUITION FEES FOR 2008-09
Adopt the Non-Resident and Foreign Student Tuition Fees in the amount of \$181 per unit for the 2008-09 academic year.

J. PERSONNEL ACTIONS

Ratify and/or approve current personnel actions. (included in packet)

V. **ACTION ITEMS**

Roll-call A. ADOPT RESOLUTION 8:01, TAX AND REVENUE ANTICIPATION NOTES 2008-09
Adopt Resolution 8:01, Tax and Revenue Anticipation Notes (TRANS) funds for 2008-09.

Roll-call B. ADOPT RESOLUTION 8:02, NAME EAST CAMPUS, ALISAL, AND TO SEEK
CENTER STATUS WITH CHANCELLORS OFFICE
Adopt Resolution 8:02 To Name East Campus, Alisal, and to seek center status with the Chancellors Office.

Action C. REVIEW AND APPROVE FIRST READING OF BOARD POLICY 2010, CLASSIFIED
EMPLOYEES – SHARED GOVERNANCE
Review and approve the first reading of Board Policy 2010, Classified Employees – Shared Governance to be compliant alignment with Senate Bill 235.

Action Roll-call D. APPROVE BUDGET REVISIONS
Approve Budget Revisions numbered 7315 to 7352.

Action Roll-call E. ACCEPT DISTRICT AUDIT
Accept the Independent Accountants' Audit Report for the year ending June 30, 2007.

Action F. REVIEW AND ACCEPT REQUIRED STATE REPORT: QUARTERLY FINANCIAL
STATUS REPORT (CCFS 311Q) FOR DECEMBER 31, 2007
Review and accept required State Report: Quarterly Financial Status Report (CCFS311Q) for quarter ending December 31, 2007.

Action G. AWARD CONTRACT FOR AUDITING SERVICES FOR 2008-2010
Award a contract to Vicenti, Lloyd & Stutzman for financial auditing services for 2008-2010. Cost for this services will be \$101,700 for 2008; \$105,200 for 2009; and \$109,500 for 2010.

Action H. ACCEPT MEASURE H GENERAL OBLIGATION BONDS, SERIES A INDEPENDENT
ACCOUNTANTS' REPORT (PERFORMANCE AUDIT) FOR 2006-07
Accept Measure H General Obligation Bonds, Series A Independent Accountants' Report (Performance Audit) for 2006-07.

- Action
Roll-call
- I. DECLARE REPAIRS FOR KING CITY EDUCATION CENTER AS AN EMERGENCY
- Declare repairs to the King City Education Center resulting from a vehicle accident as “Emergency” and approve obtaining a general contractor to perform the repairs because repairs will exceed \$14,999. Estimated cost of repairs are estimated up to \$30,000.
- Action
- J. APPROVE PERSONNEL SERVICE AGREEMENT FOR TRAINING AND ADVISE BETWEEN FACILITIES PLANNING AND CONSULTING SERVICES AND HARTNELL COLLEGE
- Approve personnel service agreement for FUSION training and advise between Facilities Planning and Consulting Services and Hartnell College effective February 5, 2008 through February 4, 2009. The cost of the agreement will not exceed \$10,000 and will be paid from Measure H bond funds.
- Action
- K. APPROVE NEW CLASSIFIED MANAGEMENT CLASSIFICATION OF FACILITIES PLANNING MANAGER
- Approve new Classified Management classification of Facilities Planning Manager.
- Action
- L. APPROVE NEW ALLOCATION OF FACILITIES PLANNING MANAGER AND APPROVE INTERIM APPOINTMENT (Job description included in packet)
- Approve new allocation of Facilities Planning Manager and approve interim appointment of Augustine Nevarez to that position.
- Hearing
- M. PUBLIC HEARING: HARTNELL COMMUNITY COLLEGE DISTRICT INITIAL COLLECTIVE BARGAINING PROPOSAL TO INTERNATIONAL UNION OF OPERATING ENGINEERS STATIONARY LOCAL NO. 39 (L-39)
- Open a public hearing for the Hartnell Community College District initial proposal to International Union of Operating Engineers Stationary Local 39 (L-39).
- Hearing
- N. PUBLIC HEARING: INTERNATIONAL UNION OF OPERATING ENGINEERS STATIONARY LOCAL NO. 39 (L-39) INITIAL COLLECTIVE BARGAINING PROPOSAL TO HARTNELL COMMUNITY COLLEGE DISTRICT
- Open a public hearing for the International Union of Operating Engineers Stationary Local 39 (L-39) initial proposal to Hartnell Community College District.
- Action
- O. ADOPT INITIAL COLLECTIVE BARGAINING PROPOSALS FROM HARTNELL COMMUNITY COLLEGE DISTRICT TO INTERNATIONAL UNION OF OPERATING ENGINEERS STATIONARY LOCAL NO. 39 (L-39)
- Adopt initial collective bargaining proposals from Hartnell Community College District to International Union of Operating Engineers Stationary Local 39 (L-39).
- Action
- P. AUTHORIZE REIMBURSEMENT OF NECESSARY AND DOCUMENTED EXPENSES
- Authorize reimbursement of documented of necessary and documented expenses associated with invited Superintendent/President candidate’s travel to the District up to \$1,500 per visit.

VI. INFORMATION ITEMS

A. FINANCIAL STATEMENTS

Receive and accept financial statements for period ending December 31, 2007.

B. RECEIVE REPORTS FROM SENATES

1. Student Senate
2. Classified Senate
3. Academic Senate

C. PRESIDENT'S REPORT

Receive report on matters of interest to the College.

D. BOARD OF TRUSTEES COMMUNICATIONS/CONFERENCE REPORTS

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

E. FUTURE AGENDA ITEMS

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

VII. ADJOURNMENT

Action Adjourn the February 5, 2008 Board of Trustees meeting.

**The next regular Board of Trustees Meeting is scheduled
March 4, 2008
Hartnell College (CAB112) – Board Room
411 Central Avenue
Salinas, California, at 5:00 p.m.**