

HARTNELL COMMUNITY COLLEGE
REGULAR MEETING OF THE BOARD OF TRUSTEES

A G E N D A

July 1, 2008

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

Governing Board Room – CAB112
411 Central Avenue, Salinas

Board of Trustees

Kari Lee Valdés, President

Patricia Donohue, Vice President

Bill Freeman, Elia Gonzalez-Castro, Kevin Healy,

John Martinez, Brad Rice

Armando Cortes, 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.

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., CAB 112 Board Room

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.

1. Superintendent/President Contract
2. Employee Discipline/Dismissal/Release – three or more cases
3. Other Personnel

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. BOND OVERSIGHT COMMITTEE UPDATE
Damon Felice, Townsend Management, Inc.
2. BOARD DEVELOPMENT
 - a. Review of Board Policies 1400 to 1480
3. BOARD'S GOALS FOR THE COLLEGE
 - 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 June 3, 2008, and Special Meeting of June 17, 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. TRANSFER OF NON-CASH DONATIONS

Accept the non-cash donations from the Hartnell College Foundation.

D. APPROVE CURRICULUM COMMITTEE ACTIONS

Approve the Curriculum Committee Actions from the May 29, 2008 meeting.

E. RATIFY AGREEMENT – KEENAN AND ASSOCIATES

Ratify an Agreement with Keenan and Associates for the Administration of Workers Compensation Run-Off Claims for 2008-2009. The total annual cost of services will be \$18,000 and is budgeted in the General Fund.

F. APPROVE CONTRACT WITH PENINSULA BUSINESS INTERIORS

Approve agreement with Peninsula Business Interiors for the purchase of Steelcase furniture, fixtures and equipment. Pricing is based on a minimum discount from list price. The furniture, fixtures and equipment will be paid using Measure H bond funds.

G. APPROVE ISSUING REQUEST FOR QUALIFICATION/PROPOSAL

Approve Issuing a Request for Qualification/Proposal process (RFQ/Ps) for Design-Build Services for the PE Renovation Project. The budget for the services is estimated at a minimum of \$2,500,000 and will be paid with Measure H bond funds.

H. ACCEPT GRANT AWARD – CAREER TECHNICAL EDUCATION GRANT NURSING PROGRAM ENROLLMENT GROWTH AND RETENTION

Accept grant award: Chancellors Office Career Technical Education Grant for Capacity Building for Nursing Program Enrollment Growth and Retention – Associate Degree Nursing – Registered Nurse Program. The term of the grant is June 1, 2008 to August 31, 2009 and is \$292,656.

I. ACCEPT GRANT AWARD – CAREER TECHNICAL EDUCATION GRANT ASSESSMENT, REMEDIATION, AND RETENTION FOR NURSING PROGRAM

Accept grant award: Chancellors Office Career Technical Education Grant for Assessment, Remediation, and Retention for the Hartnell College Nursing Program. The term of the grant is January 1, 2008 to February 29, 2009 and is \$72,845.

J. ACCEPT GRANT AWARD – CAREER TECHNICAL EDUCATION GRANT EQUIPMENT FOR NURSING AND ALLIED HEALTH PROGRAMS

Accept grant award: Chancellors Office Career Technical Education Grant for Equipment for Nursing and Allied Health Programs. The term of the grant is April 1, 2008 to November 30, 2009 and is \$73,906.

K. APPROVE AGREEMENT BETWEEN SALINAS ADULT SCHOOL AND HARTNELL COLLEGE FOR HIGH SCHOOL EQUIVALENCY PROGRAM (HEP) FOR 2008-09

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

L. APPROVE AGREEMENT BETWEEN SOLEDAD ADULT SCHOOL AND HARTNELL COLLEGE FOR HIGH SCHOOL EQUIVALENCY PROGRAM (HEP) FOR 2008-09

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

M. APPROVE AND/OR RATIFY 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 7580 to 7703.

Action B. REVIEW FINAL READING OF REVISED BOARD POLICIES

Review the final reading of Revised Board Policies:
1010, Annual Organizational Meeting and Officers of the Board
1030, Student Member of the Governing Board
1035, Minutes of the Governing Board
1055, Ethical Conduct of the Governing Board

Action **C. NOTIFY OF NON-RENEWAL OF MASTER AGREEMENT WITH THE WESTERN STAGE**

Provide notice of Non-Renewal of Master Agreement with the Western Stage.

Action **D. RATIFY APPOINTMENT OF ADMINISTRATIVE POSITION(S)**

Ratify appointment of administrative position(s) effective July 1, 2008.

VI. INFORMATION ITEMS

A. FINANCIAL STATEMENTS

Receive and accept financial statements for period ending May 31, 2008.

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 agendas will be determined in consultation and preparation under the auspices with Superintendent/President and Board President.)

VII. ADJOURNMENT

Action Adjourn the July 1, 2008 Board of Trustees meeting.

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