

ADOPTED

HARTNELL COMMUNITY COLLEGE DISTRICT

MINUTES

Regular Meeting of the Board of Trustees
Hartnell College Board Room – CAB112
411 Central Avenue
Salinas, California

July 7, 2009

OPEN SESSION

Trustee Donohue called the meeting of Board of Trustees of Hartnell Community College District to order at 5:03 p.m. at the Hartnell College Board Room, CAB112.

ROLL CALL

Patricia Donohue, President
Kevin Healy, Vice President
Bill Freeman
Elia Gonzalez-Castro (Arrived at approximately 5:20 p.m.)
Juan Martinez
Ray Montemayor
Brad Rice
Armando Cortes, Student Trustee (advisory vote per Board Policy 1030)
Phoebe K. Helm, Superintendent-President/Board Secretary

**ADOPTED AMENDED
AGENDA**

Since the publication of the agenda, the agenda was amended to include:

Closed Session Item

Contract Negotiations, Update on all and possible vote on C.S.E.A.

Public Hearings

Contract Re-openers from the District and C.S.E.A. on wages and benefits
Contract Re-openers from the District and Local 39 on wages and benefits

Action Item

Receive proposals between the District and C.S.E.A.
Receive proposals between the District and Local 39.

On a motion by Trustee Healy seconded by Trustee Rice vote of 6-0, and advisory vote of Aye (Cortes), the Board approved the agenda as amended.

**DISCLOSURE OF CLOSED
SESSION ITEMS**

Trustee Donohue disclosed items for Closed Session as authorized per Government Code Sections, 3549.1, 54956.9, 54957 and/or 54957.6:

1. Update on litigation Lawrence/Culver v. Hartnell College
2. Contract Negotiations, Update on all and possible vote on C.S.E.A.

**PUBLIC COMMENTS
REGARDING CLOSED
SESSION**

While not on the closed session agenda, Trustee Freeman made a public comment, asking Trustee Donohue for her resignation as Board President and that if she did not, he would file charges against her with the District Attorney. He stated that his request is based on the actions of Trustee

Donohue at the regular meeting of June 2, 2009 where he believes she acted aggressively and unprofessionally.

MOVED TO CLOSED SESSION

The Board of Trustees of Hartnell Community College District, and Superintendent/President, Dr. Phoebe K. Helm, and Terri Pyer, Interim Director, Human Resources adjourned to closed session at 5:05 p.m. 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.

RECONVENED OPEN SESSION

Trustee Donohue reconvened the meeting at 6:05 p.m.

PLEDGE OF ALLEGIANCE

Trustee Gonzalez-Castro led the Pledge of Allegiance.

REPORT OUT FROM CLOSED SESSION

Trustee Donohue reported out on closed session.

On a motion by Trustee Rice, seconded by Trustee Martinez vote of 7-0, the Board approved the 2009-2012 contract with California Schools Employee Association, Chapter 470.

PUBLIC COMMENTS

Criselia Serrano, student, expressed concern over the cutting of Spanish courses for native speakers and urged the Board to find other ways to cut the budget.

Ester Zizumbo, student, stated that the evening Spanish 1S, 2S, and 3S courses are very important for students.

Ali Chavez, student, expressed concern over the cutting of the evening Spanish courses, that she is grateful and supports the Board and Dr. Helm, that she needs to finish her studies to meet her goal and move on.

Olivia Ramirez, student, expressed concern over the cancellations of her classes, asked how this decision was made, what has the administration given up, and who is going to answer her questions.

Karen Ivey, student, proposed the Board reconsider discontinuing the Animal Health Technology in light of new information she received after meeting with Dr. Pando related to revenue generated by the program.

SWEARING IN OF 2009 STUDENT TRUSTEE

Armando Cortes, 2009 Student Trustee, was sworn in for a second term by Trustee Donohue.

PRESENTATIONS

Bond Oversight Committee

Damon Felice, Felice Consulting Services gave an update on the college's current construction projects. The full report and floor plan as developed with the science faculty and staff can be found at: http://www.hartnell.edu/board/packets/july09_packet.pdf.

*Resource Allocation Committee
Progress Report on Budget
Reductions*

Dr. Kelly Locke (Academic Senate), Dr. Ann Wright (Faculty Association), Margie Wiebusch (Classified Employees), and Dr. Greg Peterson (Administration) presented the recommended budget reductions. Dr. Locke reported the process has been a shared governance process including members of the Resource Allocation Committee, Financial Subcommittee, and Cabinet, referred to as RFC. From there, ten (10) subcommittees were formed and each committed to finding solutions together to avoid a declaration of financial emergency. The areas addressed were fall 09 course offerings, Academic Learning Center and Student Services redesigns, Student Services categorical programs, freezing of positions, health benefits, contracts/operating expenses, and Board of Trustees compensations. Items still in discussion include a position reorganization model, C.S.E.A. recommendations, housing efficiencies, an analysis of grant functional overlaps, possible transfer of certain restricted fund reserves, and possible salary and working conditions concessions. Also, RFC identified additional costs for 2009-10 in the amount of \$400,000. These costs include the November election, implementation of the golden handshake, vacation leave payouts for retirees, and loss of interest income from the Monterey County Office of Education. The overall recommended total of reductions is \$2.6 million, leaving a gap of \$692,000. After the presentation, a discussion ensued. Concerns were expressed by some trustees regarding the proposed cuts and requested information about cuts to administration. Trustee Rice mentioned that three Trustees did not support suspending board benefits at the last meeting, to which they responded that it was their belief that choosing to suspend benefits should be an individual choice and not that of the Board as a whole. Dr. Helm explained that benefits were assigned by groups and required majority votes, not individual choice. The presenters and Dr. Helm responded to questions as they arose. Also, Dr. Helm stated, for the record, she would double the cut to her salary, if and when employees voted to take a salary reduction. The RFC was congratulated and thanked for their work. (Appendix A)

CONSENT ACTION ITEMS

Trustees Freeman, Martinez, Montemayor, pulled the following items for further discussion and/or separate vote:

- Item B Separate vote (Freeman)
- Item C Separate vote (Montemayor)
- Item H Discussion (Martinez)
- Item O Separate vote (Montemayor)

On a motion by Trustee Rice, seconded by Trustee Gonzalez-Castro, vote of 7-0, and advisory vote of Aye (Cortes), the Board approved Consent Action Items A, D, E, F, G, H, I, J, K, L, M, and N.

A. MINUTES

Approved the Minutes of Regular Meeting of June 2, 2009, Board Workshop of June 6, and Special Meeting of June 8, 2009 as submitted.

B. DISBURSEMENTS

On a motion by Trustee Rice, seconded by Trustee Healy, vote of 4-1-2, (Freeman No; Martinez, Montemayor – Abstain), and advisory vote of Aye (Cortes), the Board approved 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 ACTIONS**

Trustee Montemayor stated he reviewed the Curriculum Committee minutes on the college website, which are marked unofficial and that he has a concern approving actions not approved by the Curriculum Committee. Dr. Kelly Locke explained that the Curriculum Committee approved the revisions, but that the minutes would not be approved until fall because the committee would not meet until then. There was discussion on how the minutes do not include the specific revisions and Dr. Helm stated she would share with the Curriculum Committee the Board's wishes to reformat the minutes. In addition, Dr. Locke stated that the Academic Senate would be happy to provide a workshop to the Board on the curriculum process at any time.

On a motion by Gonzalez-Castro, seconded by Trustee Martinez, vote of 5-1-1, (No-Freeman; Abstain-Montemayor), and advisory vote of Aye (Cortes), the Board ratified actions of the Curriculum Committee.

**D. PE RENOVATION
PROJECT - CONTRACT**

Ratified the contract with Perma-Green Hydroseeding, the lowest responsive bidder, for the PE Renovation Project. The budget for the project is \$4,111,400 and paid from Measure H funds.

**E. CDC AGENCY SELF-
EVALUATION 2008-09**

Ratified Child Development Center Agency Self-Evaluation report for fiscal year 2008-09 as required by the State Department of Education.

**F. CDC CONTINUED
FUNDING CONTRACT**

Approved the 2009-10 contract with the State Department of Education for continued funding for State-funded preschool services for the Hartnell College Child Development Preschool programs. The College would receive State funding up to \$569,542.

**G. ALLIED HEALTH
GRANT APPLICATION**

Ratified the grant application and accept funds, if awarded, with the California Community College Chancellor's Office for statewide economic stimulus dollars to fund allied health programs. If awarded, the college could receive up to \$400,000 to support the Medical Laboratory Technician program. Dr. Helm pointed out that even though the college was asked to apply, it had just received notice that this application had been denied.

**H. TITLE V GRANT
APPLICATION**

Ratified the grant application and accept funds, if awarded, with the United States Department of Education for a Hispanic Serving Institution (HSI) Title V grant. If awarded, the grant would be \$2,875,000 over a five-year period and would be to improve student performance in math and science.

Trustee Montemayor asked if this grant is identified for math and science only and Dr. Helm responded that the college responded the grant's criterion, which is geared toward math and science. In addition, Trustee Montemayor asked for a copy of the grant proposal.

**I. MOU – KING CITY
TOWN SQUARE, LLC**

Approved the Memorandum of Understanding between Hartnell College and King City Town Square, LLC for custodial, maintenance, and grounds

services for the King City Education Center not to exceed \$12,420 with a 30-day termination clause effective July 8, 2009.

**J. 1099 PRO, INC. -
CONTRACT**

Approved the contract with 1099 Pro, Inc. to provide 1099 Pro 2009 Software to assist in uploading student tuition information for 2009. The term of the contract is for three months, January 2010 to March 2010 and could cost up to \$15,000, depending on the number of 1098-T issued to students as required by the Internal Revenue Service.

**K. CENTRATION,
MANDATED COSTS
AGREEMENT**

Approved a three-year agreement with Centration for mandated costs reimbursement services for fiscal years 2009-10, 2010-11, and 2011-12 at an annual cost of \$6,000.

**L. KEENAN AND
ASSOCIATES –
EXTENSION OF
AGREEMENT**

Approved an extension of the agreement with Keenan and Associate for the administration of workers' compensation run-off claims for 2009-2010. The term of the agreement is effective July 1, 2009 through June 30, 2010, will cost \$18,000, and will be paid from the self-insurance fund.

**M. DESTRUCTION OF
CLASS III RECORDS**

Approved the destruction of Class III Records in compliance with Title V, Section 59027. The estimated cost to destroy these aged records is \$1,800.

**N. APPOINTMENTS –
BOND OVERSIGHT
COMMITTEE**

Approved four, two-year term appointments to the Independent Citizens' Bond Oversight Committee effective July 9, 2009. Approved to the committee were John Inman (Foundation); Vearl Gish, (Seniors); Juan Carlos (Student); and Robert Perkins (Community). The term of each appointment is July 9, 2009 to June 30, 2011.

O. PERSONNEL ACTION

Trustee Donohue congratulated Dyan Miller, Dean/Athletic Director, on her new assignment at Los Positos Community College and thanked her for her service to the college and community. Dr. Helm thanked Ms. Miller for her excellent leadership and support of the college's athletic teams and for her service. In addition, she recognized and congratulated Dr. Rose, who has accepted a position at Gavilan College as Vice President for Instruction. Ms. Miller thanked Dr. Helm and Dr. Greg Peterson for their leadership, support and mentoring. Also, she thanked Joanne Trevino for all of her support.

Trustee Montemayor asked who would be responsible for financial aid since the director is retiring due to the new student services redesign and questioned if the services to students would be impacted. Dr. Helm responded that the managerial responsibilities of financial aid would be shifted to a reclassified administrative position and one classified position would be added as outlined in the redesign presentation.

On a motion by Trustee Gonzalez-Castro, seconded by Trustee Healy, vote of 6-1 (Freeman-No), and advisory vote of Aye (Cortes), the Board approved and/or ratified personnel actions. (Appendix B)

ACTION ITEMS

A. BUDGET REVISIONS

On a motion by Trustee Healy, seconded by Trustee Gonzalez-Castro, roll-call vote of 7-0, and advisory vote of Aye (Cortes), the Board approved budget revisions numbered 8337 to 8406.

Trustee Donohue questioned the amount of \$110,000 paid to the County Elections Department for the March 3, 2009 special election because she believed the amount to be much higher than the \$24,000 that the college was told to anticipate.

B. ELECTRONICS PROGRAM – DISCONTINUANCE

On a motion by Trustee Healy, seconded by Trustee Rice, roll-call vote of 6-1 (No-Freeman) and advisory vote of Aye (Cortes), the Board approved the Superintendent/President's recommendation to discontinue the Electronics Technology Program and that designated students enrolled in the program in 2008-09 be given the opportunity to complete the program by June 2010.

C. APPROVE AMENDMENT TO RESOLUTION 09:6 AND RESOLUTION 09:7

On a motion by Trustee Gonzalez-Castro, seconded by Trustee Martinez, roll-call vote of 7-0 and advisory vote of Aye (Cortes), the Board approved to amend 09:6, Golden Handshake for Faculty, and Resolution 09:7, Early Retirement Incentive for Classified Employees of the Hartnell Community College District, aligning the effective retirement date with recently amended date of notification of intent to retire to on or before July 7, 2009.

D. PUBLIC HEARING

Trustee Donohue opened a public hearing to allow the public to comment on the contract re-opener proposal between Hartnell Community College District and California School Employees Association, Chapter 470 on wages and benefits.

There were none.

E. RECEIVED PROPOSALS

The Board received a joint proposal from the District and California Schools Employees Association, Chapter 470 to reopen contract negotiations on wages and benefits, Article 9, Pay and Allowances, and Article 14, Health and Welfare Benefits for the 2009-10 year in accordance with the new collective bargaining agreement.

F. PUBLIC HEARING

Trustee Donohue opened a public hearing to allow the public to comment on the contract re-opener proposal between Hartnell Community College District and International Union of Operating Engineers Stationary Local No. 30 (L-39) on wages and benefits.

There were none.

G. RECEIVED PROPOSALS

The Board received a joint proposal from the District and International Union of Operating Engineers Stationary Local No. 30 (L-39) to reopen contract negotiations on wages and benefits, Article 23, Wages, and Article 18, Health and Welfare Benefits for the 2009-10 year in accordance with the new collective bargaining agreement.

INFORMATION ITEMS

FINANCIAL STATEMENTS The Board received the Financial Statements for period ending May 31, 2009.

SENATE REPORTS Student Senate: None

Classified Senate: Joanne Trevino reported the Senate continues to work with the RFC on proposed cuts.

Academic Senate: Dr. Kelly Locke reported there is no activity from the Senate because they have not met since June 2, 2009. She wanted to inform the Board the college's involvement in this year's Relay for Life. The college had three teams and collectively they raised \$8,000 through fundraisers and donations. The Board congratulated Dr. Locke and everyone involved in this year's event.

PRESIDENT'S REPORT

Dr. Helm thanked those who made the budget presentation this evening and stated it demonstrates what can be accomplished when work is done and shared by all. She announced that a BBQ and groundbreaking ceremony is planned on July 20, 2009, 12:00 p.m., for the athletic fields. In addition, she announced the college received a formal letter from the Accrediting Commission fully affirming the college's accreditation. A midterm report is due March, 2010.

BOARD COMMUNICATION

Trustee Cortes stated he is happy to serve a second term as student trustee and thanked the staff, faculty, and administration that are working on the RFC, acknowledging their commitment to this effort.

Trustee Gonzalez-Castro stated she was proud to be a part of the college and congratulated Dr. Helm and staff on the recent accreditation letter; that the college will face tough budget times; that she is taking a summer nutrition class and her experience has been wonderful on campus—that all staff was readily available to help students, that the entire college is welcoming to her and to all students, that her instructor is excellent; and she thought Dr. Helm was generous and setting a good example to offer to double whatever cuts the employees may take.

Trustee Martinez expressed concern over an article in the Coast Weekly Magazine regarding the wages on Animal Health Technology and the Board should look further into the concerns expressed this evening; that he was invited to have pizza with members of C.S.E.A. to hear their concerns over the potential declaration of financial emergency and he thanked them for inviting him. He further stated that he was surprised to see that Trustees Montemayor and Freeman were there, too.

Trustee Healy stated he was proud of this evening's presentation on the progress of the budget and on top of that, the accreditation. He stated that he would not be able to attend the next meeting of the Sunrise House and asked his alternate, Trustee Gonzalez-Castro, to attend.

Trustee Freeman reported he attended the Relay for Life and participated in the lighting of the luminaries; that he is proud the college received formal notice on accreditation, and he is opposed to cuts – the community will suffer. In addition, he has contacted local legislators and urged the Board to think outside-of-the-box and move forward to work with Sacramento and Washington.

FUTURE AGENDA ITEMS

Trustee Montemayor – Requested that he be allowed to make a presentation to the Board on the Academic Learning Center based on his discussions with constituents. Trustee Donohue has stated this item can be placed under Information.

Trustee Martinez – Stated that he wanted a report on the discontinuance process that took place when determining to discontinue the AHT program.

Trustee Healy – Responded to Trustee Martinez and asked if he was requesting a Reconsideration of the vote on the discontinuance of the AHT program? As a result, Healy asked that the Reconsideration be placed on the August Agenda.

ADJOURNMENT

On a motion by Trustee Rice, seconded by Trustee Healy, and unanimously carried, the meeting adjourned at 8:24 p.m.

NEXT MEETING

The next regular Board of Trustees Meeting is scheduled on August 11, 2009, 5:00 p.m., Hartnell College, CAB112, Board Room.

Patricia Donohue
Board of Trustees President

Phoebe K. Helm
Board Secretary

2009-2010 Budget Cut Proposals

Shared Governance Presentation

Board of Trustees Meeting

July 7th, 2009

Shared Governance Process

- Resource Allocation Committee, Financial Information Subcommittee, Cabinet, & Other Volunteers
- Formed 10 Subcommittees Composed of Staff, Faculty & Administrators
- Met Constantly for Hours on End, Multiple Meetings per Week
- **Committed to Finding Solutions Together and Avoiding a Declaration of Financial Emergency**

Fall Schedule Section Reductions

RECOMMENDATION:

- Used Priority System for Entire Schedule
 - Cut 93 Sections
 - Add Back 63 High-Demand Sections
-

RESULTS:

- Cost Savings to General Fund: \$130,000.⁰⁰
- Net Reduction of 30 Sections
- No Impact on FTES

Academic Learning Center

RECOMMENDATION:

- Keep Math Lab Open for Returning Students for Fall 2009
 - Keep Computer Lab Open to Offer Degree/Certificate Requirements for Fall 2009
 - Close Reading & Writing Lab for Redesign of Curriculum
 - Faculty & Classified Staff Positions Impacted
-

RESULTS:

- Cost Savings to General Fund: \$ 311,000.
- Provides Transition per Redesign Team Recommendations

Student Services Categorical Programs (16-32% Cuts)

RECOMMENDATION:

- Management: 1 Position Eliminated
 - Faculty: Freeze PT Counseling, 2 Counselors teach full loads
 - Classified: 1 Position Impacted
 - Programs: Improve Coordination with EOPS, DSPS, & TRiO
-

RESULTS:

- Cost Savings to General Fund: \$ 1 1 5,000.⁰⁰
- Reduction in Direct Student Funding: \$0.⁰⁰

Student Services Redesign

RECOMMENDATION:

- Management: 1 Position Eliminated
 - Faculty: 1 Counselor Reassigned to Full-Time Teaching
 - Classified: New Career Ladder, Adjustment in Positions
 - Programs: Built on Entire Year of SS Division Workshops
-

RESULTS:

- Cost Savings to General Fund: \$33,000.⁰⁰
- Reduction in Direct Student Funding: \$0.⁰⁰

Frozen Positions

RECOMMENDATION:

- Hold 11 Positions (Includes Classified, Faculty & Management)
 - Redirect Some Funds to Cover Critical Functions
-

RESULTS:

- Net Savings to General Fund: \$900,000.⁰⁰

Health Benefits

RECOMMENDATION:

- Move All Employee Groups from MCSIG Option I to Option III for 2009-2010
 - Task Benefit Committee with Investigating Other Options
 - Forwarded to Employee Groups for Negotiation
-

RESULTS:

- Cost Savings to General Fund: \$ 1,000,000.⁰⁰ Annually

Contracts/Operating Expenses

RECOMMENDATION:

- Movement of Nursing Program from Natividad to Main Campus
 - Reduction of Public Safety Training Consortium FTES Purchased
 - Eliminate Workforce & Community Development Program
 - Reduce Independent Contract Obligations
-

RESULTS:

- Cost Savings to General Fund: \$586,000.⁰⁰

Board of Trustees Sacrifices

ACTION:

- Suspended Stipends
 - Suspend Travel
 - Suspend Health Benefits
-

RESULTS:

- Cost Savings to General Fund: \$100,000.⁰⁰

Items Still in Discussion

- Position Reorganization Model
- CSEA Recommendations
- Housing Efficiencies
- Analysis of Grant Functional Overlap
- Possible Transfer of Certain Restricted Fund Reserves
- Possible Salary & Working Conditions Concessions

Additional Costs for 2009-10

- Cost of November Board Election
 - Cost of Implementation of “Golden Handshake”
 - Vacation Leave Payout for Retirees
 - Additional Loss of Interest Income from MCOE
-

RESULT:

- Additional Cost to General Fund: **-\$400,000.⁰⁰**

Overall Summary To Date

● Fall Schedule Reductions	\$ 130,000.00
● Academic Learning Center	\$ 311,000.00
● Student Services Categoricals	\$ 115,000.00
● Student Services Redesign	\$ 33,000.00
● Frozen Positions	\$ 900,000.00
● Health Benefits	\$ 833,000.00
● Contracts/Operating Expenses	\$ 586,000.00
● Board of Trustees Sacrifice	\$ 100,000.00
● Additional Costs for 2009-10	\$ (400,000.00)

TOTAL: \$ 2,608,000.00

Remaining: (\$692,000.00)

THE FOLLOWING PERSONNEL ACTIONS WERE APPROVED AND/OR RATIFIED
AT THE BOARD OF TRUSTEES REGULAR MEETING OF JULY 7, 2009

APPENDIX B

I. Retirements, resignations, releases, and leave requests

A. Ratify retirement of regular personnel:

1. Jaime Villarreal, Print Shop Supervisor (#S-4), retirement in lieu of layoff, effective June 30, 2009 (Note: this updates board action taken in April, 2009).
2. MaryHelen Dorado, Financial Aid Director (#A-31), retirement in lieu of layoff, effective July 31, 2009, due to position of Director of Financial Aid being eliminated in restructure of Student Services.

B. Ratify resignation of regular personnel:

1. Dyan Miller, Dean of Physical Education and Athletics (#A-23), effective July 8, 2009.
2. Kathleen Rose, Associate Vice President for Academic Affairs and Accreditation (#A-47), effective July 3, 2009.
3. Vanessa Bautista, Library Technician (#CC115), effective June 29, 2009.

II. Appointments

A. Ratify appointment of full-time academic personnel:

1. Barbara Ristrim, full-time, tenure-track, Speech and Communication Instructor (#F-106), Column B, Step 3, effective August 17, 2009. This position was temporary for 2008–2009.

B. Ratify appointment of part-time instructor for spring semester 2009:

1. Dennis Merrill, Health Services

C. Ratify appointment of part-time instructors for summer session 2009:

1. Gabriel Bravo, Counseling
2. Susan Burns, Theater Arts
3. Richard Givens, Counseling
4. Jeffrey Heyer, Theater Arts
5. Vince Lewis, Counseling
6. Joseph Martinez, Counseling
7. Jeff McGrath, Theater Arts
8. Elizabeth Ramirez, Counseling

THE FOLLOWING PERSONNEL ACTIONS WERE APPROVED AND/OR RATIFIED
AT THE BOARD OF TRUSTEES REGULAR MEETING OF JULY 7, 2009

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D. Ratify appointment of substitute classified employee:

1. Eva Diaz, \$15.73/hr, (30 hrs/wk), Administrative/Help Desk, Information Systems, May 18 – July 24, 2009.

E. Ratify volunteers:

1. Grecia A. Garcia, Physical Education
2. Ernie Guerrero, Physical Education
3. Patrick Kosta, Physical Education

F. Ratify appointment of professional experts:

1. Ron Cacas, \$2000 flat rate, to provide promotions and marketing for The Western Stage production of The American Clock, May 10 – June 5, 2009.
2. Marilyn Duran, \$15.05/hr (40 hrs/wk), to provide assistance with governmental, military personnel management and protocols to assist coordination of summer intern program. Serve as a liaison between sponsoring organizations and science students, MESA/Math & Science, May 1 – August 31, 2009, grant funded.
3. John Englehorn, \$1000 flat rate, to provide lighting design for The Western Stage production of The American Clock, May 22 – June 5, 2009.
4. Diane Kelsy, \$1000 flat rate, to provide wardrobe coordination for The Western Stage production of The American Clock, May 22, – June 28, 2009.
5. Leslie Lancaster, \$1000 flat rate, to provide coordination of stage properties for The Western Stage production of The American Clock, May 17 – June 5, 2009.
6. Isela Villanueva, \$1,440 flat rate, to fill 2009 season subscriptions orders and on-site sales for single tickets, The Western Stage, May 5 – May 31, 2009.

G. Ratify appointment of student worker for spring and summer semesters 2009:

1. Maricela Aboytes, Human Resources/EEO, Student Worker.

III. Special projects and stipends

A. Ratify special project agreement payments:

1. Lawrence Adams, \$260 flat rate, to present Digital Bridge Academy activities and program at the Math Academy Retreat for incorporation into the Math Academy program, April 24, 2009, grant funded.
2. Guy Agrati, \$60.07/hr (not to exceed \$180.21), to teach LVN students the NCLEX review course, Nursing Department, June 9 – 11, 2009.

THE FOLLOWING PERSONNEL ACTIONS WERE APPROVED AND/OR RATIFIED
AT THE BOARD OF TRUSTEES REGULAR MEETING OF JULY 7, 2009

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3. Theresa Carbajal, \$260 flat rate, to present counseling activities at the Math Academy Retreat for incorporation into the Math Academy program, April 24, 2009, grant funded.
4. Joseph DeRuosi, \$2500 flat rate, to complete the 2009-2010 Tech Prep request for proposal to be submitted to the Chancellor's Office, Career and Economic Development, April 11 – May 11, 2009, grant funded.
5. Clara Susan Anderson, \$47.86/hr (not to exceed \$1,435.80), to assist in learning lab for clinical nursing practice, Nursing Department, July 6 – 20, 2009.
6. Clara Susan Anderson, \$47.86/hr (not to exceed \$2,680.16), to plan, coordinate and provide the professional experience for the Summer Health Institute, Nursing Department, July 22 – August 31, 2009.
7. Ko Cooper, \$8,000 flat rate, to facilitate the development of a state of the art Agricultural Mechanic facility at the Alisal Campus that meets or exceeds local industry and Community College standards, December 10, 2008 - June 4, 2009.
8. Mary Cousineau, \$2,362.80, for facilitating 40 hours of inpatient clinical experience in the pediatric unit for 7 ADRN students, April 19 - May 3, 2009.
9. Fay Griffin, \$780 flat rate, to assist in developing curriculum at the Math Academy Retreat, Math & Science Department, April 24 – 25, 2009, grant funded.
10. Katherine Harris, \$4500 flat rate, to create a lab manual for Bio 10, Math & Science, January 26 – June 4, 2009, grant funded.
11. Greg Perkins, \$780 flat rate, to contribute to the development of Math Academy sessions, April 24 - 25, 2009, grant funded.
12. Ken Rand, \$780 flat rate, to facilitate and coordinate a two-day Math Academy Retreat and coordinate and promote creative and innovative pedagogical techniques for entry level math students, April 24 - 25, 2009, grant funded.
13. Jim Riley, \$780 flat rate, to facilitate and coordinate a two-day Math Academy Retreat and coordinate and promote creative and innovative pedagogical techniques for entry level math students, April 24 - 25, 2009, grant funded.
14. Soad Sedrak, \$780 flat rate, to assist in developing curriculum at the Math Academy Retreat, Math & Science Department, April 24 – 25, 2009, grant funded.
15. Sungtack Shin, \$650 flat rate, to assist in developing curriculum at the Math Academy Retreat, Math & Science Department, April 24 – 25, 2009, grant funded.
16. Stephanie Snell, \$47.86/hr (not to exceed \$1,435.80), to assist primary faculty in conducting nursing skills laboratory sessions/testing. Provide oversight for practice sessions; act as proctor for testing sessions, Nursing Department, January 28 - June 4, 2009.
17. Ben Tiscareno, \$49.78/hr (not to exceed \$1,393.84), special presenter for EGN 2, Career and Economic Development, March 11 – June 4, 2009.

THE FOLLOWING PERSONNEL ACTIONS WERE APPROVED AND/OR RATIFIED
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18. Senorina Vasquez, \$780 flat rate, to assist in developing curriculum at the Math Academy Retreat, Math & Science Department, April 24 – 25, 2009, grant funded.
19. Joe Welch, \$1,733.67 flat rate, to be a faculty liaison for the Mathematics, Engineering, and Science Achievement Program to promote the MESA program and provide instruction and access to industry opportunities, August 18, 2008 - June 4, 2009, grant funded.
20. Michael Wheeler, \$49.78/hr (not to exceed \$149.34), special presenter for EGN 2, Career and Economic Development, April 11 – May 11, 2009.
21. Ann Wright, \$500 flat rate, to lead the curriculum development for a course in microbiology for food safety including participation on an external advisory committee, February 12 - June 4, 2009, grant funded.