

**Adopted**  
***(REVISED)***

## HARTNELL COMMUNITY COLLEGE DISTRICT

### Regular Meeting of the Board of Trustees

**January 9, 2007**

**CALL TO ORDER** The Regular Meeting of the Board of Trustees of Hartnell Community College District was called to order at 4:00 p.m. in the Board Room by Aaron Johnson, Board Chair.

**PRESENT** Trustees, Kari Valdés, Bill Freeman, Aaron Johnson, Berna Maya, John Martinez, Brad Rice, Steve McShane

**ALSO PRESENT** Student Trustee: Patric Aledo

**PUBLIC COMMENT ON CLOSED SESSION ITEMS** None.

**CLOSED SESSION** The Board adjourned to Closed Session at 4:02 p.m.  
The Board members, Edward J. Valeau, Superintendent/President, Larry Carrier, and Tamberly Petrovich adjourned to Closed Session to consider matters authorized for Closed Session in accordance with Government Code Sections 3549.1, 54957, 54956.9 and/or 54957.6.

**OPEN SESSION** Board Chair, Aaron Johnson reconvened open session at 5:40 p.m.

**ADOPT REVISED AGENDA** **Upon motion of Steve McShane, seconded by Berna Maya, and carried, the Board adopted the agenda.**

**PRESENT** In addition to those present at the Call to Order were the following:

Management Staff: Larry Carrier, Vice President of Administrative Services  
Dr. Allan Hoffman, Vice President of Instruction  
Dr. Celia Barbarena, Vice President of Student Services  
Tamberly Petrovich, Director, Human Resources

Academic Senate: Absent

Classified Senate: Absent

Student Senate: Lorenzo Holquin, President, Student Body Association

*The Pledge of Allegiance was recited.*

**CLOSED SESSION REPORTING** Aaron Johnson, Board Chair, reported that an Ad Hoc Advisory Transition Committee was appointed and includes Trustees Valdés, Johnson, and Martinez, re transition activity related to the Superintendent/President.

**PUBLIC COMMENTS**

1. Mr. Padrea, Guadalajara, Mexico, commented with translation, regarding his efforts to establish a classical choir.
2. Lorenzo Holquin, President, Student Body Association, commented on various matters related to the Student Body.

**PRESENTATIONS**

1. None
2. **Bond Oversight Committee Report**

Received Information (received under President's Report)

**Approved** **\*CONSENT ACTION ITEMS** (\*Consent Action Items listed below)

Pulled for vote: C.1, C.10, C.11, and C.13

**\*BOARD ACTION: (\*On balance of Agenda)**

**Upon motion by Brad Rice, seconded by Steve McShane, the Board approved Consent Agenda Items C.2 through C.9, C.12, and C.14 – C.17, as presented. Ayes: Rice, Maya, Valdés, McShane, Johnson Noes: Martinez; Freeman Motion Carried.**

**BOARD ACTION:**

**Upon motion by Brad Rice, seconded by Berna Maya, Consent Item C.1, was approved with suggested language change for announcement from Closed Session; a minor typographical change; and, it was noted for change that although Patric Aledo, Student Trustee, was not present at the Annual Organizational Meeting or Meeting of the Member; he was present for a portion of the Regular Board Meeting for December 5, 2007.**

**BOARD ACTION:**

**Upon motion by Steve McShane, seconded by Kari Valdés, and carried, the Board approved Consent Agenda Item C.10. Motion Carried**

**BOARD ACTION:**

**Upon motion by Steve McShane, seconded by Berna Maya, and carried, the Board approved Consent Agenda Item C.11; and Further, it was suggested that additional information/update regarding the 2.0 acres of East Campus Farmland be provided as it becomes available. Motion Carried.**

**BOARD ACTION:**

**Upon motion by Steve McShane, seconded by Kari Valdés, the Board approved Consent Agenda Item C.13. Ayes: McShane, Valdés, Johnson, Maya, Rice Noes: Martinez; Freeman Motion Carried.**

**Approved** (\*Consent Action Items listed below)

**1. MINUTES**

Approved minutes of the Regular Board Meeting of December 5, 2006 with corrections as noted. (Note: The minutes of November 7, 2006 are currently being reviewed by legal counsel and will be brought for approval at a future board meeting).

**2. RATIFIED DISBURSEMENTS**

Ratified 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.

**3. TRANSFER NON-CASH DONATIONS FROM HARTNELL COLLEGE FOUNDATION**

Accepted non-cash donations received from the Foundation to be transferred to the College instructional program.

**4. RATIFIED SPRING 2007 WORKFORCE AND COMMUNITY DEVELOPMENT CENTER PATHWAYS AND TRAINING SOURCE SCHEDULE OF CLASSES**

Ratified Spring 2007 Workforce and Community Development *Pathways* and *Training Source* schedules of classes.

**5. RATIFIED 2007 MILEAGE REIMBURSEMENT ADJUSTMENT RATE**

Ratified the mileage reimbursement rate of 48.5 cents per mile, effective January 1, 2007, as pursuant to the IRS rate and in accord with Governing Board Policy 2320, its predecessor Board Policy 4133.1, and Education Code Section 87032.

**6. ADOPTED 2007-2008 ACADEMIC CALENDAR**

Adopted the 2007-2008 Academic Calendar as presented.

**7. DESIGNATION OF 2007 BOARD MEETING DATES AND TIMES**

Set dates and times of Board meetings for the 2007 calendar year.

**8. APPROVED 2007-2008 SCHEDULED MAINTENANCE PROGRAM**

Approved list of Scheduled Maintenance projects as submitted to the Chancellor's Office for 2006-2007.

**9. APPROVED SELECTION OF PARTICIPANTS FOR THE 2007 BORONDA INTERNATIONAL STUDY PROGRAM INCLUDING INTERNATIONAL SCHOLARS**

Approved the participants and staff for the Boronda International Study Program.

**10. APPROVED RENEWAL OF LEASE AGREEMENT WITH THE U.S. DEPT. OF AGRICULTURE/AGRICULTURE RESEARCH STATION – (USDA) FOR EIGHT (8) ACRES OF EAST CAMPUS FARMLAND**

Approved the renewal of a one-year lease agreement with the U.S. Department of Agriculture/Agriculture Research Station for lease of eight (8) acres of East Campus farmland. The USDA has been leasing the eight acres since 1994.

**11. APPROVED RENEWAL OF LEASE AGREEMENT WITH THE UNIVERSITY OF CALIFORNIA COOPERATIVE EXTENSION – MONTEREY COUNTY AGRICULTURAL RESEARCH STATION FOR 2.0 ACRES OF EAST CAMPUS FARMLAND.**

Approved the renewal of a one-year lease agreement with the University of California Cooperative Extension-Monterey County Agricultural Research Station for 2.0 acres of East Campus farmland.

**12. APPROVED IMPLEMENTING NEW PARKING FINE FOR FAILURE TO DISPLAY OR IMPROPERLY DISPLAYING CURRENT STUDENT OR FACULTY/STAFF PARKING PERMIT**

Approved implementation of a \$5.00 fine for failure to display or improperly displaying a current student or faculty/staff parking permit.

**13. APPROVED AMENDMENT TO THE AGREEMENT WITH CREATIVE NURSING SOLUTIONS**

Approved amendment to the agreement between Creative Nursing Solutions and Hartnell Community College District.

**14. APPROVED ISSUING REQUEST FOR QUALIFICATIONS/PROPOSAL PROCESS (RFQ/P'S FOR ARCHITECTURAL/ENGINEERING SERVICES FOR THE PHYSICAL EDUCATION RENOVATION PROJECT**

Approved issuing Request for Qualifications/Proposal process (RFQ/Ps) for Architectural/Engineering services for the Physical Education Renovation Project.

**15. APPROVED CONTRACT FOR LANDSCAPE ARCHITECTURAL SERVICES FOR THE NORTHEAST LANDSCAPING PROJECT**

Approved awarding the professional service contracts for Architectural Services to Bellinger Foster Steinmetz for the NorthEast Landscaping Project.

**16. APPROVED RENEWAL OF PROPERTY MANAGEMENT CONTRACT WITH BAY PROPERTY MANAGEMENT FOR 2007-2008**

Approved renewal of the property management contract with Bay Property Management for 2007-2008.

**Approved 17. RATIFIED AND APPROVED PERSONNEL MATTERS**

Ratified and approved current personnel matters as listed below:

Action:

Ratify and approve personnel actions as listed below:

I. Retirements, Resignations, Releases and Leave Requests

1. Release from employment of probationary employee, Utility Custodian, Maintenance & Operations, per HCCD agreement with L39, Article 13, Section B, effective December 6, 2006.

II. Appointments

1. Ratify appointment of part-time instructors for Fall Semester 2006:
  - a. Natalia Bonilla, Agriculture Technology, Occupational Education
  - b. Dawn Nughes, Nursing, Nursing & Health Services
  - c. Steffanie Peterson, Nursing, Nursing & Health Services
  - d. Harry Sweigert, Physical Education
2. Ratify appointment of part-time instructors for Spring Semester 2007:
  - a. Dimas Albert, Automotive Technology, Occupational Education
  - b. Tomas Alejo, Auto Collision, Occupational Education
  - c. Warren Edmonds, Computer Sciences & Info Systems, Occupational Education
  - d. Wayne Gibson, Real Estate, Occupational Education
  - e. Richard Gray, Administration of Justice, Occupational Education
  - f. Anthony Johnson, Business Education, Occupational Education

- g. Nancy Keough, Administration of Justice, Occupational Education
  - h. William Musselman, Automotive Technology, Occupational Education
  - i. Adalberto Paredes, Automotive Technology, Occupational Education
  - j. Gerardo Perez, Computer Sciences & Info Systems, Occupational Education
  - k. Jose Rodriguez, Automotive Technology, Occupational Education
  - l. Ben Tiscareno, Drafting Technology, Occupational Education
  - m. Michael Wheeler, Drafting Technology, Occupational Education
  - n. Kathryn Yamamoto, Real Estate, Occupational Education
3. Ratify appointment of Professional Experts:
- a. Loretta Olito-Thompson to provide training for recruitment staff for Department of Social & Employment Services Contract, \$100.00/hr, Workforce & Community Development, September 11, 2006 – June 10, 2007.
  - b. Aron Szamos to teach Independent Living Program participants the Orientation to College and Career Assessment workshop, \$60.00/hr, Workforce & Community Development, November 10, 2006 – June 10, 2007.
  - c. Lynn White-Dixon to teach advanced topics for resource families in Monterey County, \$110.00/hr, Workforce & Community Development, October 11, 2006 – June 10, 2007.
  - d. Claire Vincent to teach music classes for Pathways, 40% of gross dependent upon enrollment, Workforce & Community Development, July 1, 2006 – August 15, 2008.
4. Ratify appointment of student hourly employees for Fall Semester 2006:
- a. Rowena Abaricia, Career Center, Student Worker II
  - b. Julio Becerra, Library, Student Worker I
  - c. Gloria Camacho, East Campus, Student Worker I
  - d. Esteban Flores, Occupational Education, Student Worker II
  - e. Joel Guzman, Academic Learning Center, Student Worker I
  - f. Lorenzo Hoquin, Trio/SSS Program, Student Worker II
  - g. Yanet Lopez, Admissions & Records, Student Worker I
  - h. Cristhian Martin, Physical Education, Student Worker I
  - i. Ramon Serrano, Admissions & Records, Student Worker I
  - j. Victoria Yoneyama, Academic Learning Center, Student Worker I
  - k. Nicole Yoshimi, DSP&S, Student Worker III

**Approved**      **ADMINISTRATIVE SERVICES**

- 1.      APPROVED RESOLUTION 07:1 DESIGNATING THE NEW ALTERNATE REPRESENTATIVE TO VARIOUS COMMUNITY COLLEGES JOINT POWERS AUTHORITIES**

**BOARD ACTION: Upon motion by Brad Rice, seconded by Berna Maya, and carried, the Board approved Resolution 07:1 - Designating New Alternate Representative to Various Community Colleges Joint Powers Authorities. Motion Carried.**

**Approved**      **2.      BUDGET REVISIONS**

**BOARD ACTION: Upon motion by Kari Valdés, seconded by John Martinez, and carried, the Board approved Budget Revisions 6712 to 6736. Motion Carried.**

**INFORMATION ITEMS**

**Received**      **1.      FINANCIAL STATEMENTS**

Received Financial Statements of district funds for the period ending November 30, 2006.

**Received 2. RECEIVED AND REVIEWED INSTITUTIONAL SELF-STUDY FOR REAFFIRMATION OF ACCREDITATION**

Received and reviewed Institutional Self-Study for Reaffirmation of Accreditation

**COLLEGE SENATES**

**Academic Senate**

No report.

**Classified Senate**

No report.

**Student Senate**

**Received Report** Report received from Lorenzo Holquin, President, Student Body Association

**Received Information OFFICE OF SUPERINTENDENT/PRESIDENT**

1. Received President's Report
  - (a) Dr. Celia Barberena, Vice President, Student Services – enrollment update.
  - (b) Marketing update.
  - (c) Update regarding proposed Memorandum of Understanding-East Campus, presented by Mike Maas.
  - (d) Measure H/Construction update, presented by TMI

**Approved 2. IDENTIFIED SUBCOMMITTEE TO REVIEW NOMINATIONS FOR 2007 DISTINGUISHED ALUMNUS/ALUMNA AWARD**

**BOARD ACTION:** Upon motion by Steve McShane, seconded by John Martinez, and carried, the Board identified a subcommittee to review nominations for the 2007 Distinguished Alumna Award as Trustees, Johnson, Maya and Freeman. Motion Carried.

**Approved 3. APPROVED MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SALINAS AND HARTNELL COMMUNITY COLLEGE DISTRICT FOR THE DEVELOPMENT OF THE EAST CAMPUS.**

**BOARD ACTION:** Upon motion by Steve McShane, seconded by Kari Valdés, and carried, the Board approved the Memorandum of Understanding between the City of Salinas and Hartnell Community College District for the Development of the East Campus. Motion Carried.

**Approved 4. APPROVED PROCEEDING WITH ENVIRONMENTAL IMPACT REPORT-POTENTIAL MITIGATED NEGATIVE DECLARATION FOR THE APPLIED TECHNOLOGY BUILDING AT THE EAST CAMPUS.**

**BOARD ACTION:** Upon motion by Steve McShane, seconded by Brad Rice, and carried, the Board approved proceeding with the Environmental Impact Report-Potential Mitigated Negative Declaration for the Applied Technology Building at the East Campus; and Further, Trustee Johnson advised approval with the understanding that caution be exercised while proceeding with this process. Motion Carried.

**BOARD OF TRUSTEES**

**1. Communications/Conference Reports**

Trustees Freeman, Valdés, Johnson, Martinez, McShane, Maya, and Aledo (Student Trustee), gave reports.

**2. Travel Requests**

a) Trustee Martinez reported that he would be attending a conference regarding access to higher education, at his own expense.

**3. Nomination to Annual CCCT Board of Directors Election**

**BOARD ACTION:** Upon motion made by Steve McShane, seconded by Kari Valdés, and carried, Berna Maya, and carried, the Board agreed it would not exercise its option to nominate a representative to the CCCT Board of Directors for 2007. Motion Carried

**4. Set Date for Board Retreat and Self-Evaluation**

**BOARD ACTION:** Upon motion made by Brad Rice, seconded by John Martinez, and carried, the Board approved setting the date(s)/time(s) for a future Board Retreat and/or Self-Evaluation Meeting(s) via the standard board polling process utilized for scheduling meetings. Motion Carried.

**HUMAN RESOURCES AND STAFF DIVERSITY**

1. None.

**FUTURE AGENDA ITEMS**

Received and considered in the same manner as per Governing Board Policy 1020.

**NEXT MEETING**

The next regular meeting of the Board of Trustees is scheduled for Tuesday, February 6, 2007, at 4:00 p.m. at the King City Education Center, 117 North Second Street, King City, California.

**ADJOURNMENT**

**Adjourn BOARD ACTION:** Upon motion made by Bill Freeman, seconded by John Martinez, and carried, the meeting was adjourned in memory of Martin Luther King.

Aaron Johnson  
Board of Trustees President

Dr. Edward J. Valeau  
President/Superintendent