

Adopted

HARTNELL COMMUNITY COLLEGE DISTRICT

Regular Meeting of the Board of Trustees

April 3, 2007

CALL TO ORDER The Regular Meeting of the Board of Trustees of Hartnell Community College District was called to order at 4:05 p.m. in the Board Room by President, Aaron Johnson.

PRESENT Board of Trustees in attendance at the Call to Order: Aaron Johnson, Board President, Kari Valdés, Steve McShane, Brad Rice, Bill Freeman

ARRIVING AFTER CALL TO ORDER John Martinez, Trustee, arrived at 5:15 p.m.
Patric Aledo, Student Trustee, arrived at 5:20 p.m.

ABSENT Berna Maya, Trustee

ADOPT AGENDA **On motion of Brad Rice, seconded by Kari Valdés and carried, the Board adopted the April 3, 2007 agenda.**

ANNOUNCEMENT BY BOARD CHAIR Aaron Johnson, Board Chair, announced that an ad hoc advisory committee of three (3) board members has been established. The advisory committee is comprised of Trustees Aaron Johnson, John Martinez, and Kari Valdés. The purpose of the advisory committee is to move the process forward regarding selection of an Interim Superintendent/President.

PUBLIC COMMENT ON CLOSED SESSION ITEMS

1. Lourdes Villarreal and Teresa Carbajal, faculty members, presented three posters indicating the demographics of Monterey County, Salinas, and Hartnell College. and their relationship to selecting a permanent candidate for Superintendent/President and the importance of having a diverse selection committee.
2. Chamber of Commerce representative commented that the Chamber had sent a letter to the Board of Trustees showing interest in the selection process for a permanent candidate for Superintendent/President.

CLOSED SESSION The Board members, Larry Carrier and Tamberly Petrovich adjourned to Closed Session at 4:25 p.m. to consider matters authorized for Closed Session in accordance with Government Code Sections 3549.1, 54956.8, 54956.9, 54947 and 54957.6.

RECONVENE OPEN SESSION Board President, Aaron Johnson reconvened open session at 5:55 p.m.

CLOSED SESSION REPORTING Board President, Aaron Johnson announced that there was a vote on a settlement offer regarding the litigation of Lydia Hampton-Stewart and that this offer was rejected by a 5-1 vote.

Additionally, he reported there was a vote to terminate the services of current legal counsel for the Hartnell Community College District. The vote was 4 ayes and 2 noes (4-2) in favor of not terminating the contract.

PRESENT

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

Management Staff: Larry Carrier, Vice President of Administrative Services,
Assistant Superintendent
Dr. Celia Barberena, Vice President of Student Services
Tamberly Petrovich, Director, Human Resources and
Equal Opportunity Employment

Academic Senate: Absent

Classified Senate: Absent

Student Senate: Absent

The Pledge of Allegiance was recited.

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

None.

PRESENTATIONS

1. Enrollment Management Update

Dr. Celia Barberena, Vice President of Student Services, presented a hand-out regarding Enrollment Management and an update on the activities of the Enrollment Management Team.

2. Bond Oversight Committee Report

Received.

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

1. Items C.1, C.3, for discussion
2. Items C.2 and C.9 for separate vote.

BOARD ACTION:

Upon motion by Steve McShane, seconded by John Martinez and carried, the Board approved Consent Action Items C.1 with a correction to Board of Trustees topic (for Trustee Martinez); C.3, through C. 8 and C.9, as presented. Ayes: McShane, Martinez, Freeman, Valdés, Rice, Johnson Noes: None Absent: Berna Maya Abstained: None Motion Carried.

AMEND MOTION:

Upon motion by Steve McShane, seconded by John Martinez, and carried, Steve McShane amended the motion to pull item C.5, approve C.1 and C.3 through C.8. Ayes: McShane, Martinez, Freeman, Valdés, Rice, Johnson Noes: None Absent: Berna Maya Abstained: None Motion Carried

BOARD ACTION:

Upon motion by Kari Valdés, seconded by Steve McShane and carried, the Board approved Consent Action Item C.2, as presented. Ayes: Rice, McShane, Johnson, Valdés, Martinez Noes: Freeman Abstain: None Absent: Maya Motion Carried.

BOARD ACTION:

Upon motion by Steve McShane, seconded by Kari Valdés, the Board approved Consent Action Item C.9, as presented. Ayes: Rice, Martinez, McShane, Johnson, Valdés, Freeman Noes: None Abstain: None Absent: Maya Motion Carried.

- Approved** **1. MINUTES**
- Approved minutes of the Regular Board meeting of March 6, 2007 with correction.
- Approved** **2. 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.
- Approved** **3. RATIFIED OUT OF COUNTRY TRAVEL**
- Ratified Out of Country Travel for Linda Taylor, Child Development Center for an “*Intensive Course – Study in Pistoia,*” at Pistoia Preschool Education Programme, 4/16/07 through 4/20/07 in Pistoia, Italy. Seminar fees will be paid through a staff development grant from the State Department of Education and travel costs will be absorbed by Ms. Taylor.
- Approved** **4. RATIFIED GRANT APPLICATION TO THE U.S. DEPARTMENT OF EDUCATION TO FUND THE HARTNELL COLLEGE TEACHER TRAINING AND TRANSFER PROGRAM**
- Ratified this grant application to the U.S. Department of Education to fund the Hartnell College Teacher Training and Transfer Program. Hartnell College has applied for a five year grant for recruiting, retaining transferring and graduating teachers who will serve disadvantaged students throughout the District.
- Approved** **5. APPROVED CONTRACT WITH MONTEREY COUNTY DEPARTMENT OF SOCIAL SERVICES- PROBATION DEPARTMENT – SEVEN CHALLENGES CORPORATION**
- Approved the proposed contract with Seven Challenges Corporation, a treatment approach designed for working with adolescents having alcohol and drug issues, coordinated between Workforce and Community Development and the Monterey County Department of Social and Employment Services – Probation Department.
- Approved** **6. APPROVED THE RESOLUTION FROM THE CALIFORNIA ENERGY COMMISSION FOR A STATE ENERGY PARTNERSHIP PROGRAM**
- Approved the Resolution from the California Energy Commission for a State Energy Partnership Program. The program is offering an Energy Partnership Program with public colleges to help identify immediate and long term energy savings projects to lower utility bills for both existing facilities and new construction review.
- Approved** **7. APPROVED USER LICENSE AGREEMENT WITH MERCURY COMMERCE SOLUTIONS FOR THE E-PROCUREMENT SOFTWARE SYSTEM**
- Approved the User License Agreement with Mercury Commerce Solutions for the E-Procurement software System. Mercury Commerce Solutions, an exclusive Datatel partner, will provide the program and support for e-procurement via the secure Datatel web advisor interface to help streamline the College’s purchasing process.

Approved 8. APPROVED APPOINTMENT OF THE INDEPENDENT CITIZENS' BOND OVERSIGHT COMMITTEE

Approved the Bond Oversight committee's recommendation to appoint one (1) member for a two-year term through 2009 to the Bond Oversight Committee in accord with Education Code Section 15282 (a) (2).

Approved 9. PERSONNEL MATTERS

Action: Ratify and/or approve personnel actions as listed below:

I. Retirements, Resignations, Releases and Leave Requests

1. Retirement of Joyce Plaskett, Division Administrative Assistant (#CC-63), Regional Health Occupation Resource Center (RHORC), effective March 31, 2007.
2. Release of Nicole Guice from employment of probationary employee, Counseling Data Technician (#CC-82), Counseling Department, per HCCD agreement with CSEA, Chapter 470, Article 20, Section I, effective February 23, 2007.
3. Resignation of Cynthia Walters, Programmer Analyst, Educational Technology & Library, effective March 30, 2007.

II. Classification and Compensation

1. Retitle classification from Tutorial Center Coordinator to Tutorial Services Coordinator and approve revision to job description (Appendix A).

III. Request for new position/change to existing position

1. Approve change to existing position:
 - a. Retitle current allocations from Tutorial Center Coordinator to Tutorial Services Coordinator (#CC-49 & CC-150).
 - b. Reallocate vacant Division Administrative Assistant position (#CC-63) in RHORC to Administrative Assistant to appropriately classify position.
 - c. Reallocate vacant Division Administrative Assistant position (#CC-2) in Maintenance and Operations to Administrative Assistant to appropriately classify position.

IV. Request to hire Short-Term employees

1. Approve Short-term Staffing Requests:
 - a. Grant funded Secretary, \$13.66/hr, 6 hours/day, 5 days/week, Workforce and Community Development, to provide start-up secretarial duties for the grant funded medical coding program, March 19 – June 30, 2007. This or similar services will not be extended or needed on a continuing basis.

V. Appointments

1. Ratify appointment of regular classified personnel:
 - a. Elizabeth Rocha Lopez, Part-time, 30 hours per week, 10 months per year, Scholarship Assistant (#CC-111), Financial Aid, CSEA Salary Schedule, Range 18, Step A, effective March 5, 2007. This action refills an existing position.
2. Ratify appointment of regular academic personnel:
 - a. Matt Collins, Full-time, tenure-track, Head Football Coach/PE Instructor (F-35), Physical Education and Athletics, Faculty Salary Schedule, Column B, Step 6, effective April 10, 2007.
3. Ratify appointment of part-time instructors for Fall Semester 2006:
 - a. Darrin Bright, Physical Education

4. Ratify appointment of part-time instructors for Spring Semester 2007:
 - a. Juliet Atkins, Nursing, Nursing and Health Services
 - b. Nelson Bonner, Computer Lab, Academic Learning Center
 - c. Jesus Cuevas, Physical Education
 - d. Jennifer Carlquist, Health Services, Nursing and Health Services
 - e. Chante Davis, Biology, Math & Science
 - f. Jovita Dominguez, Nursing, Nursing and Health Services
 - g. Albert Dunnings, Nursing, Nursing and Health Services
 - h. Melodie Garcia, Nursing, Nursing and Health Services
 - i. Dawn Hughes, Nursing, Nursing and Health Services
 - j. William Kauffman, Biology, Math & Science
 - k. Darren Lovecchio, Nursing, Nursing and Health Services
 - l. Joe Martinez, Counseling, Counseling Department and High School Equivalency Program
 - m. Tanya Osborne-McKenzie, Nursing, Nursing and Health Services
 - n. Richard Reyes, Agriculture Technology, Occupational Education
 - o. Gino Sigala, Physical Education
 - p. Milena Strong, Nursing, Nursing and Health Services
 - q. Elsie Tanadjaja, Biology, Math & Science
 - r. Steven Triano, Agriculture Technology, Occupational Education
 - s. Pat Young, Physical Education

5. Ratify appointment of substitute classified employees:
 - a. Esteban Flores, Science Lab Technician, \$16.21/hr, Math & Science, February 15 – April 16, 2007; while recruiting for vacant position.
 - b. Chante Davis, Science Lab Technician, \$16.21/hr, Math & Science, February 15 – April 16, 2007; while recruiting for vacant position.
 - c. Elizabeth Rocha, Scholarship Assistant, \$14.35/hr, Financial Aid, February 21 – April 22, 2007; while recruiting for vacant position.
 - d. Marek Lipowski, Instructional Associate – Tool Room, \$15.44/hr, Occupational Education, February 20 – April 20, 2007; while recruiting for vacant position.

6. Ratify appointment of Professional Experts:
 - a. Kim Batiste, to provide respite and support training for resource parents for the Department of Social & Employment Services Contract, \$50/hr, Workforce & Community Development, January 10 – June 10, 2007.
 - b. Jeff Hartley, to teach Pathway's Water Technology classes, \$50.00/hr, Workforce & Community Development, July 1, 2006 – August 15, 2008.
 - c. Kim Yalda, to provide observation of Service Learning component of Education 1, \$50.00/hr, Center for Teacher Education, January 22 – June 2, 2007.
 - d. Jose Val Rodriguez, to teach Pathway's Automotive Technology class, \$50.00/hr, Workforce & Community Development, February 20 – March 23, 2007.
 - e. Tom Alejo, to teach Pathway's Auto Collision class, \$50.00/hr, Workforce & Community Development, February 20 – March 23, 2007.
 - f. Jason Herrier, to provide childcare and activities that are age appropriate for potential and existing resource families, \$13.00/hr, Workforce & Community Development, January 1 – June 10, 2007.
 - g. Gerardo Perez, to teach Pathway's Computer Science class, \$50.00/hr, Workforce & Community Development, February 20 – March 23, 2007.

7. Ratify appointment of student hourly employees for Spring Semester 2007:
 - a. Rudy Aldana, Math and Science, Student Worker IV
 - b. Ralph Aldanese, Library, Student Worker I
 - c. Fernando Avalos, Purchasing/Warehouse, Student Worker I
 - d. Tara Burns, Cafeteria, Student Worker I
 - e. Gloria Camacho, GearUp Grant, Student Worker I
 - f. Chih-Lin Chen, Cafeteria, Student Worker I
 - g. Yuan-Lin Chen, Academic Learning Center, Student Worker II
 - h. Yadira Contreras, Financial Aide, Student Worker III
 - i. Yesenia De La Torre, Scholarship Office, Student Worker II

- j. Raymond Gutierrez, Math & Science, Student Worker IV
- k. Maria Hernandez, Academic Learning Center, Student Worker II
- l. Leticia Jimenez, Child Development Center, Student Worker I
- m. John Klawitter, Student Services, Student Worker III
- n. Jesse Luna, Reprographics, Student Worker I
- o. Vanessa Luna, Counseling, Student Worker I
- p. Eduardo Magana, Campus Safety, Student Worker II
- q. Lisa Mansfield, Math & Science, Student Worker I
- r. Adriana Marquez, GearUp Grant, Student Worker III
- s. Daniel Miltz, Fine Arts, Student Worker II
- t. Consuelo Mosqueda, Child Development Center, Student Worker I
- u. Armando Ortiz, TRIO/Student Support Services Program, Student Worker III
- v. Janet Oseguera-Valencia, Physical Education, Student Worker I
- w. Janet Oseguera-Valencia, DSP&S, Student Worker III
- x. Mihir Patel, Cafeteria, Student Worker I
- y. Melissa Rojas, Fine Arts & Social Science, Student Worker I
- z. Yvette Sanchez, Child Development Center, Student Worker I
- aa. Suzanna Soto, Business Services, Student Worker I
- bb. Amanda Stefani, Financial Aid, Student Worker III
- cc. Evette Torres, Library, Student Worker I
- dd. Moises Torres, Campus Safety, Student Worker II
- ee. Valerie Torres, Library, Student Worker I
- ff. Griselda Valdez, Academic Learning Center, Student Worker II
- gg. Yugung Yang, Academic Learning Center, Student Worker II
- hh. Wei Zhen Zhu, Fine Arts, Student Worker I

8. Ratify volunteers:

- a. Daniel Ayala, Computer Lab
- b. Darrin Bright, Physical Education
- c. Stephanie Castillo, Dance Department
- d. Mac Coronado, Physical Education
- e. Bobby Crompton, Physical Education
- f. Jennifer Crowley, Dance Department
- g. Jose Frank Alvarado, Physical Education
- h. Elizabeth Gonzalez, Financial Aid
- i. Tony Guzman, Physical Education
- j. Jennifer Kreider, Computer Lab
- k. Maryellen Luera, Child Development Center/East Campus
- l. Estelle Ramos, Dance Department
- m. Joanna Romero, Administrative Information Systems
- n. Gerard Ross, Physical Education
- o. Mitch Torres, Physical Education
- p. Wayne Uyeda, Academic Learning Center
- q. Bong Victoriano, Physical Education
- r. Carlos Volpini, Physical Education
- s. Geronimo Volpini, Physical Education

ADMINISTRATIVE SERVICES

Approved 1. BUDGET REVISIONS

Approved Budget Revisions numbered 6810 to 6848.

BOARD ACTION: Upon motion by Brad Rice, seconded by John Martinez, the Board approved Budget Revisions numbered 6810 - 6848. Ayes: Rice Martinez, McShane, Johnson, Valdés Noes: None Abstain: None Absent: Maya Motion Carried.

INFORMATION ITEMS

1. Financial Statements

Received Received the Financial Statements for the period ending February 28, 2007.

COLLEGE SENATES

Student Senate

No report.

Academic Senate

No report.

Classified Senate

No report.

OFFICE OF SUPERINTENDENT/PRESIDENT

President's Report

1. Received Report from Larry Carrier, Vice President of Administrative Services

BOARD OF TRUSTEES

1. Communications/Conference Reports

- Trustee Martinez: Thanked staff for the Foundation agricultural program information packet.
Trustee Valdés: Announced she is a subcommittee member of the Ag Institute and will be a speaker April 18th and 20th.
Trustee McShane: Commended staff who produced "Irish Night" at the college; attended academic Senate meeting where minority report was presented; commended budget committee.
Trustee Freeman: Enthusiastic regarding choosing Interim Supt/President and permanent Supt/President; Commended new football coach; Looking forward to hiring new nursing director.
Trustee Johnson: Clarified process of the Selection Committee.

Approved 2. Travel Requests

BOARD ACTION:

Upon motion by Bill Freeman, seconded by John Martinez, and carried, the Board approved travel requests for Trustees McShane and Johnson to attend the California Community College League (CCCL) Conference in San Francisco. Ayes: Freeman, Martinez, McShane, Johnson, Rice, Valdés
Noes: None Abstain: None Absent: Maya

Approved 3. California Community College Trustees Board of Directors Election – 2007

BOARD ACTION: Upon motion made by Steve McShane, seconded by Brad Rice, and carried, the board nominated eleven candidates and approved the nominations to be submitted for the 2007 election of the CCCT Board of Directors.

HUMAN RESOURCES AND EQUAL EMPLOYMENT OPPORTUNITY

1. None

FUTURE AGENDA ITEMS

Received.

NEXT MEETING

1. Regular Board of Trustees Meeting, May 1, 2007, Hartnell College Board Room, 156 Homestead Avenue Salinas, California.

ADJOURNMENT

The meeting was adjourned.

BOARD ACTION: Upon motion of Steve McShane, seconded by Kari Valdés and carried, the meeting was adjourned at 7:30 p.m.

Aaron Johnson
President Board of Trustees

Larry Carrier, Vice President/Assistant
Superintendent