

Adopted

## HARTNELL COMMUNITY COLLEGE DISTRICT

### Regular Meeting of the Board of Trustees

May 1, 2007

**CALL TO ORDER** The Regular Meeting of the Board of Trustees of Hartnell Community College District was called to order at 4:03 p.m. in the Board Room by President, Aaron Johnson.

**PRESENT** Trustees in attendance at the Call to Order: Aaron Johnson, Steve McShane, Berna Maya, Bill Freeman, Juan Martinez, Kari Valdés, Brad Rice

Student Trustee: Patric Aledo

**ABSENT** None.

**ADOPT AGENDA** **On motion of Steve McShane, seconded by Kari Valdés, and carried, the Board adopted the agenda noting that item C.5 was pulled from the agenda as requested by Larry Carrier, Vice President Administrative services.**

**PUBLIC COMMENT ON CLOSED SESSION ITEMS** 1. Mr. Aurelio Salazar, LULAC Council #2055 commented on his LULAC Chapter's desire to participate in the selection of process of a permanent Superintendent/President.

**CLOSED SESSION** The Board members, Larry Carrier, Acting Superintendent/President and Tamberly Petrovich adjourned to Closed Session at 4:07 p.m. to consider matters authorized for Closed Session in accordance with Government Code Sections 3549.1, 54956.8, 54956.9, 54957 and 54957.6..

**RECONVENE OPEN SESSION** Board President, Aaron Johnson reconvened open session at 5:07 p.m.

**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. Allan Hoffman, Vice President of Instruction  
Dr. Celia Barberena, Vice President of Student Services  
Tamberly Petrovich, Director, Human Resources and  
Equal Opportunity Employment

Academic Senate: None

Classified Senate: Margie Wiebusch, President

Student Senate: Lorenzo Holquin, President

The Pledge of Allegiance was recited.

**CLOSED SESSION REPORTING** None .

**PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

1. Lorenzo Holquin, President, Student Body Association, commented on behalf of Students for Peace commented on students who have been awarded science scholarships; commended Patric Aledo, Student Trustee; and spoke on the importance of providing informational materials to students.
2. Lee Ann Emanuel, Counselor, announced the new group: Hartnell Students for Peace and the events encountered on Career Day related to military recruiters on campus.
3. Lynn Hamilton, community member, commented on the First Amendment and Freedom of Speech on campus.
4. Kelly Locke, Faculty member, reported that the Academic Senate passed two resolutions: one for action by the Board of Trustees regarding Student Competency Outcomes; and, that faculty adopted new graduation requirements. The Academic Senate is requesting consideration and approval by the Board of Trustees of the new graduation requirements and requirements for an Associate of Arts degree. Ethics information was also provided for board information.
5. Darwin Fernandez, student, spoke in support of hiring a full-time Physics Instructor.
6. Miles Hansen, spoke in support of hiring a full-time Physics instructor.
7. Jorge Torres, spoke in support of hiring a full-time Physics instructor.
8. Alejandra Huerta, spoke in support of hiring a full-time Physics instructor.
9. Scott, student, spoke in support of Students for Peace, concern for global warming and suggested the college institute a clean energy policy.
10. Oscar Mancillas, student, spoke in support of hiring a full-time Physics Instructor.
11. Sylvia Huerta, community member, spoke of concerns with reference to Children's Services International and \*asked the Board to reconsider any association the college may have with this organization.  
\* (Note: Dr. Barberena clarified that the CSI program is not a Hartnell College program).
12. Lupe Puga, community member, spoke about concerns regarding Children's Services International.
13. Jose Casteneda, community member, spoke about concerns regarding Children's Services International and stated that community members were informing all community boards.
14. Lawrence Yee, faculty member, spoke in support of hiring a full-time Physics instructor.
15. Deborah Yashar, community member, associated with Agriculture and Land Based Training Association (ALBA) spoke in support of a farmer's market at Hartnell.
16. Anna Smith, AHT student, expressed her support of the AHT program.
17. Lorenzo, student, spoke in support of hiring a full-time Physics instructor, having students grow vegetables for the cafeteria, and suggested making the college a "green" environment.
18. Ann Wright spoke regarding Oscar Mencias, (summer internship at the Monterey Bay Aquarium); Darwin Fernandez (Internship for Adaptive Optics); and Karen Huerta, (Morris K. Udall scholarship to Northern Arizona University), all talented science students at Hartnell College.

**PRESENTATIONS**

1. Sharon Radel, Director of Animal Health Technology presented an update of the Animal Health Technology Program, highlighting its successes, quality, positive community cooperation, and that a formal review process for the program is being developed.

**Received 2. Bond Oversight Committee Report**

Received.

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

1. Items C.6 and C.9 for separate vote.
2. Items C.5 – pulled when adopting agenda
3. No C.11 (numbering error)

**BOARD ACTION:**

**Upon motion by Brad Rice, seconded by Steve McShane, and carried, Consent Action Items #C.2 through C.4 and C.7, C.8, C.10 and C.12 were approved. Motion Carried.**

**BOARD ACTION:**

Upon motion by Steve McShane, seconded by Kari Valdés, the Board approved Consent Action Item C.6 as presented. Ayes: McShane, Rice, Martinez, Valdés, Freeman Noes: None Abstain: Johnson and Maya Absent: None Motion Carried.

**BOARD ACTION:**

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

**Note:** Minutes for the April 3, 2007 and May 1, 2007, Board meetings are under legal counsel review and will be in a future board packet.

- 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 SUMMER 2007 PATHWAYS SCHEDULE OF CLASSES.**
- Ratified Summer 2007 Pathways Schedule of Classes.
- Approved 4. RATIFIED COLLEGE 2007 SUMMER SCHEDULE OF CLASSES**
- Ratified College 2007 Summer Schedule of Classes.
- Approved 5. RATIFIED MEMORANDUM OF UNDERSTANDING BETWEEN HARTNELL COLLEGE AND DIABLO VALLEY COLLEGE FOR INSTRUCTIONAL SUPPORT – MEDICAL LABORATORYTECHNICIAN PROGRAM**
- Ratified the Memorandum of Understanding between Hartnell College and Diablo Valley College pursuant to a grant through the Regional Health Occupations Resource Center (RHORC), to provide instructional support through the Hartnell College Statewide Medical Laboratory Technician (MLT) program to Diablo Valley College.
- Approved 6. APPROVED FOSTER CARE TRAINING AGREEMENT – MONTEREY COUNTY DEPARTMENT OF SOCIAL AND EMPLOYMENT SERVICES**
- Approved Agreement between Workforce and Community Development Department and the Monterey County Department of Social and Employment Services to provide basic and advanced training for local agency employees, as well as current and prospective foster, relative, and non-related extended family member caregivers and resource parents.
- Approved 7. ACCEPTED GRANT FROM THE CALIFORNIA COMMUNITY COLLEGES CHANCELLOR’S OFFICE FOR A SMALL BUSINESS DEVELOPMENT CENTER**
- Accepted a grant of \$85,000 from the California Community Colleges Chancellor’s Office to fund the first six months of a Small Business Development Center (SBDC).
- Approved 8. DECLARE PROPERTY AS SURPLUS AND APPROVE DISPOSAL**
- Declare listed obsolete and surplus zero value property as surplus and authorize disposal in accord with Education Code Article 9, Sections 81452(a) and (c).

**Approved 9. APPROVED CUSTODIAL CONTRACT BETWEEN J&L JANITORIAL CLEANING SERVICES AND HARTNELL COLLEGE FOR KING CITY EDUCATION CENTER**

Approved custodial contract between J&L Janitorial Cleaning Services and Hartnell College to perform janitorial and maintenance services at the King City Education Center in King City, Ca.

**Approved 10. APPOINT MEMBER OF THE INDEPENDENT CITIZENS BOND OVERSIGHT COMMITTEE**

Approved appointing Thad Evans as member of the Independent Citizens Bond Oversight Committee.

11. (None)

**12. PERSONNEL MATTERS**

Ratify and/or approve current personnel matters

Action: Ratify and approve personnel actions as listed below:

I. Request for new position/change to existing position

1. Delete Position:

- a. Delete allocation for vacant regular grant funded position (#CC-140) in the Regional Health Occupations Resource Center (Emergency Nurse Training Grant) as follows: Secretary, full-time (40 hours per week, 12 months per year). **This grant funded position was never filled on a regular basis, the grant expired in July 2006 and its deletion will not have an effect on regular employees.**
- b. Delete allocation of regular grant funded position (#CC-68) due to conclusion of grant funding (Title V Grant) in Admissions & Records effective June 30, 2007 as follows: Admissions and Records Technician, part-time (20 hours per week, 11 months per year) and issue notice of termination of services due to grant expiration and lack of funds to affected employee. **This is a grant funded position and will have no impact on the general fund budget.**
- c. Delete allocation of vacant regular position (#CC-126) due to conclusion of grant funding (Title V Grant) in Educational Technology & Library Services as follows: Instructional Technologist, full-time (40 hours per week, 10 months per year). **This is a 50% grant funded position and will result in a 50% savings to the General Fund.**

2. Approve request for new position:

- a. Request to allocate a new, tenure-track, grant funded, full-time instructor position, beginning Fall 2007, pending available funding:  
Agriculture Technology Instructor

II. Request to hire Short-Term employees

1. Approve Short-term Staffing Requests:

- a. Grant funded Administrative Assistant, \$15.10/hr, 4 hours/day, 5 days/week, Educational Technology & Library Services, to provide start-up administrative and secretarial duties for the CalWORKS Workplace Success Lab, May 2 – June 30, 2007. This or similar services will not be extended or needed on a continuing basis.

III. Appointments

1. Ratify appointment of regular classified management personnel:

- a. Elza Minor, Full-time Director, Small Business Development Center (#A-39), Management Salary Schedule, Range VIII, Step A, effective April 23, 2007.

2. Ratify transfer of regular classified personnel:
  - a. Cassidy Porter, from full-time, 40 hours per week, 10 months per year, Instructional Technologist (#CC-126), Educational Technology & Library Services, to full-time, 40 hours per week, 12 months per year, Instructional Technologist (#CC-118), Educational Technology & Library Services, effective April 11, 2007
3. Ratify appointment of part-time instructors for Spring Semester 2007:
  - a. Elizabeth Cecchi Ewing, Librarian, King City Education Center/Library
  - b. Mary Davis, Nursing, Nursing and Health Services
  - c. Marvin Goldstein, Physical Education
  - d. Chris Graham, Theater Arts, Western Stage/Fine Arts/Language Arts/Social Sciences
  - e. Rebecca Nelson, Theater Arts, Western Stage/Fine Arts/Language Arts/Social Sciences
  - f. David Parker, Theater Arts, Western Stage/Fine Arts/Language Arts/Social Sciences
  - g. Valerie Smith, ESL, King City Education Center/Fine Arts/Language Arts/Social Sciences
  - h. Robin Williams, Theater Arts, Western Stage/Fine Arts/Language Arts/Social Sciences
4. Ratify appointment of substitute classified employees:
  - a. Evelyn Vargas, Student Services Technician, \$15.05/hr, High School Equivalency Program, March 12 – April 13, 2007.
5. Ratify appointment of Professional Experts:
  - a. Christine Dow Hardcastle, to provide medical coding coordination of clinical practicum sites, accreditation, instructor communication and applicant interviews, \$25.00/hr, Workforce & Community Development, March 12, 2007 – August 15, 2008.
  - a. Paul Cahalan, to teach Pathway's Financial Strategies class, 40% of gross dependent upon enrollment, Workforce & Community Development, March 6, 2007 – August 15, 2008.
  - b. Robert Taylor, to provide training for youth in the Independent Living Program on nutrition, cooking, preparing and serving prepared meals, Workforce & Community Development, March 11 – June 10, 2007.
6. Ratify appointment of student hourly employees for Spring Semester 2007:
  - a. Cesar Alvarez, Academic Learning Center, Student Worker II
  - b. Andrea Houston, Counseling, Student Worker I
  - c. Daniella Laureles, Marketing, Student Worker II
  - d. Andrea Luzada, GearUp Grant, Student Worker III
  - e. Adriana Marquez, GearUp Grant, Student Worker III
  - f. Maria Moreno, MESA, Student Worker II
  - g. Maria Moreno, Math and Science, Student Worker IV
  - h. Dinhtruong Nguyenduong, Library/AIS, Student Worker III
  - i. Humberto Santana, HEP Grant, Student Worker I
  - j. Maria Santana, GearUp Grant, Student Worker I
  - k. Janet Tinoco, AmeriCorp Program, Student Worker I
7. Ratify volunteers:
  - a. James Greblo, Occupational Education
  - b. Mayra Perez, High School Equivalency Program
  - c. John Silveira, Nursing and Health Services

### **ADMINISTRATIVE SERVICES**

#### **Approved 1. Budget Revisions**

Approved Budget Revisions numbered 6850 to 6897.

**BOARD ACTION: Upon motion by Kari Valdés, seconded by Brad Rice, and carried, the Board approved Budget Revisions numbered 6850 – 6897. Roll Call Vote: Ayes: Maya, Valdés, Martinez, Rice, McShane, Freeman, Johnson Motion Carried.**

**INFORMATION ITEMS**

1. None

**COLLEGE SENATES**

**Student Senate**

**Received** Received report from Lorenzo Holquin, President of Student Body Association

**Received** **Academic Senate**

\*Received report from Kelly Locke. (See Public Comments).

**Received** **Classified Senate**

Received report from Margie Wiebusch, President, Classified Senate

**OFFICE OF SUPERINTENDENT/PRESIDENT**

**1. President's Report**

Received report: Hartnell's emergency response plan distributed based on the State Emergency Management System and the National Incident Management System.

Received report: Dr. Kathleen Schrader reported that a Crisis Counseling Center is available to students and A professional presentation regarding depression will be held on campus on May 16, 2007.

**BOARD OF TRUSTEES**

**1. Communications/Conference Reports**

Trustee Johnson: East Campus Development, Traffic Study, EIR and East Campus Master Plan in cooperation with the City of Salinas. Requested a report from Michael Maas, of Maas Companies on status of East Campus Development; Commended Patric Aledo as Student Trustee.

Trustee Martinez Support for agricultural program and ALBA; First Amendment and Free Speech on Campus; hiring of faculty affecting quality of education/enrollment; concern regarding the environmental impact of East Campus development. Commended Trustee Valdés for her work on the Ag Conference.

(**Note:** At 7:30 p.m. Trustee Aaron Johnson , Board Chair, left the meeting. The meeting continued via chair pro-tem Vice President Berna Maya).

Trustee Freeman: Support for Animal Health Technology program; Campus Emergency Response Plan; free speech, need for more information re East Campus, selection committee for Superintendent/President; hiring of a Physics instructor and Nursing Director.

Trustee McShane: Commended Beverly Grova on the Foundation event in the new library; Notify board of Celebrations for Dr. Valeau's retirement.

Trustee Valdés: Successful Agriculture conference/class; requested class in Spanish in Yuma/Imperial Valley.

Trustee Maya: Thanked Dr. Barberena and commended Terri Pyer for the cover page of the schedule of Classes as well as marketing posters; thanked Patric Aledo for his service as student trustee.

2. **\*Travel Requests**

- \* Request by Trustee Martinez to travel to Florida in June.
  - \* Response by Larry Carrier, Vice President that Administration is still determining the fund balance at the end of the fiscal year.
- Suggestions by the board included a cost cap depending on cost of travel, and approval for boardsmanship classes/conferences for continuing education as recommended by the Accreditation Survey Team.

**HUMAN RESOURCES AND EQUAL EMPLOYMENT OPPORTUNITY**

1. None.

**FUTURE AGENDA ITEMS**

Received.

**NEXT MEETING**

- 1) Regular Board of Trustees Meeting, June 5, 2007, at 4:00 p.m. in the Hartnell College Board Room, 156 Homestead Avenue, Salinas, California.

**ADJOURNMENT**

**BOARD ACTION:** Upon motion by Steve McShane, seconded by Brad Rice and carried, the meeting was adjourned at 8:10 p.m. Ayes: McShane, Rice, Martinez, Maya, Valdés, Freeman Noes: None Absent: Johnson Abstain: None Motion Carried.

Aaron Johnson  
Board of Trustees President

Larry Carrier, Acting Superintendent/President