

Adopted

## HARTNELL COMMUNITY COLLEGE DISTRICT

### Regular Meeting of the Board of Trustees

**June 5, 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 Board President Aaron Johnson.

**PRESENT** Board of Trustees in attendance at the Call to Order: Aaron Johnson, Berna Maya, Kari Valdés and Steve McShane at 4:00 p.m.

**ARRIVING AFTER CALL TO ORDER** Bill Freeman and Brad Rice at 4:03 p.m.

**ABSENT** Trustee John Martinez and Patric Aledo, Student Trustee

**ADOPT AGENDA** **On motion of Kari Valdés, seconded by Steve McShane and carried, the Board adopted the agenda with revised C.17-Personnel Matters; and Further, added Item “T” – Human Resources and Equal Employment Opportunity – Authorize the allocation of four (4) tenure track general funded full-time instructors (construction technology, English-South County Assignment, Men’s soccer Coach/PE & Physics) beginning Spring 2008, pending availability of funding; As these items came up subsequent to the posting of the agenda and there is a need to take immediate action as per 54954.2(a), (b)(1); and 54956.5 of the California Government Code. Ayes: Valdés, Freeman, Maya, Johnson, Rice, McShane Noes: None Abstain: None Absent: Martinez Motion Carried.**

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

**CLOSED SESSION** The Board members, Edward J. Valeau, Superintendent/President, Larry Carrier and Tamberly Petrovich adjourned to Closed Session at 4:05 p.m. to consider matters authorized for Closed Session in accordance with Government Code Sections 3549.1, 3549.1, 54956.8, 54956.9, 54957 and/or 54957.6..

**OPEN SESSION** Board President Aaron Johnson reconvened open session 5:16 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 Administrator  
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: Kelly Locke, Faculty member, for Jennifer Lagier Felguth, President of the Academic Senate

Classified Senate: Absent

Student Senate: Lorena Moreno, President Student Body

The Pledge of Allegiance was recited.

**CLOSED SESSION REPORTING** Trustee Johnson stated there was nothing to report from Closed Session.

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

1. Larry Mankins, former coach, gave a brief history of the Hartnell College 1990 Football Team and presented copies of a Resolution presented by Mr. Mankin from 1993 from the Monterey County Board of Supervisors for the 1993 Hartnell College Football team and asked that it be placed in the college trophy case.
2. Bill Milward, student, expressed his concerns regarding class schedules, science and math units needed for the University of Arizona that he cannot obtain at Hartnell, concerns regarding the Board of Trustees, concerns regarding the percentage of classes taught by full-time instructors vs. part-time instructors; concerns regarding the education standards of Freshman coming to Hartnell College, and concerns re being placed on a notice of suspension.
3. Olivia Davolos, expressed her concerns regarding the unavailability of additional statistic courses offered during Summer Session that are currently filled. and the need to transfer units to a four-year institution.
4. Leslie Beshears Arias, expressed her concerns regarding the unavailability of additional statistic courses offered during Summer Session that are currently filled and asked that Mr. Weber's statistics class be expanded.
5. Sandra, student, expressed her concerns regarding the limited enrollment capabilities for the Summer Session statistics course.
6. Kelly Locke, Faculty member, asked the board to approve Personnel Matters on the agenda regarding hiring a Physics Instructor, and to approve two resolutions that she read to those present.
7. Lourdes Villarreal, faculty member, announced she has accepted a position as Dean at Evergreen College and thanked her colleagues as well as Dr. Dan Ipson, MaryLu Stenbit, and Fred Anderson.
8. Albany Stephens, expressed her concerns regarding having a campus police department/law enforcement agency at Hartnell and that armed police officers be present on campus.
9. Mark Dierolf, former Trustee, thanked Dr. Edward J. Valeau for his 12 years of service as Superintendent/President of Hartnell College and to the community. He also extended his thanks to Trustee McShane for his efforts in raising funds for the National Latino offices.
10. Ron Waddy, faculty member, thanked Dr. Dan Ipson and Dr. Valeau for their service to Hartnell College, and expressed his concerns regarding campus safety.
11. Lee Ann Emanuel, Counselor, expressed her concerns regarding communicating to students and faculty more quickly, any incidents that happen on campus.

**PRESENTATIONS**

**1. Hartnell College Foundation Update**

Beverly Grova, Director of the Hartnell College Foundation, provided an informational power point presentation regarding Foundation activities, donation information, planned giving and endowment information. Nick Pasquale, community member, also provided information regarding community efforts in support of the Hartnell College Foundation activities and scholarship program.

**2. Nursing Program Update**

Donna Duell, Director of the Nursing Program, provided an informational update regarding the Hartnell College Nursing Program and showed a short video from Sam Downing, CEO, of Salinas Valley Memorial Healthcare System regarding the hospital's support of the Hartnell College Nursing Program.

**3. Introduction of New A.S.H.C. Senate and Recognition of Outgoing Senate Members**

Dr. Celia Barberena recognized the outgoing Senate members and introduced the incoming 2007-2008 Senate Members

**4. Administering the Oath of Office and Swearing in of Student Representative to the Board of Trustees**

Lorena Moreno was sworn in as Student Trustee by Board President, Aaron Johnson.

**5. Acknowledgement of Retirees and Tenured Faculty**

Dr. Valeau acknowledged retirees and tenured faculty and thanked them for their service to Hartnell College.

**Special Presentation to Dr. Valeau**

Aaron Johnson, Board President, thanked Dr. Edward J Valeau, retiring Superintendent/President, and presented a certificate on behalf of the Hartnell Community College Board of Trustees for his twelve years of service to Hartnell College and to the community.

**6. Bond Oversight Committee Report**

Received report and presentation regarding the Northeast Landscape Project, proposed architectural concept of the College Center renovation.

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

- 1. Items C.17 – \*Personnel Matters (revised) for separate vote. (\*Note: This item was added when the agenda was adopted at the beginning of the meeting).
- 2. Items C.8, C.4, for discussion.

**BOARD ACTION:**

**Upon motion by Kari Valdés, seconded by Steve McShane and carried, the Board approved Consent Action Items C. 2 through C.16 were approved as presented. Ayes: Valdés, Maya, McShane, Johnson, Rice, Freeman Noes: None. Abstain: None Absent: Martinez Motion Carried.**

**BOARD ACTION:**

**Upon motion by Kari Valdés, seconded by Steve McShane and carried, the Board approved Consent Action Item C.17 (revised Personnel Matters). Ayes: Johnson, McShane, Rice, Valdés, Freeman, Maya Noes: None Abstain: None Absent: Martinez Motion Carried.**

**Note:** Minutes for the April 3, 2007 and May 1, 2007, Board meetings will be provided at a future meeting.

**Approved 2. RATIFIED DISBURSEMENTS OF COLLEGE ACCOUNTS**

Ratify 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. APPROVED MEMORANDUM OF UNDERSTANDING FOR INSTRUCTIONAL SUPPORT FOR THE HARTNELL COLLEGE STATEWIDE MEDICAL LABORATORY TECHNICIAN PROGRAM BETWEEN HARTNELL COLLEGE AND DIABLO VALLEY COLLEGE**

Approved a Memorandum of Understanding for instructional support for the Hartnell College Statewide Medical Laboratory Technician Program between Hartnell College and Diablo Valley College pursuant to a grant through the Regional Health Occupations Resource Center (RHORC).

- Approved 4. APPROVED AGREEMENT BETWEEN MONTEREY COUNTY JUVENILE PROBATION – RANCHO CIELO AND HARTNELL COMMUNITY COLLEGE DISTRICT TO LEND MILL AND CABINET EQUIPMENT**

Approved Agreement between Monterey County Juvenile Probation – Rancho Cielo and Hartnell Community College District to lend mill and cabinet equipment for the next five years to Rancho Cielo. The mill and cabinet equipment program closed at Hartnell College in 1998 and the equipment has been in storage. Rancho Cielo will return the equipment to the college after five year should the mill and cabinet program be reactivated at Hartnell College.

- Approved 5. APPROVED AGREEMENT BETWEEN HARTNELL COMMUNITY COLLEGE AND MONTEREY COUNTY HEALTH DEPARTMENT FOR CLINICAL EXPERIENCE AND USE OF CLINICAL FACILITIES FOR NURSING STUDENTS**

Approved the Agreement Hartnell Community College and the Monterey County Health Department for Clinical Experience and Use of Clinical Facilities for nursing students.

- Approved 6. APPROVED AGREEMENT BETWEEN HARTNELL COMMUNITY COLLEGE AND MONTEREY COUNTY VOLUNTARY FITNESS INCENTIVE PROGRAM – PROBATION DEPARTMENT TO PROVIDE A TEST ASSESSMENT PROGRAM**

Approved Agreement between Hartnell Community College and the Monterey County Voluntary Fitness Incentive Program – Probation Department to Provide a Test Assessment Program.

- Approved 7. APPROVED ELEVATOR SERVICE CONTRACT WITH THYSSENKRUPP FOR THE PARKING GARAGE AND LIBRARY/LEARNING RESOURCE CENTER**

Approved the elevator service contract with ThyssenKrupp to service/maintain/inspect the Parking Garage and Library/Learning Resource Center elevators.

- Approved 8. APPROVED PROFESSIONAL SERVICE AGREEMENT BETWEEN GOVERNET (CURRICUNET) AND HARTNELL COMMUNITY COLLEGE**

Approved the professional service contract between Governet (CurricUNET) and Hartnell Community College District to purchase internet-based software application designed to automate and enhance the development and approval of curriculum.

- Approved 9. APPROVED APPLICATION FOR FACILITIES RENOVATION AND REPAIR FUNDS FOR THE CHILD DEVELOPMENT CENTER PRESCHOOLS**

Approved the application for facilities renovation and repair funds for the Child Development Center Preschools. This application will place Hartnell College among those eligible for a funding lottery with the State Department of Education for facilities one-time funding of renovation and repair funds.

- Approved 10. RATIFIED CONTRACT WITH GEPHART RESOURCE DEVELOPMENT FOR COMPENSATION FOR WRITING THE TRIO/SSS GRANT FOR THE STUDENT SUPPORT SERVICES/TRIO PROGRAM**

Ratified Contract with Gephart Resource Development for writing the TRIO/SSS Grant for the Student Support Services/TRIO Program. Hartnell College and the U.S. Department of Education TRIO Programs are collaborating in the establishment and

implementation of a Student Support Services Program (SSSP) grant. The SSSP grant won the TRIO/SSS grant competition for five years – 2005-2010.

- Approved**      **11.      RATIFIED CONTRACT WITH DMC CONSTRUCTION AS GENERAL CONTRACTOR FOR THE CENTER FOR ASSESSMENT AND LIFELONG LEARNING.**
- Ratified the Contract with DMC Construction as the General Contractor and the responsive low bidder for the Center for Assessment for Lifelong Learning building project.
- Approved**      **12.      RATIFIED CONTRACT FOR PROFESSIONAL SERVICES WITH WHITSON ENGINEERS FOR THE AERIAL, BOUNDARY, AND UTILITY SURVEY FOR EAST CAMPUS**
- Ratified contract for professional services with Whitson Engineers for the aerial, boundary and Utility Survey for East Campus in order to prepare a master plan for the development which is a component of the East Campus Property Environmental Impact Report.
- Approved**      **13.      RATIFIED CONTRACT FOR ARCHITECTURAL SERVICES WITH SUGIMURA AND ASSOCIATES FOR THE PE RENOVATION MASTER PLANNING PROJECT**
- Ratified the contract for architectural services with Sugimura and Associates for the PE Renovation Master Planning Project.
- Approved**      **14.      REVIEWED AND ACCEPTED QUARTERLY FINANCIAL STATUS REPORT (FORM CCFS-311Q) FOR THE QUARTER ENDED MARCH 31, 2007**
- Reviewed and accepted the Quarterly Financial Status Report (Form CCFS-311Q) for the Quarter ended March 31, 2007.
- Approved**      **15.      ADOPTED RESOLUTION 07:5 TO ESTABLISH A GRADUATION REQUIREMENT FOR INFORMATION COMPETENCY**
- Adopt Resolution 07:5 To Establish a Graduation Requirement for Information Competency. The Hartnell College Academic Senate voted unanimously April 24, 2007 to adopt this requirement.
- Approved**      **16.      DECLARE PROPERTY AS SURPLUS AND APPROVE DISPOSAL**
- Declare listed property as surplus and approve disposal by Administration pursuant to Article 9, Section 81452 (a) and (c) of the Education Code.
- Approved**      **17.      PERSONNEL MATTERS**
- Ratify and/or approve current personnel matters. (See attached Appendix "A")

#### **ADMINISTRATIVE SERVICES**

**Approved**      **1. Budget Revisions**  
**(Roll Call)**

Approved Budget Revisions numbered 6900 to 6949.  
(\*Note-Trustee McShane had left the room temporarily).

**BOARD ACTION:** Upon motion by Berna Maya, seconded by Kari Valdés, and carried, the Board approved Budget Revisions numbered 6900 – 6949. Roll Call Vote: Ayes: Johnson, Valdés, Rice, Maya, Freeman Noes: None. Abstain: None. Absent: Trustees \*McShane, Martinez Motion Carried.

**Approved 2. APPROVE FIVE-YEAR CAPITAL CONSTRUCTION PLAN FOR 2009-20013**

**BOARD ACTION:** Upon motion by Kari Valdés, seconded by Steve McShane and carried, the Board approved the submittal of the 2009-2013 Five-Year Capital Construction Plan related Initial and Final Project Proposals and supporting documents as requested by the California Community College Chancellor’s Office. Ayes: Valdés, Rice, Johnson, McShane, Maya, Freeman Noes: None Abstain: None Absent: Martinez Motion Carried.

**INFORMATION ITEMS**

**Received 1. Financial Statements**

Received the Financial Statements for the period ending April 30, 2007.

**COLLEGE SENATES**

**Student Senate**

**Received** Received Report from Lorena Moreno, Student Body President

**Academic Senate**

Received Report from Kelly Locke, Faculty Member, for Jennifer Lagier Felguth, President of the Academic Senate.

**Classified Senate**

No report.

**OFFICE OF SUPERINTENDENT/PRESIDENT**

**1. President’s Report**

Received report: Distribution of information to Trustees re response to Accreditation Draft Report.

**Approved (Roll Call) 2. Resolution Calling for November 6, 2007 Election Acknowledgements**

**BOARD ACTION:**

Upon motion by Steve McShane, seconded by Berna Maya and carried, the Board of Trustees approved Resolution 07:6 – Calling for a trustee election on November 6, 2007, for Trustee Areas 1,2,3, and 4.

**BOARD OF TRUSTEES**

**1. Communications/Conference Reports**

Trustee McShane: Commended Dr. Valeau on information distributed, particularly Construction Technology Plan; Beverly Grova for her work with the Foundation; commended The Western Stage Auxiliary Board of Directors for their work on the benefit Gala.

- Trustee Freeman: Former baseball player and football player alumna of Hartnell College passed away; Commend Men's and Women's Track Team; Thank Danny Teresa for providing opportunities for Hartnell College Athletes to go on to other colleges; Concern Re legal fees; Improve safety on campus; Science Fairs for High School and Middle School Students.
- Trustee Valdés: Current status of Security on the campus; i.e., is more training needed; Member of Agricultural Institute Subcommittee – training individuals in mentorship; need Spanish speaking individuals for their microbial program.
- Trustee Maya: Thanked Dr. Valeau for his service to Hartnell College the last twelve years; Thanked Trustees McShane and Johnson for their donations regarding a student event; Nursing graduation – encouraged the Board of Trustees to attend .
- Trustee Johnson: Acknowledged all retirees and Dr. Valeau; Moving forward with Selection process both for an Interim Superintendent/President and a permanent candidate.

**Approved 2. Travel Requests**

Travel request from Trustee McShane and Student Trustee Lorena Moreno to attend the upcoming Association of Community College Trustees (ACCT), in San Diego, September 26-29, 2007.

**BOARD ACTION: Upon motion made by Kari Valdés, seconded by Berna Maya, and carried, the Board approved the travel request of Trustee McShane and Student Trustee Lorena Moreno to attend the Association of Community College Trustees (ACCT) Conference September 26-29, 2007 in San Diego, California. Ayes: Johnson, Maya, Freeman, Valdés, Rice, McShane Noes: None. Abstain: None. Absent: Martinez Motion Carried.**

**Approved 3. Authorize Administration to enter into an Agreement with Professional Personnel Leasing, Inc. for fees associated with the placement of an Interim Superintendent/President.**

**BOARD ACTION: Upon motion made by Steve McShane, seconded by Kari Valdés, and carried, the Board approved Authorizing administration to enter into an agreement with Professional Personnel Leasing, Inc., for fees associated with the placement of an Interim Superintendent/President. Ayes: Rice, Valdés, Maya, Freeman, McShane, Johnson Noes: None Abstain: None Absent: Martinez Motion Carried.**

\* (Note: Trustee Brad Rice left the meeting).

**HUMAN RESOURCES AND EQUAL EMPLOYMENT OPPORTUNITY**

- 1. Authorize the allocation of four (4) tenure track, general funded, full-time instructors (Construction Technology, English-South County Assignment, Men's Soccer Coach/PE & Physics) beginning Spring 2008 pending availability of funding. (See Appendix "B").**

**BOARD ACTION:**

**Upon motion by Kari Valdés, seconded by Steve McShane and carried, the board approved the Allocation of four (4) tenure track, general funded, full-time instructors (Construction Technology, English-South County Assignment, Men's Soccer Coach/PE & Physics) beginning Spring 2008 pending availability of funding. Ayes: Maya, Freeman, McShane, Johnson, Valdes Noes: None Abstain: None Absent: \*Rice, Martinez Motion Carried.**

**FUTURE AGENDA ITEMS**

Received.

**NEXT MEETING**

1) Next Regular Board of Trustees Meeting, July 10, 2007, Hartnell College Board Room, at 4:00 p.m., 156 Homestead Avenue, Salinas, California.

**SPECIAL PRESENTATION**

Aaron Johnson, Board President, presented Dr. Edward J. Valeau with an Emeritus Resolution as he retires from Hartnell Community College.

**ADJOURNMENT**

The meeting was adjourned in honor of Dr. Edward J. Valeau and his 12 years of service to the college.

**BOARD ACTION: Upon motion of Steve McShane, seconded by Berna Maya and carried, the meeting was adjourned in honor of Dr. Edward J. Valeau and his 12 years of service to Hartnell Community College  
Ayes: Johnson, McShane, Maya, Freeman, Valdés Noes: None Abstain: None Absent: Martinez, \*Rice.**

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Aaron Johnson  
President Board of Trustees

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Larry Carrier, Vice President/Assistant  
Superintendent