

Adopted

HARTNELL COMMUNITY COLLEGE DISTRICT

MINUTES

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

November 10, 2009

OPEN SESSION

Meeting called to order at 5:03 p.m.

ROLL CALL

Patricia Donohue, President
Bill Freeman (Arrived at 5:22 p.m.)
Kevin Healy, Vice President
Elia Gonzalez-Castro
Juan Martinez (Arrived at 5:40 p.m.)
Ray Montemayor
Brad Rice
Phoebe K. Helm, Superintendent-President/Board Secretary

ABSENT

Armando Cortes, Student Trustee (advisory vote per Board Policy 1030)

AGENDA

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

Closed Session: Appointment of Vice President, Academic Affairs/
Accreditation and Clarification of Resolution 09:6, Golden Handshake

Also, The Board received a revised Consent Action Item IV. L. Personnel Action, which included the appointment of one management position, one classified position and the resignation of one classified employee.

Motion by Trustee Rice, seconded by Trustee Healy, and vote of 5-0, the Board adopted the agenda as amended.

Absent: Freeman, Martinez

**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 Lawrence/Culver Case
2. Reduction of two academic employees
3. Appointment of Vice President, Support Operations and appointment of Vice President, Academic Affairs/Accreditation
4. Clarification of Resolution 09:6, Golden Handshake (as requested by the State Teachers' Retirement System)

**PUBLIC COMMENTS
REGARDING CLOSED
SESSION**

There were no public comments regarding closed session items.

MOVED TO CLOSED SESSION The Board of Trustees, Dr. Phoebe Helm, Superintendent/President, and Terri Pyer, Interim Director, Human Resources adjourned to closed session at 5:07 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 Meeting reconvened the meeting at 6:04 p.m.

PLEDGE OF ALLEGIANCE Trustee Freeman led the Pledge of Allegiance.

REPORT OUT FROM CLOSED SESSION Trustee Donohue reported out from closed session a motion by Trustee Freeman, seconded by Trustee Martinez, to hire an additional independent auditor. The motion failed on a vote of 1-6. (No – Donohue, Gonzalez-Castro, Healy, Martinez, Montemayor, Rice)

Dr. Helm clarified that the college already has an independent auditor because state and federal laws mandate that it does.

On a motion by Trustee Healy, seconded by Gonzalez-Castro, vote of 7-0, the Board approved a language change to Resolution, 09:6, Golden Handshake to include, “the window period is from April 15 to July 7, 2009”. Since the adoption of Resolution 09:6 in April 2009, the Board approved to amend the Resolution on two other occasions extending the window period to July 7th. However, the State Teachers’ Retirement Systems (STRS) has requested that the Board include the term “window period” and the dates, April 15-July 7, 2009, in one resolution rather than amendments to the April 2009 resolution.

PUBLIC COMMENTS ON OPEN SESSION ITEMS There were none.

PUBLIC HEARING: *Reallocation of Categorical Funding* Trustee Donohue opened the public hearing. Dr. Helm explained the State has allowed an opportunity for the college to move certain restricted monies from one category to another. In choosing to do so, it releases the college from certain reporting requirements. The student services area has recommended moving \$70,000 from Matriculation to Disabled Student Program and Services (DSP&S) to retain an instructional specialist for disabled students. Dr. Helm explained that matriculation is a process that enhances student access to the California Community Colleges and promotes efforts to ensure that all students complete their college courses, persist to the next academic term, and achieve their educational objectives. The remaining matriculation funds will be used to support: process: admissions, orientation, assessment and testing, counseling, and student follow-up. The college recognizes that student access and success is the core responsibility of each employee, regardless of their specific job.

Cathy Noble, DSP&S Coordinator, spoke about the DSP&S program, its history at the college, the importance of retaining the instructional specialist, and the federal mandate that requires the college to provide DSP&S services.

There were no further public comments.

*Bond Oversight
Committee Report*

Damon Felice, Felice Consulting Services reported on the status of district's construction projects as of October 28, 2009. The written report is at: http://www.hartnell.edu/board/packets/Nov_Board_Packet_2009.pdf (Page 107).

CONSENT ACTION

Pulled for discussion were: Items E (Freeman) and K (Martinez).

On a motion by Trustee Montemayor, seconded by Trustee Rice, vote of 7-0, the Board approved Consent Action Items A through L.

A. MINUTES

Approved minutes of regular meeting of October 6, 2009 and minutes of special meeting of October 20, 2009 – Public Hearing and Adoption of the 2009-2010 Annual Budget.

B. DISBURSEMENTS

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**

Ratified recommendations from the Curriculum Committee.

**D. AMENDED MOU
KING CITY TOWN
SQUARE, LLC**

Approved an amendment to the Memorandum of Understanding between King City Town Square and Hartnell Community College District. The amendment includes an increase of \$1,500 for landscaping, grounds maintenance, pruning, and hauling services.

**E. STUDENT CENTER
RENOVATION
PROJECT**

Accepted the bid withdrawal of Menghetti Construction and award a contract to the lowest responsive bidder, DMC Construction, for the Student Center Renovation Project for \$3,975,000, paid with Measure H funds.

Trustee Freeman asked why Mengehetti withdrew their bid and Damon explained that the company asked to be relieved of their bid because sub-contractors included in the bid could not meet their obligations.

**F. OUT OF POVERTY
GRANT**

Ratified grant application to the United States Department of Labor, Employment, and Training Administration for the Pathways Out of Poverty Program, and accept funds, and the scope of work, if awarded. The grant amount, if awarded could be up to \$2,896,586 for January 2010 to December 2011.

- G. CHILD CARE ACCESS MEANS TO PARENTS IN SCHOOL GRANT Accepted funds from the United States Department of Education for the Child Care Access Means to Parents in School grant. The grant provides funding to expand free childcare services (at the main campus) on Saturdays, as well as, winter intersession, and summer session. The college will receive \$147,888 over the next three years.
- H. STATE PRESCHOOL PROGRAM - CONTINUED FUNDING Ratified amendment to 2009-10 Contract for Continued Funding, California State Preschool Program. The amendment increases funding amount by \$89,124. Increased funding will provide additional free preschool services for approximately 24 children.
- I. CHILD DEVELOPMENT TRAINING CONSORTIUM – YOSEMITE COMMUNITY COLLEGE Ratified the renewal of the instructional agreement with California Child Development Training Consortium between Yosemite Community College District/Child Development Training Consortium and Hartnell College for academic year 2009-10. The funds received by the college would be up to \$10,000 to support approximately 107 students (currently employed as caregivers, teacher assistants, and teachers in licensed Early Childhood Education programs) with enrollment fees, books, supplies, and instructional materials.
- J. REQUEST FOR QUALIFICATION/ PROPOSAL PROCESS – CAB REMODEL PROJECT Approved issuing Request for Qualification/Proposal Process for Design Build Services for the CAB Remodel Project. The estimated budgeted amount for these services is at a minimum of \$2,500,000 and will be paid with Measure H funds.
- K. SKYLINE ENGINEERING - DESIGN OF PLANS Approved a contract with Skyline Engineering for the design of plans and specifications for the replacement of roof for the King City Education Center.
- Trustee Martinez questioned why a new roof and how will it be funded. Damon Felice explained the current roof is leaking, has already had some repair, and needs to be replaced with a more energy-efficient roof. The cost of the design is not to exceed \$11,000 and will be paid with Measure H funds.
- L. PERSONNEL ACTIONS Approved and/or ratified personnel actions as amended – Appendix A

ACTION ITEMS

- A. BUDGET REVISIONS On a motion by Trustee Healy, seconded by Trustee Martinez, roll-call vote of 7-0, the Board approved budget revisions numbered 8480-8491.
- B. CCFS-311Q ENDING SEPT. 30, 2009 On a motion by Trustee Healy, second by Trustee Gonzalez-Castro, roll-call vote of 7-0, the Board reviewed and accepted the required State Report: Quarterly Financial Status Report (CCFS-311Q) for quarter ended September 30, 2009.

Dr. Helm stated that the college did its first borrowing to cover payroll for October 27, 28, and 29, caused by a cut in funding and the State's delay in reimbursements which, of course, pushes the State's cash flow problem down to the colleges. Current forecasts indicate the college will be able to manage payroll and other financial commitments through June 30th without additional borrowing. The college tracks its cash daily to keep its status up-to-date.

C. ADOPT
RESOLUTION 09:23

On a motion by Trustee Gonzalez-Castro, second by Trustee Freeman, roll-call vote of 7-0, the Board adopted Resolution 09:23, Establishing Reallocation of Categorical Funding 2009-10 as reviewed in the Public Hearing earlier in the meeting.

INFORMATION ITEMS

FINANCIAL
STATEMENTS

The Board received and accepted the financial statements for the month ending September 30, 2009.

SEATING OF NEW
BOARD MEMBERS

The Board reviewed Policy 1010, Annual Organizational Meeting and Officers of the Board. Each year, in December, the Board of Trustees holds its annual organizational meeting and when applicable, swears in new members. In accordance with Education Codes 5017 and 72000(2)(A), the Board would need to take two actions at the December meeting (1) newly elected members will be sworn in for a four-year term that begins on Friday, December 4, 2009, and (2) officers of the Board will be elected from amongst its members. These offices are effective Friday, December 4, 2009. Outgoing Board members retain their official responsibilities until Friday, December 4, 2009.

SENATE REPORTS

Student Senate: Cara Singleton, VP of Communications, reported that Senate members participated in the California Community College Student Affairs Association assembly in San Francisco where they learned to write resolutions, voted on resolutions, and discussed the budget crisis. Concerns expressed at the assembly were cuts to general education courses, budget constraints, and student health centers. Also, she spoke about the Spook-tacular event, the up-coming toy drive on December 5, 2009, and the Festival of Trees Celebration.

Academic Senate: Dr. Kelly Locke reported that Cheryl O'Donnell spoke to the Senate about the process for preparing the accreditation mid-term report and that the Senate is forming writing teams; that the Senate took action to form a task force to look at a 16-week calendar; and that they have started a discussion on priorities set by the legislature regarding transferable and basic skill courses. The Senate is firmly committed to determining their own priorities as a college and committed to do those things that fall into the college's priorities, rather than being pressured to take over things that other institutions aren't able to do. As an example, she reported that the math transferable courses are already at capacity for the spring semester and this is something the college will need to deal with.

Classified Senate: There was none.

PRESIDENT’S REPORT

Dr. Helm asked the audience and Board to join her in congratulating Barbara Yesnosky, Associate Vice President Support Operation, in her new position with Chabot/Las Positas Community College District. She acknowledged and thanked the search committees, Terri Pyer, and staff for the selection of the two new vice presidents, Dr. Suzanne Flannigan (Academic Affairs) and Kent Stephens (Support Operations). Also, she would like to work with the board chair to bring to the Board, at the December meeting, a board development calendar. This Thursday, an orientation provided by the Monterey County School Boards Association is scheduled for new board members, although all members are welcomed. Other workshops/trainings include a workshop, sponsored by the California League of Community College, in January, both an ethics training and a workshop on role and responsibilities of the bond oversight committee in February, and a training on faculty tenure review in March.

The trainings are part of the on-going development plan that was adopted by the Board and approved by the Accrediting Commission in 2007. Board development is one of the requirements for accreditation.

**BOARD
COMMUNICATION**

Trustee Freeman said he was honored to serve with Trustee Martinez over the past six years and that he will miss him. Also, he wants to look into Monterey/Salinas Transit discount bus passes for students. Trustee Rice commented that they are already discounted.

Trustee Gonzalez-Castro thanked the committee involved with organizing The Western Stage Gala – that it was a wonderful event that she, unfortunately, could not attend because of the birth of her first grandchild; she thanked the Child Development Center for their invitation to conduct a class on nutrition to the children and families of the center; she thanked Susan Langland, nutrition faculty, for inviting her to speak to nutrition students. Also, she thanked Trustee Martinez for his years of service on the Board and for his commitment to the community, and she congratulated Trustee Montemayor on winning his election. In closing, she thanked Andy Newton and Dr. Greg Peterson for organizing, in a very short time, a tour of the campus for several hundred 6th grade students from the Alisal Union School District.

Trustee Martinez spoke about the recent unveiling of the wall relief of William Hartnell and Maria de la Guerra stating that the location is great and that he appreciated the support from the faculty and the Foundation for this project. Also, he recently attended The Western Stage performance “*Mame*” and encouraged all to see.

Trustee Donohue report she attended the Gala and had a wonderful time; that she recently attended a student senate meeting; and that she attended the Music Department’s Open House and was delighted to see extraordinary student talent and good food for \$15. In closing, she thanked the maintenance staff for their outstanding work in keeping the campus green, clean and safe.

FUTURE ITEMS

None

ADJOURNMENT

On a motion by Trustee Rice, seconded by Trustee Freeman, and unanimously carried, the Board adjourned the meeting at 7:14 p.m. in memory of those who lost their lives in Fort Hood, in particular the families left behind, and that we should remember our veterans.

NEXT MEETING

The Board of Trustees will hold its Annual Organizational Meeting and Regular Board Meeting on December 1, 2009, 5:00 p.m., Hartnell College, CAB112, Board Room.

Patricia Donohue
Board of Trustees President

Phoebe K. Helm
Board Secretary

THE FOLLOWING PERSONNEL ACTIONS WERE APPROVED AND/OR RATIFIED
AT THE REGULAR MEETING OF NOVEMBER 10, 2009:

- I. Retirements, resignations, releases, and leave requests
 - A. Approve resignation of regular personnel:
 - 1. Barbara Yesnosky, Associate Vice President for Support Operations (#A-46), effective November 30, 2009.
 - 2. **David Fox, Maintenance Specialist (#CL-9), Maintenance and Operations, effective November 21, 2009.**
- II. Appointments
 - A. Approve appointment to Management position:
 - 1. Vice President for Support Operations (#A-46), management range I(a), effective December 1, 2009.
 - 2. **Suzanne Flannigan, Vice President for Academic Affairs and Accreditation (#A-47), management range I(a), Step E, effective January 12, 2010.**
 - A. Ratify appointment of regular classified personnel:
 - 1. **Yvonne Carreon, part-time, 20 hours per week, 10 months per year, Clerical Assistant-TRIO (#CC-104), Step B, effective September 28, 2009—grant funded.**
 - B. Ratify appointment of part-time non-credit instructors for fall semester 2009:
 - 1. Laura Cannon, Social Studies & Language Arts
 - 2. Yvonne Carreon, Math & Science (general education)
 - 3. Irina Lee, English as a Second Language
 - C. Ratify appointment of part-time instructors for fall semester 2009:
 - 1. Gabriel Bravo, Counseling
 - 2. Tito Polo, Engineering. Appointment based on equivalency as follows: 9 units graduate course work in Electrical Engineering, BS in Electrical Engineering, and 4 years experience in Electronics Industry.
 - D. Ratify volunteers:
 - 1. Tenia Bey, Nursing.
 - 2. Kenneth K. Chee, Administrative Information Systems.
 - 3. Ricardo S. Garcia, Physical Education.
 - 4. Ramon Hernandez, Physical Education.
 - 5. Jennifer Ochoa, Financial Aid.
 - 6. Jacqueline Sells, Physical Education.

E. Ratify appointment of Professional Experts:

- a. Hartnell's theater arts program/The Western Stage (TWS) provides students the opportunity to learn their craft within a professional context. TWS' current season runs through December 4, 2009:
 1. Lucy Faridany, \$1125, musical accompaniment for The Baker's Wife.
 2. Jeff Gallagher, \$1225, musical accompaniment for The Baker's Wife.
 3. Ian Shields, \$1300, musical accompaniment for The Baker's Wife.
- b. The Foster Kinship Care Education Program (FKCE) provides advanced training for current and prospective foster, relative, and non-related extended family member caregivers, adoptive parents, and local agency employees; and support for foster home recruitment activities. This grant-funded program is a joint effort of the California Community College Chancellor's Office and the Department of Social and Employment Services (DSES). Assignments include orientation leaders, trainers, childcare and activity providers, and program coordination, and run through June 10, 2011:
 4. Shiobhan Bowman, \$13/hr, (as needed), ILP Program Mentor.
 5. Guadalupe Chavez, \$22/hr, (as needed), Peer Recruiter.
 6. Gabriela Clemente, \$13/hr, (as needed), childcare.
 7. Gabriela Clemente, \$16/hr, (as needed), childcare lead.
 8. Paulina Clemente, \$13/hr, (as needed), childcare.
 9. Paulina Clemente, \$16/hr, (as needed), childcare lead.
 10. Susan Derichsweiler, \$22/hr, (as needed), Peer Recruiter.
 11. Ezekiel Gabor, \$13/hr, (as needed), ILP Program Mentor.
 12. Esther Guzman, \$22/hr, (as needed), Peer Recruiter.
 13. Mariana Jimenez, \$50/hr, (as needed), translator.
 14. Bree Nakashima, \$45/hr, (as needed), FKCE Instructor.
 15. Bree Nakashima, \$50/hr, (as needed), DSES Trainer.
 16. Bree Nakashima, \$100/hr, (as needed), Special Education Consultant.
 17. Cassidy Porter, \$50/hr, (as needed), Website support.
 18. Michael Powers, \$22/hr, (as needed), Peer Recruiter.
 19. Maria Ramirez, \$22/hr, (as needed), Peer Recruiter.
 20. Maryane Rehberf, \$200/hr, (as needed), DSES Instructor.
 21. Abilene Siason, \$13/hr, (as needed), ILP Program Mentor.
 22. Deborah VanBuren, \$100/hr, (as needed), DSES Trainer.
- c. Students who are having difficulty mastering certain important concepts are required to complete Directed Learning Activities (DLA's). Funded by the Title V grant, professional experts provide tutoring and educational support to those identified students in English composition courses, August 17 – December 18, 2009:
 23. Sarah Reitmayer, \$14.42/hr, (11 hrs/week), tutor.

- d. Hartnell College provides Crisis Counseling Services that are completely confidential and free of charge to enrolled Hartnell students. A Marriage & Family Therapist Counseling Intern is available to assist students in crisis, July 1, 2009 – June 30, 2011:
 - 24. Veronica Lara, \$20/hr, (as needed), intern counselor.
 - e. The Workforce Investment Board (WIB) has contracted Hartnell College to provide an intensive 24-hour program spread over an 11-week period to provide out-of-work employees with new (or enhanced) industrial related skills that are sought by local employers. The program will cover design, blueprint reading, elementary mechanical drawing skills, fabrication, MIG welding, Arc welding, basic agriculture mechanics, and Hazmat & Industrial Safety, September 28 – December 18, 2009:
 - 25. David Moore, \$18.25/hr, (25 hrs/week), assistant for Agriculture Mechanics.
 - f. Music 20 College Choir and Music 21 Chamber Singers require an accompanist to play in the choir classes for fall semester, August 18 - December 18, 2009:
 - 26. Barbara Vella, \$20/hr, (10 hrs/week), accompanist.
 - g. Administration of Justice 102 PC 832 Arrest and Firearms is designed to satisfy the curriculum standards of the Commission on Peace Officer Standards and Training (POST) as required by Penal Code 832 for fall semester, August 17 - December 18, 2009:
 - 27. Ernesto Castro, \$47/hr, (not to exceed 24 hrs), arrest and firearms instructor.
 - h. The Nursing and Health Sciences Department comprises four programs: Registered Nursing, Vocational Nursing, Emergency Medical Technician (EMT), and Certified Nursing Assistant. Lab instruction assistants are required to meet Board of Registered Nursing (BRN) requirements for specific student-to-certified-instructor ratios. Assignment runs June 22, 2009 – December 18, 2010:
 - 28. Frances Lucina Ramirez, \$25/hr, (6 hrs/week), HES-110 B assistant.
- F. Ratify appointment of student workers for fall semester 2009:
- 1. Edgar Collazo Reyes, Math & Science, Student Worker IV
 - 2. Timothy Elliot, Information Systems, Student Worker III
 - 3. Timothy Fuller, Math & Science, Student Worker IV
 - 4. Christopher Fullington, Math & Science, Student Worker IV
 - 5. Samantha Gebben, Math & Science, Student Worker IV
 - 6. Blanca Juarez, Library, Student Worker I
 - 7. Timothy Lincoln, MESA, Student Worker IV
 - 8. Elisabeth Lopez, Child Development Center, Student Worker I
 - 9. Hilario Lopez, High Skill High Wage, Student Worker I
 - 10. Maricela Lopez, Child Development Center, Student Worker I
 - 11. Masay Nakamura, Art Gallery, Student Worker I
 - 12. Magdalena Nowosielska, MESA, Student Worker III
 - 13. Toribio Pacheco Camacho, Child Development Center, Student Worker I
 - 14. Jessenia Ramirez, MESA, Student Worker III

15. Demetrius Ramon, Academic Learning Center, Student Worker I
16. Alejandra Ruiz, Academic Learning Center, Student Worker I
17. Ramona Salcido, High School Equivalency Program, Student Worker I
18. Stacy Sanchez, MESA, Student Worker II
19. Xuliang Tan, Art Gallery, Student Worker I
20. Zhao Teng Yang, Art Gallery, Student Worker I

III. Special projects and stipends

A. Ratify special project agreement payments:

- a. The College Cost Reduction and Access Act (CCRAA) grant focuses on improving mathematics and science courses and the academic support structures for STEM students to increase the transfer rate of these students to CSUMB. Methods to achieve project goals include: curriculum development; creating mathematics academy; updating laboratory equipment; providing supplemental instruction; expanding tutoring services; exposing students to visiting scholars/role models; improving classroom practices; training faculty and staff; improving assessment and data collection; providing campus tours and paid internships for Hartnell students; enhancing articulation and collaboration with CSUMB, April 16 – December 18, 2009:

1. Alicia Steinhart \$65/hr, (not to exceed \$25,480), Science co-director—grant funded.
2. Jeff Hughey, \$5,000, tour and internship coordinator—grant funded.

- b. Mathematics, Engineering, Science, Achievement (MESA) program is a grant-funded program designed to support educationally disadvantaged students in their pursuit of college degrees in math, engineering, and science. Counseling for these students will be provided from August 17, 2009 – June 2, 2010:

3. Ignacio Pando, \$64.21/hr for 136 hours, up to \$8,732.56, counselor—grant funded.

- c. The Hartnell Science Talent Expansion Program (STEP) NSF grant provides support for underrepresented students in a variety of ways, all intended to increase the number of women and Latinos enrolling and succeeding in math and science courses.

One component of this provides for a Summer Undergraduate Mathematics & Science (SUMS) bridge program, which ran from June 13 – July 24, 2009:

4. Ann Wright, \$1,712.62, Biology instructor—grant funded.
5. Joe Welch, \$1,612.62, Computer Science instructor—grant funded.

Another component provides mentorship and training for students in summer internships, April 17 – August 30, 2009:

6. Pimol Moth, \$2,000, intern mentor and trainer—grant funded.

- d. Funded by the Title V Grant, English and English as a Second Language

instructors have created Directed Learning Activities (DLAs) to support students in English composition courses who need additional assistance to achieve the Student Learning Outcomes of the courses. The projects were completed between June 22 – September 30, 2009:

7. James Beck, \$4,500, for creation of 3 Directed Learning Activities—grant funded.
 8. Carol King, \$3,000, for creation of 2 Directed Learning Activities—grant funded.
 9. Rhea Mendoza-Lewis, \$4,500, for creation of 3 Directed Learning Activities—grant funded.
 10. Janet Pessagno, \$4,500, for creation of 3 Directed Learning Activities—grant funded.
- e. The Nursing and Health Sciences Department requires a Program Director for the MLT program to coordinate and modify the phlebotomy program to comply with the new regulations of the State of California and a contact person for Health Education Services to maintain appropriate documentation requirements and to serve as a contact point for students and faculty, September 14 – December 18, 2009:
11. Karen Carmon, \$49.78/hr, (not to exceed \$746.70), director.
 12. Tracy Villanueva, \$57.75/hr, (not to exceed \$866.25), HES contact.
- f. Veterinary services for colony animals and controlled drug supervision for Animal Health Technology courses, July 1 – December 31, 2009:
13. Rachel Sage, \$2,500, 1st installment for a total of 2 installments (not to exceed \$5,000), veterinary care.
- g. All Nursing and Health Sciences programs are relocating to the main campus and require assistance in moving, packaging and managing inventory of supplies, September 24, 2009 to December 18, 2009:
14. William Jones, \$25/hr (not to exceed \$1,000), moving assistant—grant funded.