

Adopted

HARTNELL COMMUNITY COLLEGE DISTRICT

MINUTES

Regular Meeting of the Board of Trustees
CALL 208, Training Room
411 Central Avenue
Salinas, California

November 9, 2010

- OPEN SESSION** Meeting called to order at 5:11 p.m.
- ROLL CALL** Patricia Donohue, President
Kevin Healy, Vice President
Candi DePauw
Bill Freeman
Elia Gonzalez-Castro
Ray Montemayor
Erica Padilla Chavez
Shaundra Taylor, Student Trustee – (advisory vote per Board Policy 1030)

Phoebe K. Helm, Board Secretary
- AGENDA** On a motion by Trustee Healy, seconded by Trustee Padilla-Chavez and by vote of 7-0, the Board approved the agenda.

Trustee Taylor stepped away from the table and did not vote.
- 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 Collective Bargaining – Hartnell College Faculty Association
 2. Program Project Management Contract Agreement
- PUBLIC COMMENTS** There were no public comments on the closed session agenda.
- MOVED TO CLOSED SESSION** The Board of Trustees of Hartnell Community College District, and Dr. Phoebe Helm, Superintendent/President, moved to Closed Session at 5:15 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. Damon Felice, Felice Consulting Services, and Joseph Reyes, Director, Maintenance, joined the Board during this portion of the closed session.
- RECONVENED PUBLIC SESSION** Trustee Donohue reconvened the public session at 7:25 p.m. She apologized for the delay and announced the Board recessed from Closed Session and will reconvene after the public meeting.
- PUBLIC COMMENTS** Students, Juan Gutierrez, Evangelina Quiroz, Demetrius Ramon, and Alan Garcia spoke in support of offering an Art 3 class during the winter intersession. They stated that it

was scheduled to be offered (in the draft schedule), but was removed and that they needed the course offered during intersession so that they could complete their program and they urged the Board for their support.

Student, James Morgan, addressed the status of the auto collision program (AUC); that AUC courses are not in the spring schedule and requested the matter be resolved as soon as possible.

Student, Juan Gutierrez, stated that he had filed a grievance with student services regarding another student and asked for a resolution.

PRESENTATIONS

Research Scholar Institute

Dr. Kelly Locke, Faculty, stated that Dr. Brooke Haag, Faculty, and adjunct faculty, Dr. Sewan Fan, held a Summer Research Scholar Institute for six interns that was funded by the Title V STEM grant. Two interns, Ignacio Maravilla and Jose Rico were in attendance to present their research projects.

Dr. Brooke Haag thanked the Board for the opportunity to present and stated she is proud of the students and their work and that the summer program was a huge success.

Jose Rico, Hartnell student and graduate of Alvarez High School, presented his project on micro droplets generation where he learned to make micro pipettes using a micro pipette puller machine. Also, he learned how to design and assemble a CCD camera imaging system, obtain the magnification of an imaging system, assemble a glass grinding station for polishing fine glass nozzles, and learned how to apply the thin lens equation. Mr. Rico worked in with fellow intern, Aysha Sadikka, who was not able to attend the meeting.

Ignacio Maravilla, Hartnell student and graduate of Salinas High, presented his project on the Synchronization of a Camera Flash System where he learned how to build a digital circuit having pulse delay and width adjustments, assemble and test a pulse rate divider circuit that incorporates division by 10, 5 and 3, and learned how to set up and evaluate a CCD camera imaging system.

Both students extended their appreciation to Dr. Fan, Dr. Haag, Dr. Locke, and Tito Polo, Science Lab Technician and stated this was an opportunity to allow each research student to work together in ways they have not and it provided a hands-on learning experience.

National Conference: Society for the Advancement of Chicano and Native American Scientists

Dr. Jeff Hughey, Faculty, reported that Hartnell College placed 32 interns over this past summer. He referred to the 4th Annual Hartnell College STEM Internship Symposium booklet that the Board received and stated that it summarizes all 32 internships and their projects. Of the 32, five of them attended the National Conference for the Society for Advancement of Chicano and American Scientists (SACNAS) held in Southern California. Of those 5, two presented, Timothy Fuller (mentored by Dr. Hughey) and Samantha Gebben (mentored by Carolee T. Bull, USDA).

Samantha reported that she did her research project in Salinas at the USDA center located adjacent to the Alisal Campus. Her research was on lettuce and on the type bacteria that causes a Bacterial Leaf Spot. At SACNAS, Samantha presented her project titled, Lettuce Cultivar Influences on *Xanthomonas campestris* pv. *vitians* populations. She cited statistics on the conference stating that it was at a record high, over 3,000

registered of which 500 were graduate students, 100 post doctorates, over 1,000 professionals, 33 college professors, over 1,000 undergraduate students, 880 student research presenters, 800 posters presented, and 80 graduate oral presenters. She stated that attending the conference was a great experience for her because she was exposed to different fields of study, received a lot good advice, and met really good people.

Dr. Hughey stated that Timothy Fuller came to tonight's meeting, but had to leave because he is presenting in his Oceanography class. He stated that Timothy's research project was on the Molecular Investigation of the Invasive Sponge *Hymeniacidon sinapium* from Elkhorn Slough. Through his research, Timothy is the first person ever to discover an orange-colored invasive sponge, and by the use of DNA prove that is native only to Korea and Japan. At SACNAS, Timothy's Poster Presentation was ranked in the top tier of the 800 Research Poster Presentations at the Conference.

The Board thanked and congratulated all of the science students for their research and noted that this was a rare opportunity for students in their first two years of college.

**Diesel Mechanics –
A Growing Industry**

Neil Ledford, Interim Dean, Advanced Technology, thanked the Board for the opportunity to present a Power Point that showcased the growth opportunities in the diesel mechanics job market and program. Following the presentation, Val Rodriguez, Faculty, introduced two former students, Phuc Lee and Rene Manzur.

Both, Mr. Lee and Mr. Manzur spoke about their current employment and about how the program helped them to be successful. Mr. Lee is a Master Technician at Coastal Tractor and Mr. Manzur owns and operates his own business, Golden State Mobile Repair.

Mr. Ledford introduced advisory council members Mike Hernandez, Assistant General Manager/COO, MST; Greg Diehl, VP, Graniterock; Al Parolini, General Manager, Coastal Tractor; and Patrick Cruse, Account Manager, Snap-On Industrial Tools. The members stated that diesel mechanics is a diverse, high demand, growth industry because it is needed on various types of motor vehicles and equipment (trucks, tractors, busses, water irrigation, water reclamation plants, etc); that they anticipate 30% of trained technicians will retire in five to seven years and that there is a great need for well-skilled, trained technicians in the latest technology. They stated the average technician can earn up to \$80,000 annually. They thanked the Board for the new facilities designed for the Alisal Campus and stated that Hartnell has the opportunity to be a dominate provider for this growing market, but to do so, they will soon need additional faculty.

Trustee Padilla-Chavez asked questions related to the recruitment of students and Mr. Rodriguez responded that he spends much of his time going to homes and speaking to parents and that the Program hosts an open house where they reach out to local high school students. Trustee Padilla-Chavez thanked the advisory members coming this evening and for their support.

Trustee DePauw stated she attended last year's open house was impressed with the students and their demonstrations.

In addition, Miguel Munoz and Aurelio Cureva, diesel mechanic students, demonstrated an electric board they had built. These hands on projects make the program and learning exciting.

**CONSTRUCTION
UPDATE**

The Board received an updated, written report on the construction projects. The report is housed at: http://www.hartnell.edu/board/packets/November_2010_Board_Packet.pdf (Page 174).

Trustee Donohue asked about the status of the land swap with the City of Salinas and Mr. Felice, Felice Consulting Services, responded that it's still in process. Also, she asked about the city sidewalk replacement program to which Damon responded that the city has approved the program and MST has agreed to where they want the bus stop and thus it is moving forward.

CONSENT ITEMS

On a motion by Trustee Healy, seconded by Trustee DePauw, by vote of 7-0, and by advisory vote of Aye (Taylor), the Board moved to approve Consent Items A through N.

Pulled for questions and/or comments were Items, D, K, L, and M.

A. MINUTES

Approved minutes of regular meeting of October 5, 2010.

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. NON CASH
DONATIONS**

Accepted the non-cash donations from the Hartnell College Foundation.

**D. SURPLUS AND
DISPOSAL OF
PROPERTY**

Declared listed property as surplus and authorize the administration to dispose.

Trustee Montemayor asked if the welders listed were part of the auto collision program to which Joseph Reyes, Director of Maintenance, responded these particular welders are part of the welding program. Trustee Montemayor stated that he would prefer, if at all possible, that equipment be donated to schools. Trustee Gonzalez-Castro made the same request, specifically computer equipment to the Alisal Union School District.

**E. CURRICULUM
COMMITTEE
ACTIONS**

Ratified the recommendations from the Curriculum Committee.

**F. M. J. JOHNSON
CONTRACT,
GRANT
EXTERNAL
EVALUATOR**

Approved agreement with Michael J. Johnson, grant external evaluator. The purpose of this agreement is to provide a review, assessment, summary, and conclusion regarding the execution and effectiveness of grant goals, objectives, outcomes, reporting processes, and fiscal responsibilities for the college's High School Equivalency Program. The cost for this review is \$4,000, paid from the grant, and the review will occur during the month of November.

- G. AGREEMENT CLARKE AND ASSOCIATES Authorized the administration to enter into an agreement with Clarke and Associates for writing, submitting, and evaluating the U.S. Department of Education (USDOE) Educational Talent Search Program grant. The College would pay Clarke & Associates \$4,500 upon acceptance of the contract, \$3,000 upon submission of the grant proposal for a total of \$7,500 from the unrestricted general fund. In addition, if awarded, the college would pay Clarke & Associates \$5,000 in the first and third year of the grant period. The Educational Talent Search Program grant is proposed at \$230,000 each year for five years.
- H. AGRICULTURAL LEASE AGREEMENT FRANSCIONI BROTHERS, INC. Approved an amendment to the agricultural lease agreement between Hartnell College and Franscioni Brothers, Inc. for Alisal Campus farmland, beginning December 3, 2010 through December 2, 2011. There is no impact to the general fund. Annual rental revenues from property must be placed in the restricted Property Acquisition Fund.
- I. LETTER OF AGREEMENT – SAN FRANCISCO COMMUNITY COLLEGE DISTRICT Ratified the 2010-2011 Letter of Agreement between Hartnell College and San Francisco Community District for the California Early Childhood Mentor Program. This agreement will connect Hartnell College early childhood education students with high quality, experienced early childhood professionals. There are no budget implications. Participants are paid directly from San Francisco Community College District.
- J. AGREEMENT – FOUNDATION FOR COMMUNITY COLLEGES Ratified the 2010-11 Agreement between Hartnell College and the Foundation for Community Colleges for grant funding, fiscal management, and accountability for the Youth Empowerment Strategies for Success Independent Living Program (YESS-ILP). The funding amount of \$22,500 will provide educational and employment training opportunities for foster and probation youth.
- K. AGREEMENT – MCOE AS SUB-RECIPIENT OF GRANT FROM U.S. DEPT OF COMMERCE Authorized the administration to enter into an agreement to accept funds from the Monterey County Office of Education as a sub recipient of a grant from the U. S. Department of Commerce for \$659,246, over two years. This partnership, with Monterey County Office of Education, Cal State University, Monterey Bay, Monterey County Free Libraries, Boys and Girls Clubs of Monterey County, Community Information Center, the National Steinbeck Center, will the focus on improving community access to technology through the development of “Public Computer Centers”.
- Trustee Padilla-Chavez said that she is pleased the college is receiving a sub-award and she asked about the scope of work to be performed by the College. Dr. Helm responded that the work is done in partnership with MCOE and CSUMB and stated she would provide the information to the Board.
- L. CONTRACT - DMC CONSTRUCTION – CAB REFRESH #4 Authorized the administration to enter into a contract with DMC Construction, lowest responsive bidder, for CAB Refresh Project, #4. The amount for this project is \$150,501.98 and paid from Measure H funds. The project scheduled to start on December 18, 2010 and completed by January 23, 2011.
- Trustee Padilla-Chavez asked what the total project cost is for this project. The total project cost for CAB Refresh Projects 1, 2, 3, and 4 is \$1.2 million.

M. CONTRACT – Authorized the administration to enter into a contract with Perma Green Hydroseeding, Inc., lowest responsive bidder, for the Alisal Campus Landscape Project. The amount for this project is \$ 458,000 and paid from Measure H funds. The project scheduled to start on November 10, 2010 and completed by January 23, 2010.

Trustee Padilla-Chavez asked what the total project cost is and Mr. Felice responded, \$500,000.

N. PERSONNEL ACTIONS Approved and/or ratified personnel actions (Appendix A)

ACTION ITEMS

BUDGET REVISIONS On a motion by Trustee Padilla-Chavez, seconded by Trustee Healy, on vote of 7-0, and by advisory vote of Aye (Taylor), the Board moved to approve budget revisions numbered 8996 to 9009.

QUARTERLY FINANCIAL STATUS REPORT On a motion by Trustee Padilla-Chavez, seconded by Trustee DePauw, on vote of 7-0 and by advisory vote of Aye (Taylor) the Board moved to accept the required State Report: Quarterly Financial Status Report (CCFS-311Q) for quarter ended September 30, 2010.

Trustee Padilla-Chavez asked members of the Ad-hoc Audit Committee if there is anything the Board should know and is everything in order. Trustees Healy and Donohue stated they had no concerns and that all is in order.

INFORMATION ITEMS

Financial Statements The Board received the financial statements for periods ending June 30, 2010 and September 30, 2010.

Trustee Montemayor asked if the college has received the funding for the Hispanic serving grant, Title V. Both, Mr. Stephens and Dr. Helm responded that this particular grant is in partnership with Cabrillo College and when the dollars are spent, the College is reimbursed. To date, no funding has been received.

SENATE REPORTS Student Senate Stephanie Blancas, VP Student Senate, reported that some senate members attended the Fall General Assembly in San Diego late October and that they were not pleased that their resolution was not successful; that they held a Pink Panther Day where they celebrated breast cancer and handed out information from the American Cancer Society; that they had a Club Day, and on October 29th they held their annual Spooktacular Event which was held in the parking garage, that it was well attended, and a good event.

Academic Senate Nancy Schur reported that the Statewide Senate has been working closely with all of the local Senates to implement Senate Bill 1440, Student Transfer, and that the Articulation Officer attended a recent conference on how this could be accomplished; that one of the Senate's goals is to examine the college's process for granting equivalency and they are currently reviewing the current process and are looking at how other community colleges grant equivalency.

PRESIDENT'S
REPORT

Dr. Helm shared a bookmark that highlighted statistics for the Nursing Program last academic year. Last spring, there were 45 Registered Nursing graduates – the largest class in the history of the college. She stated that she was very proud of the fact that one third of the class was male and one third was from the Alisal. Also, at first attempt, the NCLEX (a national licensure exam for nursing students) pass rate for the Registered Nursing Program was 96%. Dr. Helm pointed out that the national average for the first attempt is at 84% and that the two who did not pass initially have already retaken the test and passed. So, Hartnell is now at a 100% pass rate. And, this is especially noteworthy in that this is the year that the standard for passing the national exam was raised. Given the economic and demographic diversity of our students, Dr. Helm gave high praise to them and to their faculty, as well as the support the college receives from its clinical partners, especially the generosity of SVMHS.

And, for the first time ever, the nursing program now offers an 18-month evening and weekend program and 10 students are enrolled this fall. Currently, there are 122 nursing students and the projected number of graduates is 62.

Dr. Helm pointed out that the bookmark notes some of the volunteer community projects the nursing students and faculty have joined in. These projects include Dorothy's Kitchen Flu Clinic, Hartnell Faculty Science and Health Day, Haiti Outreach Project, Farm Day, among many others. Dr. Helm, the Board, and assembly applauded the Nursing Program faculty and students for their outstanding program and community projects.

Also, Dr. Helm reported that she and Kent Stephens, Vice President, Support Operations met with Dr. Nancy Kotowski, County Superintendent, and Ron Eastwood, MCOE Communications Officer, to talk about Hartnell and other school districts sharing the costs to redistrict trustee areas and she urged the Board to attend the upcoming November 22nd workshop, 6 p.m., Monterey County Office of Education, sponsored by the Monterey County School Boards Association.

At the October meeting, members asked what is used to determine when a course is considered to be inactive or deleted. Dr. Helm distributed the information related to this matter, and pointed out that the administration relies primarily on the expertise of faculty as it relates to curriculum and other academic matters as stated in AB 1725.

Dr. Helm pointed out the Board's events calendar and provided a draft calendar for the 2011 Board meeting and development dates. She suggested the Board review the dates against their personal calendars and reminded them that they will approve the 2011 dates at their December meeting.

Also, Dr. Helm reported that she and Trustee Donohue will attend the final CLASS Institute on Friday and Saturday in Sacramento and she announced the college will be closed Friday in observance of Veterans Day.

In closing, Dr. Helm stated that she was fined \$100 at Rotary and as a result, she was given two minutes of bragging rights. So, she proudly bragged that Hartnell had: 1) increased enrollment by 3,000 over the past three years, 2) increased FTES by 1,000, 3) opened new college facilities, 4) increased the success of student athletes and nurses, and, 5) announced The Western Stage's successful Gala and their soon to open, *A Mexican Christmas Carol*.

BOARD
COMMUNICATIONS

Trustee Taylor thanked all of the presenters this evening – that she is pleased with all of what the students are learning; that she attended the Fall Assembly with four senators and is worried about some of the issues that arose out of that Assembly.

Trustee Padilla Chavez thanked Beverly Grova and her team for the extraordinary Western Stage Gala; she extended kudos to Dr. Helm for meeting with the South County Superintendents – that they really appreciated her time; she asked about email addresses placed on the college website; she thanked Dr. Helm for being pro-active in working with the Art students, and she asked for an update on the Auto Collision program review in December.

Trustee Freeman said he would like to see the Art class the students talked about this evening reinstated and he would like to see the Auto Collision Program back because the Board received a petition with over 200 signatures even if after completing this program, the students don't make a lot of money; that he is proud of the students who presented this evening and that great things are happening at Hartnell; and since the last meeting, it has been a sad time with the passing of Lucy Serrano's brother-in-law, the passing of a long-time supporter and sports announcer, Jim Silveria – that he spoke in honor of Mr. Silveria during half-time at the last football game; and that his good friend and former student of Hartnell, Hank Hughes, recently passed. Trustee Freeman requested that the Board adjourn in honor of those passed and all Veterans. In closing, he stated that he is concerned about the overwhelming violence in our community, that he is privileged and honored to be a trustee and graduate of Sacramento State and he believes that the college should invite all Salinas elected officials to a summit to help bring this city together in some way because Hartnell is the largest educational institution in our community.

Trustee Gonzalez-Castro congratulated Neil Ledford for his excellent presentation –she stated she is impressed that students, previous students, and members of the advisory council waited to present to the Board – that it shows their commitment to the college and to the program. She stated that the science students are amazing because of their work and because of what they discovered – that it shows the quality of education that is being taught at Hartnell and that it is impressive. Further, she reported The Western Stage Gala was an extraordinary event and she commended her fellow council members for all of their work in helping to set up and decorate and she reported that there were 180 attendees and that it made a profit – she thanked everyone of their support. She gave an update on the upcoming NALEO visit and thanked Dr. Helm for her support. She stated this is an opportunity for both Hartnell College and joint partner, Salinas Union High School District, to showcase what is being done for healthy living within the community and stated that the coordination of the visit is going well and hopes that everyone plans to attend; she asked about the college's memberships to national organizations for superintendents and trustees. She encouraged the membership to such organizations and provided membership information. In particular, she shared information on upcoming conferences sponsored by national organizations and stated that she encourages and supports training for trustees because it helps them do a better job as trustees and said she would like to attend an upcoming conference in Washington D. C. Also, she expressed concern over a grievance related earlier by the student to which Dr. Helm responded that an update will be provided to the Board and Trustee Gonzalez-Castro wanted to ensure that the revised minutes from the September meeting were posted on the website.

Trustee DePauw stated that she is proud that Trustee Freeman campaigned for Mayor and is glad that he will stay because she believes the Board continues to work as a team and she sees him has an important part of that team. She presented each member and Dr. Helm a vest with the college logo and statement, that says, "we got juice". Further, she stated that she believes the Board is doing good work together.

Trustee Montemayor reported that tonight's presentations showed the diversity of the college and that he is impressed with each of them. In particular, though, he acknowledge the diesel mechanics program because just a few years ago, if a person wanted to go into this field, they would have to go to Colorado or Arizona to get the education and training and it's a huge jump for Hartnell College to be able to offer this type of program. Also, Trustee Montemayor asked that the Board receive an update on the comments made by the student related to a grievance.

Trustee Healy stated he is impressed with each of the presentations this evening, which speaks to diversity. He commended the faculty and students on all of their fine work; he reported that the Sunrise House had their executive meeting earlier and is pleased to report that, for the first time ever, every Hartnell athlete signed a drug-free contract and he commended Coach Teresa for his efforts in this task and asked that the administration consider developing a policy that requires this happen each year. Trustee Healy stated the Sunrise House is involved in a program called Birdies for Charity through AT&T Pro Am and more information on this event is forthcoming. Also, the Sunrise House is currently soliciting professional attire for their project Teen Closet (ages 18-25) and Trustee Healy asked Trustee Taylor and the Student Senate to help in any way possible.

Trustee Donohue reported that she attended the Hartnell College Foundation Scholarship Donor Reception and that the gratitude expressed was tear-jerking. Also, she attended the naming of the Nursing Program Salinas Valley Memorial Healthcare System Nursing Education Center and that it was a wonderful celebration between the College and SVMHS.

**RECONVENE
CLOSED SESSION**

The Board of Trustees and Dr. Phoebe K. Helm, Superintendent/President reconvened closed session at 9:40 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. Kent Stephens, Vice President, Support Operations joined the Board during this portion of the Closed Session.

**REPORT OUT
FROM CLOSED
SESSION**

Trustee Donohue reported there was no action taken in Closed Session.

ADJOURNMENT

The meeting adjourned at 10:45 p.m.

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 THE HARTNELL COLLEGE BOARD OF TRUSTEES OF NOVEMBER 9, 2010:

- I. Retirements, resignations, releases, and leave requests
 - A. Ratify resignation of regular personnel:
 1. Shannon McCann, MESA Project Coordinator (#CC-29), effective October 25, 2010.
- II. Appointments
 - A. Ratify appointment of regular classified position:
 1. Rosa I. Arreguin De Salinas, part-time, 30 hours per week, 12 months per year, Secretary – Classified, (#CC-181), High School Equivalency Program, Step A, Range 16, effective October 6, 2010.
 2. Eva Diaz, part-time, 20 hours per week, 10 months per year, Clerical Assistant – Classified, (#CC-182), TRIO/Student Affairs Department, Step A, Range 14, effective October 13, 2010.
 3. Ana Valles, full-time, 40 hours per week, 12 months per year, Financial Aid Technician – Classified, (#CC-101), Student Affairs, Step E, Range 18, effective October 4, 2010. This action reflects a transfer from part-time, 30 hours per week, 11 months per year, Admission & Records Technician – Classified, (#CC-72), Admissions & Records Department.
 4. Imelda Suarez, part-time, 20 hours per week, 12 months per year, Assessment Technician – Classified, (CC#-142), Counseling Department, Step D, Range 15, effective October 4, 2010. This action reflects a voluntary return from full-time, 40 hours per week, 12 months per year, Financial Aid Technician – Classified, (#CC-101), Student Affairs.
 - B. Approve hiring of short-term employee:
 1. Request to hire a Financial Aid Technician, CSEA salary range 18, Step A, at the main campus as a short-term employee to begin November 10, 2010 and end June 30, 2011, for the purpose of catching up with the increased workload of financial aid files that need to be processed at the main campus. This request fits within the definition of short-term employee in section 88003 of the Education Code and has been discussed with the CSEA.
 - C. Ratify appointment of part-time instructors for spring semester 2011:
 1. Bonnie Bufkin, Learning Skills.
 2. Jordan Daniels, Construction.
 3. Frank Henderson, Counseling & Instructional Aide.
 4. Dustin Jones, English. Appointment based on equivalency as follows: BA in English from San Diego State University and has completed all coursework (and is near completion of his thesis) for an MA in English literature and an MA certificate in composition.
 5. Jennifer Keller, Speech. Appointment based on equivalency as follows: BA in Communications at Regis University, graduate coursework in Public Relations, combined coursework and work experience equivalent to masters in Speech.
 6. Erlinda Manzo-Rodriguez, Nursing.
 7. Robin McKee-Williams, Theater Arts.

8. John Perez, Mathematics. Appointment based on equivalency as follows: BS in Mathematics from San Jose State University and has 12 semester units of graduate level Math Ed courses, plus 2 additional courses in Education.
9. Erin Saelens, Office Technologies & Team Self-Management/ACE.
10. Prince Williams, Physical Education.

D. Ratify appointment of part-time donated instructors for spring semester 2011:

1. LaMar Castañeda, Nursing
2. Jorge Espinas, Nursing
3. Erlinda Manzo-Rodriguez, Nursing
4. Michael Stone, Apprenticeship Electrical

E. Ratify appointment of Professional Experts:

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. Assignments run August – December 18, 2010:

1. Derek Bonsper, \$30/hr (not to exceed 120 hrs/semester), EMT assistant.
2. Stephanie Kever, \$47.86/hr (6 hrs/week), skills lab assistant.
3. Lucas Kohot, \$30/hr (not to exceed 120 hrs/semester), EMT assistant.
4. Lisa Kozinski, \$30/hr (not to exceed 120 hrs/semester), CPR lab assistant.
5. Bryon Merritt, \$30/hr (not to exceed 120 hrs/semester), EMT assistant.
6. Amber Roach, \$30/hr (not to exceed 120 hrs/semester), EMT & HES assistant.
7. Melinda Valdez, \$47.86/hr (6 hrs/week), skills lab assistant.

Physical Education swim classes require lifeguard services:

8. James Helm, \$15/hr (15 hrs/week), lifeguard, August 16, 2010 – June 30, 2011.
9. Weston Kile, \$15/hr (6 hrs/week), lifeguard, September 11, 2010 – June 30, 2011.

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 30, 2010:

10. Michelle Galindo, \$1300 flat rate, musician, September 15 – October 16, 2010.
11. Jane Orzel, \$1300 flat rate, musician, September 15 – October 16, 2010.
12. Ruben Pulido, \$1200 flat rate, musician, September 15 – October 16, 2010.
13. Ian Shields, \$1400 flat rate, musician, September 15 – October 16, 2010.

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, 2012:

14. Christina Leon, \$13/hr (as needed), ILP-YEDSS mentor, September 20, 2010 – June 10, 2012.

The sustainable design and construction programs need expert, experienced support in effectively implementing assigned grant activities related to curriculum development, summer bridge program, and internships, along with associated outreach and events:

15. Violeta Mendoza Wenger, \$3000/month, grant support, October 4, 2010 – August 31, 2011.
16. Alice Paipa-Lenard, \$4000/month, grant support, October 4, 2010 – August 31, 2011.

The Hartnell Science Talent Expansion Program (STEP) 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 grant provides for a summer bridge program, titled Summer Undergraduate Mathematics & Science (SUMS).

17. Kate Lockwood, \$1650 flat rate, computer science instructor, June 21 – July 22, 2010.
18. Sathya Narayanan, \$1650 flat rate, computer science instructor, June 21 – July 22, 2010.
19. Patrick Yun, \$1650 flat rate, biology instructor, June 21 – July 22, 2010.

The High School Equivalency Program (HEP) is funded by the US Department of Education Office of Migrant Education. HEP is a migrant education program designed to assist migrant and seasonal field workers obtain their GED and employment, military service, apprenticeship, Certificate of Skills Acquisition, Certificate of Achievement, or Associates Degree.

20. Leticia Sanchez, \$13.52/hr (20 hrs/week), instructional aide, October 1, 2010 – December 30, 2011.

F. Ratify appointment of non-credit Instructors for spring 2011:

1. Paul Doughty, GED language arts reading

G. Ratify appointment of Volunteers:

1. Joseph Callado, Physical Education
2. Ramon Hernandez, Physical Education

H. Ratify appointment of Student Workers for fall semester 2010:

1. Amy Adkins, Child Development Center, Student Worker I
2. Monica Alvarado, Library/Media, Student Worker I
3. Norma Armenta, Child Development Center, Student Worker I
4. Yesemin Arevalo, Computer Lab, Student Worker I
5. Christan Bravo, EOPS Department, Student Worker II
6. Elida Campos, Child Development Center, Student Worker III
7. Maria Carranza, Child Development Center, Student Worker I
8. TJ Combs, Tutorial Center, Student Worker II
9. Carlo Figueroa, Tutorial Center, Student Worker II
10. Joanna Flores, Tutorial Center, Student Worker III
11. Jose Garcia, Art Department, Student Worker I
12. Mei-Hua Guajardo, Computer Lab, Student Worker II
13. Grisel Guerrero, Student Affairs, Student Worker III
14. Lucy Guido, Tutorial Center, Student Worker III
15. Juan Gutierrez, Art, Student Worker I

16. Rachel Heavin, Physical Education, Student Worker III
17. Jose Hinojosa, MESA, Student Worker III
18. Elizabeth Izquierdo, High School Equivalency Program, Student Worker I
19. Amy Jurado, Child Development Center, Student Worker I
20. Alexandra Kastner, Cafeteria, Student Worker I
21. Ashley Landess, Human Resources/EEO, Student Worker I
22. Aaron Lopez, East Salinas GEARUp, Student Worker III
23. Evangelina Martinez-Quiroz, Art, Student Worker I
24. Anabel McCarter, EOPS, Student Worker II
25. Ana Medrano, Cafeteria, Student Worker I
26. Cathleen Miché, Business Office, Student Worker III
27. Juan Morales, Tutorial Center, Student Worker II
28. Monica Navarro, Student Affairs, Student Worker III
29. Estefania Palacios Pacheco, Child Development Center, Student Worker I
30. Eliana Perez, Tutorial Center, Student Worker I
31. Alicia Prado, Human Resources/EEO, Student Worker I
32. Adriana Rivera, Child Development Center, Student Worker III
33. Mary Rubio, Computer Lab, Student Worker II
34. Erica Soler, Child Development Center, Student Worker I
35. Xuliang Tan, Art, Student Worker I
36. Alana Tsue, Library/AV, Student Worker II
37. Jose Urquizo, Maintenance/Warehouse, Student Worker I
38. Samantha Villafuerte, Tutorial Center, Student Worker II