

## Adopted

# HARTNELL COMMUNITY COLLEGE DISTRICT REGULAR MEETING OF THE BOARD OF TRUSTEES

September 13, 2007

- CALL TO ORDER** The Regular Meeting of the Board of Trustees of Hartnell Community College District was called to order in the Board Room at 4:04 p.m., by Board President Aaron Johnson.
- PRESENT** Board of Trustees: Aaron Johnson, President; Berna Maya, Vice-President; John Martinez; Brad Rice; Kari Lee Valdés; Dr. Phoebe Helm, Interim Superintendent/President and Board of Trustees Secretary
- Bill Freeman, Board Member and Lorena Moreno, Student Trustee were present when the meeting reconvened at 5:17 p.m.
- ADOPT AMENDED AGENDA** On a motion by Brad Rice, seconded by John Martinez, and unanimously carried, the Board moved to adopt the amended agenda as follows:
- Withdraw Consent Action Item 9 Approval of Search Committee and move to Information Item E.2, Announce Search for Superintendent/President*
- Dr. Helm reported to the Board that she requested to withdraw Item 9, Approval of Search Committee because the search committee should not be a committee of the Governing Board. If it were a Governing Board Committee, it would be subjected to the Brown Act and make it impossible to maintain the confidentiality of applicants. Therefore, she requested that the item be moved from Consent Action to Information.
- Include Addendum to Consent Action Item 15.* The backup to this item was inadvertently omitted from the Board packet.
- Amend Consent Action Item 16, Personnel Matters to pull Section I, 1.a, and Section II, 1a. Agriculture Program Outreach Coordinator position and include Section IV, 1b. Resignation of Sue McQuiston, MLT Director and Section IV, 8a. Extend contract for grant-funded administrator, Denise Cook.*
- PUBLIC COMMENT ON CLOSED SESSION ITEMS** There were no public comments on Closed Session Items.
- CLOSED SESSION** The Board Members, Phoebe K. Helm, Interim Superintendent/ President, and Tamberly Petrovich adjourned to Closed Session at 4:06 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.
- OPEN SESSION** Board President, Aaron Johnson suspended closed session reconvened the regular meeting at 5:17 p.m. He announced that the Board would reconvene Closed Session after the regular and special meetings.
- PRESENT** In addition to those present were:
- Management Staff: Celia Barberena, Vice President, Student Services; Larry Carrier, Vice President, Administrative Services; Allan Hoffman, Tamberly Petrovich, Director, Human Resources/Equal Employment Opportunity.
- Academic Senate: Kelly Locke, Secretary

Hartnell College Faculty Association: Ann Wright, President

Classified Senate: Tammy Avalos, President

C.S.E.A: Margie Wiebusch, President

Student Senate: Lorena Moreno, President

*The Pledge of Allegiance was recited.*

**PUBLIC COMMENTS**

Sergio Sanchez, City Councilman presented a Resolution passed by the City of Salinas in support of Hartnell College regarding the Accreditation by the Western Association for Schools and Colleges. He stated that he, Mayor Donohue and the Council fully believe the College is taking the necessary action to remain accredited and to be removed from probation. He praised Dr. Helm for her work and the Board for their efforts.

**PRESENTATIONS AND REPORTS**

**Bond Oversight Committee**

Mike Foudy, representative of Townsend Management, Inc. provided the Board with an update of the progress for the CALL Building, PA/ADA upgrade project, the Northeast landscaping project, the marquee and directional signs, the Student Center renovation, the PE renovation, the East Campus master plan and the Main Campus initial project proposal.

A full, detailed report can be found on the Hartnell College webpage, <http://www.hartnell.edu/board/packets>

**BOARD'S GOALS**  
**Accreditation**  
**Finances**  
**Communication**  
**Search for Supt/Pres**

The Board's Goals were addressed by Dr. Helm in her Report to the Board. (See latter section and/or website, <http://www.hartnell.edu/board/packets>)

**CONSENT ACTION**

On a motion by, Berna Maya, seconded by Kari Lee Valdés, and unanimously carried, the Board moved to approve Consent Action Items 1, 2, 3, 4, 5, 6, 7, 8, 10, 11, 12, 13, 14, 15 and 16.

While approved, pulled for discussion and/or comment were Consent Action Items 1, 2, 8 and 12.

Consent Action Item 1: Bill Freeman requested that the minutes of July 10, 2007 state his comment that while he does not like having both a Nursing Director and Consultant, he does appreciate the support from the Salinas Valley Memorial Healthcare System.

Consent Action Item 2: Bill Freeman thanked Larry Carrier for his effort in continuing to provide the Board with legal fee expenditures.

Consent Action Item 8: Kari Lee Valdés commented that it has been a pleasure to work with Professional Personnel Leasing, Inc. (PPL) in securing Dr. Helm as Interim President and recognized PPL President, Jack Bessire.

Consent Action Item 12: Bill Freeman asked if it was customary to charge student fees. Dr. Helm responded that the fees are used for background checks and assessment fees; one of which is a requirement of clinical facilities and the other of the State Chancellors Office and the Board of Registered Nursing. These "pass through" fees are collected by the College.

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| <b>MINUTES</b>  | 1. The Minutes of July 10, 2007 were approved as revised. The Minutes of August 7, 2007 and Special Meeting of July 28, 2007 were approved as submitted.   |
| <b>RATIFIED<br/>DISBURSEMENTS</b>   | 2. 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.   |
| <b>APPT TO BOND<br/>OVERSIGHT CMTE</b>  | 3. Approved appointment of student representative, Noe Otero to the Independent Citizens' Bond Oversight Committee for a term of two years.  |
| <b>TITLE V GRANT<br/>APPLICATION</b>  | 4. Ratified Grant Application to the United States Department of Education for Title V Developing Hispanic Serving Institution Programs for a Cooperative Grant for Hartnell Community College and Gavilan Community College.  |
| <b>CALIFORNIA MINI-<br/>CORP AGREEMENT</b>                                      | 5. Ratified the California Mini-Corp (teacher preparation) Contractual Agreement with Hartnell Community College. This agreement will provide eligible Hartnell College students an opportunity to experience working with migrant children in a classroom setting. There is no direct cost to the College.  |
| <b>KAISER FOUNDATION<br/>PERMANENTE /<br/>HARTNELL COLLEGE<br/>AGREEMENT</b>    | 6. Ratified agreement between Hartnell College and Kaiser Foundation Hospitals and the Permanente Medical Group, Inc. to provide clinical and observational programs for phlebotomy students.  |
| <b>BFI CONTRACT</b>   | 7. Ratified contract for trash removal services with BFI Waste Services of Salinas effective August 1, 2007 through July 31, 2008. The annual estimated cost is \$32,000.  |
| <b>PROFESSIONAL<br/>PERSONNEL LEASING,<br/>INC.</b>                             | 8. Approved agreement with Professional Personnel Leasing, Inc. for professional and technical services related to the search for a Superintendent/President in the amount of \$25,000 plus necessary reasonable expenses.   |
| <b>SEARCH COMMITTEE<br/>SUPT/PRESIDENT</b>                                      | 9. As previously stated, this item was withdrawn.  |
| <b>APPLIED DEVELOPMT<br/>RESOURCES AGREEMT<br/>ESTEBAN SORIANO</b>              | 10. Ratified contract between Hartnell College and Esteban Soriano, Applied Development Resources to conduct a district needs assessment effective August 13, 2007 through June 30, 2008. Findings will culminate in an up-to-date Educational and Facilities Master Plan. Funding for this service is not to exceed \$200,000 and is supported by Measure H Bond funding. |
| <b>STEPHEN H.<br/>MANGELSEN<br/>CONTRACT</b>                                    | 11. Ratified the contract between Hartnell College and Stephen Mangelsen to do an analysis of the College's finances from an external perspective and make related projections. The cost for these services are not to exceed \$20,000 and paid from the unrestricted general fund.  |
| <b>NURSING PROGRAM<br/>STUDENT FEES</b>   | 12. Ratified the Hartnell Nursing Program student fees for background checks and assessment testing. The one-time fee is \$41 for the background check and \$30-\$40 for the entry and exit assessment tests. Fees are collected by the district for the respective agencies and services.   |
| <b>SALINAS UNION HIGH<br/>SCHOOL DISTRICT<br/>AUTO BODY LEASE<br/>AGREEMENT</b> | 13. Approved lease agreement between Hartnell College and Salinas Union High School District for auto body and fender facility use by Salinas Union High School District to provide instruction to high school students. The College will receive \$11,324 in revenue.   |
| <b>REFEREE AND LANE<br/>TECHNICIAN<br/>TRAINING (SMOG</b>                       | 14. Approved agreement between Hartnell College and Foundation for Community Colleges Referee and Lane Technician Training Program (Smog Check Program) effective September 1, 2007 through August 31, 2008. The College will receive  |

**CHECK) AGREEMENT** \$1,000 per month in revenue.

**SURPLUS PROPERTY** 15. Declared property as surplus and authorize disposal by the Administration. There is no costs in hazardous waste fees to dispose of these valueless items.

**PERSONNEL MATTERS** 16. Ratified and/or approved personnel actions.

**BOARD POLICY 1055** On a motion by Brad Rice, seconded by Kari Lee Valdés , and on a roll call vote, the Board moved to approve revised Board Policy 1055,Ethical Conduct of the Governing Board including a process for sanctions.

Ayes: Freeman, Martinez, Maya, Rice, Valdés, Johnson

Noes: None

Abstain: None

### INFORMATION ITEMS

**FOCUS ON RESULTS ACCOUNTABILITY REPORT FOR COMMUNITY COLLEGES –** Pursuant to AB1417, the California Community College Systems Office was authorized to design and implement a performance measure system that contained performance indicators for community colleges. This report, “Focus on Results” was completed in March 2007. The Board received the Executive Summary and college level indicators specific to Hartnell College. The Board reviewed and discussed the report’s findings. On most measures, Hartnell tends to fall in the third quartile (between 50 and 75%). The 700 page report can be found on:  
[http://www.cccco.edu/divisions/tris/rp/ab\\_1417/ARCC\\_Report\\_2007.pdf](http://www.cccco.edu/divisions/tris/rp/ab_1417/ARCC_Report_2007.pdf)

**ANNOUNCE SEARCH COMMITTEE FOR SUPT/PRESIDENT** Dr. Helm reported that the College has secured Professional Personnel Leasing for professional and technical services for the search of a Superintendent/President. She announced ten individuals that are representative of the district and the College will make up the search committee. This includes one foundation member, one student, two faculty, two classified staff, two administrators and two community members. She further stated that she will serve as a non-voting member. Jack Bessire was present and reported that a brochure will be available late December, early January followed by heavy recruitment in February/March.

**DID YOU KNOW?** The Board and assembly watched a presentation titled, Did You Know? This presentation highlighted visionary, thought-provoking statistics in a changing world. The original presentation was created in August 2006 by 150 Colorado high school staff to start a conversation about what our students need to be successful in the 21<sup>st</sup> century. The presentation provides an opportunity for the campus to begin their dialogue on how the College is preparing its students.

**STUDENT SENATE REPORT** Lorena Moreno, Student Senate President and Student Trustee reported that the Senate has concluded it student survey and results will be posted on their webpage. Concerns noted were better trained campus security and better campus lighting during evening hours. Trustee Martinez suggested the campus consider using solar panels. Lorena also reported that evening Student Senate office hours have been established.

**ACADEMIC SENATE REPORT** Dr. Kelly Locke, Academic Senate Secretary reported that course outlines are being revised and student learning outcomes are being developed; that the Student Learning Outcomes Group presented a proposal to the Academic Senate for institutional level student learning outcomes; and that the Senate Task Force began reviewing the governance structure last spring and have now finished the investigation and analysis. The report will be finalized and presented to the various senates.

**CLASSIFIED SENATE REPORT** Tammy Avalos, Classified Senate President reported that the Classified Senate has been working with faculty, students, and administration; that they are attending shared

governance meetings; that the senate leadership have complete the ethics training and are looking forward to the shared governance workshop. In addition, their web page has been updated, and are in the process of reviewing and updating their Senate Constitution and Bylaws.

**PRESIDENT'S REPORT** Dr. Helm reported on the following:

Finances: Fall enrollments are down 2% from where the College was one year ago; the budget for fiscal year 2008 will be ready for adoption by the Board at its October 9 meeting; a guaranteed course schedule (a core of course offerings) has been developed for spring and is available on the web for review by faculty.

Communication: She attended a gathering where science interns presented their research and that three of those interns from Hartnell College were described by their professor from the Naval Post Graduate School as the most capable, especially with regard to their understanding of math and physics and their ability to handle abstractions; that a shared governance workshop for senate leaders and board members has been scheduled on September 20, 4-7 p.m. in the library; that a need assessment is being conducted by a team of Hartnell students and others, through the leadership of Esteban Soriano; that approximately 150 faculty, staff, administrators, and board members have completed their ethics certification in accord with AB1234.

Accreditation: Faculty with the support of Kathleen Rose, will be reviewing the first draft of the accreditation report. While the College is expecting a site visit in October, the exact date is undetermined.

Superintendent/President: Dr. Helm provided an update under Information Item, Announce Search Committee for Superintendent/President.

Follow-up Items: High school students will be issued identification and library cards; the recycling program is well underway and will be requesting \$20,000; and that the Student Senate office has scheduled evening hours as reported by Lorena.

**BOARD  
COMMUNICATION**

Bill Freeman reported that he was optimistic about Hartnell College; that he attended the MPC/Hartnell football game; and requested that the meeting be closed in honor of Bill Maker a previous North Salinas High School and Hartnell College football player.

John Martinez reported that he and other Latino-elected officials (school board, city council members, and county supervisors) met at MCOE to discuss the educational concerns throughout Monterey County; that he and Salvador Munoz, Hartnell adjunct, recently visited Guanajuato to meet with officials regarding a student exchange program in nursing and food safety. This trip was personal and at no cost to the College.

Kari Lee Valdés was pleased to announce that the Board donated \$650 and was a sponsor of the Western Stage Gala Event scheduled on Saturday, September 15, 2007. She further reported that her agriculture classes are going well and her next class will be held on October 18-19, 2007 in Southern California.

Berna Maya reported that she recently attended a meeting where Mayor Donohue was the key speaker. In his speech he spoke highly of Hartnell College and its students and faculty and she felt proud to be associated with the College. In addition, she is looking forward to the articulation of courses between Hartnell and the Regional Occupation Program.

Aaron Johnson reported that he is excited and optimistic about what is happening at Hartnell College and that through the support of Mayor Donohue and the community, the College has tremendous opportunities particularly with the Agriculture Institute and construction trade.

**HUMAN RESOURCES** None

**AND EQUAL  
EMPLOYMENT  
OPPORTUNITY**

**FUTURE AGENDA  
ITEMS**

There were none stated.

**NEXT MEETING**

The next Board of Trustees Meeting is scheduled for October 9, 2007, 4:00 p.m. in the Hartnell College Board Room, 156 Homestead Avenue, Salinas, CA.

**RECESS**

The Board recessed at 6:58 p.m. to conduct a Special Meeting.

**CLOSED SESSION –  
RE-OPENED**

The Board Members, Phoebe K. Helm, Interim Superintendent/ President, and Tamberly Petrovich reconvened to Closed Session at 7:10 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.

**RE-OPEN SESSION**

Board President, Aaron Johnson reconvened the meeting at 7:37 p.m.

**REPORT OUT FROM  
CLOSED SESSION**

There were no items to report out from Closed Session.

**ADJOURNMENT**

On a motion by Bill Freeman, seconded by Kari Lee Valdés and unanimously carried, the meeting was adjourned at 7:38 p.m. in honor of Bill Maker.

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Aaron P. Johnson  
Board of Trustees President

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Dr. Phoebe K. Helm  
Interim Superintendent/President; Secretary  
Board of Trustees

THE FOLLOWING PERSONNEL ACTIONS WERE APPROVED AND/OR RATIFIED AT THE SEPTEMBER 13, 2007 REGULAR BOARD MEETING:

Summary:

Personnel actions in this item include:

Approval of:

- 1 change of position allocation from one CSEA classification to a higher classification. The increase expense will be absorbed within the current Tentative Budget.
- 2 requests for Short-Term employment (presented for approval in compliance with Education Code §88003.)
- 1 extension (3 months) of a contract for a grant funded administrator.

Ratification of:

- 1 resignation of a Local 39 employee
- 1 resignation of an Academic Management employee
- 1 full time, tenure track Faculty hire
- 3 CSEA employee hires
- 9 Part-Time Faculty hires for Summer Session 2007
- 54 Part-Time Faculty hires for Fall Semester 2007
- 3 Substitutes hires for CSEA employees
- 22 Professional Expert hires
- 24 Student Worker hires
- 3 payments to Faculty for completed Special Projects

Detail:

I. Request for new position/change to existing position

1. Approve change to existing position:
  - a. Delete vacant Admissions and Records Technician position (#CC-69) (part-time, 30 hours per week, 11 months per year) in Admissions and Records and reallocate to Student Services Technician position (#CC-158) (part-time, 30 hours per week, 11 months per year) in EOP&S. The difference in salary represents an annual increase of approximately \$1,558 in salary and benefits which will be absorbed by the departmental budget.

II. Request to hire Short-Term employees

1. Approve Short-term Staffing Requests:
  - a. Correction to item presented at August 7, 2007 Board Meeting: ~~Data Entry Accounting Assistant~~, for approximately 40 hours, Business Services, to provide data entry services to establish grant information database, ~~August 8–31, 2007~~ August 27 – September 30, 2007. This or similar services will not be extended or needed on a continuing basis.
  - b. Clerical Assistant, \$13.00/hr, 4 hours/day, 5 days/week, Physical Education, to review all forms completed by 1000+ fitness center students for

THE FOLLOWING PERSONNEL ACTIONS WERE APPROVED AND/OR RATIFIED AT THE SEPTEMBER 13, 2007 REGULAR BOARD MEETING:

completeness and return those that are incomplete; verify that students are enrolled; add/drop students into timekeeper program, September 14 – October 10, 2007 and January 25 – March 10, 2008. This is a temporary short-term assignment that is only needed the first few weeks of the semester.

III. Retirements, Resignations, Releases and Leave Requests

1. Ratify resignations of regular personnel:
  - a. Gerald Gerow, Custodian (#CL-22), Maintenance and Operations, effective July 25, 2007.
  - b. Susan McQuiston, Medical Laboratory Technician Program Director (#A-14), Math and Science, effective October 2, 2007.

IV. Appointments

1. Ratify appointment of regular classified personnel:
  - a. Maria de Leon, full-time, 40 hours per week, 12 months per year, Administrative Assistant (#CC-48), Academic Learning Center, Step A, effective August 13, 2007. This action refills an existing vacant position.
  - b. Patsy Lozano, part-time, 30 hours per week, 12 months per year, Counseling Data Technician (#CC-81), Counseling Department, Step A, effective August 17, 2007. This action refills an existing vacant position.
  - c. Nicolas Nestor , part-time, 30 hours per week, 12 months per year, Counseling Data Technician (#CC-82), Counseling Department, Step B, effective August 21, 2007. This action refills an existing vacant position.
2. Ratify appointment of regular academic personnel:
  - a. Dr. Steven Triano, full-time, tenure-track, Agriculture Instructor (#F-102), Occupational Education, Column E, Step 2, effective August 23, 2007.
3. Ratify appointment of part-time instructors for Summer Session 2007:
  - a. Paul Carrillo, Construction Technology, Occupational Education
  - b. Denise Castro, Physical Education
  - c. Michelle Galindo, Theater Arts, Western Stage/Fine Arts/Language Arts/Social Sciences
  - d. Richard Gray, Administration of Justice, Occupational Education
  - e. Victor Morales, Auto Collision, Occupational Education
  - f. Salvador Munoz, Construction Technology, Occupational Education
  - g. Daniel Ortega, Physical Education
  - h. David Parker, Theater Arts, Western Stage/Fine Arts/Language Arts/Social Sciences
  - i. Kathy Yamamoto, Real Estate, Occupational Education
4. Ratify appointment of part-time instructors for Fall Semester 2007:
  - a. Wendy Angel, Art, Fine Arts/Language Arts/Social Sciences

THE FOLLOWING PERSONNEL ACTIONS WERE APPROVED AND/OR RATIFIED AT THE SEPTEMBER 13, 2007 REGULAR BOARD MEETING:

- b. Lorenzo Aragon, Theater Arts, Western Stage/Fine Arts/Language Arts/Social Sciences
- c. Alex Arce, Photography, King City Education Center/Fine Arts/Language Arts/Social Sciences
- d. Daniel Beavers, Mathematics, Math & Science
- e. Laura Berger, Librarian, Educational Technologies and Library Services
- f. Olga Blomgren, English, Fine Arts/Language Arts/Social Sciences
- g. Matthew Bokemeier, Geography, Fine Arts/Language Arts/Social Sciences
- h. Brian Brady, ESL, Fine Arts/Language Arts/Social Sciences
- i. Marilyn Brenner, English, Fine Arts/Language Arts/Social Sciences
- j. Susanne Burns, Theater Arts, Western Stage/Fine Arts/Language Arts/Social Sciences
- k. Susan Cable, Theater Arts, Western Stage/Fine Arts/Language Arts/Social Sciences
- l. Juan Campos, Computer Sciences & Info Systems, Academic Learning Center
- m. Phillip Collins, Music, Fine Arts/Language Arts/Social Sciences
- n. Stephen Crowell, Philosophy, Fine Arts/Language Arts/Social Sciences
- o. Jesus Cuevas, Physical Education, King City Education Center
- p. Gloria Curtis, Librarian, Educational Technologies and Library Services
- q. Catherine DaCosta, Mathematics, Math and Science
- r. Guido De la Vega, Spanish, Fine Arts/Language Arts/Social Sciences
- s. Fred Deeben, Theater Arts, Western Stage/Fine Arts/Language Arts/Social Sciences
- t. Ted Dolas, Theater Arts, Western Stage/Fine Arts/Language Arts/Social Sciences
- u. Paul Doughty, ESL, Fine Arts/Language Arts/Social Sciences
- v. John Dowling, Mathematics, Math & Science
- w. Derek Duarte, Theater Arts, Western Stage/Fine Arts/Language Arts/Social Sciences
- x. Thu Duong, Librarian, Educational Technologies and Library Services
- y. Christopher Dyer, Mathematics, Math & Science
- z. Julia Edgcomb, Psychology, King City Education Center/Fine Arts/Language Arts/Social Sciences
- aa. Christina Esparza, Economics, Fine Arts/Language Arts/Social Sciences
- bb. Sewan Fan, Physics, Math & Science
- cc. William Faulkner, Music, Fine Arts/Language Arts/Social Sciences
- dd. Donna Federico, Western Stage/Fine Arts/Language Arts/Social Sciences
- ee. Keri Fitch, Western Stage/Fine Arts/Language Arts/Social Sciences
- ff. Dawn Flood, Theater Arts, Western Stage/Fine Arts/Language Arts/Social Sciences
- gg. Kathryn Franzell, English, Academic Learning Center

THE FOLLOWING PERSONNEL ACTIONS WERE APPROVED AND/OR RATIFIED AT THE SEPTEMBER 13, 2007 REGULAR BOARD MEETING:

- hh. Charles Frederick, Anthropology, Fine Arts/Language Arts/Social Sciences
  - ii. Patricia Gadban, Sociology, Fine Arts/Language Arts/Social Sciences
  - jj. Renee Gaskill, English and ESL, Academic Learning Center and Fine Arts/Language Arts/Social Sciences
  - kk. Gary Gerbrandt, English, King City Education Center/Fine Arts/Language Arts/Social Sciences
  - ll. Richard Givens, Physical Education and Counseling
  - mm. Angela Gleason, Art, Fine Arts/Language Arts/Social Sciences
  - nn. Marvin Goldstein, Physical Education
  - oo. Jose Gonzalez, English, Academic Learning Center
  - pp. Bruce Graham, Music, King City Education Center/Fine Arts/Language Arts/Social Sciences
  - qq. Chris Graham, Theater Arts, Western Stage/Fine Arts/Language Arts/Social Sciences
  - rr. Richard Green, Photography, Fine Arts/Language Arts/Social Sciences
  - ss. Richard Griffith, Physics, Math and Science
  - tt. Marv Grim, Physical Education
  - uu. Andrew Gruttadauro, Economics, Fine Arts/Language Arts/Social Sciences
  - vv. Jeff Heyer, Theater Arts, Western Stage/Fine Arts/Language Arts/Social Sciences
  - ww. Michael Hooper, English, Fine Arts/Language Arts/Social Sciences
  - xx. Chris Houston, English, Fine Arts/Language Arts/Social Sciences
  - yy. Alexander Kalinin, Math and Physics, Math and Science
  - zz. Gina Michaels, Anthropology, Fine Arts/Language Arts/Social Sciences
  - aaa. Melissa Parker, Theater Arts, Western Stage/Fine Arts/Language Arts/Social Sciences
  - bbb. William Wolak, Theater Arts, Western Stage/Fine Arts/Language Arts/Social Sciences
5. Ratify appointment of substitute classified employees:
- a. Carlos Garnica , Clerical Assistant, \$13.00/hr, Student Services, intermittently between July 20 – December 21, 2007.
  - b. Christine Huerta, Secretary, \$13.66/hr, Foster & Kinship Care Education, July 1 – September 28, 2007.
  - c. Tracey Haneta, Clerical Assistant, \$13.00/hr, Physical Education, intermittently between August 20, 2007 – June 30, 2008.
6. Ratify appointment of Professional Experts:
- a. Christine Bonilla, to provide childcare and activities, along with related paperwork and training coordination if required, that are age appropriate for potential and existing resource families, \$13.00-16.00/hr, Workforce & Community Development, July 1, 2007 – June 10, 2009.

THE FOLLOWING PERSONNEL ACTIONS WERE APPROVED AND/OR RATIFIED AT THE SEPTEMBER 13, 2007 REGULAR BOARD MEETING:

- b. Paulina Clemente, to provide childcare and activities, along with related paperwork and training coordination if required, that are age appropriate for potential and existing resource families, \$13.00-16.00/hr, Workforce & Community Development, July 1, 2007 – June 10, 2009.
- c. Melanie Green, to provide childcare and activities, along with related paperwork and training coordination if required, that are age appropriate for potential and existing resource families, \$13.00-16.00/hr, Workforce & Community Development, July 1, 2007 – June 10, 2009.
- d. Christine Huerta, to provide childcare and activities, along with related paperwork and training coordination if required, that are age appropriate for potential and existing resource families, \$13.00-16.00/hr, Workforce & Community Development, July 1, 2007 – June 10, 2009.
- e. Daniella Laureles, to provide childcare and activities, along with related paperwork and training coordination if required, that are age appropriate for potential and existing resource families, \$13.00-16.00/hr, Workforce & Community Development, July 1, 2007 – June 10, 2009.
- f. Crystal Magdaleno, to provide childcare and activities, along with related paperwork and training coordination if required, that are age appropriate for potential and existing resource families, \$13.00-16.00/hr, Workforce & Community Development, July 1, 2007 – June 10, 2009.
- g. Salvador Moreno, to provide childcare and activities, along with related paperwork and training coordination if required, that are age appropriate for potential and existing resource families, \$13.00-16.00/hr, Workforce & Community Development, July 1, 2007 – June 10, 2009.
- h. Patricia Vallejo, to provide childcare and activities, along with related paperwork and training coordination if required, that are age appropriate for potential and existing resource families, \$13.00-16.00/hr, Workforce & Community Development, July 1, 2007 – June 10, 2009.
- i. Katherine Branch, to assist with Distance Phlebotomy course for MLT Program at Diablo Valley College, \$35.00/hr, Health Sciences/MLT, June 12 – August 10, 2007.
- j. Debra Bayard, to teach pilot coding/billing program, \$50.00/hr, Regional Health Occupational Resource Center, February 20, 2007 – August 31, 2008.
- k. Juana Cano, to provide specially trained resource in recruitment activities throughout the county, \$22.00/hr, Workforce & Community Development, July 1, 2007 – June 10, 2009.
- l. Juana Cano, to provide caregiver training for Foster Parent Training program, \$22.00/hr, Foster & Kinship Care Education, July 1, 2007 – June 10, 2009.
- m. Anne Deffley, to teach/substitute for Hartnell English Institute, Workforce and Community Development, June 18, 2007 – August 15, 2009.
- n. Jim Dominguez, to provide specially trained resource in recruitment activities throughout the county, \$22.00/hr, Workforce & Community Development, July 1, 2007 – June 10, 2009.

THE FOLLOWING PERSONNEL ACTIONS WERE APPROVED AND/OR RATIFIED AT THE SEPTEMBER 13, 2007 REGULAR BOARD MEETING:

- o. Jim Dominguez, to provide caregiver training for Foster Parent Training program, \$22.00/hr, Foster & Kinship Care Education, July 1, 2007 – June 10, 2009.
  - p. Penelope Welsh, to provide specialized Care trainings that address the special needs of medically fragile infants, \$100.00/hr, Workforce and Community Development, July 1, 2007 – June 10, 2009.
  - q. Stephen Perryman, to provide relief supervision as needed for Campus Safety Program, \$35.00/hr, Administrative Services/Campus Security, July 1, 2007 – June 30, 2008.
  - r. Jose V. Rodriguez, to teach Automotive Technology, \$50.00/hr, Workforce and Community Development, July 10, 2007 – August 15, 2008.
  - s. Charles Trementozi, to provide caregiver training for Foster Parent Training program, \$22.00/hr, Foster & Kinship Care Education, July 1, 2007 – June 10, 2009.
  - t. Michael Wheeler, to aide in the Autocad Instructional Lab, \$8.10/hr, Occupational Education, July 1, 2007 – June 30, 2008.
  - u. Christy Rosenquist, to teach Distance Phlebotomy course for MLT Program at Diablo Valley College, \$45.00/hr, Health Sciences/MLT, June 12 – August 10, 2007.
  - v. James Helm, to provide Lifeguard services for Hartnell College swim classes, \$15.00/hr, Physical Education, July 1, 2007 – June 30, 2008.
7. Ratify appointment of student workers for Summer Session 2007:
- a. Maria Andrade, EOPS, Student Worker II
  - b. Beatriz Argueta, High School Equivalency Program, Student Worker IV
  - c. Erika Argueta, High School Equivalency Program, Student Worker IV
  - d. Lindsay Arrington, Information Systems, Student Worker III
  - e. Brittany Batalla, Library, Student Worker I
  - f. Jessica Casarez, Reprographics, Student Worker I
  - g. Angela Diaz, Campus Safety, Student Worker II
  - h. Patricia Gonzalez, Campus Safety, Student Worker II
  - i. Marcy Guzman, Occupational Education, Student Worker I
  - j. Krystal Hudson, Occupational Education, Student Worker I
  - k. Eduardo Magana, Campus Safety, Student Worker II
  - l. Crystal Magdaleno, Campus Safety, Student Worker II
  - m. Lisa Mansfield, Counseling, Student Worker I
  - n. Leonel Medrano Zavala, MESA, Student Worker III
  - o. Grecia Quintero, DSP&S, Student Worker III
  - p. Genaro Sanchez, MESA, Student Worker III
  - q. Rodrigo Sanchez, MESA, Student Worker III
  - r. Yvette Sanchez, Library, Student Worker I

THE FOLLOWING PERSONNEL ACTIONS WERE APPROVED AND/OR RATIFIED AT THE SEPTEMBER 13, 2007 REGULAR BOARD MEETING:

- s. Kristine Savala, Academic Learning Center, Student Worker I
  - t. Jessica Searson, High School Equivalency Program, Student Worker IV
  - u. Jessica Searson, Academic Learning Center, Student Worker IV
  - v. Rosa Servin, Academic Learning Center, Student Worker II
  - w. Sherri Simmons, DSP&S, Student Worker III
  - x. Alice Sturla, Academic Learning Center, Student Worker III
8. Extend contract of grant funded Administrator
- a. Extend contract of Denise Cook, Project Director, TRDP/FTTP from October 1, 2007 through December 31, 2007, due to additional grants funds available for use.

V. Special Projects and Stipends

1. Ratify Special Project Agreement Payments:
- a. Carol King, \$1250.00, for providing ESL workshop materials and procedures from March 8 – June 1, 2007.
  - b. Juan Campos, \$1838.40, for providing computer lab curriculum development from June 1 – June 30, 2007.
  - c. James Riley, \$2825.50, for documenting math lab processes and procedures, updating resources and instructional materials and identifying alternatives to electronic resources from June 1 – July 15, 2007.

Budget Implications:

Funds for the above personnel actions are included in the 2007/08 Tentative Budget.