HARTNELL COMMUNITY COLLEGE DISTRICT

Board of Trustees – Annual Organizational and Regular Meeting
November 29, 2011

TIME/PLACE
411 Central Avenue, Salinas - CALL Building, Room 208

5:00 p.m. – PUBLIC HEARING ON 50% LAW
ANNUAL ORGANIZATIONAL, REGULAR MEETING, AND CLOSED SESSION TO FOLLOW

Board of Trustees
Erica Padilla-Chavez, President
Kevin Healy, Vice President
Candi DePauw, Patricia Donohue, Bill Freeman,
Elia Gonzalez-Castro, Ray Montemayor
Juan M. Gutierrez, Student Trustee
Dr. Phoebe Helm, Superintendent/President, Secretary to the Board

The Board of Trustees welcomes you to its meetings. The agenda and supporting documents are on the college’s website at www.hartnell.edu/board. Contracts requiring approval of the Board on this agenda are available to view in the President’s Office. Typically, the agenda consists of the following:

A. CONSENT AGENDA: These matters include routine administrative and financial actions and normally approved by a single majority vote.
B. REGULAR AGENDA: Action Items: These items include significant administrative and financial actions classified by departmental areas and approved by majority vote for each item. Information Items: These items include presentations to the Board and items for discussion prior to Board action, normally taken at the next meeting.
C. CLOSED SESSION: In accordance with Government Code Sections, 3549.1, 54956.9, 54957 and/or 54957.6, the Board of Trustees may meet in Closed Session to consider legal, personnel, labor, and/or contract matters.

INDIVIDUALS DESIRING TO ADDRESS THE BOARD: Any member of the audience desiring to address the Board should complete and submit to the Clerk prior to the meeting, if possible, a Speaker Request Form, available at the door. When the item PUBLIC COMMENTS is taken, the Board President will recognize those who have filled out a Speaker Request Form in the order in which they are received. The Board President may limit the time of presentation to three minutes per speaker, and a maximum of fifteen minutes. Pursuant to Board Policy 1025, members of the public shall also be able to address the Governing Board regarding items on the agenda as those items are taken up. Following public comment, the Board President will limit discussion to the Board only.

MISSION STATEMENT: Hartnell College provides the leadership and resources to ensure that all students shall have equal access to a quality education and the opportunity to pursue and achieve their goals. We are responsive to the learning needs of our community and dedicated to a diverse educational and cultural campus environment that prepares our students for productive participation in a changing world.

ACCOMMODATIONS: All meeting locations are wheelchair accessible. The following services are available when requests made by 4:00 p.m. of the Wednesday before the Board meeting: American Sign Language interpreters or use of a reader during a meeting; large print agenda or minutes; assistive listening devices. Please contact, the Office of the President at (831) 755-6900, if you need assistance in order to participate in a public meeting or if you need the agenda and public documents modified as required by Section 202 of the Americans with Disabilities Act.
I. **PUBLIC HEARING ON 50% LAW**

A. CALL TO ORDER  
B. PLEDGE OF ALLEGIANCE  
C. ROLL CALL  
D. OPEN PUBLIC HEARING  
E. PRESENTATION ON 50% LAW – C. M. Brahmbhatt  
F. PUBLIC COMMENTS ON 50% LAW – (Three minutes maximum per person)  
G. CLOSE PUBLIC HEARING  

H. APPROVE REQUEST FOR EXEMPTION  
I. RECOGNIZE THE 2011 LIVING BREATH FOUNDATION BOWL CHAMPIONS  
J. PUBLIC COMMENTS (3 minutes maximum person)  

II. **AUDIT REPORTS FOR FISCAL YEAR ENDING JUNE 30, 2011**

A. PRESENTATION - Gema M. Ptasinski, CPA – Vicenti, Lloyd, & Stutzman LLP  

B. ACCEPT INDEPENDENT AUDITOR’S REPORT FOR YEAR ENDING JUNE 30, 2011  

III. **ANNUAL ORGANIZATION – BOARD OF TRUSTEES**

A. SWEARING IN OF TRUSTEES  
   Administer Oath of Office to recently elected Trustees to serve four-year terms, effective December 2, 2011 in accordance with Education Code 72000, et.seq.  

(10 minutes)  

BREAK  

B. ELECTION OF OFFICERS  
   Elect officers to the Board of Trustees for the 2012 calendar year.  

C. APPOINTMENT OF REPRESENTATIVES TO STANDING ORGANIZATIONS  
   Appoint one representative to the Sunrise House and one representative to the Monterey County School Boards Association for calendar year 2012.  

D. DESIGNATION OF 2012 BOARD MEETING DATES AND TIMES  
   Set dates and times of Board meetings for the 2012 calendar year.  

E. RESOLUTION 11:13, AUTHORIZING SIGNATURE OF BOARD SECRETARY  
   Adopt Resolution 11:13, Authorizing Signature of Board Secretary to sign all appropriate documents.  

F. RESOLUTION 11:14, INAPPRECIATION OF OUTSTANDING PUBLIC SERVICE  
   Adopt Resolution 11:14, In appreciation of outstanding public service for Trustee Healy.
IV. REGULAR SESSION

PUBLIC COMMENTS
Fifteen minutes (three-minute maximum per person) set aside to receive public comments on closed
dsession and public session, or items not on the public session agenda, but within the jurisdiction of
the Board.

V. CONSENT AGENDA

A. MINUTES
Adopt minutes of Regular Meeting of November 1, 2011 and Special Meeting of
November 15, 2011.

B. DISBURSEMENTS
Ratify 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
Ratify the recommendations from Curriculum Committee actions for the period of October 6
through October 20, 2011.

D. LETTER OF AGREEMENT WITH SAN FRANCISCO COMMUNITY COLLEGE DISTRICT
Ratify the 2011-2012 Letter of Agreement between Hartnell College and San Francisco
Community College 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.

E. AGRICULTURAL LEASE AGREEMENT WITH FRANSCIONI BROTHERS, INC.
Approve to amend the agricultural lease agreement between Hartnell College and Franscioni
Brothers, Inc. for Alisal Campus farmland, beginning December 3, 2011 through December 2,
2012. There is no impact to the general fund. Annual rental revenues from property must be
placed in the restricted Property Acquisition Fund.

F. CONTRACT BETWEEN INDEPENDENT AUDITING FIRM VICENTI, LLOYD,
STUTZMAN, LLP AND HARTNELL COLLEGE
Approve to amend the contract by one year with the independent auditing firm Vicenti, Lloyd,
and Stutzman, LLP, for financial auditing services through the end of fiscal year 2012. This
amendment brings the total contract cost to a not to exceed amount of $122,560 and extends the
end date through December 31, 2012 for the audit of all funds for 2011-12.

G. CONTRACT WITH UNIVERSAL PROTECTION SERVICES
Approve to amend the term of the agreement with Universal Protection Services through June 30,
2013, for security services at the Main and Alisal Campuses and at the King City Education
Center. The annual cost for these services is not to exceed $560,000 paid from the general fund.
H. AWARD BID AND AUTHORIZE ADMINISTRATION TO ENTER INTO AGREEMENT WITH KIS GROUP, MOST QUALIFIED BIDDER
Award bid and authorize administration to enter into agreement with KIS Group, most qualified bidder, for campus wide Virtualization and Network Administrative Software Modernization project at a cost of $631,607 over three phrases, paid from multiple funds.

I. AWARD BID AND AUTHORIZE ADMINISTRATION TO ENTER INTO A CONTRACT FOR THE ALISAL CAMPUS PARKING LOT PROJECT
Award bid and authorize administration to enter into a contract with Perma Green Hyrdo seeding, lowest responsive bidder, for the Alisal Campus Parking Lot Project. The cost of this project is $831,700, and paid from Measure H funds.

J. STUDENT TRUSTEE TRAVEL
Ratify travel for Student Trustee to attend Statewide Student Trustee Meeting on November 4, 2011 at the San Jose Fairmont Hotel. Reimbursement included one night’s lodging, mileage reimbursement, and meals.

K. PERSONNEL ACTIONS
Approve and/or ratify Personnel Actions (included in packet).

VI. ACTION ITEMS
A. BUDGET REVISIONS
Approve the budget revisions numbered 9493 to 9525.

B. AWARD EMPLOYEES A ONE-TIME STIPEND
Award employees a one-time stipend of 2%.

C. AWARD A PROFESSIONAL SERVICES CONTRACT
Award a Professional Services Contract to conduct a national search.

VII. INFORMATION ITEMS
A. UPDATE ON CURRENT CONSTRUCTION PROJECTS
Receive the written report on current construction projects.

B. FINANCIAL STATEMENTS
Receive financial statements for period ending October 31, 2011.

C. FIRST READING – BOARD POLICY
Review first reading of revised Board Policy 1010, Annual Organizational Meeting and Officers of the Board.

D. REPORTS FROM SENATES
Receive oral reports from Student, Academic, and Classified Senates on matters of interest to the college.

E. REPORT FROM SUPERINTENDENT/PRESIDENT

F. REPORTS FROM BOARD OF TRUSTEES
VIII. **CLOSED SESSION**

Items discussed in Closed Session may include, legal, personnel, labor, and/or contract matters authorized for Closed Session per Government Code Sections, 3549.1, 54956.9, 54957, and/or 54957.6.

1. Conference with Legal Counsel - Anticipated Litigation - Significant exposure to litigation pursuant to Section 54956.9(b): One case

IX. **RECONVENE PUBLIC SESSION**

A. REPORT OUT FROM CLOSED SESSION, IF ANY

B. ANNOUNCEMENT OF NEXT MEETINGS
   1. Board Development Meeting – December 6, 2011, 5 p.m., CALL, Room 208
   2. Board Development Meeting – December 13, 2011, 5 p.m., CALL, Room 208
   3. Regular Board Meeting – January 24, 2012, 5 p.m., CALL, Room 208

X. **ADJOURNMENT**

Adjourn the meeting.