HARTNELL COMMUNITY COLLEGE DISTRICT

MINUTES

Regular Meeting of the Board of Trustees
(Public Hearing – Collective Bargaining)
April 2, 2013
CALL 208, 411 Central Avenue
Salinas, California

OPEN SESSION

Meeting called to order at 5:00 p.m. by Trustee DePauw.

PLEDGE OF ALLEGIANCE

Trustee Pruneda led the Pledge of Allegiance.

ROLL CALL

Candi DePauw, President
Patricia Donohue, Vice President
Bill Freeman
Elia Gonzalez-Castro
Ray Montemayor
Demetrio Pruneda
Student Trustee Elaine D. Luchini
Dr. Willard Lewallen, Board Secretary/Superintendent/President

ABSENT

Erica Padilla-Chavez

PUBLIC COMMENTS

There were no public comments

REPORTS FROM ORGANIZATIONS AND LOCATIONS

Academic Senate
Tony Anderson reported that the Senate continues their work and he thanked Dr. Lewallen for the invitation to attend the NAACP Life Membership Banquet where he heard civil rights leader, Julian Bond, speak. In addition, Tony reported that he and two other senate members plan to attend the 2013 Senate Spring Plenary Sessions in San Francisco.

Associated Students of Hartnell College (ASHC)
Wayne Ross reported that elections are scheduled April 23/24 and that students plan to attend the 2013 General Assembly on 4/26 in San Francisco. Also, the students will review and discuss policy 5410, Student Elections at an upcoming meeting and that a workshop on parliamentary procedure is planned later this month. In closing, he reported that students plan to recognize the Main Campus CDC children for their involvement in the Festival of Trees celebration held in December in honor of Week of the Young Child.

California Schools Employee Association (CSEA)
Paul Chen, Vice President, said the work of the reclassification committee is going well and stated that the union is working on a MOU to help save an employee's job, and he stated that CSEA does not support outsourcing and encouraged the board to look at all options regarding the CDC/Alisal Campus.
L-39
Dale Fuge thanked the board and administration for all of their work.

Alisal Campus
None

King City Center – South County Education
Renata Funke, dean, reported that, as of March, south county students enrolled in pre-transfer English and Math classes now have access to tutoring and supplemental services at the King City Education Center. The students' progress, in terms of improvement, will be monitored. Staff has attended emergency preparedness training on main campus. More than 120 south county high school students have been administered the college placement test at their high school by center staff. Renata is exploring a pilot project with ADJ faculty that will identify and provide assistance for students in two DE classes offered at the center this fall. In addition, she was inducted as a board member to the King City Chamber of Commerce and she will assist with two events: Mexican Independence Day and musical entertainment for the King City farmer's market – both events will include Hartnell students from Spanish and music classes. She served as a volunteer at the King City Farm Day. Also, she attended a conference in Palm Springs on distance learning. In addition, the center hosted an open forum for the accreditation visiting team and team members were impressed with the services and courses provided at the center, and she attended an ROP Advisory Committee meeting at Greenfield High School.

President/Superintendent
Dr. Lewallen reported that he received a phone call from Sylvia Panetta and Ms. Panetta invited students to participate in an educational experience that is part of the Panetta Lecture Series. The first topic, held on April 8th, will focus on immigration. College staff is organizing student attendance.

Also, Dr. Lewallen invited Rolando Perez to the podium. Rolando is a recipient of the Phi Theta Kappa All California Community College Academic Team. Rolando spoke about his life in high school, the military, and his experience at Hartnell College. He plans to attend UCSC next fall and plans to pursue his Ph.D. in Bioengineering. He thanked the board for the opportunity to speak. The board and assembly applauded Rolando and congratulated him on his accomplishments.

STUDENT OUTREACH EVENTS – 2013 Harvest STEM and CICOLVIA
Ana Ibarra, Treasurer
George Omictin, Vice President
Leo Osornio, President
Rolando Perez, Outreach
Maria Cardenas
Eduardo Huerta

The board received two presentations from officers of the Physics Club and community members on student organized community outreach events 1) 2013 Harvest STEM, May 18, 2013, 2:30-6 p.m., Alisal Campus, and 2) Cicolvia Salinas, an event where streets are blocked off for runners, walkers, skaters, and bicyclists. The goal of the event is to promote physical activity, provide a safe place for the community, and promote youth leadership. The proposed route is main campus to Alisal. The event is in the planning stages and tentatively set for August.

After the presentations, the board congratulated the students on their amazing work; that they are impressed with the students' leadership and offered their assistance wherever needed.
CONSENT AGENDA  
Motioned (Gonzalez-Castro) seconded (Donohue) by vote of 6-0 and by an advisory vote of Aye (Student Trustee), the board moved to approve Consent Agenda Items B, C, and D. (Absent: Padilla-Chavez)

Consent Items A and E were pulled for separate discussion and vote (Freeman).

Trustee Freeman stated that he believes that he did not arrive to the meeting at 6:10 p.m. as noted in the February 5th minutes and asked for a correction. The minutes will reflect that Trustee Freeman arrived to the meeting at 5 p.m.

Trustee Freeman stated that he would like to see the Gear Up program saved through the use of other funding because he believes it is a good program.

Motioned (Gonzalez-Castro) seconded (Donohue) by vote of 6-0 and by an advisory vote of Aye (Student Trustee), the board moved to approve Consent Agenda Items A and E. (Absent: Padilla-Chavez)

A. MINUTES  
The board adopted the regular meeting minutes of February 5, 2013 as corrected.

B. DISBURSEMENTS  
The board ratified the 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  
The board ratified the Curriculum Committee actions from the February 21, March 7, and March 21, 2013 meetings.

D. BOND OVERSIGHT COMMITTEE STUDENT APPOINTMENT  
The board approved the appointment of Jorge Cruz, Vice President of Associated Students, as the student member to the Bond Oversight Committee for a two-year term, effective April 17, 2013.

E. PERSONNEL ACTIONS  
The board approved and/or ratified personnel actions. (Appendix A)

PUBLIC HEARING  
Collective Bargaining  
At the March 5, 2013 meeting, the board conducted a public hearing for the initial collective bargaining proposals between Hartnell Community College District and the Hartnell College Faculty Association (HCFA). At that meeting, Terri Pyer, district representative, read aloud the initial collective bargaining proposal on behalf of the District and Melissa Stave read aloud the initial collective bargaining proposal on behalf of HCFA.

The collective bargaining process requires that the public have sufficient opportunity to respond to the proposals. Thus, at 5:59 p.m., Trustee DePauw opened a public hearing to allow further public comment.

There were no public comments and Trustee DePauw closed the public hearing at 6:00 p.m.
ACTION ITEMS

At this time, Trustee DePauw and Dr. Lewallen pointed out that, moving forward, all board cover items will show a linkage to accreditation standards and board strategic priorities. Trustee DePauw thanked the staff for their efforts, stating that she appreciates their work.

BUDGET REVISIONS

Motioned (Donohue) seconded (Duran-Luchini) by vote of 6-0 and by an advisory vote of Aye (Student Trustee), the board moved to approve the budget revisions numbered 10174 to 10214. (Absent: Padilla-Chavez)

CAB NORTH, 1ST FLOOR REMODEL

Motioned (Freeman) seconded (Montemayor) by vote of 6-0 and by an advisory vote of Aye (Student Trustee), the board moved to authorize the administration to enter into a contract with Tombleson, Inc., for the CAB North, 1st Floor Remodel Project. (Absent: Padilla-Chavez)

CCCT BOARD ELECTIONS

Motioned (Gonzalez-Castro) seconded (Pruneda) by vote of 6-0 and by an advisory vote of Aye (Student Trustee), the board moved to elect trustees to the California Community College Trustee 2013 Board. (Absent: Padilla-Chavez)

Those elected were from the West Valley-Mission CCD, Santa Monica CCD, State Center CCD, Monterey Peninsula CCD, and Pasadena CCD.

BOARD POLICY 5030

Motioned (Freeman) seconded (Duran-Luchini) by vote of 6-0 and by an advisory vote of Aye (Student Trustee), the board moved to approve the final reading of Board Policy 5030, Fees. (Absent: Padilla-Chavez)

BOARD POLICY 4111

Motioned (Freeman) seconded (Montemayor) by vote of 6-0 and by an advisory vote of Aye (Student Trustee), the board moved to approve Board Policy 4111, Posthumous Degrees. (Absent: Padilla-Chavez)

BOARD POLICY 7150

Motioned (Gonzalez-Castro) seconded (Montemayor) by vote of 6-0 and by an advisory vote of Aye (Student Trustee), the board moved to approve Board Policy 7150, Evaluation of Management Employees. (Absent: Padilla-Chavez)

STUDENT TRUSTEE TRAVEL

Motioned (Donohue) seconded (Freeman) by vote of 6-0 and by an advisory vote of Aye (Student Trustee), the board moved to approve travel for the student trustee to attend the spring 2013 General Assembly, Student Senate for California Community Colleges, April 26-28, 2013, Hyatt Regency, San Francisco. The cost to attend is $600. (Absent: Padilla-Chavez)

DISASTER RECOVERY HARDWARE/SOFTWARE

Motioned (Donohue) seconded (Duran-Luchini) by vote of 6-0 and by an advisory vote of Aye (Student Trustee), the board moved to approve the purchase of network storage equipment from Tegile for $158,576 paid from Fund 41, Capital Outlay. (Absent: Padilla-Chavez)
RESOLUTION 13:01
Not adopted

Motioned (Donohue) seconded (Gonzalez-Castro) by vote of 3-2-1 and by an advisory vote of Aye (Student Trustee), the motion to adopt Resolution 13:1, In Support of Recommendations from the Hartnell College Child Development Feasibility Study dated February 22, 2013 did not carry. (Yes: DePauw, Donohue, Gonzalez-Castro; No: Freeman, Montemayor; Abtained: Pruneda)

Prior to the vote, the board engaged in a lengthy discussion related to the CDC / Alisal Campus Center. Some members stated that they do not support outsourcing and asked about the use of private funding and support from the Foundation, an option that was explored and is not available because donors gift funds for a specific purpose and typically are one-time funds, and none has been provided to sustain the services of the CDC.

Dr. Lewallen provided to the board four external providers who have expressed interest in collaborating with the college and, if approved, a formal agreement would be executed. In addition, he stated that many other colleges decided to shut down their programs rather than looking at alternatives. Further, he stated, the college is committed to keeping the program viable and operating and believes collaborating with an external provider is the best opportunity for the college.

Motioned (Donohue), seconded (Gonzalez-Castro and by vote of 3-3 and by an advisory vote of Aye (Luchini-Duran), the motion to reconsider the adoption of the resolution, did not carry. (Yes: DePauw, Donohue, Gonzalez-Castro; No: Freeman, Montemayor, Pruneda)

INFORMATION ITEMS

CONSTRUCTION PROJECTS – UPDATE
The board received an updated, written report on the current construction projects. The report is on Page 90 of the April 2, 2013 meeting agenda packet posted at:

W:\board\packets\04022013.PDF

FINANCIAL STATEMENTS
The board received the financial statements ending January 31, 2013.

BUDGET UPDATE
Alfred Muñoz, Vice President, Administrative Services, presented a budget update as of February 28, 2013. The presentation is on page 135 of the April 2, 2013 meeting agenda packet posted at:

http://www.hartnell.edu/board/packets/04022013.pdf

ADMINISTRATIVE PROCEDURE 4111
The board received AP 4111, Posthumous Degrees, the administrative procedure for the policy.
ADMINISTRATIVE PROCEDURE 7150

The board received AP 7150, Evaluation of Management Employees, the administrative procedure for the policy.

COLLEGE STATUS REPORT ON SLO IMPLEMENTATION

Each year, the Accrediting Commission for Community and Junior Colleges (ACCJC) requires colleges to complete the College Status Report on Student Learning Outcomes Implementation. The report includes a brief narrative analysis and quantitative and qualitative evidence demonstrating status of the college’s Student Learning Outcome (SLO) implementation. The board received this annual report.

BOARD REPORTS

Student Trustee Duran-Luchini thanked the board for approving her travel to the 2013 General Assembly in April.

Trustee Pruneda reported on his recent attendance to the ACCT Leadership Conference stating that he was impressed with the quality and that he received a lot of information – that he believed Narcisa Polonio, ACCT Executive, did an excellent job facilitating a workshop. He stated that he believes all conferences should be required for new trustees – that a lot is learned. He then shared a post card he picked up at the conference that focused on one particular college's fast facts and stated that he would like to see one at Hartnell. He stated that he was impressed with the entire conference. Trustee Pruneda thanked Dr. Lewallen for his weekly reports and he pointed out a book he believed the board should purchase, Trusteeship in Community Colleges: A Guide for Effective Governance.

Trustee Freeman reported that he thoroughly enjoyed attending the Congressman Luis Gutierrez event. Also, he is pleased to learn that many from Hartnell will be inducted into the Salinas Valley Hall of Fame including, Ernie Camacho, Marv Grim, Tony Teresa, and Anthony Tony. On March 14, a former student was killed near an elementary school and that he laid a rose near the site of the incident and that he believes the City needs to do more. He congratulated the Physic Club for their work and believes that that their work should be lead stories. He asked that the meeting adjourn in memory of Jackie Cruz’s sister Maira and Olajawon Milligan, former student.

Trustee Gonzalez-Castro reported that she attended her first Foundation meeting and found the meeting to be positive and she was pleased to learn that the Foundation plans to support a communications/publicist position. She thanked Dr. Lewallen for this weekly reports and his leadership. In addition, she extended her condolences to Jackie and her family for their loss. In closing, she informed the board that the Monterey County School Boards Association is selecting their honoree for their Annual Dinner in April and she will notify the board when she learns of the decision.

Trustee Montemayor stated that he is excited for the students' work on Cicolvia Salinas and he reported that Dr. Lewallen attended the March Sunrise House Board of Directors meeting.

Trustee Donohue reported that the Western Stage Gala is scheduled late November and she reported that she attended a WELI meeting where they
decided to revise their application and that a former recipient of WELI is now a committee member.

Trustee DePauw reported on the ACCT conference she attended in San Antonio stating that it was a quality conference – that the information was excellent and helpful. Specifically, the conference had a good section on board self-evaluation tools that she plans to share with the board.

**MOVE TO CLOSED SESSION**

The board, Dr. Lewallen, Superintendent/President, and legal counsel, Tom Manniello, moved to closed session at 7:05 p.m. to discuss:

1. Conference with Legal Counsel Regarding Existing Litigation (Government Code Section 54956.9(d)(1))
   Name of Case: HCFA/Stave Grievance Arbitration

**RECONVENE PUBLIC SESSION / REPORT OUT FROM CLOSED SESSION**

Trustee DePauw reconvened the public session at 7:35 p.m. and reported no action was taken in Closed Session.

**ANNOUNCEMENTS**

Next meetings:
1. Board Development, April 16, 2013, 5 p.m., CALL-208
2. Regular Meeting, May 7, 2013, 5 p.m., CALL-208

**ADJOURNMENT**

The meeting adjourned at 7:37 p.m. in memory of Jackie Cruz's sister, Miara, and former student Olajawon Milligan.

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Candi DePauw          Willard Clark Lewallen
Board President        Board Secretary
PERSONNEL ITEMS APPROVED AND/OR RATIFIED AT THE APRIL 2, 2013
REGULAR MEETING OF THE HARTNELL COLLEGE BOARD OF TRUSTEES:

Detail

I. Retirements, Resignations, Releases and Leave Requests
   A. Ratify release of part-time probationary classified employee:
      1. Robert Ramirez, part-time, Food Service Worker/Barista – Food Services,
         (#CL-33), effective March 4, 2013.
   
   B. Ratify release of regular grant-funded personnel due to layoff:
      The GEAR Up Program’s 5-year grant expired on July 20, 2012. The program was
      given permission to spend out remaining funds this year. This permission, and the
      funds, expire on July 21, 2013:
      1. Augustine Nevarez, Grant Project Manager, (#A-36), effective July 21, 2013.
      3. Delia Edeza, Secretary, (#CC-35), effective July 21, 2013.
   
   C. Ratify resignation of management personnel:
      1. Maria Dolores Javier, Controller – Administrative Services (#A-12), effective
         April, 26 (?) 2013.
   
   D. Ratify resignation of regular personnel:
      1. Denyss Estrada – Administrative Assistant, Title V – Academic Affairs – (#CC-
         125), effective March 8, 2013.

II. Appointments:
   A. Ratify appointment of academic personnel:
      1. Douglas Benton Eden, Clinical Coordinator of Respiratory Care Practitioner
         Program/Instructor - Nursing and Allied Health (#F-119), Column D, Step 13,
         effective August 15, 2013. This is a full-time temporary, grant-funded position.
   
      B. Ratify appointments of part-time instructors for spring semester 2013:
      1. Denyss Estrada, Counseling
      2. Jeffrey Heyer, Theater Arts
      3. James Goodwin, Chemistry
      4. Susanne Mann, Theater Arts
   
      C. Ratify appointment of substitute:
      1. Maria Marin, $16.14/hr (30 hrs/week), Instructional Associate, March 8 –
         May 31, 2013.
D. Ratify appointments of Professional Experts:
Hartnell’s theater arts program/The Western Stage (TWS) provides students the opportunity to learn their craft within a professional context. The Young Company (YC) exposes young people to theater arts:
1. Danielle Maupin, $12,350 total, production stage manager, March 1 – December 21, 2013.

The Nursing and Health Sciences Department comprises five programs: Registered Nursing, Vocational Nursing, Emergency Medical Technician (EMT), Certified Nursing Assistant, and Respiratory Care Practitioner. Lab instruction assistants are required to meet Board of Registered Nursing (BRN) requirements for specific student-to-certified-instructor ratios.

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. It also provides 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:

E. Ratify appointments of student workers for spring semester 2013:
1. Rudy Alanis, GearUp, Student Worker III
2. Erik Bautista Vargas, GearUp, Student Worker III
3. Jorge Carranza Perez, Chemistry, Student Worker II
4. Rachael Castillo, ACE, Student Worker I
5. Juan Castro, Chemistry, Student Worker IV
6. Alejandro Cota, MESA, Student Worker IV
7. Jacqueline Gacayan, EOPS, Student Worker II
8. Danielle Galvan, EOPS, Student Worker II
9. Angelica Gomez, EOPS, Student Worker II
10. Yajaira Gomez, Tutorial Center, Student Worker III
11. Jaclyn Hatch, Tutorial Center, Student Worker III
12. Victor Hernandez, Tutorial Center, Student Worker II
13. Kictia Juache Aguilar, MESA, Student Worker IV
14. Jessica Jimenez, Chemistry, Student Worker IV
15. Scott Kuramura, MESA, Student Worker IV
16. Gabriela Lazaro Jimenez, Tutorial Center, Student Worker III
17. Brian Lewis, MESA, Student Worker IV
18. Richard Lopez, Tutorial Center, Student Worker II
19. Anthea Maniulit, Chemistry, Student Worker IV
20. Anthea Maniulit, MESA, Student Worker IV
21. Sukhmani Mohar, MESA, Student Worker IV
22. Leonel Munoz, MESA, Student Worker IV
23. Mezairah Niduaza, Library, Student Worker I
24. Rommel Niduaza, Library, Student Worker I
25. Luis Oropeza, Library, Student Worker I
26. Luis Perez, Tutorial Center, Student Worker III
27. Rolando Perez, Biology, Student Worker IV
28. Rolando Perez, MESA, Student Worker IV
29. Daniel Pesqueda, MESA, Student Worker IV
30. Steven Rhyans, MESA, Student Worker IV
31. Oscar Rojas-Calderon, Maintenance, Student Worker I
32. Daniel Ruiz Castruita, Tutorial Center, Student Worker II
33. Arthur Saavedra, MESA, Student Worker IV
34. Justin Sahdeo, MESA, Student Worker IV
35. Juan Serrano, MESA, Student Worker IV
36. Mary Sloan, MESA, Student Worker IV
37. Shaun Smith, Art, Student Worker IV
38. Gerardo Soto, MESA, Student Worker IV
39. Jacqueline Tortolani, MESA, Student Worker IV
40. Carolyn Worden, Child Development Center, Student Worker I