HARTNELL COMMUNITY COLLEGE DISTRICT

MINUTES

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

June 5, 2012

OPEN SESSION

Meeting called to order at 5:04 p.m. by Trustee Padilla-Chavez.

PLEDGE OF ALLEGIANCE

Student Trustee Luchini led the Pledge of Allegiance.

ROLL CALL

Erica Padilla Chavez, President
Candi DePauw, Vice President
Patricia Donohue
Bill Freeman (arrived shortly after roll-call)
Elia Gonzalez-Castro
Ray Montemayor
Demetrio Pruneda (arrived shortly after roll-call)
Dr. Phoebe K. Helm, Superintendent/President

Trustee Padilla-Chavez reminded the assembly of the three minute per speaker limit and read aloud the following statement:

The Board of Trustees is committed to maintaining a respectful and productive environment that fosters a culture of civility where members of the campus, the community, and the Board feel safe to express themselves and are free from discrimination, bullying, harassment and threats. We welcome your comments and expect them to be presented in a civil manner and for decorum to be maintained.

PUBLIC COMMENTS

Karen Pfeiffer, community member, Peter Calvert, faculty, Frank Mendoza, employee, Ed Mercurio, retired faculty, and Alan Garcia, student, spoke in support of Frank Mendoza, classified employee.

Wayne Ross, student, addressed the student activities fee increase and the tentative budget and urged the Board to support these items.

Laverna Engle, community member, stated that the college campus needs signage, that she found the campus difficult to navigate.

Juan Gutierrez, outgoing student trustee and senator, addressed commencement ceremony stating that it is about the students and that he felt the students were rushed.
Trustee Padilla-Chavez administered the Oath of Affirmation to Elaine Duran Luchini. Ms. Luchini will serve as the Student Trustee for academic year 2012-2013. The Board congratulated and applauded Ms. Luchini.

The Board recognized the outgoing Student Senate officers and presented the officers with certificates of appreciation. Those recognized were:

Francisco Estrada, President and Vice President, Inter-Club Council
Sequoia Lewis, Executive Vice President
Monica Garnica, Vice President, Finance
Anahi Alcibar, Vice President, Program and Services
Michele Scheuermann, Vice President, Communication
Renise Mar, Eliab Rivera, Penny Mejia, Wayne Ross, Juan Gutierrez, Anthony Fernandes, and Elanie Duran, Senators

Members of the Board and the assembly applauded the students for their service.

Trustee Padilla-Chavez announced the 2012-2013 Student Senate officers:

Francisco Estrada, President
Wayne Ross, Executive Vice President
Erica Lomeli, Vice President, Inter-Club Council
Maria Lozano, Vice President, Finance
Miriam Muñoz, Vice President, Program and Services
Martin Robledo, Vice President, Communication
Jorge Cruz, Anthony Fernandes, Jesenia Lugo and James Solarte, Senators

Three senator vacancies remain: 1) Alisal; 2) King City, and 3) Evenings and Weekends and/or Distance Learning.

The Board congratulated the students on their election.

The Board received a presentation by Andy Newton, Title V Collaborative Grants Director, on Latina Transfer Night, Family Health and Science Day, and on the recent visit from Ms. Latina World 2010, Valencia de la Vega.

On May 17, 2012, the college held the first ever Latina Transfer Night. The event was well attended and sponsored by the Student Senate and was the first of three community outreach events that would follow.

On May 18, 2012, Ms. Latina World 2010 presented her inspiring story to many members of the community and folkloric dancers accompanied the evening. The following day, she attended the college’s annual Family Health and Science Day – an event coordinated by the Alisal Union High School District and Hartnell College. Family Health and Science Day is a free community event where science, fine arts, healthy living, and respect for the earth come together. On that same day, Ms. de la Vega spent the evening at the Steinbeck House where student interns prepared dinner for her and others.
Ms. de la Vega’s visit was a joint effort between the Naval Post Graduate School Cebrowski Institute and Hartnell College. Ms. de la Vega is a former U. S. Army Captain with a nuclear engineering degree from West Point, a master’s degree in finance, and is currently an engineer for Intel. Mr. Newton’s presentation included a slide show of pictures.

**TRiO PROGRAM**

Manuel Bersamin, Director, Student Support Services, presented the TRiO Program. TRiO is a federally funded student retention and transfer program that includes a mandatory first year orientation, first year experience curriculum, the establishment of close relationships with counselors and peers student involvement, mandatory tutoring, student study groups, and parental involvement. The TRiO staff proudly displayed pictures of recent TRiO graduates, all of whom are transferring, and on June 2, 2012, the TRiO Program held a dinner celebration for all graduate and their families where Dr. Helm and members of the Board attended.

**TENTATIVE BUDGET**

Alfred Muñoz, Vice President, Support Operations (Interim) presented the tentative budget and recommended that the Board approve the tentative budget with a deficit of $2.5 million and further recommended that the Board direct the administration to work with representatives of the college to bring forward a budget that reduces the $2.5 million deficit by the September meeting. The district plans to conduct this work with employee groups over the summer. (Appendix A).

**CONSENT AGENDA**

Prior to the motion, Dr. Helm pointed out that the Board received three revised Consent items: C. Curriculum, I., Wireless Provider, and P. Personnel.

**Curriculum** - The course ABT 57 was removed because the course was not approved at the last Curriculum Committee meeting.

**Wireless Provider** – At the time of the publication, the item did not include the successful bidder and total cost of the project.

**Personnel** - The revision included the reclassification of one classified employee, the resignation of one employee, the appointment of two managers, and the appointment of two classified positions.

Motioned (Donohue), seconded (DePauw), by vote of 7-0, and by advisory vote of Aye (Luchini), the Board moved to approve Items A through P.

**A. MINUTES**


**B. DISBURSEMENTS**

Ratified 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.
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<td><strong>C. CURRICULUM</strong></td>
<td>Ratified the Curriculum Committee actions taken at their May 3 – May 17, 2012 meetings.</td>
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<tr>
<td><strong>D. CSUMB – HARTNELL COMP SCIENCE BA DEGREE PROGRAM</strong></td>
<td>Approved the Memorandum of Understanding between Hartnell College and California State University, Monterey Bay to provide a joint program in Computer Science enabling a cohort of qualified students to earn a Bachelors Degree in three years.</td>
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<tr>
<td><strong>E. UCSC MICRO-GRID PROJECT – ALISAL CAMPUS</strong></td>
<td>Approved the Memorandum of Understanding between Hartnell College and the University of California, Santa Cruz, Center for Sustainable Energy and Power Systems for the Jack Baskin School of Engineering, to establish a renewable energy micro grid on the Alisal Campus.</td>
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<tr>
<td><strong>F. USDA GREENHOUSE</strong></td>
<td>Approved the Memorandum of Understanding between Hartnell College and the United States Department of Agriculture to provide greenhouse and farm management, education and research support for Agricultural Programs and direct staff to execute the land use and research support or service agreements necessary to carry out the work.</td>
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<tr>
<td><strong>G. CITY OF SALINAS VOLUNTVARY FITNESS INCENTIVE PROGRAM (Discussion: Luchini)</strong></td>
<td>Authorized the administration to enter into an agreement with the City of Salinas for a Voluntary Fitness Program for City employees. The term of the agreement is June 15, 2012 through December 31, 2012. The City agrees to pay the college $4,000, which will help offset the cost of college staff. Student Trustee Luchini asked for clarification on this agreement to which Dr. Helm, Mary Dominguez, and Melissa Stave responded.</td>
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<tr>
<td><strong>H. ETUDES DISTANCE ED SOFTWARE (Discussion: Gonzalez-Castro)</strong></td>
<td>Authorized the administration to enter into an agreement with ETUDES, a provider of distance education software. The cost for the first year is $40,000 paid from the general funds. Trustee Gonzalez-Castro asked several questions related to this agreement and Matt Coombs clarified the services provided and the amount of the agreement for the first year through third year of service. Trustee Pruneda asked about documentation that supports the effectiveness of distance learning.</td>
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<td><strong>I. MERAKI WIRELESS TECHNOLOGY PROVIDER (Discussion: Gonzalez-Castro)</strong></td>
<td>Awarded bid to Meraki, the second lowest, but best service and best value bid and authorized the administration to enter into a five-year contract for the wireless technology project. Dr. Helm explained that Ed. Code § 81645 (acquisition of electronic systems and related services) allows any college to choose any one of the three lowest bidders provided a statement regarding best service/best value is included the Request for Qualification/Proposal.</td>
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<td><strong>J. COUNTY OF MONTEREY KINSHIP AND FOSTER CARE</strong></td>
<td>Authorized the administration to enter into an agreement with the County of Monterey, Department of Social and Employment Services to provide basic and advanced training for local agency employees, as well as current and prospective foster parents. The County will pay Hartnell College $343,519 for 2012-2013 and $343,519 for 2013-2014 for these services.</td>
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K. KEENAN AND ASSOCIATES

Approved to extend the agreement with Keenan and Associates for the administration of Workers’ Compensation run-off claims. The extension is for one year, beginning July 1, 2012 through June 30, 2013. The administrative cost for this service is $7,400 and paid from the Self-Insurance Fund.

L. MONTEREY SALINAS TRANSIT –FREE FARE ZONE

Approved to amend the agreement with Monterey Salinas Transit for the Free Fare Zone to Hartnell College students. The amendment would extend the agreement to and including June 30, 2013, extend the scope of service to include the Alisal Campus, increase the “not to exceed” amount of the contract for 2011-12 to $50,000 (an increase of $20,000), and include a “not to exceed” amount for 2012-13 of $70,000. The funds used to support this agreement are included in the student activities fee.

M. M. J. JOHNSON GRANT WRITER

(Approval: Gonzalez-Castro)

Approved to amend the agreement with M. J. Johnson for grant writing services. The amendment increases the compensation of the current contract by $8,000, and increases the term by two years, effective July 1, 2013 through June 30, 2015, with a not to exceed $60,000 per year.

Trustee Gonzalez-Castro asked why general funds are being used to support this work. Dr. Helm responded that donated funds can only be used as specified by the donor and as such, this work must be paid from the general funds. In addition, grant funds cannot be used to solicit future grants.

N. FIVE YEAR CAPITAL PLAN 2014-2018

Approve the submittal of the Five-Year 2014-2018 Capital Construction Plan to the California Community College Systems Office.

O. MCSIG – FACULTY

Approved the agreement with Monterey County Schools Insurance Group for a change in coverage designation for faculty.

P. PERSONNEL

Approved and/or ratified Personnel Actions. (Appendix B)

ACTION ITEMS

BUDGET REVISIONS

Motioined (Donohue), seconded (DePauw) by vote of 7-0, and by advisory vote of Aye (Luchini), the Board moved to approve the budget revisions numbered 9780 to 9817.

RESOLUTION 12:7

Motioined (Donohue), seconded (DePauw) by roll-call vote of 6-1 (No: Freeman), and by advisory vote of Aye (Luchini), the Board moved to adopt Resolution 12:7, Budget Revisions, 2011-2012.

RESOLUTION 12:8

Motioined (Donohue), seconded (DePauw) by roll-call vote of 7-0, and by advisory vote of Aye (Luchini), the Board moved to adopt Resolution 12:8, Establishing the Appropriations Limit for 2012-2013.

TENTATIVE BUDGET 2012-2013

Trustee Freeman stated that he could not support the tentative budget because the college does not know what the State will do and that it is not right that funding for education continues to get cut. Also, he stated that all employees must advocate for more funding.

Trustee Gonzalez-Castro stated that she is confident that the college will come
together to close the $2.5 million gap because it has been done before.

Trustee Montemayor stated that he understands the Board is approving a tentative budget and asked that the proposed cuts be fair and equal to everyone. He stated that the Board should not be asked to give up 100% of their benefits and questioned the amount allocated to Trustees stating that he believed it to be less than $100,000 because not all trustees receive health benefits. Trustee Pruneda agreed and asked if there were costs even if they made no claims. Mr. Freeman agreed that trustees should not have to give up their benefits.

Motioned (Donohue), seconded (DePauw) by vote of 6-1 (No: Freeman), and by advisory vote of Aye (Luchini), the Board moved to:

1. Approve the 2012-13 tentative budget required on or before July 1 of each year;
2. Set September 4, 2012 at 5 p.m. as the date and time to conduct a public hearing on the budget for fiscal year 2012-2013;
3. Set September 4, 2012 as the date to adopt the budget for fiscal year 2012-2013; and
4. Direct the staff to return with recommendations that reduce the $2.5 million deficit to a more reasonable level before the September meeting.

ACADEMIC AFFAIRS

Motioned (DePauw), seconded (Gonzalez-Castro) by vote of 6-1 (No: Freeman), and by advisory vote Aye (Luchini), the Board adopted Academic Affairs Policies, 4225, 4226, 4230, 4231, 4235, 4240, and 4250.

Trustee Freeman stated that he could not support Policy 4225 because he believes students should be allowed to repeat courses in PE and Art because many are elderly and enjoy the courses. Dr. Helm stated that these policies are implementing State regulations that the college must follow.

BOARD POLICY 3910

Motioned (DePauw), seconded (Gonzalez-Castro) by vote of 7-0, and by advisory vote Aye (Luchini), the Board moved to approve the second and final reading Policy 3910, Soliciting, Materials Distribution, and Fundraising on Campus.

STUDENT ACTIVITIES AND ID CARD FEES

Motioned (Montemayor) seconded (Luchini) by vote of 7-0, and by advisory vote of Aye (Luchini), the Board moved to increase the Student Activities Fee to $10 per semester, effective Fall 2012.

Student Senate President Estrada stated that the current student fee is $4 per semester and that it is the lowest among the 55 colleges surveyed. He stated that an increase is necessary in order to sustain the Senate and he stated that the expenditure of fees must be clear and transparent to everyone. The distribution of the fees are specified in the item and include, MST Free Fare Zone, admissions to Home games and Main Stage (TWS) regular season plays, as well as other student activities.
Motioned (DePauw) seconded (Gonzalez-Castro) by vote of 7-0, and by advisory vote of Aye (Luchini), the Board moved to continue the privileges afforded to the Student Trustee under Education Code 72023.5(b).

INFORMATION ITEMS

CONSTRUCTION PROJECTS – UPDATE

The Board received an updated, written report on the current construction projects. The report is on Page 188 of the June 5, 2012 Meeting Agenda Packet housed at:

http://www.hartnell.edu/board/packets/06_05_12.pdf

BOND REFINANCING

The Board received a written report and power point slides prepared by Pipers Jaffray and presented to the Bond Oversight Committee, staff, trustees and community members related to the sale and refinancing of Measure H Bonds, particularly Series D. Trustee Freeman stated that he was not happy that Bob Perkins, Bond Committee Chair, wrote a “Soapbox” article related to the sale and refinancing because he believes Mr. Perkins’ motives to be political and Mr. Perkins should have come to the Board before going to the media.

(Appendix C)

50% PLAN FOR 2012-2013

The Board received the plan to reduce the un-exempted deficiency in 50% Law in the amount of $15,401 from 2010-11. Dr. Helm stated that the college is required to submit their plan to the Chancellor’s Office by June 30, 2012. The district anticipates being in full compliance in 2011-12 and the district has planned its budget for 2012-13 to meet the 50% Law requirement as well, despite the struggle with severe reductions in State funding.

FINANCIAL STATEMENTS

The Board received the financial statements for the period ending April 30, 2012.

COUNTY TREASURER’S REPORT OF INVESTMENTS

The Board received the County Treasurer’s Report of Investments for the quarter ending March 31, 2012.

SENATE REPORTS

Student Senate: Francisco Estrada reported that the Senate hosted a staff appreciation luncheon that was successful. Also, he stated that the Senate supported the student activities fee increase and that they held a jalapeno eating contest on Cinco de Mayo and Peter Calvert, faculty member, won. Mr. Calvert ate ten jalapenos in nine seconds. Mr. Estrada thanked the 2011-12 officers for their service and is looking forward to next year. In closing, he thanked Dr. Helm for her service and wished her well in future endeavors.

Academic Senate: Nancy Schur reported that the Academic Steering Committee authorized the Senate to make appointments to faculty hiring committees over the summer. In addition, many faculty have stepped forward to serve on the hiring committee for the Vice President of Academic Affairs and other positions as necessary.

There was no Classified Senate report.
PRESIDENT’S REPORT

Dr. Helm thanked the Board for their support and that she hopes that all of the work they accomplished and the decisions made over the past five years will prove to be in the best interest of the students, college, and community. She has a great love for the hills and the people of this valley and that they are the most generous community she has experienced. She is proud the college was able to increase enrollment, proud to have the number of graduates grow year after year, in the High School Equivalency Program (HEP) as well as in Associate Degrees. She is proud of the Board’s commitment to increase student success, decrease time to degree, and at the same time increase community involvement, including the college going rate of our high school students. She is proud of the college’s image in the community and in Higher Education. She thanked the Board and stated it has been her privilege to serve.

BOARD REPORTS

Trustee Padilla Chavez thanked Dr. Helm for everything and said she will miss her. She stated that she received correspondence from staff regarding a recent board meeting and that the Board should focus on those issues at their retreat. She reported that she could not attend the Nursing Pinning Ceremonies, but heard it was a wonderful event. She was able to attend the HEP Recognition Ceremony and stated it is among her favorites. She stated that Trustee Gonzalez-Castro represented her at the TRiO celebration and learned it was a wonderful event, too.

Trustee DePauw read aloud a letter she wrote to Trustee Padilla-Chavez regarding the May 8, 2012 meeting related to civility, instability, and harassment. She stated that she thinks Francisco made a great Student Senate President and is pleased he is returning next school year. She reported that she attended the Nursing Pinning Ceremonies, Commencement, and HEP Recognition. Also, she announced the Monterey County Stand Down 2012, an event to help veterans connect to services available, is scheduled three days beginning June 19th at the Salinas Rodeo. In closing, she thanked Dr. Helm for her leadership.

Trustee Montemayor thanked the student officers for their service and he stated he remains astounded how the newspapers find out information before he does.

Trustee Duran Luchini stated that she is glad to be on the Board and looks forward to working with everyone.

Trustee Donohue congratulated Student Trustee Duran Luchini and Student Senate President, Francisco Estrada. She, too, attended three of the recent celebratory events and congratulated all students on their achievements. She thanked Trustee DePauw for her statements relative to civility, instability, and harassment and agreed the Board needs to work on this. She thanked Dr. Helm for her inspirational leadership and plans to go to Chicago to visit her.

Trustee Freeman reported that elected officials take the good with the bad and sometimes people get upset and that they have the right to express and speak to others in any way they wish to. Trustee Freeman stated that graduation is about
the students and honoring others during the ceremony does not belong. He stated that he attended the memorial services for Heidi Ramirez and that he attended the TRiO and EOPS celebrations. He stated that he believes everyone needs to lobby to legislators to fund education and we need to focus on voting for individuals who support education. He congratulated the new student trustee and student officers and he stated that he is not happy that Francisco Estrada was not part of the graduation ceremonies.

Trustee Pruneda welcomed Student Trustee Luchini. He reported that he attended several of the celebrations and that he enjoyed attending. He complimented everyone for their work on these events. Trustee Pruneda agreed with Trustee Freeman in that Francisco Estrada should have been invited to participate in all student ceremonies because of his role as Student Senate President and believes the same for Juan Gutierrez. Trustee Pruneda stated that, in retrospect, he wished he would have known Dr. Helm better – that she has a lot of talent and he wished her well. Trustee Pruneda stated that he was a little uncomfortable with public comments made at the May meeting because those who spoke are his friends and while he may not agree with all that they said, they did have a concern and he does not believe they were disrespectful. He stated that disrespect comes in many ways and he can read between the lines. He came to this Board to show transparency and expects all to behave in the same way. He believes next year will be better for him and hopes the same for others.

Trustee Gonzalez-Castro stated that she is sad to say goodbye to Dr. Helm because she has learned a lot from her. She will miss her mentoring and hopes that Dr. Lewallen will continue the practice of meeting with individual board members. She thanked Dr. Helm for all of her time and for her generosity – she will never forget all that she has done for her and that Dr. Helm is special to her. Trustee Gonzalez-Castro stated that she was able to attend all of the graduation/student ceremonies and she thanked her supervisor for allowing her the flexibility to attend. She thoroughly enjoyed each celebration and she congratulated all of the students on their achievements. She stated that she supports the development of a civility policy and appreciates the support and everyone should have manners and treat each other respectfully.

PUBLIC COMMENTS

BID PROTEST – PE FIELD HOUSE PROJECT

John Bosio, representative Ausonio Construction, addressed the protest letter his company submitted for the PE Field House Project.

Steve Locke, Tombelson, Inc. stated that he does not support the protest and he maintains his company’s bid, the lowest bid, is responsive.

MOVE TO CLOSED SESSION

The Board, Dr. Phoebe K. Helm, Superintendent/President, Alfred Muñoz, Vice President, Support Operations (Interim) and legal counsel, Thomas Manniello, Lozano Smith, moved to closed session at 8:13 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.

1. Collective Bargaining Agreement – California Schools Employee Association, Chapter 470
2. College Bargaining Agreement – Hartnell College Faculty Association
3. Termination of Classified Employee (1 case)
4. Conference with Legal Counsel – Anticipated Litigation Government Code Section 54956.9 Significant Exposure to Litigation (1 case)

RECONVENE PUBLIC SESSION AND REPORT OUT FROM CLOSED SESSION

Trustee Padilla-Chavez reconvened the public session at 9:26 p.m. and there was no reportable action on item 3 on the Closed Session agenda.

COLLECTIVE BARGAINING AGREEMENTS

Motioned (Gonzalez-Castro) seconded (Montemayor) by vote of 7-0, the Board ratified the Collective Bargaining Agreement between Hartnell Community College District and California School Employee Association, Chapter 470.

Motioned (DePauw) seconded (Montemayor) by vote of 7-0, the Board ratified the Collective Bargaining Agreement between Hartnell Community College District and Hartnell College Faculty Association.

BID PROTEST – PE FIELD HOUSE PROJECT

Motioned (Freeman) seconded (DePauw) by vote of 7-0, the Board denied the protest against the bid submitted by Tombleson, Inc. for the PE Field House Project.

CONTRACT FOR PE FIELD HOUSE PROJECT

Trustee Freeman motioned to award the contract to Tombleson, Inc. for the PE Field House Project, but due to the lack of a second, the motion died.

Motioned (DePauw) seconded (Pruneda) by vote of 7-0, the Board rejected all bids for the PE Field House Project and directed the project be bid again.

Trustee Freeman stated that rejecting all bids would delay the project; that it may cost the college more money, and he would like to see the project completed as scheduled.

ANNOUNCEMENTS

Cancel June 19, 2012 Board Development Meeting.
Rescheduled July 10 meeting to July 3, 2012.

ADJOURNMENT

Meeting adjourned at 9:30 p.m.

______________________________  ________________________________
Erica Padilla-Chavez       Phoebe K. Helm
Board of Trustees President  Board Secretary
2011-12 Budget Impact

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<th>State</th>
<th>Hartnell</th>
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<tr>
<td>Proposed Budget</td>
<td>$520m</td>
<td>$2.7m</td>
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<tr>
<td>June 2011</td>
<td>$400m</td>
<td>$1.981m</td>
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<tr>
<td>January Trigger</td>
<td>$102m</td>
<td>$0.645m</td>
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<tr>
<td>“February Surprise”</td>
<td>$129m</td>
<td>$0.632m</td>
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<tr>
<td>Total 2011-12 Budget Impact</td>
<td>$3.258m</td>
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<tr>
<td>2012-13 Apportionment Change</td>
<td>$1.814m</td>
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June 30, 2011 through July 1, 2012 $5.072m

May Apportionment withheld (RDA) $733,000

Budget Impact to Hartnell

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<th>FTES Funded Reductions</th>
<th>District</th>
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<tr>
<td>2010-11 FTES</td>
<td></td>
<td>7,100</td>
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<tr>
<td>2011-12 FTES (Projected)</td>
<td></td>
<td>7,075</td>
<td>6,463</td>
<td>612</td>
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<tr>
<td>2012-13 FTES (Budget)</td>
<td></td>
<td>7,100</td>
<td>6,065</td>
<td>1,035</td>
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Total Unfunded FTES 1,747 since 2010-11 = ($7,975,055)

(1) Governor’s Tax Initiative Passes FTES = 6,463
### Hartnell GF Tentative Budget 2012-13

#### Deficit Budget
- **Apportionment**: $31,002,598
- **Other Income**: 4,877,960
- **Total Revenue**: 32,879,958
- **Academic Salaries**: $13,286,444
- **Classified Salaries**: 7,511,263
- **Benefits**: 7,838,210
- **Supplies/Materials**: 474,455
- **Other Operating**: 5,548,595
- **Capital Outlay**: 184,100
- **Transfer**: 534,000
- **Total Expenditures**: 35,376,977
- **Deficit**: ($2,497,019)

#### Tentative Budget 2012-13

**Balanced Budget Assumptions:**

- Reduce FTES by 900 = Savings $1.1 million
- Reduce full time employees Salaries by 5% = Savings $1.3 million in salaries and benefits
- Reduce Trustee benefits to zero for one year: saving = $100,000
- **TOTAL SAVINGS** = $2.5 Million
2012-13 Tentative Budget

Unrestricted General Fund Balance

Forecast June 30, 2012 $7.7 million
Forecast Deficit 2012-13 (2.5)
Forecast June 30, 2013 Balance 5.2
5% minimum reserve (1.7)
Economic uncertainty/cash flow (1.5)

Reserve available for operations $2.0 million
(approximately three weeks of reserves)

Redevelopment Risk

Governor’s Proposal: Reduced State Funding = Former RDA Funding Property Taxes

Legislative Analyst’s Office Concerns: Governor’s projection “significantly” overestimated.

Impact to CC: Reduced funding.

Projected 2011-12 State $116.2 million; Hartnell $733,000
Projected 2012-13 State $341 million; Hartnell $2.159m

BUDGET RISKS?
District Budget Update

Recommendation:

• Approve Tentative Budget tonight as deficit

• Direct District administration, faculty and staff meet to revise deficit budget down before final budget is adopted, Sept. 15th

• Update board on progress in revising budget
The following Personnel Actions were approved/ratified at the June 5, 2012 Regular Meeting of the Hartnell College Governing Board:

I. Classification and Compensation
   A. Approve the reclassification of classified staff in Academic Affairs Maria De Leon (#CC-176), from Administrative Assistant, step E, to Division Administrative Assistant, step E, full-time, 40 hours per week, 12 months per year, effective March 15, 2012. This reclassification has been reviewed and approved by CSEA.

II. Retirements, resignations, releases, and leave requests
   A. Ratify resignation of regular personnel:
      1. Margaret Ortega, Student Life Coordinator (#CC-64), effective June 1, 2012.

III. Appointments
   A. Ratify appointment of full-time academic personnel:

   B. Ratify appointments of management positions:
      1. Debra Kaczmar, Interim Dean of Nursing and Allied Health (#A-20), Range III, Step B, effective August 1, 2012, not to exceed one year.

   C. Ratify appointments of classified employees:
      1. Belen Gonzales, part-time, 25 hours per week, 12 months per year, Program Assistant, Veterans Services (#CC-186), Student Services, Range 31, Step E, effective July 9, 2012. This action represents a promotion from the full-time Instructional Operations Specialist position (#CC-18).
      2. Dustin Wood, full-time, 40 hours per week, 12 months per year, Instructional Operations Specialist (#CC-18), Academic Affairs, Range 28, Step B, effective June 18, 2012. This action represents a promotion from the full-time Student Services Technician position (#CC-58).

   D. Ratify appointments of part-time instructors for spring semester 2012:
      1. Donna Federico, Theater Arts
      2. Alexa Johnson, Agriculture Business Technology
      3. Joseph Martinez, Counseling
      4. Robin McKee-Williams, Theater Arts
      5. Carla Pantoja, Counseling
      6. Harry Price, Automotive Technology
      7. Mark Shilstone, Theater Arts
E. Ratify appointments of part-time instructors for summer session 2012:
1. Patrizia Ahlers-Johnson, Psychology
2. Elizabeh Andrade, Psychology
3. Olga Blomgren, English
4. Gabriel Bravo, Counseling
5. Fernando Cabrera, Spanish
6. Alejandra Campos, Spanish
7. Bobby Carrillo, Administration of Justice
8. Maricela Cerda, Psychology
9. Bihn Cheung, Welding
10. Ying Chu, Mathematics
11. Phillip Collins, Music
12. Catherine Dacosta, Mathematics
13. Theodore Dolas, Theater Arts
14. Derek Duarte, Theater Arts
15. Linda Edlund, Anthropology
16. Daniel Ehrler, Speech
17. Matthew Escovee, Political Science
18. Steve Ettinger, Music
19. Sewan Fan, Physics
20. Marilu Flores, Spanish
21. Albert Graham, Agriculture and Industrial Technology
22. Wanda Guibert, English
23. Deborah Harris, English
24. Lawrence Harris, Political Science
25. Patricia Henrickson, Early Childhood Education
26. Lynn Hilden, Mathematics
27. John Himelright, Philosophy
28. Chris Houston, English
29. Jonathan Hubbard, Biology
30. Jeffrey Kettering, Administration of Justice
31. Tae Sung Kim, Mathematics
32. Derrick Lavoie, Biology
33. Jeffrey Lewis, Administration of Justice
34. David Lofte, Mathematics
35. Leanna Lofte, Mathematics
36. Salina Lopez, Psychology
37. Matthew Love, Chemistry
38. Suzanne Mann, Theater Arts
39. Maria Marquez, Spanish
40. Cicely McCreight, Counseling
41. Nickolas McDaniel, Psychology
42. Robin McKee-Williams, Theater Arts
43. Ann Merville, Anthropology
44. Glenda Mora, English
45. Peggy Munoz-Meador, Political Science
46. Pamela Murakami, Art
47. William Musselman, Automotive Technology
48. Martin Need, English
49. Juan Oliverez, History
50. Samuel Pacheco, History
51. Brian Palmer, Mathematics
52. Jaeduck Park, English as a Second Language
53. Michael Parker, Administration of Justice
54. Ayaz Pirani, English
55. Meagan Plumb, English
56. Raylene Potter, Mathematics
57. Merry Pratt, Psychology
58. Wendy Roscher, English
59. Soad Sedrak, Mathematics
60. Barry Sheppy, Spanish
61. Steven Shore, History
62. Tracey Spencer, Administration of Justice
63. Eric Strayer, Sociology
64. Alicia Steinhardt, Biology
65. Patricia Sullivan, Photography. Appointment based on equivalency as follows: Masters in related discipline, has at least 15 under-graduate courses in design and visual arts.
66. Janine Tabor, English as a Second Language
67. Afshin Tiraie, Mathematics
68. Patricia Tollefson, English
69. Jose Trujillo, Administration of Justice
70. Mary Touton, Biology
71. Robert Unzueta, Ethnic Studies
72. Marisol White, Sociology
73. Daphne Young, English
74. Paul Yun, English
75. Emilia Zuniga, Counselor

F. 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.

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.

7. Susan Derichsweiler, $30/hr (as needed), YESS-ILP trainer, March 11, 2012 – June 10, 2013.
8. Isamar Perez, $13/hr (as needed), childcare, March 9, 2012 – June 10, 2013.

Hartnell College provides Crisis Counseling Services that are completely confidential and free of charge to enrolled Hartnell students. A Marriage & Family Therapist Counseling Intern is available to assist students in crisis.


Supplemental Instruction (SI) is a peer-led academic support program that helps students enrolled in certain historically challenging courses. SI leaders in the Tutorial Center facilitate student learning through out-of-class discussion and study skills support.


Agriculture Business Technology – 81, Insect Collection and Identification course, requires insect collections, identification, and field monitoring procedures to establish principles in entomology.


The lighting technician supports non-instructional performances and events held in the Main Stage theater.


G. Ratify appointment of short-term employee:

1. Alejandra Moreno, $13.59/hr (20 hrs/week), clerical assistant, March 24, 2012 – March 30, 2013. This position was approved by the Board at its May 2012 regular meeting.

H. Ratify appointment of Student Workers for spring semester 2012:

1. Michelle Clark, Library, Student Worker I
2. Luis Oropeza, Library, Student Worker I
3. Leticia Ortega, Cafeteria, Student Worker I
Measure H Review

I. Introduction – Phoebe Helm

II. Bond Data – Ivory Li

III. Goals – Phoebe Helm

IV. Questions/Answers – Phoebe Helm
## Repayment Comparison

<table>
<thead>
<tr>
<th>Series</th>
<th>Without Refinancing</th>
<th>With Refinancing</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Repayment Ratio</td>
<td>% Interest</td>
</tr>
<tr>
<td>A-D</td>
<td>4.8X</td>
<td>5.5%</td>
</tr>
<tr>
<td>D only</td>
<td>9.5X</td>
<td>7.0%</td>
</tr>
</tbody>
</table>

(1) Interest Rate Estimate

---

### Overview of Measure H Bond Program

- **Approved by Voters on November 5, 2002**
- **Total Program Size: $131 Million**

**Bond Financing Plan:**

<table>
<thead>
<tr>
<th>Bond</th>
<th>Issue Date</th>
<th>Bond Repayment Period</th>
<th>Bond Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>April 2003</td>
<td>25</td>
<td>$35.0 Million</td>
</tr>
<tr>
<td>B</td>
<td>June 2006</td>
<td>25</td>
<td>$35.0 Million</td>
</tr>
<tr>
<td>C</td>
<td>June 2009</td>
<td>25</td>
<td>$12.6 Million</td>
</tr>
<tr>
<td>D</td>
<td>September 2009</td>
<td>40</td>
<td>$48.4 Million</td>
</tr>
</tbody>
</table>

(1) Series A Bonds were refinanced/refunded in 2005.
(2) Series B, C, and D are eligible for refinancing after 10 years.

- **Estimated Tax Rate: $19.83 per $100,000 of Assessed Valuation**
History of Assessed Valuation and Tax Rates

Hartnell CCD - Measure H ($131 Million)

<table>
<thead>
<tr>
<th>Fiscal Year Ending</th>
<th>Total Assessed Valuation</th>
<th>Annual Change in Assessed Valuation</th>
<th>Series A Bond Repayment</th>
<th>Series B Bond Repayment</th>
<th>Series C Bond Repayment</th>
<th>Series D Bond Repayment</th>
<th>Annual Tax Rate Per $100,000 of AV</th>
</tr>
</thead>
<tbody>
<tr>
<td>1998-1999</td>
<td>$105,581,614,729</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$17.37</td>
</tr>
<tr>
<td>2000-2001</td>
<td>$12,658,968,881</td>
<td>9.17%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$17.37</td>
</tr>
<tr>
<td>2001-2002</td>
<td>$13,913,458,344</td>
<td>9.91%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$17.37</td>
</tr>
<tr>
<td>2002-2003</td>
<td>$15,680,423,551</td>
<td>12.70%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$17.37</td>
</tr>
<tr>
<td>2004-2005</td>
<td>$17,630,991,122</td>
<td>6.94%</td>
<td>$3,507,414</td>
<td></td>
<td></td>
<td></td>
<td>$18.62</td>
</tr>
<tr>
<td>2005-2006</td>
<td>$18,941,566,701</td>
<td>7.71%</td>
<td>$3,678,750</td>
<td></td>
<td></td>
<td></td>
<td>$17.14</td>
</tr>
<tr>
<td>2006-2007</td>
<td>$22,384,154,634</td>
<td>12.38%</td>
<td>$2,445,650</td>
<td>$1,508,573</td>
<td></td>
<td></td>
<td>$20.23</td>
</tr>
<tr>
<td>2007-2008</td>
<td>$24,333,830,786</td>
<td>8.68%</td>
<td>$2,559,400</td>
<td>$1,787,241</td>
<td></td>
<td></td>
<td>$16.09</td>
</tr>
<tr>
<td>2008-2009</td>
<td>$24,087,625,393</td>
<td>-1.03%</td>
<td>$2,682,650</td>
<td>$1,882,241</td>
<td></td>
<td></td>
<td>$18.52</td>
</tr>
<tr>
<td>2009-2010</td>
<td>$21,161,419,963</td>
<td>-4.34%</td>
<td>$2,812,300</td>
<td>$1,857,241</td>
<td></td>
<td></td>
<td>$21.04</td>
</tr>
<tr>
<td>2010-2011</td>
<td>$21,159,638,857</td>
<td>-0.18%</td>
<td>$2,947,425</td>
<td>$1,882,241</td>
<td></td>
<td></td>
<td>$21.42</td>
</tr>
<tr>
<td>2011-2012</td>
<td>$21,161,813,298</td>
<td>-0.18%</td>
<td>$3,086,400</td>
<td>$1,927,241</td>
<td></td>
<td></td>
<td>$23.15</td>
</tr>
</tbody>
</table>

Average Tax Rate $19.29

Neighboring Community College District’s Bond Tax Rate in FY 2011-12

<table>
<thead>
<tr>
<th>Community College District</th>
<th>Bond Measure</th>
<th>Tax Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cabrillo CCD</td>
<td>Measure C ($85 Million) &amp; Measure D ($118.5 Million)</td>
<td>$38.96</td>
</tr>
<tr>
<td>Gavilan Joint CCD</td>
<td>Measure E ($108 Million)</td>
<td>$21.70</td>
</tr>
<tr>
<td>Monterey Peninsula CCD</td>
<td>Measure I ($145 Million)</td>
<td>$23.57</td>
</tr>
</tbody>
</table>
If Series D Gets Refinanced in 2019

<table>
<thead>
<tr>
<th>Year</th>
<th>Series A</th>
<th>Series B</th>
<th>Series C</th>
<th>Series D</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2004</td>
<td>$61,899,252</td>
<td>$68,500,412</td>
<td>$41,579,919</td>
<td>$286,623,020</td>
<td>$458,602,603</td>
</tr>
<tr>
<td>2008</td>
<td>$35,000,000</td>
<td>$34,995,518</td>
<td>$12,597,888</td>
<td>$48,405,079</td>
<td>$130,998,484</td>
</tr>
<tr>
<td>Repayment Ratio</td>
<td>1.8x</td>
<td>2.0x</td>
<td>3.3x</td>
<td>5.9x</td>
<td>3.5x</td>
</tr>
</tbody>
</table>

**Estimated Total Bond Repayment Reduction** $173,945,335

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Concluding Thoughts

- When the Original Bond Program was Structured, the Plan was to Refinance Series D Bonds Before a Single Payment Has to be Made.
- Instead of Looking at the Series D Bonds as an Isolated Transaction, Keep in Mind it was Part of a Multi-Series Bond Program with the Overall Objective of Keeping the Tax Rate Consistent from Year to Year.
- The District Chose the Best Financing Option to Maintain a Level Tax Rate in the Intermediate Years (from 2010-2022).
- A Balanced Approach was Selected with the Goal of Maintaining Relatively Level Tax Rate in the Intermediate Years and the Intention of Refinancing/Restructuring Series D before 2023.